

# **National Museum**

**Bloemfontein**

# **Annual Report**

**April 2015 - March 2016**



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# ANNUAL REPORT

APRIL 2015 - MARCH 2016

MUSEUM

**National Museum, Bloemfontein**

An agency of the Department of Arts and Culture

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## Section 1

# SUBMISSION OF THE ANNUAL REPORT TO THE EXECUTIVE AUTHORITY

Report to the Executive Authority in terms of section 55(3) of the Public Finance Management Act (Act No. 1 of 1999) (PFMA).

As required by section 55(3) of the PFMA, it is an honour to submit the annual report, including the audited financial statements, for the financial year ended 31 March 2016.

Your attention is respectfully drawn to section 55(3) of the PFMA which states that an accounting authority must submit the report and statements referred to in subsection 55(1) (d), for tabling in Parliament, to the relevant executive authority through the accounting officer of a department designated by the executive authority.

## Section 2

# LEGISLATIVE MANDATE

The National Museum is a Declared Cultural Institution and a schedule 3A Public Entity in terms of the PFMA resorting under the National Department of Arts and Culture.

The National Museum was established in terms of section 3 of the Cultural Institutions Act, 1998 (Act No. 119 of 1998) and in terms of section 5 it is governed by a Council appointed by the Minister of Arts and Culture.



*Patrick Letsatsi (National Museum, History Department), as an Executive Member of the newly formed Heritage Education Foundation of South Africa (HEFSA) attended meetings in Durban, Grahamstown, Pretoria, Vereeniging, Bloemfontein and Rustenburg. These meetings were aimed at finalising the constitution of HEFSA and discussing funding proposals and partnerships with other heritage institutions and municipalities.*

*From left: Matome Mojela (Additional Executive Member), Fikiswa Mrwebi (President of HEFSA), Dr Moleboheng Mohapi (Head: Arts and Culture, Royal Bafokeng Nation), Alpheus Matlou (Secretary General) and Patrick Letsatsi (Treasurer).*

## **Section 3**

# **FOREWORD BY THE CHAIRPERSON OF COUNCIL**

**The Hon Mr N Mthethwa**  
**Minister for the Department of Arts and Culture**  
**Pretoria**

Dear Mr Mthethwa

### **National Museum Annual Report 2015-2016**

On behalf of the Council of the National Museum, I am pleased to present the Annual Report for the 2015/2016 financial year on the activities of the National Museum, Bloemfontein.

The mandate of the National Museum is to provide professional services in research, education and the curation and conservation of heritage-based collections for the benefit of all the communities it serves. In the spirit of transformation and revival experience, there is a concerted effort to focus on and respond to Ministerial priorities. The Museum has tremendous potential to develop and transform the broader heritage landscape, through developing programmes and activities.

There are efforts to initiate programmes that profile the cultural significance of the institution's diverse natural history collections and exhibits, incorporating indigenous knowledge through oral history and other methods. This will offer a tremendous opportunity for communities to embark on journeys to experience South Africa's living heritage.

Furthermore the Museum is committed to creatively explore ways of advancing nation building, social cohesion, reconciliation and the Mzansi Golden Economy. What opportunities are provided for the Museum by the Mzansi Golden Economy? These include involvement through the Mobile Museum projects as part of the Touring Programme, and possibly linking up with other institutions and Cultural Precincts with regard to arts, culture; and heritage events, and promoting these as opportunities for entrepreneurship. Opportunity also exists to use public spaces to promote some of the Museum activities, so that the public can actually see what the Museum does. We are investigating the possibility of the National Museum assisting community museums. All this will culminate in the hosting of Living Heritage events.

We have embarked on a serious transformation agenda and we are on the verge of concluding the Transformation Policy that will address issues of succession planning. We have also prioritized the transformation of procurement that will seek to enhance the Mzansi Golden Economy.

Sound financial management and reporting resulted in the Museum receiving unqualified audits in the past. Unhappily, auditing the Museum's collections in line with the requirements of GRAP 103 for heritage assets is still to be resolved. Concretely, it is proposed that the Accounting Standards Board should consider exploring a new measurement to audit museums' collections.

The National Museum will maintain and expand its role as a leading heritage institution of excellence, through its collections, research and educational programmes.

The Council would like to take this opportunity to thank the Director, Mr Rick Nuttall and the entire staff of the National Museum, for the ongoing activities of the Museum and for putting together the 2015/2016 Annual Report. I am convinced that the activities outlined in the 2016/2017 Annual Performance Plan will bring us closer to honouring Ministerial priorities and make us proud and inspired South Africans who appreciate our collective heritage.

I am deeply grateful to my fellow Council members, for the high level of commitment and integrity shown towards their task of guiding and overseeing the work of the National Museum.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Afrika Msimang', with a large circular flourish at the beginning.

**Ms Afrika Msimang**

**Acting Chairperson: Council of the National Museum**

31 July 2016

## Section 4

# DIRECTOR'S OVERVIEW

It is my pleasure to highlight some of the activities of the National Museum during the 2015/2016 financial year; further details are provided in the *General review of state of affairs and report on performance* elsewhere in the Annual Report.

The National Museum provides professional curation and conservation, research and education services relevant to heritage-based collections, of benefit to all communities served by the Museum. In the process, the Museum promotes increased awareness, a better understanding and a sense of national pride in the diverse cultural and natural heritage shared by all South Africans. To promote the enjoyment of learning about this shared heritage, the Museum offers numerous formal and informal activities, exhibitions and public outreach programmes. Essential to these activities is the professional support provided by management, administration and technical services personnel.

### **Curation and conservation of collections**

A total of 85 169 material 'units' (specimens, artefacts, objects, books, artworks, etc.) were added during the year to the diverse heritage collections managed by the Museum. A total of 19 conservation training opportunities were attended by collections management staff during the year. Fossil preparators continued with the Karoo Palaeontology mentorship programme under the expert guidance of Mr John Nyaphuli, South Africa's most experienced preparator. Wherever possible, standards of collection management were maintained, as reflected by the annual internal audit of collections. Adequate and appropriate space for storage of increasing numbers of collection items is an ongoing challenge.

### **Research**

Important international and national research collaborations have continued, particularly in the fields of Archaeology, Entomology, Herpetology, Oral History, Karoo and Quaternary Palaeontology and Mammalogy. Significant research outputs included 29 articles in peer-reviewed, accredited academic journals. Five National Museum scientists are rated by the National Research Foundation. Supervision of post-graduate students (6 PhDs, 4 Masters, 2 Honours) and training of undergraduate students (e.g. in Oral History) continues. Seven Museum staff members were supported in their studies (3 PhDs, 4 Masters) during the year. Museum staff members continue to be actively involved in providing critical professional services, through reviewing articles for specialist research journals, the examination of post-graduate theses and reviewing of funding applications for national and international funding bodies; these aspects acknowledge the professional standing of research staff.

### **Education and public programmes**

Diverse educational programmes offered by the National Museum Education Department and Oliewenhuis Art Museum included guided tours of exhibitions, curriculum-based lessons, workshops and outreach programmes. With support from the National Research Foundation's (NRF) African Origins Programme (AOP), the Museum's Karoo Palaeontology Department presented another successful *Evolution Education Programme* to nine schools and 620 learners in the greater Bleomfontein / Mangaung area. The Programme also included an Educator Training Workshop presented by Museum staff. The Mobile Museum vehicle provided outreach programmes to 29 schools during the year, 25 of which were to previously

disadvantaged schools, six of these being in rural areas. Oliewenhuis Art Museum hosted ten excellent art exhibitions, details of which are provided in the *General review of state of affairs and report on performance* elsewhere in the Annual Report. Positive feedback continues to be received from exhibition curators and exhibiting artists regarding the professionalism of the Art Museum staff and the exceptional facilities provided.

#### **Managerial support services**

Providing professional and efficient support to all staff is essential to create an enabling environment in which they can effectively carry out their work; such support is provided as a priority. In addition, human resources coaching and training initiatives have assisted significantly in better equipping staff to undertake their work. Effective governance and internal control measures remain a priority; appropriate structures and procedures have continued to function optimally to achieve desired outcomes in this regard.

#### **Tourism**

The National Museum and its satellite museums represent significant tourism assets; the Museum however lacks the capacity to effectively market and promote these. The development of strategic partnerships with tourism authorities remains an ongoing priority in order to most appropriately tap the Museum's tourism potential, particularly in the central interior of South Africa.

#### **Acknowledgements**

Sincere thanks and appreciation are extended to the Council of the National Museum, the Audit and Risk Committee and the dedicated staff members for their contributions to another successful year for our institution.



**RJ Nuttall**

**Director**

31 July 2016

## Section 5

# ROLE AND VISION of the National Museum, Bloemfontein

### ***Vision***

To be the best heritage centre in Africa.

### ***Mission***

To provide heritage information, an enjoyable experience and an invaluable tourism resource to all people through quality research, conservation, education and exhibitions.

### ***Value system***

The Museum is driven by the principles of Excellence, Professionalism, Respect, Co-operation, Teamwork, Commitment and Passion, Innovation and Community Empowerment.



*The local newspaper Bloemfontein Courant instituted a competition in 2013 to select the best local business or institution based on the choice of their readers. This year, the National Museum was awarded the prize for the best museum and Oliewenhuis Art Museum for the best art gallery. Oliewenhuis also attracted more than 80% of the votes in that category and was therefore awarded the certificate for 'Landslide Winner'.*

*From left: Dr Louise Coetzee, Palesa Lerotholi and Ester le Roux at the Best of Bloemfontein awards ceremony.*



## Section 6

# INTRODUCTION to the National Museum, Bloemfontein

The National Museum\* is a Declared Cultural Institution with framework autonomy which resorts under the Department of Arts and Culture and is governed by a Council. The Museum is a natural history, cultural history and art museum which systematically and selectively collects examples and information relevant to these fields over the whole spectrum of prehistory up to the present. It is its task to document, preserve, conserve, restore, make available, study and promote such items, specimens, examples, collections and information.

*\*Incorporating the satellites: First Raadsaal Museum; Florisbad Research Station; Freshford House Museum; Oliewenhuis Art Museum; Wagon Museum*

### NATIONAL MUSEUM, BLOEMFONTEIN

The National Museum in Bloemfontein was established in 1877 and initially its collections and displays consisted mainly of rarities from around the world. Subsequently the Museum has developed into an omnibus institution with international stature. Intensive research is being done and significant study collections have been assembled in the fields of acarology, arachnology, botany, entomology, herpetology, mammalogy, ornithology, palaeo-ecology, palaeontology, anthropology, archaeology, cultural history, rock art and fine arts. Education is a further core function of the Museum and is embedded in every Museum activity. Through its displays and programmes the Museum renders a public service for its diverse audiences, engaging them in enjoyable and enlightening experiences and enriching the learning opportunities of all individuals.

### OLIEWENHUIS ART MUSEUM

*(Satellite of the National Museum)*

On 19 July 1985 the former State President, Mr P.W. Botha, handed Oliewenhuis to the National Museum to be developed into an art museum. Oliewenhuis was erected in 1941 as residence of the Governor-General of the Union of South Africa. It was also used by the State Presidents of the Republic of South Africa as residence when on official visits to Bloemfontein. Later, however, Oliewenhuis was no longer used and it was thus made available to the National Museum.

Several structural changes had to be made to develop Oliewenhuis into an art museum, which on completion was officially opened on 11 October 1989.

Oliewenhuis Art Museum collects exclusively South African art and its collection consists of paintings, sculpture and graphic art. The pride of the collection are the Pierneef paintings, especially the magnificent *Rustenburg Kloof*, and the paintings of Bloemfontein done by Thomas Baines in 1851, only five years after the establishment of the town. The Art Museum obtains artworks through donations and acquisitions. The City Council of Bloemfontein made important donations, which were first housed at the A.C. White Gallery, and Mrs Dora Scott donated the F.P. Scott Trust Collection. The latter includes 24 artworks of the Bloemfontein Group.

## **FLORISBAD QUATERNARY RESEARCH STATION**

*(Satellite of the National Museum)*

Florisbad is an internationally important fossil locality which has produced an archaic modern human skull in addition to valuable archaeological and palaeontological material. It is a key site for information not only on the physical development of modern humans, but also on their environment and subsistence behaviour.

In September 1912 an earthquake opened up a new spring at the Florisbad mineral spring, and fossil bones and stone artefacts were brought to the surface with the water. Robert Broom investigated the find and in 1913 published an article on the material.

The discoveries prompted further investigations in the 1920s and 1930s by Prof. T.F. Dreyer from the Grey University College in Bloemfontein. This culminated in the discovery of the Florisbad human cranium in 1932. Dr A.C. Hoffman, Director of the National Museum in Bloemfontein, carried out further work in 1952. In 1980 Florisbad was bought by the South African Government for research purposes and was placed under the administration of the National Museum, Bloemfontein.

## **FRESHFORD HOUSE MUSEUM**

*(Satellite of the National Museum)*

Freshford is one of the few houses of the upper middle class of the Edwardian period that still exists in Bloemfontein. The house was designed and built by the architect, John Edwin Harrison. Born and trained in England, Harrison immigrated to South Africa in 1894.

Freshford House was completed in 1897, i.e. during a transition between the Late Victorian and Edwardian periods. With its asymmetrical facade, unplastered red brick walls, bay windows, veranda with carved wood and galvanised iron roof with cast-iron finishes, Freshford House is a typical example of a residence during this period in Bloemfontein.

The house was acquired by the National Museum in 1982, restored to its former glory and was opened to the public in 1986.

## **FIRST RAADSAAL MUSEUM**

*(Satellite of the National Museum)*

The British Resident, Maj. H.D. Warden, built this typical South African pioneer's building in 1849. It was the first school building north of the Orange River. It served as a church until 1852 and it was used by the Legislative Council of the Orange River Sovereignty and, from 1854, by the Orange Free State Republic as Assembly Hall and offices. When the Assembly moved to larger premises in 1856, the building reverted to its use as a school, which it remained until 1877. The little building was put to a different use once again when in that year it housed the newly established National Museum. It was vacated in 1915 when the Museum moved to its present premises, and it was proclaimed a National Monument in 1936. In 1975 the wheel had turned full circle when the old Raadsaal was once again vacated and transferred to the National Museum.



## **WAGON MUSEUM**

*(Satellite of the National Museum)*

The Wagon Museum is situated on the same premises as the First Raadsaal Museum. It houses a collection of historical wagons and carriages, such as a spring wagon, Voortrekker ox wagon, transport wagon, stage coach, mule wagon, spider and Cape cart. In the exhibition area are various panels depicting the development of transport through the ages and the making of a wagon wheel. A miniature diorama gives the visitor an impression of a team of oxen in front of a Voortrekker ox wagon. An exhibit of modes of transport used by black people has recently been included in the Museum.



*A new exhibition has been completed portraying South Africa's National Symbols. It includes specimens of the Springbok, Blue Crane, Galjoen and King Protea as well as a large image of a Real Yellowwood tree, all with relevant information. The non-living symbols – the Coat of Arms, National Flag, National Anthem, Constitution and National Orders – are presented on panels as well as on a touch screen computer where the meaning of each of their components and information about their designers/composers can be found. Information on the Provincial Coats of Arms and South African World Heritage Sites is also available on the touch screen computer.*

## **Section 7**

# **LOCATION AND ACCESS**

## **The National Museum, Bloemfontein and its satellites**



**National Museum, Bloemfontein**

36 Aliwal Street, P.O. Box 266, Bloemfontein 9300  
(Main address for correspondence and services)

Telephone (051) 4479609

Facsimile (051) 4476273

(All calls and faxes through these numbers)

Open: Monday to Friday: 08:00 - 17:00

Saturday: 10:00 - 17:00

Sunday and Public Holidays: 12:00 - 17:00



**Oliewenhuis Art Museum**

16 Harry Smith Street, Bloemfontein

Open: Monday to Friday: 08:00 - 17:00

Saturday: 09:00 - 16:00

Sunday and Public Holidays: 09:00 - 16:00



**Freshford House Museum**

31 Kellner Street, Bloemfontein

Open: Monday to Friday: 10:00 - 13:00

Saturday, Sunday & Public Holidays: 14:00 - 17:00



**Florisbad Quaternary Research Station**

Florisbad, Soutpan

40 km northwest of Bloemfontein on the Bultfontein Road (S142)

Open: By appointment only



**First Raadsaal Museum and Wagon Museum**

95 St George Street, Bloemfontein

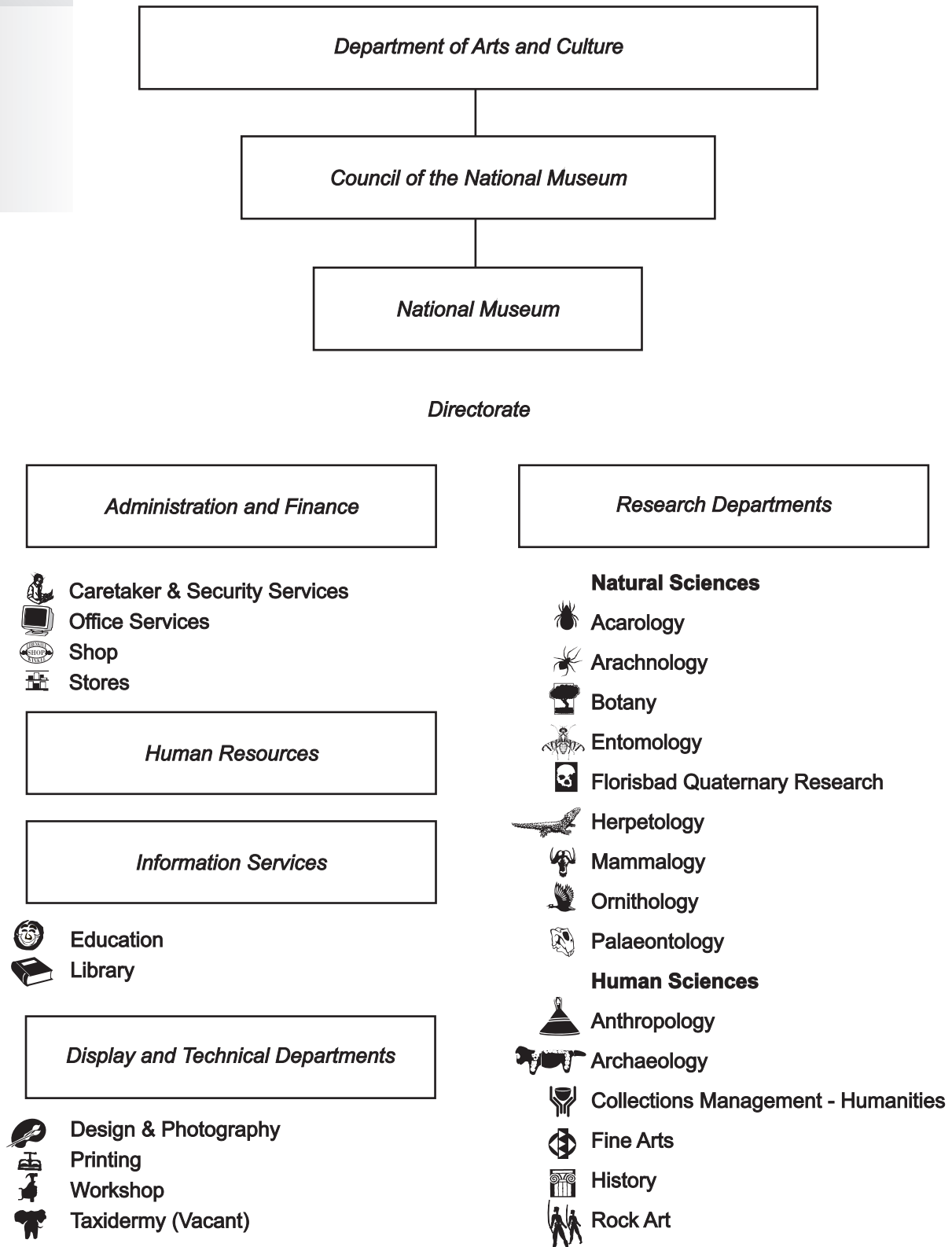
Open: Monday to Friday: 10:00 - 13:00

Saturday, Sunday & Public Holidays: 14:00 - 17:00

**Note: All centres are closed on Christmas Day and Good Friday**

## Section 8

# ORGANISATIONAL STRUCTURE



## Section 9

# PERFORMANCE INFORMATION

### Statement of responsibility for performance information for the year ended 31 March 2016

The Director is responsible for the preparation of the National Museum's performance information and for the judgements made in this information.

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

In my opinion, the performance information fairly reflects the actual achievements against planned objectives, indicators and targets as per the strategic and annual performance plan of the National Museum for the financial year ended 31 March 2016.

The performance information of the National Museum, Bloemfontein for the year ended 31 March 2016 has been examined by the external auditors.

The performance information of the entity as set out on page 16 to page 33 was approved by the Council.



**RJ Nuttall**

**Director**

31 July 2016



## **GENERAL REVIEW OF STATE OF AFFAIRS AND PERFORMANCE**

General review of state of affairs and report on performance by the Accounting Authority to the Executive Authority and Parliament of the Republic of South Africa.

### ***General review of the state of affairs***

The National Museum provides professional services in the curation and conservation of heritage-based collections, in research and education, of benefit to a broad spectrum of the community. Outputs and standards have either been maintained or improved upon by the Museum. Where targets have not been achieved, measures will be considered in future to address these aspects.

### **Curation and Conservation of Heritage Collections**

Despite ongoing concerns regarding inadequate accommodation for Museum's heritage collections, these continue to receive curatorial attention of a high standard as indicated by the outcome of the annual audit of collections undertaken by Museum staff. A total of 85 169 material 'units' (specimens, objects, site information, artworks, books, etc.) were added to the diverse collections managed by the Museum during the year.

Oliewenhuis Art Museum is committed to developing a representative collection of South African Art. During the year, 21 artworks in various media were added to the collection; these include works by Ann-Marie Tully, Gladys Mgudlandlu, Bambo Sibiyi, Jeannette Unite, Jody Bieber, Brent Mestre, Alexander Podlaschuc, Landi Raubenheimer, Monique Pelser, Jeremy Wafer, Pauline Gutter, Paul Emmanuel and Julian Motau.

Restoration and remedial conservation of artworks and items in the Museum library have been undertaken by specialist conservators. The training of Museum staff to undertake appropriate conservation techniques relevant to Museum collections is crucial; 19 conservation training opportunities were attended by staff. In-house development of appropriate skills continues.

### **Research**

The Museum continues to contribute significantly to research and knowledge production, both locally and internationally; five research staff have National Research Foundation (NRF) rating and another has submitted an application for rating. Researchers produced numerous scientific / research (29) and semi-scientific / popular (59) publications during the year and also contributed 20 presentations at national and international conferences and workshops. They also presented academic (16) and popular (48) lectures and were involved in collaborative projects with numerous researchers and research institutions both in South Africa and internationally. Museum staff reviewed a total of 200 manuscripts for international and national scientific publications, research theses, scientific reports and researcher evaluations; this is evidence of the high regard in which Museum researchers are held in the research community. The research value of the Museum's collections is reflected by the number of requests for loans from researchers at other institutions; 32 loans of collection items were requested and provided during the year. Numerous research projects (see Appendix C) in the natural and social sciences enable the Museum to execute fully its conservation, archival and inventory functions. Oral history research investigates and documents intangible heritage; a continuing

strategic research focus is the Museum's Batho Community History Project. The Museum's oral history programme enjoys collaboration both internationally, through the Thomas More University College, Mechelen, Belgium and locally via the Central University of Technology and the University of the Free State; this involves professional staff from all three institutions and the training of students from Thomas More University College and the University of the Free State.

## **Education & Public Programmes**

The National Museum and its satellite museums attracted a total of 206 748 visitors during the year; this included a significant percentage of school learners, the physically handicapped and the elderly - testimony to the popularity of the community-related and special programmes and exhibitions offered by the Museum. Educators and tertiary-level students also attended various programmes. Considering that Bloemfontein / Mangaung is not a recognised tourist destination, these visitor numbers are significant. This also illustrates strong linkages between the National Museum, its home city and region.

The Museum's Education Department, Oliewenhuis Art Museum and certain research departments have continued with various educational and public outreach programmes. In addition to the important curriculum-based lessons and guided tours offered by the National Museum, Education Department staff have been involved with enlightening learners about museum-related careers. The specially equipped Mobile Museum vehicle has also been utilised to visit rural communities and schools. In conjunction with the National Research Foundation's (NRF) African Origins Programme (AOP), the Museum's Karoo Palaeontology Department has continued to present the successful *Evolution Education Programme*, presenting a workshop to educators from various schools in the greater Bloemfontein / Mangaung area on this theme.

Oliewenhuis Art Museum offers guided tours of the art collections and 'walkabouts' of hosted temporary exhibitions. A variety of art activities are also offered, aimed particularly at disadvantaged children, including holiday art workshops. Approximately 700 people of all ages attend art classes at the Art Museum each month. This supports the Art Museum's desire and mission to attract, educate and engage a larger and more diverse community.

Local artists, woodcarvers and art students are assisted by Oliewenhuis Art Museum to attend various workshops and art exhibition openings at the Museum. The Art Museum also continues to assist local woodcarvers by displaying their sculptures at the Museum, advertising these and facilitating sales thereof.

A number of well-attended temporary exhibitions were presented at the National Museum, its satellites and at public libraries. Oliewenhuis Art Museum hosted and curated a total of ten excellent and well-supported temporary art exhibitions during the year, including *Inkunzi Emanxeba: The legacy continues...*, curated by Lunga Khumalo (and including works by Bongzi Bengu, Charles Nkosi, Makgabo Helen Sebedi, Mbongeni Buthelezi, Zamani Makhanya, Zamaxolo Dunywa, Dario Manjate, Colbert Mashile and Nontsikelelo Veleko); *Terra*, curated by Prof Elfriede Dreyer (with participating artists Clare Menck, Elizabeth Gunter, Irene Naudé, Majak Bredell, Noria Mabasa, Sybrand Wiechers, Berna Thom, Carolyn Parton, Celia De Villiers, Frikkie Eksteen, Minnette Vári, Pascual Tarazona, Eric Duplan, Isabel Mertz, Lucas Thobejane, Sarel Petrus, Diane Victor, Diek Grobler, Gwenneth Miller, Keith Dietrich, Paul Cooper and Georgia Papageorge); *Sojourn: Landscapes from Southern Africa*

2007 – 2012 and *Across my father's fault* by Brent Meistre; *Big Dreams in a Small City – Places of Memory / Spaces of Imagination* (the 27th Sophia Gray Memorial Lecture and Exhibition presented by renowned architect Anton Roodt); *Ik Ben Een Afrikander: The Unequal Conversation*, curated by Teresa Lizamore (showcasing artists Strijdom van der Merwe, Hentie van der Merwe, Luan Nel, Jan van der Merwe, Rosemarie Marriot and Senzeni Marasela); *After Landscape*, by Landi Raubenheimer; *Unfolding Time: A visual story of Bloemfontein 1850-1950* curated by Mpho Khomari, VANS/AFRICALIA Intern for 2015, and *History will break your Heart*, by Kemang Wa Lehulere (Standard Bank Young Artist 2015).

Oliewenhuis continues to inclusively promote South African art locally and nationally, and the Art Museum prides itself as the preferred exhibition venue for many of South Africa's leading contemporary artists.

The life-size bronze sculptures portraying significant South African historical figures and struggle heroes as part of the National Heritage Project and installed on the lawns at Oliewenhuis Art Museum, continued to attract favourable attention. Commissioned as part of the first phase of the National Heritage Project, partly funded by the National Lottery Distribution Trust Fund and the Department of Arts and Culture, these sculptures were unfortunately removed during the year, in order to be installed as part of a permanent National Heritage Monument, just outside Pretoria.

The initiative to make the institution, its information and displays more accessible to persons with disabilities is ongoing at the National Museum.

The National Museum, mainly through the Batho Community History Project and Oliewenhuis Art Museum's programmes, undertakes a number of community outreach programmes. These include supporting the St. Nicholas Hospice's Sunflower House; as part of the Museum's Mandela Day initiatives, donations of cot mattresses, as well as essential toiletries and hygiene accessories for the children, were presented by Museum staff who also performed song and dance items for the children and their care-givers. Despite the negative impact of drought conditions, the Batho Vegetable Gardens Project continues to promote sustainable food gardening in Batho Township. A brochure "*5 Easy steps to grow your own vegetables*" in Sesotho and English compiled by Museum staff continues to be distributed.

## **Marketing**

The numerous and diverse activities of the National Museum and its satellites, especially Oliewenhuis Art Museum, are given exposure through various marketing activities. A total of 4 053 publicity items (TV, radio, newspapers, magazines and electronic media) relating to the activities of the Museum appeared in diverse media during the year.

The development of advertisements for the media, the production of newsletters, visitors' guides and tourism brochures, as well as banners and other materials for temporary exhibits, are undertaken using in-house technical expertise.

## **Human Resources**

A number of vacancies (see Human Resource Management Report elsewhere in the Annual Report) were filled during the year, a number with applicants from designated groups. It remains a challenge to attract and retain such applicants in the specialised



disciplines of the Museum. Furthermore, it remains a concern that core-funding constraints continue to impact on the ability of the Museum to provide staff with competitive salaries and incentives.

### ***Services rendered by the National Museum***

- The National Museum and its satellite museums provide professional research, conservation and educational services to a broad spectrum of the community, both scientific and non-scientific, at the local, national and international level.
- Educational programmes and resources have been developed in line with school curricula and the Museum provides certain resource materials that are not available anywhere else.
- Facilities for workshops, courses, monthly meetings of societies, etc. (auditorium, tea room) are also available.

### **Tariff policy**

Tariffs are reviewed on an annual basis.

The following tariffs are applicable:

Entrance fees	Adults: R5.00; Children (school): R3.00; Children (pre-school): R1.00; School groups: R1.00 per learner; Educators: R3.00
Rental of auditorium	R500.00 per day
Rental of facilities at Oliewenhuis Art Museum	R3 000.00 per function (Reservoir)

### ***Capacity constraints***

The National Museum continues to experience capacity constraints in Information Technology (IT), with personnel qualified in other areas applying themselves to the best of their ability in this very necessary field. Other constraints include insufficient space for the expansion of displays; the rebuilding and upgrading of existing exhibition spaces and displays are the only options currently available. Furthermore, the lack of sufficient, appropriate collections storage facilities remains a major problem requiring urgent attention; submissions for assistance in this regard continue to be made via the Museum's User Asset Management Plan (UAMP) to the Department of Arts and Culture.

### ***Utilization of outside funds***

Funding for specific research projects, equipment and conferences was obtained from the National Research Foundation (NRF), the Palaeontological Scientific Trust (PAST), the Department of Science and Technology (DST) / NRF Centre of Excellence in Palaeosciences, the South African National Biodiversity Institute (SANBI) and the JRS Biodiversity Foundation. Funding for an ongoing mentorship programme in Karoo fossil preparation was also provided by the NRF, while the Visual Arts Network of South Africa (VANSA) funded a visual arts internship at Oliewenhuis Art Museum. Digitisation of entomological collections data, as well as upgrading of natural history collections and collections facilities was supported by funding from the NRF's Natural History Collections (NHC) Funding Instrument. The South African Agency for Science and Technology Advancement (SAASTA), a

business unit of the NRF again funded the Museum's National Science Week activities. Funds generated through external research contracts are utilized to extend research programmes, to enable research staff to attend conferences and to purchase specialized equipment. The Karoo Palaeontology Department's Evolution Education Programme was again funded by the NRF. The Department of Arts and Culture's *Mzansi Golden Economy* (MGE) platform has provided funding for the National Art Bank, one of the MGE initiatives, which is hosted by the National Museum.

### ***Maintenance, repairs & renovations***

Minor maintenance, repair and renovation activities, managed by the Department of Public Works, are ongoing. Security aspects, including the upgrading of security systems, were addressed on an ongoing basis during the report period.

### ***Transfer payments***

No transfer payments were made by the National Museum.

### ***Public Private Partnerships (PPP)***

No Public Private Partnerships were entered into.

## ***PERFORMANCE INFORMATION BY PROGRAMME***

The information below summarises progress made towards achieving the National Museum's strategic objectives. Each section is headed by the relevant strategic objective, followed by summary information relevant to achievement of relevant targets.

### **1. PROGRAMME 1: ADMINISTRATION**

#### **1.1 Sub-programme 1: Support Services**

Programme purpose: To provide the necessary professional support to ensure the achievement of the Museum's primary objectives of carrying out quality research, expanding and managing diverse heritage collections and communicating to all, through educational programmes, exhibitions and publications, the importance of this diverse heritage to the South African nation.

#### **Strategic objectives:**

- 1.1. To provide the necessary support for the Museum's key focus areas – research, collections development and management, and education.
- 1.2. To implement a Human Resources (HR) Plan.
- 1.3. To ensure fixed asset infrastructure to support Museum activities.

**Programme performance indicators, planned targets and actual achievements**

<b>1.1 To provide the necessary support for the Museum's key focus areas – research, collections development and management, and education</b>					
<b>Programme Performance Indicator</b>	<b>Actual Achievement 2014/2015</b>	<b>Planned Target 2015/2016</b>	<b>Actual Achievement 2015/2016</b>	<b>Deviation from planned target to Actual Achievement for 2015/2016</b>	<b>Comment on deviations</b>
1.1.1 Unqualified audit	Unqualified audit report achieved for 2013/2014 financial year	Unqualified audit report for 2014/2015 financial year	Clean audit report achieved for 2014/2015 financial year	Target achieved.	
1.1.2. Audit exceptions addressed	Addressing of audit exceptions ongoing; most are addressed by agreed deadlines.	75% of audit exceptions addressed by agreed deadlines	Clean audit report for 2014/2015 financial year; addressing of issues raised in Management Report completed	Target achieved.	
1.1.3. Response to annual managerial support services survey	No progress with managerial support services survey, although questionnaire developed.	At least 60% response rate by selected staff to annual managerial support services survey, completed by 31 March 2016.	Managerial support services survey questionnaires distributed during Quarter 4; completed surveys have been received but analysis outstanding.	Target partially achieved.	Capacity challenges to facilitate analysis of survey results. Unplanned delays in analysing managerial support services survey. To be addressed in 2016.
1.1.4. Improvement in results of support services survey	No progress with managerial support services survey, although questionnaire developed.	70% improvement on results (average scores) of annual managerial support services survey.	Managerial support services survey undertaken during Quarter 4; analysis still to be finalised.	Target partially achieved.	Analysis of results of managerial support services survey not yet finalised. Capacity challenges to facilitate and undertake survey. To be addressed in 2016.
<b>1.2 To implement a Human Resources (HR) Plan</b>					
<b>Programme Performance Indicator</b>	<b>Actual Achievement 2014/2015</b>	<b>Planned Target 2015/2016</b>	<b>Actual Achievement 2015/2016</b>	<b>Deviation from planned target to Actual Achievement for 2015/2016</b>	<b>Comment on deviations</b>
1.2.1 HR strategy and plan	Draft HR strategy and plan still under review; not approved, implemented or reviewed as at 31 March 2015.	HR strategy and plan reviewed by 31 March 2016.	Draft HR strategy and plan still under review; not approved, implemented or reviewed as at 31 March 2016.	Target not achieved.	Capacity to further develop HR strategy and plan a challenge; to be addressed during 2016. Existing HR policies are in place however.
<b>1.3 To ensure fixed asset infrastructure to support Museum activities.</b>					
<b>Programme Performance Indicator</b>	<b>Actual Achievement 2014/2015</b>	<b>Planned Target 2015/2016</b>	<b>Actual Achievement 2015/2016</b>	<b>Deviation from planned target to Actual Achievement for 2015/2016</b>	<b>Comment on deviations</b>
1.3.1 Fixed asset maintenance plan	Fixed asset maintenance plan still outstanding at 31 March 2015.	Fixed asset maintenance plan implemented by 31 March 2016.	Fixed asset maintenance plan under development; to be finalised and submitted to Council for	Target partially achieved.	Fixed asset maintenance plan to be approved & implemented during 2016. Maintenance is nevertheless undertaken on a regular basis at present, with the Museum

			approval and implementation, on 26 May 2016.		regularly prompting maintenance of specialised equipment by Department of Public Works, responsible for this maintenance.
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## 2. PROGRAMME 2: BUSINESS DEVELOPMENT

### 2.1 Sub-Programme 1: Curation and Conservation of Collections

**Programme purpose:** To collect and conserve materials and objects of natural and cultural heritage relevant to the disciplines of the National Museum, which represent an important part of the collective national estate. In addition, to give attention to expanding collections where appropriate to include materials, objects and information to promote an enhanced sense of national pride in the diverse cultural and natural heritage shared by all South Africans.

#### Strategic objectives:

- 2.1 To systematically build representative collections of natural history, cultural history and art.
- 2.2 To maintain high standards of conservation, curation and management of collections.
- 2.3 To build collections management capacity internally and in the broader museum sector.

#### Programme performance indicators, planned targets and actual achievements

<b>2.1 To systematically build representative collections of natural history, cultural history and art</b>					
<b>Programme Performance Indicator</b>	<b>Actual Achievement 2014/2015</b>	<b>Planned Target 2015/2016</b>	<b>Actual Achievement 2015/2016</b>	<b>Deviation from planned target to Actual Achievement for 2015/2016</b>	<b>Comment on deviations</b>
2.1.1. Objects / specimens ("material units") added to natural history, cultural history and art collections	Specimens ("material units") added to natural history collections (n=55 338) by 31 March 2015.	Specimens ("material units") added to natural history collections (n=12 000) by 31 March 2016.	Specimens ("material units") added to natural history collections (n=83 456) by 31 March 2016.	Natural history specimens: 71 456 more than target. Achieved; target far exceeded.	It is difficult to accurately set targets, as opportunities to add heritage specimens and objects vary and are often controlled by external factors.
	Objects ("material units") added to cultural history collections (n=2 092) by 31 March 2015.	Objects ("material units") added to cultural history collections (n=1 800) by 31 March 2016.	Objects ("material units") added to cultural history collections (n=1 692) by 31 March 2016.	Cultural history objects: 108 less than target. Target partially achieved.	It is difficult to accurately set targets, as opportunities to add heritage specimens and objects vary and are often controlled by external factors.
	Objects ("material units") added to art collections (n=9) by 31 March 2015.	Objects ("material units") added to art collections (n=20) by 31 March 2016.	Objects ("material units") added to art collections (n=21) by 31 March 2016.	Artworks: 1 more than target. Target achieved.	Availability and cost of appropriate artworks influence numbers added to the collection.
2.1.2. Collections Policy reviewed	Collections Policy (as well as component departmental policies) reviewed by 31 March 2015.	Collections Policy reviewed annually, by 31 March.	Collections Policy (as well as component departmental policies) reviewed by 31 March 2016.	Target achieved.	
2.1.3. Annual collections audit completed	Annual collections audit successfully completed by 31 March 2015.	Complete annual collections audit by 31 March 2016.	Annual collections audit successfully completed by 31 March 2016. Report submitted to Management.	Target achieved.	

<b>2.2 To maintain high standards of conservation, curation and management of collections</b>					
<b>Programme Performance Indicator</b>	<b>Actual Achievement 2014/2015</b>	<b>Planned Target 2015/2016</b>	<b>Actual Achievement 2015/2016</b>	<b>Deviation from planned target to Actual Achievement for 2015/2016</b>	<b>Comment on deviations</b>
2.2.1. Annual review of procedures for conservation, curation and management of collections	Procedures for conservation, curation and management of collections reviewed by 31 March 2015 (as part of annual collections audit).	Procedures reviewed annually by 31 March.	Procedures for conservation, curation and management of collections reviewed by 31 March 2016 (as part of annual collections audit).	Target achieved.	
2.2.2. Compliance with procedures for conservation, curation and management of collections during annual collections audit	An average of 84% compliance with required procedures for conservation, curation and management of collections was achieved.	90% compliance with procedures for conservation, curation and management of collections.	An average of 83% compliance with required procedures for conservation, curation and management of collections was achieved.	Average compliance with procedures 7% lower than target; standards of conservation, curation and management of certain collections slightly below high standard set as benchmark; rigorous internal process followed. Target partially achieved.	Areas of concern include digitization, maintaining hard copies of catalogues and off-site storage of backups; these need to be addressed to improve compliance. Training of collections management staff ongoing; request to DAC for improved storage facilities, via UAMP, ongoing.
2.2.3. Motivation for additional storage facilities submitted to Department of Arts and Culture (DAC) annually	Updated User Asset Management Plan (UAMP), including motivation for additional storage facilities, was submitted to DAC in July 2014.	Motivation for additional storage facilities submitted to DAC annually by 30 August.	Updated User Asset Management Plan (UAMP), including motivation for additional storage facilities, was submitted to DAC in July 2015.  User Specified Accommodation Needs (extra storage facilities) submitted to DAC on 30 November 2015.	Target achieved.	
<b>2.3 To build collections management capacity internally and in the broader museum sector</b>					
<b>Programme Performance Indicator</b>	<b>Actual Achievement 2014/2015</b>	<b>Planned Target 2015/2016</b>	<b>Actual Achievement 2015/2016</b>	<b>Deviation from planned target to Actual Achievement for 2015/2016</b>	<b>Comment on deviations</b>
2.3.1. Training attended by Museum conservators / collections managers	A total of 7 conservators / collections managers attended specialist collections training opportunities by 31 March 2015.	1 day training per person per year to 31 March (total of 16 conservators / collections managers)	A total of 16 conservators / collections managers attended 19 specialist collections training opportunities by 31 March 2016.	16 conservators / collections managers had opportunities to attend training. Target achieved.	This depends on opportunities available for training in specific fields of expertise; such opportunities may not be available or may be limited in any given year.
2.3.2. Collections management training material	No training course was presented by 31 March 2015.	One 3-day collections management training course prepared and presented by	No 3-day collections management training course was presented by 31 March 2016.	Not achieved.	Due to other, unplanned commitments of key staff members responsible for training, as well as group targeted for training not being available on

produced and presented		31 March 2016.			scheduled dates, no training course was presented.
2.3.3. Interns and heritage practitioners trained through collections management courses offered by Museum staff	Total of 9 interns (3 full-time (Oliewenhuis Art Museum, Entomology, Palaeontology); 6 part-time (Oliewenhuis Art Museum)) received training to 31 March 2015.	One full-time internship and four 2-month internships by 31 March 2016.	Total of 9 interns (2 full-time (Palaeontology, Entomology); 7 part-time (Florisbad, Oliewenhuis Art Museum)) received training to 31 March 2016.	1 more full-time and 3 more part-time interns received training. Achieved; target exceeded.	Certain opportunities and availability of interns arise at short notice, and cannot be planned for long in advance. It was possible to offer training to a higher number of interns than targeted during the year.

## 2.2 Sub-Programme 2: Research and Information Management

**Programme purpose:** To undertake research to produce high quality results relating to the various research disciplines of the National Museum and to communicate the relevance and meaning of these results, including contributing data to the debate on climate change, to as broad an audience as possible. Research programmes will incorporate aspects relevant to promoting a greater awareness of the importance and role of previously marginalized communities in contributing to South Africa as a nation.

### Strategic objectives:

- 2.4. To undertake research of an internationally accepted standard relevant to the various disciplines of the National Museum, in keeping with its mission and functions.
- 2.5. To produce and communicate high quality research results.
- 2.6. To produce scientific and popular in-house publications to disseminate knowledge.
- 2.7. To foster internal, national and international research co-operation.
- 2.8. To provide relevant research expertise.
- 2.9. To build research capacity.

### Programme performance indicators, planned targets and actual achievements

<b>2.4 To undertake research of an internationally accepted standard relevant to the various disciplines of the National Museum, in keeping with its mission and functions</b>					
<b>Programme Performance Indicator</b>	<b>Actual Achievement 2014/2015</b>	<b>Planned Target 2015/2016</b>	<b>Actual Achievement 2015/2016</b>	<b>Deviation from planned target to Actual Achievement for 2015/2016</b>	<b>Comment on deviations</b>
2.4.1 Annual review of progress on research projects undertaken	Progress on 77 of a total of 112 research projects (69%) by 31 March 2015.	Progress on 60% of research projects by 31 March 2016.	Progress on 88 of a total of 117 research projects (75%) by 31 March 2016.	Progress on 15% more research projects than the target set. Target achieved.	Research staff were able to show progress for a greater percentage of research projects than anticipated. This is partly due to factors beyond the control of researchers, such as work undertaken by research collaborators.
2.4.2. Achievement of NRF rating by museum scientists	5 NRF rated scientists as at 31 March 2015.	5 NRF rated museum scientists at 31 March 2016.	5 NRF rated scientists as at 31 March 2016.	Target achieved.	
2.4.3 Ethical clearance obtained for all new registered research projects	New indicator for 2015/2016	Ethical clearance obtained for all new registered research projects confirmed annually, by 31 March 2016.	Ethical clearance certificates issued for all new research projects (n=16) during the year confirmed at 31 March 2016.	Target achieved.	

<b>2.5 To produce and communicate high quality research results</b>					
<b>Programme Performance Indicator</b>	<b>Actual Achievement 2014/2015</b>	<b>Planned Target 2015/2016</b>	<b>Actual Achievement 2015/2016</b>	<b>Deviation from planned target to Actual Achievement for 2015/2016</b>	<b>Comment on deviations</b>
2.5.1. Research articles published in scientific journals	39 research articles published in peer-reviewed journals to 31 March 2015.	30 publications in peer-reviewed journals per annum	29 research articles published in peer-reviewed journals to 31 March 2016.	1 research article less than target. Partially achieved.	A number of external factors beyond the control of authors affect the production of research publications.
2.5.2. Articles published in popular media	53 popular articles published to 31 March 2015.	30 popular articles published per annum	59 popular articles published to 31 March 2016.	29 popular articles more than the target were published. Achieved; target significantly exceeded.	It is difficult to determine the number of appropriate opportunities leading to the production of popular articles by museum staff.
2.5.3. Popular lectures presented	18 popular lectures presented to 31 March 2015.	30 popular lectures presented per annum	48 popular lectures presented to 31 March 2016.	18 more popular lectures than the target were presented. Target significantly exceeded.	It is difficult to determine the number of available opportunities for presentation of popular lectures by speakers. This depends entirely on requests received to present lectures; numerous requests were received during the year.
<b>2.6 To produce scientific and popular in-house publications to disseminate knowledge</b>					
<b>Programme Performance Indicator</b>	<b>Actual Achievement 2014/2015</b>	<b>Planned Target 2015/2016</b>	<b>Actual Achievement 2015/2016</b>	<b>Deviation from planned target to Actual Achievement for 2015/2016</b>	<b>Comment on deviations</b>
2.6.1. <i>Culna</i> produced	<i>Culna</i> 69 (2014) published during 3rd quarter (Nov 2014).	Keep to agreed production deadlines for <i>Culna</i> (1 issue per year)	<i>Culna</i> 70 (2015) published during 3rd quarter (Nov/Dec 2015)	Target achieved.	
2.6.2. <i>Navorsinge van die Nasionale Museum</i> produced	7 issues of <i>Navorsinge van die Nasionale Museum</i> were published during the year.	Keep to agreed production deadlines for <i>Navorsinge van die Nasionale Museum</i> (6 issues per year).	3 issues of <i>Navorsinge van die Nasionale Museum</i> were published during the year	3 issues less than the target for the year were published. Partially achieved.	The number of issues published in any given year depends entirely on the submission of research manuscripts by authors, some of which are external to the Museum. There is thus limited control over the number of issues published.
2.6.3. Improvements to profile of <i>Navorsinge van die Nasionale Museum</i> (research journal) implemented	Although there have been discussions by Council regarding a new name for <i>Navorsinge</i> , the journal was not reviewed by the editorial committee and there has been no further progress with a plan to improve the profile of <i>Navorsinge</i> .	Improvements to profile of <i>Navorsinge</i> implemented and reviewed by 31 March 2016.	Following discussion within Editorial Committee during Quarter 4, a new name for the Museum's research journal - <i>Indago</i> - was proposed, together with recommendations for changes to the format of the journal, as part of plan to improve	Target partially achieved.	Implementation of name change and changes to format of the journal are planned to take place during 2016.

			profile of the journal.		
<b>2.7 To foster internal, national and international research co-operation</b>					
<b>Programme Performance Indicator</b>	<b>Actual Achievement 2014/2015</b>	<b>Planned Target 2015/2016</b>	<b>Actual Achievement 2015/2016</b>	<b>Deviation from planned target to Actual Achievement for 2015/2016</b>	<b>Comment on deviations</b>
2.7.1. Annual review of progress on collaborative projects undertaken	Collaborative projects reviewed on an ongoing basis. Progress on 48 of a total of 69 collaborative research projects (70%) by 31 March 2015.	Progress on 60% of collaborative projects by 31 March 2016.	Collaborative projects reviewed on an ongoing basis. There was progress on 55 of a total of 71 collaborative research projects (75%) by 31 March 2016.	Progress on collaborative research projects was 15% higher than the target. Target achieved.	Research staff were able to show progress on a higher percentage of collaborative research projects than anticipated. This is due mainly to additional collaborative projects being undertaken.
2.7.2. New collaborative projects established	A total of 7 new collaborative research projects were established by 31 March 2015.	4 new collaborative research projects established by 31 March 2016.	A total of 2 new collaborative research projects were established by 31 March 2016.	2 fewer new collaborative research projects were established than the target. Target partially achieved.	Fewer opportunities arose to establish collaborative projects than anticipated. This depends entirely on researchers and opportunities for new collaborative research.
2.7.3. Conference / workshop presentations given	45 conference / workshop presentations were made by 31 March 2015.	30 conference / workshop presentations per annum	20 conference / workshop presentations were made by 31 March 2016.	10 fewer conference / workshop presentations were made than the target. Target partially achieved.	Fewer opportunities were available for Museum staff to give presentations at conferences and workshops during the year.
2.7.4. Lectures / practicals presented to students	14 academic lectures / practicals were presented to 31 March 2015.	20 lectures / practicals presented to students per annum	16 academic lectures / practicals were presented to 31 March 2016.	4 fewer academic lectures / practicals were presented than the target. Target partially achieved.	It is difficult to predict the number of opportunities to present academic lectures / practicals in any particular year. This depends entirely on requests received by research staff to present lectures.
2.7.5. Details of research collections made available on Museum web site	Updated information for 3 departmental collections was provided by 31 March 2015.	Details of all research collections available on Museum web site updated each quarter.	Updated information for 4 departmental collections was provided during the year.	Collections information for 10 departments not updated. Target not achieved.	10 departments still need to update collections databases and provide summary information regarding collections holdings for the web site; the process is ongoing. Development of automated procedures to be considered.
2.7.6. Loans of collection material	There was a total of 65 new incoming or outgoing loans of collection material during the year ending 31 March 2015.	30 new incoming or outgoing loans of collection material annually.	There was a total of 58 new incoming or outgoing loans of collection material during the year ending 31 March 2016.	28 more loans of collection material than the target amount. Achieved; target significantly exceeded.	It is difficult to determine requests of loans of research material before these are received.



<b>2.8 To provide relevant research expertise</b>					
<b>Programme Performance Indicator</b>	<b>Actual Achievement 2014/2015</b>	<b>Planned Target 2015/2016</b>	<b>Actual Achievement 2015/2016</b>	<b>Deviation from planned target to Actual Achievement for 2015/2016</b>	<b>Comment on deviations</b>
2.8.1 CRM, EIA, biomonitoring and Site Reports	24 CRM, EIA, biomonitoring and Site Reports produced as at 31 March 2015	20 CRM, EIA, biomonitoring and Site Reports produced by 31 March 2016.	20 CRM, EIA, biomonitoring and Site Reports produced as at 31 March 2016.	Target achieved.	
2.8.2. Reviews of research articles, proposals, reports and management plans	99 reviews of research articles, reports, proposals, theses and management plans were undertaken by 31 March 2015.	50 reviews of research articles, reports, proposals and management plans by 31 March 2016.	200 reviews of research articles, reports, proposals, theses and management plans were undertaken by 31 March 2016.	150 more reviews than the target were undertaken. Achieved; target significantly exceeded.	Significantly more opportunities presented themselves for reviews of research articles, reports, proposals, theses and management plans. This depends on requests for reviews, which rely entirely on external factors (e.g. journal editors).
2.8.3. Identifications of natural history specimens for research purposes (external).	37 identifications of natural history specimens to 31 March 2015.	200 identifications of natural history specimens by March 2016.	43 identifications of natural history specimens to 31 March 2016.	157 fewer identifications than target. Target partially achieved.	Identifications depend entirely on the number of requests received, which rely on external factors.
2.8.4. Identifications of cultural history objects for research purposes (external).	1 identification of a cultural history object to 31 March 2015.	15 identifications of cultural history objects by March 2016.	0 identifications of cultural history objects to 31 March 2016.	15 fewer identifications than target. Target not achieved.	This aspect is entirely dependent on requests received. There were no requests for identification received during the year.
2.8.5. Professional staff serving on committees of professional bodies	14 professional staff serving on committees of professional bodies to 31 March 2015.	8 professional staff serving on committees of professional bodies to March 2016.	14 professional staff serving on committees of professional bodies to 31 March 2016.	6 more staff than target serving on committees of professional bodies. Target achieved.	Additional opportunities presented themselves for professional staff to serve on committees of professional bodies.
<b>2.9 To build research capacity</b>					
<b>Programme Performance Indicator</b>	<b>Actual Achievement 2014/2015</b>	<b>Planned Target 2015/2016</b>	<b>Actual Achievement 2015/2016</b>	<b>Deviation from planned target to Actual Achievement for 2015/2016</b>	<b>Comment on deviations</b>
2.9.1 Training of interns	A total of 4 interns underwent training during the year ending 31 March 2015.	2 interns to undergo training in research departments to 31 March 2016.	A total of 4 interns underwent training during the year ending 31 March 2016.	2 more interns than target underwent training. Target achieved.	Extra opportunities for training of interns presented themselves.
2.9.2. Attendance of conferences and research meetings by professional	38 opportunities to attend research conferences & workshops by research staff to 31 March 2015 (this depends on	Total of 40 conferences / research meetings attended by research staff to 31 March 2016.	29 opportunities to attend research conferences & workshops by research staff to 31 March 2016.	11 fewer opportunities than target to attend research conferences & workshops by research staff.	There were fewer opportunities to attend research conferences & workshops. This aspect depends on the availability of relevant conferences & workshops from one year

staff	opportunities available in any particular year to attend such meetings).			Target partially achieved.	to the next.
2.9.3. Supervision of post-graduate students	Supervision was provided for 9 post-graduate students to 31 March 2015.	4 post-graduate students supervised annually	Supervision was provided for 12 post-graduate students to 31 March 2016.	8 more post-graduate students than target were supervised by Museum researchers. Achieved; target significantly exceeded.	Additional opportunities for supervision of post-graduate students presented themselves.

### 3. PROGRAMME 3: PUBLIC ENGAGEMENT

#### 3.1 Sub-Programme 1: Marketing

Programme purpose: To promote a greater awareness and better understanding of South Africa's diverse cultural and natural heritage through relevant formal and informal activities and exhibitions.

##### Strategic objectives:

- 3.1. To promote quality, informative educational programmes, materials, activities, and objectives.
- 3.2. To provide an enhanced visitor experience.
- 3.3. To develop permanent and temporary exhibitions to showcase the Museum's diverse natural and cultural heritage and art collections.

##### Programme performance indicators, planned targets and actual achievements

<b>3.1 To promote quality, informative educational programmes, materials, activities, and objectives</b>					
<b>Programme Performance Indicator</b>	<b>Actual Achievement 2014/2015</b>	<b>Planned Target 2015/2016</b>	<b>Actual Achievement 2015/2016</b>	<b>Deviation from planned target to Actual Achievement for 2015/2016</b>	<b>Comment on deviations</b>
3.1.1. Regular media coverage obtained	Total of 1 355 publicity items in media to 31 March 2015.	An average of 300 media items per year	Total of 4 053 publicity items in media to 31 March 2016.	3 753 more media items than target. Achieved; target significantly exceeded.	There was considerable exposure of Museum activities in electronic media. More opportunities for media exposure were utilised.
<b>3.2 To provide an enhanced visitor experience</b>					
<b>Programme Performance Indicator</b>	<b>Actual Achievement 2014/2015</b>	<b>Planned Target 2015/2016</b>	<b>Actual Achievement 2015/2016</b>	<b>Deviation from planned target to Actual Achievement for 2015/2016</b>	<b>Comment on deviations</b>
3.2.1. Visitor numbers increased	Total of 207 787 visitors to the National Museum and its satellites from 1 April 2014 to 31 March 2015.	219 000 visitors to the National Museum and its satellites during 2015/2016.	Total of 206 748 visitors to the National Museum and its satellites from 1 April 2015 to 31 March 2016.	12 252 fewer visitors than target. Target partially achieved.	It is very difficult to predict the number of people visiting the Museum in a given year. Lower visitor numbers than expected could have resulted partly from capacity constraints in the Museum's Education Department due to vacant positions, which were filled during the

					year.
3.2.2. Marketing products produced	Marketing products produced for all new exhibitions (23) to 31 March 2015.	Marketing products produced for <u>all new</u> exhibitions	Marketing products produced for all new exhibitions (13) to 31 March 2016.	Target achieved.	
3.2.3. Virtual educational resources plan developed and updated	Virtual educational resources plan neither implemented nor updated by 31 March 2015.	Virtual educational resources plan updated by 31 March 2016.	Virtual educational resources plan neither developed nor updated by 31 March 2016.	Target not achieved.	Virtual educational resources plan still under development. Employment of new staff in Education Department and need to train these staff members has enjoyed priority.

### 3.3 To develop permanent and temporary exhibitions to showcase the Museum's diverse natural and cultural heritage and art collections

Programme Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
3.3.1 Annual review of rolling 10-year permanent exhibition plan	Rolling 10-year permanent exhibition plan was reviewed by 31 March 2015, with necessary amendments made.	Rolling 10-year permanent exhibition plan reviewed annually by 31 March.	Rolling 10-year permanent exhibition plan was reviewed by 31 March 2016; with necessary amendments incorporated into plan.	Target achieved.	
3.3.2. Develop permanent exhibitions	10-year rolling plan for development of permanent exhibitions reviewed and adapted as necessary by 31 March 2015. Archaeology Hall progressing, but not completed. Dreyer Hall not 25% completed	Develop permanent exhibitions according to 10-year rolling plan.	10-year rolling plan for development of permanent exhibitions reviewed and adapted as necessary by 31 March 2016. Archaeology Hall almost complete. Plans for Dreyer Hall exhibits amended; Anthropology items included in displays as interim measure.	Target partially achieved.	Some changes to scheduling of permanent exhibitions as per 10-year rolling plan; interim measures implemented.
3.3.3. Temporary exhibitions (internal) developed and hosted	3 internal temporary exhibitions were hosted during the year to 31 March 2015.	4 temporary exhibitions developed and hosted per year (internal).	3 internal temporary exhibitions were hosted during the year to 31 March 2016.	1 less temporary exhibition was hosted than planned. Target partially achieved.	Decision taken by responsible committee to extend the duration of temporary exhibitions to an average of 4 months per exhibition.
3.3.4. Temporary exhibitions (external) developed and hosted	6 external temporary exhibitions were hosted during the year to 31 March 2015.	2 temporary exhibitions developed and installed per year (external).	4 external temporary exhibitions were hosted during the year to 31 March 2016.	2 more external temporary exhibitions were hosted than target. Achieved; target exceeded.	Opportunities arose for the National Museum to host 2 additional external temporary exhibitions.
3.3.5. Temporary art exhibitions hosted at Oliewenhuis Art Museum	A total of 17 temporary art exhibitions were hosted to 31 March 2015 at Oliewenhuis Art Museum.	10 temporary art exhibitions hosted per year (Oliewenhuis Art Museum).	A total of 10 temporary art exhibitions were hosted to 31 March 2016 at Oliewenhuis Art Museum.	Target achieved.	
3.3.6. Text for displays produced in 3 languages	Multilingual (3 languages) text in various formats was provided in all new displays	Multilingual (3 languages) text in various formats provided in all new temporary	Multilingual (3 languages) text in various formats was provided for the 2 internal	Target achieved.	

(English, Afrikaans, Sesotho)	(multilingual text provided for all 3 internal temporary exhibitions hosted during year).	exhibitions (internal).	temporary exhibitions developed and hosted during year. As all arrangements made and materials provided for third internal temporary exhibition were by external service provider (Dept of Sport), multilingual text was not provided here (beyond Museum's control).		
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### 3.2 Sub-Programme 2: Public Educational Programmes

**Programme purpose:** To provide informative and enjoyable educational experiences through relevant formal and informal activities and public outreach programmes, thereby contributing to promoting a greater awareness and better understanding of South Africa's diverse cultural and natural heritage.

#### Strategic objectives:

- 3.5. To produce quality, informative educational programmes, materials and activities, and to communicate these.
- 3.6. To address social responsibility and transformation through targeted educational and outreach activities.
- 3.7. To use oral history techniques to enlighten Museum audiences regarding previously marginalized Bloemfontein / Mangaung communities.

#### Programme performance indicators, planned targets and actual achievements

<b>3.5 To produce quality, informative educational programmes, materials and activities, and to communicate these</b>					
<b>Programme Performance Indicator</b>	<b>Actual Achievement 2014/2015</b>	<b>Planned Target 2015/2016</b>	<b>Actual Achievement 2015/2016</b>	<b>Deviation from planned target to Actual Achievement for 2015/2016</b>	<b>Comment on deviations</b>
3.5.1 Educational materials reviewed and updated	Current educational materials were reviewed, with less than 50% of these updated by 31 March 2015.	Current educational materials reviewed, with 50% of these updated by March 2016.	Current educational materials were reviewed, with less than 50% of these updated by 31 March 2016.	Target not achieved.	Due to appointment and training needs of new Education Department staff, it has not been possible to update at least 50% of materials / presentations; this will be addressed during 2016.
3.5.2. Educational materials distributed	1 educational booklet distributed to 31 March 2015.	700 educational booklets distributed each year.	66 educational booklets distributed to 31 March 2016.	634 items less than target. Target not achieved.	Numbers of books distributed depends on opportunities to do so. Training needs of newly appointed staff have enjoyed priority. Need to investigate other means of distributing educational materials, e.g. electronically / via social media.
3.5.3. Numbers of lessons & guided tours	487 educational lessons & guided tours presented to 31 March 2015.	700 lessons & guided tours presented per annum	588 educational lessons & guided tours presented to 31 March 2016.	112 items below target. Target partially achieved.	Due to appointment and training needs of new Education Department staff, it has not been possible to present as

presented					many lessons & guided tours as planned.
3.5.4. Educator training workshops presented	3 educator training workshops presented to 31 March 2015.	5 educator training workshops presented per annum.	1 educator training workshop presented to 31 March 2016.	4 fewer educator training workshops than target. Target not achieved.	Due to appointment and training needs of new Education Department staff, it has not been possible to present as many educator workshops as planned.
3.5.5. Development of public outreach programmes	Participation in 0 public education projects to 31 March 2015.	Participation in 2 public educational projects (e.g. funded by SAASTA) by March 2016.	Participation in 2 public education projects to 31 March 2016.	Target achieved.	
3.5.6. Development of plan for Heritage Tourism Routes	No further progress on development of concept and implementation of plan.	2 Heritage Tourism Route sites developed & implemented by March 2016.	No further progress on development of concept and implementation of plan.	Target not achieved.	Due to capacity constraints, it has not been possible to give attention to the development & implementation of Heritage Tourism Routes. Delegation of responsibility to be considered.
3.5.7. Mobile Museum trips undertaken	19 Mobile Museum trips undertaken to 31 March 2015, including 15 to rural areas.	20 Mobile Museum trips undertaken (at least 8 to rural areas) by March 2016.	29 Mobile Museum trips undertaken to 31 March 2016, including 6 to rural areas.	9 more trips than target, but 2 less than target to rural areas. Target partially achieved.	The Museum was able to undertake extra Mobile Museum trips, but fewer than planned could be arranged to include rural areas.

### 3.6 To address social responsibility and transformation through targeted educational and outreach activities

Programme Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
3.6.1. Youth development, temporary employment and training provided	Training and temporary employment provided for 8 tourism students, acting as Assistant Museum Guides to March 2015.	Training and temporary employment provided for 4 tourism students, acting as Assistant Museum Guides to March 2016. Continue funding partnership with Department of Science and Technology (SAASTA).	Training and temporary employment provided for 5 tourism students, acting as Assistant Museum Guides to March 2016. SAASTA funding obtained for National Science Week 2015 activities.	1 more student trained and employed than target. Target achieved.	It was possible to provide training and temporary employment for 1 more student than anticipated, due to additional opportunities.
3.6.2. Holiday art workshops hosted	13 holiday workshops presented during the year ending 31 March 2015, with a total of 144 participants.	10 holiday art workshops held per annum, each accommodating 10 participants.	20 holiday workshops presented during the year ending 31 March 2016, with a total of 194 participants.	10 more holiday workshops presented and 94 more participants than target. Achieved; target significantly exceeded.	Opportunities arose to present a number of additional workshops.
3.6.3. Annual charity event hosted at the Museum	Charity event for 42 children hosted at both Oliewenhuis Art Museum & National Museum on 5 December 2014.	Annual charity event hosted, involving 25 children.	Charity event for 35 children hosted at Oliewenhuis Art Museum on 17 March 2016.	Target achieved; 10 more children hosted than target.	It is difficult to determine numbers of participants in such a charity event. The Museum was happy to be able to accommodate additional children.
3.6.4. Previously disadvantaged schools visited by Museum	21 previously disadvantaged schools visited by Education	25 previously disadvantaged schools visited by Education	25 previously disadvantaged schools visited by Education	Target achieved.	

Education Department	Department staff by 31 March 2015.	Department staff by 31 March 2016.	Department staff by 31 March 2016.		
3.6.5. Living heritage events hosted	2 living heritage events hosted to 31 March 2015.	2 living heritage events hosted to 31 March 2016.	2 living heritage events hosted to 31 March 2016.	Target achieved.	
3.6.6. Improved access to exhibitions provided for physically challenged visitors.	Improved access was unfortunately not provided to any new exhibitions by 31 March 2015.	Improved access to 2 new exhibitions provided for physically challenged visitors by 31 March 2016.	Improved access was unfortunately not provided to any new exhibitions by 31 March 2016.	Target not achieved.	This has unfortunately not taken place due to other commitments with regard to exhibitions. Aspects relating to improved access for physically challenged visitors are part of ongoing planning & implementation.
<b>3.7 To use oral history techniques to enlighten Museum audiences regarding previously marginalized Bloemfontein / Mangaung communities</b>					
<b>Programme Performance Indicator</b>	<b>Actual Achievement 2014/2015</b>	<b>Planned Target 2015/2016</b>	<b>Actual Achievement 2015/2016</b>	<b>Deviation from planned target to Actual Achievement for 2015/2016</b>	<b>Comment on deviations</b>
3.7.1. Batho residents interviewed	45 Batho residents interviewed to 31 March 2015.	10 Batho residents interviewed by 31 March 2016.	11 Batho residents interviewed to 31 March 2016.	1 more resident interviewed than target. Target achieved.	An opportunity arose to interview one more Batho resident than anticipated.
3.7.2. Publications on Batho produced	Article entitled "Colour me Batho – a township's true colours" was published in <i>Culna</i> 69: 8-10 (November 2014).	4 <sup>th</sup> publication on Batho produced by 31 March 2016.	Article entitled "A garden is not a garden without a hedge: the story of the Segoe family's Batho garden" was published <i>Culna</i> 70: 11-13 (November / December 2015).	Target achieved.	

### Strategy to overcome areas of under performance

The Museum's Assistant Director is responsible for addressing ever increasing compliance and reporting aspects. Improved project planning is necessary to address under-performance.

### **Corporate Governance**

An Annual Performance Plan was developed in alignment with the Museum's 5-year Strategic Plan, national priorities of Government and those of the Department of Arts and Culture. A Shareholders' Compact was entered into between the Department of Arts and Culture and the Accounting Authority.

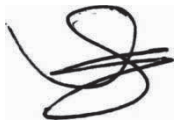
Internal Audit and the Audit and Risk Committee continued with due diligence to effectively monitor the internal control environment of the entity. The quarterly value-add audits aligned to the three-year Internal Audit Plan developed following a formal risk assessment, were undertaken by Internal Audit, with quarterly reporting on progress to the Audit and Risk Committee and Museum Council.

The updating of policy documents has continued, but this aspect remains a challenge for Museum management. The various regulatory reports were submitted timeously; if this was not possible, the relevant officials in the Department of Arts and Culture were duly informed.

## **Acknowledgements**

The Council of the National Museum continues to support the efforts of the Museum and its staff members to strive towards achieving excellence. The positive contributions of Council members towards the Museum and their consideration of the well-being of its staff are sincerely appreciated. The Museum's loyal, dedicated and hard-working staff are to be applauded once again for their excellent achievements during the year.

With its dedicated and capable staff, the National Museum is well placed to address the challenges it faces and will continue to strive for excellence and to improve on the previous year's performance.



**Professor L Dondolo**  
**Chairperson: National Museum Council**  
31 May 2016



**RJ Nuttall**  
**Director: National Museum**  
31 May 2016

# Section 10

## Report of the AUDIT AND RISK COMMITTEE

**Report of the Audit and Risk Committee of the National Museum as required by the Public Finance Management Act 1 of 1999, as amended.**

We are pleased to present our report for the financial year ended 31 March 2016.

### **Audit and Risk Committee Members and Attendance**

The Audit and Risk Committee consists of the members listed below and meets at least four times per annum as per its approved terms of reference. During the current year four meetings were held.

	<b>Meetings attended</b>
<b>Audit and Risk Committee</b>	
Mr JJ Grobbelaar (Chairperson)	4
Mrs J Lamprecht (Term ended 4 March 2016)	3
Dr L Jacobson	4
Mrs C Flemming	4
Mr S Mohapi	1
Mr MG Kgarume (Appointed 4 March 2016)	-
Mrs LT Mphutlane (Appointed 4 March 2016)	-
<b>National Museum Management</b>	
Mr RJ Nuttall	3
Ms H Smit	4
<b>Secretary of the Committee</b>	
Mrs SE van der Westhuizen	4
<b>Invitees</b>	
Representative of Internal Audit	4
Representative of External Audit	3

### **Audit and Risk Committee Responsibility**

The Audit and Risk Committee reports that it has adopted appropriate formal terms of reference as its Audit and Risk Committee Charter, has regulated its affairs in compliance with this Charter and has discharged all its responsibilities as contained therein.

### **The effectiveness of internal control**

Management is responsible for the organisation's system of internal controls. These are designed to provide reasonable, but not absolute, assurance as to the reliability of the Financial Statements and to adequately safeguard, verify and maintain accountability of assets, and prevent and detect misstatement and losses. Nothing has come to the attention of Management and the Audit and Risk Committee to indicate that any material breakdown in the functioning of these controls, procedures and systems has occurred during the year under review.



During the year under review, internal and external auditors reported instances of non-compliance or weakness in internal controls. The Audit and Risk Committee is satisfied with the action plans submitted by Management to address the discrepancies in internal controls.

### **Audit Report**

The Museum received a qualified audit report for the year ending 31 March 2016. The qualification was due to the following:


*“The public entity did not measure its heritage assets at cost or fair value in accordance with GRAP 103, Heritage assets. As disclosed in note 33 to the financial statements, the public entity was granted exemption from measuring its heritage assets in terms of the requirements of the standard. I am unable to accept the exemption, as it was not granted for the purpose of achieving fair presentation. I was unable to determine the impact of the non-measurement on this value, as it was impracticable to do so.”*

### **Evaluation of Annual Financial Statements for the year ended 31 March 2016**

The Audit and Risk Committee has

- Reviewed and discussed the audited Annual Financial Statements and audit report to be included in the Annual Report, with the Auditor-General and the Accounting Officer;
- Reviewed the Auditor-General's management report and Management's response thereto.

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



**Mr JJ Grobbelaar**  
**Chairperson of the Audit and Risk Committee**  
8 August 2016

## **Section 11**

# **ANNUAL FINANCIAL STATEMENTS**

31 March 2016

**NATIONAL MUSEUM, BLOEMFONTEIN - INDEX TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

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## **NATIONAL MUSEUM, BLOEMFONTEIN - GENERAL INFORMATION AND APPROVAL FOR THE YEAR ENDED 31 MARCH 2016**

### **GENERAL INFORMATION**

Director:	<b>Mr R.J. Nuttall</b>
Auditors:	<b>Auditor-General, South Africa</b>
Bankers:	<b>ABSA Bank</b>
Attorneys:	<b>Phatshoane Henny Attorneys</b>
Registered office:	<b>36 Aliwal Street Bloemfontein 9301</b>
Postal address:	<b>PO Box 266 Bloemfontein 9300</b>
Accounting period:	<b>1 April 2015 - 31 March 2016</b>

### **APPROVAL**

The financial statements for the year ended 31 March 2016 as set out on pages 44 to 119 were approved by the Council on 26 May 2016 and signed on their behalf.



**Dr L Dondolo**  
***Chairperson of Council***  
26 May 2016

## **NATIONAL MUSEUM, BLOEMFONTEIN - REPORT OF THE ACCOUNTING AUTHORITY FOR THE YEAR ENDED 31 MARCH 2016**

The Public Finance Management Act, 1999 (Act No. 1 of 1999), as amended, requires the Council to ensure that the National Museum, Bloemfontein (National Museum) keeps full and proper records of its financial affairs. The Annual Financial Statements should fairly present the state of affairs of the National Museum, its financial results and its financial position at the end of the year in terms of Generally Recognised Accounting Practice (GRAP).

The Annual Financial Statements are the responsibility of the Council. The Auditor-General, South Africa is responsible for independently auditing and reporting on the Annual Financial Statements. The Office of the Auditor-General has audited the National Museum's financial statements and the report appears on page 41.

The Council has received the National Museum's budgets and cash flow forecasts for the year ended 31 March 2017. The remuneration and allowances for the Council, Director Chief Financial Officer and Assistant Director were disclosed in note 16 to the Annual Financial Statements. On the basis of the review, and in view of the current financial position, the Council has every reason to believe that the National Museum will be a going concern in the year ahead and has continued to adopt the going concern basis in preparing the Annual Financial Statements.

The National Museum receives subsidy from the National Department of Arts and Culture. Revenue from subsidy equals 89% (2015: 90%) of total revenue. The National Museum thus relies significantly on the subsidy received from the National Department of Arts and Culture.

The Council sets standards to enable management to meet the above responsibilities by implementing systems of internal control and risk management, where possible, that are designed to provide reasonable, but not absolute assurance against material misstatements and losses. The entity maintains internal financial controls to provide assurance regarding:

- The safeguarding of assets against unauthorised use or disposition
- The maintenance of proper accounting records and the reliability of financial information used within the National Museum or for publication.

The controls contain self-monitoring mechanisms, and actions are taken to correct deficiencies as these are identified. Even an effective system of internal control, no matter how well designed, has inherent limitations, including the possibility of circumvention or the overriding of controls. An effective system of internal control, therefore, aims to provide reasonable assurance with respect to the reliability of financial information and the presentation of Annual Financial Statements. However, because of changes in conditions, the effectiveness of internal financial controls may vary over time.

The Audit and Risk Committee appointed by the Council has continued to function optimally.

In the opinion of the Council, based on the information available to date, the Annual Financial Statements fairly present the financial position of the National Museum at 31 March 2016 and the results of its operations and cash flow information for the year.

The Annual Financial Statements for the year ended 31 March 2016, set out on pages 44-119 were submitted for auditing on 31 May 2016 and approved by the Council in terms of section 51(1)(f) of the Public Finance Management Act, 1999 (Act No. 1 of 1999), as amended and are signed on its behalf by:

A handwritten signature in black ink, consisting of a large, stylized 'S' shape with a horizontal line crossing it.

***Dr L Dondolo***  
***Chairperson of Council***  
26 May 2016

# **Report of the auditor-general to Parliament on the National Museum, Bloemfontein**

## **Report on the financial statements**

### **Introduction**

1. I have audited the financial statements of the National Museum, Bloemfontein set out on pages 44 to 119, which comprise the statement of financial position as at 31 March 2016, the statement of financial performance, statement of changes in net assets, cash flow statement and the statement of comparison of budget and actual amounts for the year then ended, as well as the notes, comprising a summary of significant accounting policies and other explanatory information.

### **Accounting authority's responsibility for the financial statements**

2. The accounting authority is responsible for the preparation and fair presentation of these financial statements in accordance with the South African Standards of Generally Recognised Accounting Practice (SA Standards of GRAP) and the requirements of the Public Finance Management Act of South Africa, 1999 (Act No.1 of 1999) (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.

### **Auditor-general's responsibility**

3. My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with International Standards on Auditing. Those standards require that I comply with ethical requirements, and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.
4. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.
5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified audit opinion.

## **Basis for qualified opinion**

### **Heritage assets**

6. The public entity did not measure its heritage assets at cost or fair value in accordance with GRAP 103, *Heritage assets*. As disclosed in note 33 to the financial statements, the public entity was granted exemption from measuring its heritage assets in terms of the requirements of the standard. I am unable to accept the exemption, as it was not granted for the purpose of achieving fair presentation. I was unable to determine the impact of the non-measurement on this value, as it was impracticable to do so.

## **Qualified opinion**

7. In my opinion, except for the possible effects of the matter described in the basis for qualified opinion paragraph, the financial statements present fairly, in all material respects, the financial position of the National Museum, Bloemfontein as at 31 March 2016 and its financial performance and cash flows for the year then ended, in accordance with the SA Standards of GRAP and the requirements of the PFMA.

## **Report on other legal and regulatory requirements**

8. In accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) and the general notice issued in terms thereof, I have a responsibility to report findings on the reported performance information against predetermined objectives of selected objectives presented in the annual performance report, compliance with legislation and internal control. The objective of my tests was to identify reportable findings as described under each subheading but not to gather evidence to express assurance on these matters. Accordingly, I do not express an opinion or conclusion on these matters.

## **Predetermined objectives**

9. I performed procedures to obtain evidence about the usefulness and reliability of the reported performance information of the following selected programmes presented in the annual performance report of the entity for the year ended 31 March 2016:
  - Programme 2: Business Development on pages 22 to 28
  - Programme 3: Public Engagement on pages 28 to 32
10. I evaluated the usefulness of the reported performance information to determine whether it was presented in accordance with the National Treasury's annual reporting principles and whether the reported performance was consistent with the planned programmes. I further performed tests to determine whether indicators and targets were well defined, verifiable, specific, measurable, time bound and relevant, as required by the National Treasury's *Framework for managing programme performance information* (FMPPI).
11. I assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.



12. I did not identify any material findings on the usefulness and reliability of the reported performance information for the following programmes:

- Business Development
- Public Engagement .

### **Compliance with legislation**

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

### **Financial statements**

14. The financial statements submitted for auditing were not prepared in accordance with the prescribed financial reporting framework as required by section 55(1)(b) of the PFMA. Material misstatements identified by the auditors in the submitted financial statements were not adequately corrected which resulted in the financial statements receiving a qualified audit opinion.

### **Internal control**

15. I considered internal control relevant to my audit of the financial statements, the performance report and compliance with legislation. The matters reported below are limited to the significant internal control deficiencies that resulted in the basis for qualified opinion and the findings on compliance with legislation included in this report.

### **Financial and performance management**

16. Management of the entity did not value heritage assets in terms of GRAP 103 *Heritage Assets* due to the exemption received which was not for the purpose of achieving fair presentation.

*Auditor - General*

Bloemfontein  
31 July 2016



AUDITOR - GENERAL  
SOUTH AFRICA

*Auditing to build public confidence*

**NATIONAL MUSEUM, BLOEMFONTEIN - STATEMENT OF FINANCIAL POSITION  
AS AT 31 MARCH 2016**

(in thousands of rands)

	Notes	2016 R'000	2015 R'000
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	2	37 039	29 816
Trade and other receivables from non-exchange transactions	3	912	168
Trade and other receivables from exchange transactions	3	1 531	754
Inventories	4	77	82
		<b>39 559</b>	30 820
<b>Non-current assets</b>			
Retirement benefit asset	5	22 669	19 178
Property, plant and equipment	6	6 961	5 827
Heritage assets	33	-	-
		<b>29 630</b>	25 005
<b>Total assets</b>		<b>69 189</b>	55 825
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Trade and other payables from exchange transactions	8	2 610	2 486
Trade and other payables from non-exchange transactions - Refunds	8	-	-
Deferred income	9	12 091	9 133
<b>Non-current liabilities</b>			
Retirement benefit obligations	5	35 371	33 429
<b>Total liabilities</b>		<b>50 072</b>	45 048
<b>Net assets/(liabilities)</b>		<b>19 117</b>	10 777
<b>NET ASSETS</b>			
Reserves	10	1 886	1 790
Accumulated surplus/(deficit)	10	17 231	8 987
<b>Total net assets/(liabilities)</b>		<b>19 117</b>	10 777

**NATIONAL MUSEUM, BLOEMFONTEIN - STATEMENT OF FINANCIAL PERFORMANCE AS AT 31 MARCH 2016**

(in thousands of rands)

	Notes	2016 R'000	2015 R'000
<b>REVENUE</b>			
<i><b>Revenue from Non-Exchange Transactions</b></i>			
Transfers and subsidies received	11	47 583	43 825
Local and foreign aid assistance received	12	4 171	3 264
Gifts, sponsorships and donations received	13	125	7
<i><b>Revenue from Exchange Transactions</b></i>			
Rental income	14	325	284
Trading revenue	14	299	345
Professional services rendered	14	847	850
<b>TOTAL REVENUE</b>		<b>53 350</b>	<b>48 575</b>
<b>EXPENSES</b>			
Administrative expenses	15	(1 951)	(1 816)
Staff costs	16	(31 149)	(29 453)
Marketing costs	17	( 356)	( 379)
Audit fees	18	( 830)	( 858)
Project expenses	19	( 137)	( 137)
Other operating expenses	20	(10 725)	(8 810)
Depreciation	7	(1 214)	( 954)
<b>TOTAL EXPENSES</b>		<b>(46 362)</b>	<b>(42 407)</b>
<b>SURPLUS FROM OPERATIONS</b>		<b>6 988</b>	<b>6 168</b>
Gains/(Losses) on sale of property, plant and equipment	21	( 1)	4
Interest received	22	1 353	839
<b>SURPLUS FOR THE YEAR</b>		<b>8 340</b>	<b>7 011</b>

**NATIONAL MUSEUM, BLOEMFONTEIN - STATEMENT OF CHANGES IN NET ASSETS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	<b>Note</b>	<b>2016 R'000</b>	<b>2015 R'000</b>
<b>Accumulated Surplus/(Deficit)</b>			
Balance as at 1 April		<b>8 987</b>	2 134
Net surplus/(deficit) for the year		<b>8 340</b>	7 011
Transfers (to)/from reserves		<b>(96)</b>	(158)
Balance as at 31 March	10	<b>17 231</b>	8 987
<b>Reserves</b>			
Balance as at 1 April		<b>1 790</b>	1 632
Transfers (to)/from accumulated surplus/(deficit)		<b>96</b>	158
Balance as at 31 March	10	<b>1 886</b>	1 790
<b>Total Equity</b>			
Balance as at 1 April		<b>10 777</b>	3 766
Net surplus/(deficit) for the year		<b>8 340</b>	7 011
Net transfers (to)/from reserves		-	-
Balance as at 31 March		<b>19 117</b>	10 777

**NATIONAL MUSEUM, BLOEMFONTEIN - CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	<b>Notes</b>	<b>2016 R'000</b>	<b>2015 R'000</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>Receipts</b>			
Grants		<b>47 583</b>	43 825
Interest received		<b>1 353</b>	839
Other receipts		<b>7 204</b>	13 009
<b>Payments</b>			
Employee costs		<b>(32 567)</b>	(31 065)
Suppliers		<b>(14 001)</b>	(11 929)
<b>Net cash flows from / (used in) operating activities</b>	<b>25</b>	<b>9 572</b>	14 679
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Purchase of property, plant and equipment		<b>(2 351)</b>	(1 712)
Proceeds from property, plant and equipment		<b>2</b>	4
<b>Net cash flows from / (used in) investing activities</b>	<b>26</b>	<b>(2 349)</b>	(1 708)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
<b>Net cash flows from / (used in) financing activities</b>		<b>-</b>	-
<b>Net increase / (decrease) in cash and cash equivalents</b>		<b>7 223</b>	12 971
Cash and cash equivalents at beginning of year	<b>2</b>	<b>29 816</b>	16 845
<b>Cash and cash equivalents at end of year</b>		<b>37 039</b>	29 816

**NATIONAL MUSEUM, BLOEMFONTEIN - STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2016**  
(in thousands of rands)

**RECEIPTS**

	Approved budget (Cash basis) R'000	Adjustments R'000	Final budget (Cash basis) R'000	Actual amounts on comparable basis R'000	Difference between final budget and actual R'000
Transfers and subsidies received	43 333	-	43 333	47 583	(4 250)
Interest	700	-	700	1 353	(653)
Other income	385	-	385	5 767	(5 382)
Reserves carried over	-	3 159	3 159	-	3 159

National Art Bank - Grant utilised during 2015/2016. Additional grant regarding expenses paid by DAC on behalf of the Museum.

(653) Mainly due to interest regarding reserves.

(5 382) External funding received.

Own generated income carried over from previous year.

**TOTAL RECEIPTS**

**44 418      3 159      47 577      54 703      (7 126)**

**PAYMENTS**

Administrative expenses	(2 058)	(1 213)	(3 271)	(1 951)	(1 320)
Staff costs	(33 921)	-	(33 921)	(31 149)	(2 772)
Audit fees	(1 054)	-	(1 054)	(830)	(224)
Other operating expenses	(4 885)	(1 651)	(6 536)	(10 082)	3 546
Capital expenditure	(1 000)	(295)	(1 295)	(2 351)	1 056
Reserves (Post retirement liability)	(1 500)	-	(1 500)	-	(1 500)

Own generated income carried over from previous year.

Vacancies not filled and increase in post retirement not as high as estimated.

Received credit on 2013/2014 external audit fee & Internal audit (outsourced) worked performed after year end.

Included in this line are: (i) expenses related to external funding received that were not budgeted for (ii) municipal charges and operating leases paid by DAC on behalf of the Museum was not included in the budget. Capital expenditure related to external funding received that were not budgeted for.

Reserves to address post retirement liability.

**TOTAL PAYMENTS**

**(44 418)      (3 159)      (47 577)      (46 363)      (1 214)**

**SURPLUS FOR THE YEAR**

**-      -      -      8 340      (8 340)**

**NOTE: Refer to note 34 for the reconciliation between actual amounts above with the surplus in the Statement of Financial Performance.**

# NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016

## 1 Accounting policy

### 1.1 Reporting entity

These Financial Statements are for the National Museum, Bloemfontein.

The National Museum was established in terms of section 3 of the Cultural Institutions Act, 1998 (Act No. 119 of 1998), and in terms of section 5 it is governed by a Council appointed by the Minister of Arts and Culture.

The National Museum is a Schedule 3A public entity as per the Public Finance Management Act, Act No. 1 of 1999.

The National Department of Arts and Culture is the controlling entity of the National Museum.

The National Museum is trading in the Republic of South Africa.

### 1.2 Basis of preparation

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

The following standards or improvements of GRAP and or amendments thereto were effective and implemented during the year under review.

*The impact of these standards was evaluated and the necessary changes were made to the Financial Statements.*

GRAP 5: Borrowing costs

*The standard had no effect on the entity as the entity currently does not have borrowing costs.*

GRAP 100: Discontinued operations

*This standard had no effect on the reporting entity as this standard is not currently applicable to the entity.*

GRAP 105: Transfers of functions between entities under common control

*This GRAP standard will have no effect in future on the reporting entity as the entity does not have different entities.*

GRAP 106: Transfers of functions between entities not under common control

*This GRAP standard will have no effect in future on the reporting entity as the entity does not have different entities.*

GRAP 107: Mergers

*This GRAP standard will have no effect in future on the reporting entity as the entity does not consider any mergers.*

The following standards or improvements of GRAP and or amendments thereto have been issued by the Accounting Standards Board, but will only become effective in future periods or have not been given an effective date by the Minister of Finance. The entity has not early-adopted any of these new Standards or amendments thereto, but has referred to them for guidance in the development of accounting policies in accordance with GRAP 3 as read with Directive 5.

The following standards of GRAP have been **issued**, but were **not yet effective** on the date of issuance of the institution's Financial Statements:

GRAP 20: Related party disclosures

*This GRAP standard will have no significant impact on the entity.*

# NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016

## 1.2 Basis of preparation (continued)

GRAP 32: Service Concession Arrangements: Grantor

*This GRAP standard will have no effect in future on the reporting entity as this standard is not applicable to the entity.*

GRAP 108: Statutory Receivables

*This GRAP standard will have no significant impact on the entity.*

IGRAP 17: Service Concession Arrangements where a grantor controls a significant residual interest in an asset

*This GRAP standard will have no effect in future on the reporting entity as the entity does not have different entities.*

The following standards of GRAP have been **approved**, but entities are **not required to apply** these:

GRAP 18: Segment reporting

*This GRAP standard will have no effect in future on the reporting entity as the entity does not have segments.*

The Financial Statements have been prepared under the historical cost convention unless stated otherwise.

## 1.3 Presentation currency

These annual financial statements are presented in South African Rand, which is the functional currency of the museum.

## 1.4 Going concern assumption

The Financial Statements have been prepared on the assumption that the entity is a going concern and will continue to operate and meet its statutory obligations for at least the next 12 months.

Funds were obtained and used in accordance with a legally adopted budget.

## 1.5 Comparative figures

When the presentation or classification of items in the Financial Statements is amended, prior period comparative amounts are also restated and reclassified. The nature and reason for the reclassification will be disclosed.

Where accounting errors relating to prior periods have been identified in the current year, the correction is made retrospectively as far as it is practicable, and the prior year comparatives are restated accordingly.

Where there has been a change in accounting policy in the current year, the adjustment is made retrospectively as far as is practicable, and the prior year comparatives are restated accordingly.

The presentation and classification of items in the current year is consistent with prior periods, unless specified otherwise.

## 1.6 Budget information

The National Museum's budget is compiled on a cash basis with an economic classification. It covers the same period as the Financial Statements, namely 1 April to 31 March of each year.



## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.7 Critical accounting estimates and judgements in applying accounting policies**

The use of judgement, estimates and assumptions is inherent to the process of preparing annual financial statements. These judgements, estimates and assumptions could result in outcomes that require a material adjustment to the carrying amount of the relevant asset or liability in the future periods.

#### **Judgements**

In the process of applying these accounting policies, management has made certain judgements that may have a significant effect on the amounts recognised in the financial statements.

#### **Estimates**

The entity makes estimates and assumptions that affect the reported amounts of assets and liabilities at date of Financial Position as well as the reported revenue and expenses for the year.

Estimates and judgements are evaluated annually and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

#### **Provisions**

Provisions are measured as the present value of the estimated future outflows required to settle the obligation. In the process of determining the best estimate of the amounts that will be required in the future to settle the provision management considers the weighted average possibility of the potential outcomes of the provisions raised. This measurement entails determining what the different potential outcomes are of a provision as well as the financial impact of each of those potential outcomes. Management then assigns a weighting factor of each of these outcomes will materialise in future. The factor is then applied to each of the potential outcomes and the factored outcomes are then added together to arrive at the weighted average value of the provisions.

#### **Post retirement benefit liabilities**

The costs of the benefits and the present value of the post retirement benefit liabilities depend on a number of factors that are determined by an actuarial valuation using a number of assumptions.

These include the determination of the discount rate, future salary increases, mortality rates and future pension increases. Due to the complexity of the valuation, the underlying assumptions and its long term nature, a defined benefit obligation is hugely sensitive to changes in these assumptions.

Any changes in these assumptions will impact the charge to the Performance Statement and the Position Statement.

All assumptions are reviewed at each reporting date.

#### **Asset lives and residual values**

Assets are depreciated over their useful lives taking into account residual values, where appropriate. The actual lives of the assets and residual values are assessed annually and may vary depending on a number of factors.

In reassessing asset lives, factors such as technological innovation, extent of usage and maintenance requirements are taken into account.

Residual value assessments consider the current market value for similar assets that were already of the age and condition expected at the end of the asset's life should it be disposed of.

## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.7 Critical accounting estimates and judgements in applying accounting policies (continued)**

#### **Receivables**

The museum assesses its trade receivables for impairment at the end of each reporting period. In determining whether an impairment loss should be recorded in surplus or deficit, the museum 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 trade 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 balances in the portfolio and scaled to the estimated loss emergence period.

#### **Impairment testing**

The recoverable (service) amounts of cash-generating units and individual assets have been determined based on the higher of value-in-use calculations and fair values less costs to sell. These calculations require the use of estimates and assumptions. It is reasonably possible that the assumptions may change which may then impact our estimations and may then require a material adjustment to the carrying value of tangible assets.

#### **Value in use of cash generating asset**

The museum reviews and tests the carrying value of assets when events or changes in circumstances suggest that the carrying amount may not be recoverable. Assets are grouped at the lowest level for which identifiable cash flows are largely independent of cash flows of other assets and liabilities. If there are indications that impairment may have occurred, estimates are prepared of expected future cash flows for each group of assets. Expected future cash flows used to determine the value in use of tangible assets are inherently uncertain and could materially change over time. They are significantly affected by a number of factors, together with economic factors such as inflation and interest.

#### **Value in use of non-cash generating assets**

The museum reviews and tests the carrying value of assets when events or changes in circumstances suggest that the carrying amount may not be recoverable. If there are indications that impairment may have occurred, the remaining service potential of the asset is determined. The most appropriate approach selected to determine the remaining service potential is dependant on the availability of data and the nature of the impairment.

#### **Effective interest rate**

The museum used the prime interest rate to discount future cash flows.

#### **Allowance for impairment**

For receivables an impairment loss is recognised in surplus and deficit when there is objective evidence that it is impaired. The impairment is measured as the difference between the receivables carrying amount and the present value of estimated future cash flows discounted at the effective interest rate, computed at initial recognition.

### **1.8 Property, plant and equipment**

Property, plant and equipment are tangible non-current assets including infrastructure assets that are held for use in the production or supply of goods or services, rental to others, or for administrative purposes and are expected to be used during more than one year.

## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.8 Property, plant and equipment (continued)**

Items of property, plant and equipment are recognised as assets when it is probable that future economic benefits or service potential associated with the item will flow to the museum and the cost or fair value of the item can be measured reliably.

Items of property, plant and equipment are initially recognised as assets on acquisition date and are initially recorded at cost where acquired through non-exchange transactions, those items are initially measured at their fair values as at the date of acquisition.

The cost of an item of property, plant and equipment is the purchase price and other costs directly attributable to bring the asset to the location and condition necessary for it to be capable of operating in the manner intended by the museum. Trade discounts and rebates are deducted in arriving at the cost at which the asset is recognised. The cost also includes the estimated costs of dismantling and removing the asset and restoring the site on which it is operated.

When significant components of an item of property, plant and equipment have different useful lives, they are accounted for as separate items (major components) of property, plant and equipment. These major components are depreciated separately over their useful lives.

Where an item of property, plant and equipment is acquired in exchange for a non-monetary asset or monetary assets or a combination of monetary and non-monetary assets, the asset acquired is initially measured at fair value (the cost). If the acquired item's fair value is not determinable, its deemed cost is the carrying amount of the asset(s) given up.

Major spare parts and servicing equipment qualify as property, plant and equipment when the museum expects to use them during more than one period. Similarly, if the major spare parts and servicing equipment can be used in connection with an item of property, plant and equipment, they are accounted for as property, plant and equipment.

#### **Subsequent measurement**

Subsequent to initial recognition, items of property, plant and equipment are measured at cost less accumulated depreciation and impairment losses.

Subsequent to initial recognition, certain classes of property, plant and equipment are measured using the revaluation model. Application of the revaluation model results in carrying classes of property, plant and equipment at re-valued amounts. Depreciation for these classes of property, plant and equipment is adjusted proportionately for the revaluation increases and decreases upon revaluation of the items of property, plant and equipment. Revaluation increases / decreases are recognised in the revaluation reserve within the Statement of Changes in Net Assets. Where the revaluation model is applied, it is done so consistently for the entire class of assets. Currently no classes of property, plant and equipment are measured using the revaluation model.

#### **Subsequent expenditure**

Where the museum replaces parts of an asset, it derecognises the part of the asset being replaced and capitalises the new component.

## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.8 Property, plant and equipment (continued)**

#### **Depreciation**

All property, plant and equipment are shown at cost less depreciation. All repairs and maintenance are charged to the Statement of Financial Performance during the financial period in which they are incurred. Depreciation is calculated on a straight-line method to write-off the cost of each asset to its residual value over its estimated useful life. Depreciation will be ceased in the case where the residual value of the assets is higher than the carrying value of the assets.

Depreciation is calculated over the assets' estimated useful lives, which were as follows on 1 April 2015:

Vehicles: 4 - 18 years

Computer and electronic equipment: 3 - 10 years

Equipment: 5 - 10 years

Furniture and fittings: 5 - 10 years

Fixtures: 10 - 20 years

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each Statement of Financial Position date.

#### **Impairments**

The museum tests for impairment where there is an indication that an asset may be impaired. An assessment of whether there is an indication of possible impairment is done as each reporting date. Where the carrying amount of an item of property, plant and equipment is greater than the estimated recoverable amount (or recoverable service amount), it is written down immediately to its recoverable amount (or recoverable service amount) and an impairment loss is charged to the Statement of Financial Performance.

An impairment is reversed only to the extent that the asset's carrying amount does not exceed the carrying amount that would have been determined if no impairment been recognised. A reversal of the impairment is recognised in the Statement of Financial Performance.

#### **Derecognition**

Items of property, plant and equipment are derecognised when the asset is supposed of or when there are no further economic benefits or service potential expected from the use of the asset. The gain or loss arising on the disposal or retirement of an item of property, plant and equipment is determined as the difference between the sales proceeds and the carrying value and is recognised in the Statement of Financial Performance.

The following assets are not recorded in the Statement of Financial Position:

Land and buildings made available to the National Museum in terms of section 9 of the Cultural Institutions Act, 1998 (Act No. 119 of 1998).

(Buildings owned by the Department of Public Works are made available to the National Museum in order to perform its functions.)

### **1.9 Heritage assets**

An item is recognised as a heritage asset in terms of GRAP 103 when:

- It meets the definition of an asset;
- It meets the definition of a heritage asset;
- It is probable that future economic benefits or service potential associated with the asset will flow to the entity; and
- Its cost or fair value can be measured reliably.

## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.9 Heritage assets (continued)**

A Heritage asset is an asset which have cultural, environmental, historical, natural, scientific, technological or artistic significance and are held indefinitely for the benefit of present and future generations.

An Heritage asset is derecognised when it is disposed of or when no future economic benefits or service potential is expected.

Any gain or loss is recognised in surplus or deficit.

Heritage assets are initially measured at cost, unless the heritage assets were obtained through a non-exchange transaction, then it will be measured at fair value at date of acquisition.

Heritage assets are subsequently measured according to the Cost model:

After recognition as an asset, a class of heritage assets shall be carried at its cost less any accumulated impairment losses.

Heritage assets are not depreciated due to the uncertainty regarding their estimated useful lives.

### **1.10 Inventory**

#### **Initial recognition and measurement**

Inventories comprise current assets held for sale, consumption or distribution during the ordinary course of business. Inventories are initially measured at cost. Inventories are stated at the lower of average cost and net realisable value. Cost refers to the purchase price, plus taxes, transport costs and any other costs in bringing the inventories to their current location and condition. Where inventory is manufactured, constructed or produced, the cost includes the cost of labour, materials and overheads used during the manufacturing process.

#### **Subsequent measurement**

Inventories, consisting of consumable stores and the shop is determined on the basis of the average cost method and includes transport and handling costs.

Redundant and slow-moving inventories are identified and written down from cost to net realisable value with regard to their estimated economic or realisable values.

A provision is maintained for obsolete or damaged inventory. The level of the provision for obsolete inventory is equivalent to the value of the difference between the average cost and its net realisable value or current replacement cost at financial year end.

Differences arising on the valuation of inventory are recognised in the Statement of Financial Performance in the year in which they arose. The amount of any reversal of any write-down of inventories arising from an increase in net realisable value or current replacement cost recognised as a reduction of inventories recognised as an expense in the period in which the reversal occurs.

#### **Derecognition**

The carrying amount of inventories is recognised as an expense in the period that the inventory was sold, distributed, written off or consumed, unless that cost qualifies for capitalisation to the cost of another asset.

## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.11 Trade receivables from exchange transactions**

These are transactions where revenue accrued to the entity directly in return for services rendered and goods sold, the value of which approximates the consideration received or receivable, excluding indirect taxes, rebates and discounts.

Trade receivables are initially recognised at the present value of the consideration to be received in future for services that have been rendered and invoiced as formally agreed with the customers.

Trade receivables are subsequently measured at fair value using the amortised cost, using the effective interest method.

Trade receivables are evaluated annually for impairment.

Receivables with no stated interest rates are measured at the original invoice amount and discounting is only done when the terms are not market related.

### **1.12 Cash and cash equivalents**

Cash and cash equivalents include cash-in-hand, deposits held at call with banks and other short-term highly liquid investments with original maturities of 24 hours. For the purpose of the Cash Flow Statement, cash and cash equivalents comprise cash-on-hand, deposits held at call with banks and other short-term highly liquid investments with original maturities of 24 hours.

### **1.13 Trade and other payables from exchange transactions**

Trade and other payables are initially recognised at the fair value of the consideration to be paid in future for goods or services that have been received or supplied and invoiced as formally agreed with the supplier.

Trade and other payables are subsequently measured at amortised cost, using the effective interest method.

Trade and other payables are evaluated annually for impairment.

Payables with no stated interest rates are measured at the original invoice amount and discounting is only done when the terms are not market related.

### **1.14 Deferred income related to revenue from non-exchange transactions**

Deferred income is recognised when the conditions were not met regarding revenue from non-exchange transactions, with conditions linked to this revenue and the obligation exists to return the revenue to the transferor.

Deferred income is transferred to revenue when the conditions are fulfilled and no further obligation to return the revenue to the transferor exists.

### **1.15 Provisions**

Provisions are measured at the present value of the current obligation that exists at year end.

Provisions are recognised when the institution has a present legal or constructive obligation as a result of past events, when it is probable that an outflow will be required to settle, and when a reliable estimate of the amount of the obligation can be made.



## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.16 Employee benefits**

#### **Short term employee benefits**

Short term employee benefits encompasses all those benefits that become payable in the short term, i.e. within a financial year or within 12 months after the financial year. Therefore, short term employee benefits include remuneration, compensated absences and bonuses.

Short term employee benefits are recognised in the Statement of Financial Performance as services are rendered, except for non-accumulating benefits, which are recognised when the specific event occurs. These short term employee benefits are measured at their undiscounted costs in the period the employee renders the related service of the specific event occurs.

#### **Post-employment benefits**

The museum provides post-employment benefits for its officials. These benefits are provided as either defined contribution plans or defined benefit plans. The museum identifies as defined contribution plans any post-employment plan in terms of which it has no obligation to make further contributions to the plan over and above the monthly contributions payable on behalf of employees (for example in the event of a funding shortfall). Any other plans are considered to be defined benefit plans.

#### **Defined benefit plans**

Pursuant to the museum's obligation to fund the post-employment benefits provided through a defined benefit plan, the museum recognises a defined benefit obligation or asset with reference to the fund's financial position. To the extent that the future benefits payable under the fund exceeds the value of assets held to finance those benefits, the museum recognises as defined benefit obligation. To the extent that the value of plan assets exceeds the future benefits payable by the fund the museum recognises as defined benefit asset. Plan assets are assets that are held by long-term employee benefit funds or qualifying insurance policies. Plan assets are not available to the creditors of the museum nor can they be paid directly to the museum.

The defined benefit asset or obligation is recognised as the net difference between the value of the plan assets and plan liabilities and also taking past service cost into consideration.

Plan assets included in the defined benefit plan assets and liabilities recognised are measured at their fair values. Fair value is based in market price information and in the case of quoted securities is the published bid price. The value of any defined benefit asset recognised is limited to the sum of any past service costs and actuarial gains and losses not yet recognised and the present value of any economic benefits available in the form of refunds from the plan or reductions in the future contributions to the plan.

The plan liabilities are measured at the present value of the future benefits payable. This present value of the plan liabilities is determined through actuarial valuation techniques.

The museum operates a defined benefits pension plan, which requires contributions to be made to separately administered funds. The cost of providing benefits under the defined benefit plans is determined separately for each plan, using the projected unit credit method. Actuarial valuations are conducted on an annual basis by independent actuaries for each plan. Actuarial gains and losses are recognised in full in the Statement of Financial Performance in the year that they occur.

## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.16 Employee benefits (continued)**

#### **Defined benefit plans (continued)**

The past service costs are recognised as an expense on a straight-line basis over the average period until the benefits become vested, immediately following the introduction of, or changes to, a pension plan, past service cost are recognised immediately.

### **1.17 Recognition of revenue**

#### **Revenue from exchange transactions**

These are transactions where revenue accrued to the entity directly in return for services rendered and goods sold, the value of which approximates the consideration received or receivable, excluding indirect taxes, rebates and discounts.

Revenue from exchange transactions is only recognised once all of the following criteria have been satisfied:

- (i) The entity retains neither continuing managerial involvement to the degree usually associated with ownership nor effective control over the goods sold;
- (ii) The amount of revenue can be measured reliably; and
- (iii) It is probable that the economic benefits or services potentially associated with the transaction will flow to the entity and the costs incurred or to be incurred in respect of the transaction can be measured reliably.

Revenue comprises the invoiced value for the sale of goods and services net of rebates and discounts. Revenue is recognised on the accrual basis.

Interest income is recognised on a time proportion basis, taking account of the principal amount outstanding and the effective rate over the period to maturity, when it is determined that such income will accrue to the group.

Rental income comprises the invoiced value for the rent of facilities. This revenue is recognised on the accrual basis.

#### **Revenue from non-exchange transactions**

Professional services rendered comprise the invoiced value for the services rendered. This revenue is recognised on the accrual basis.

Government subsidies received are accounted for in the period to which they applied.

Government grants will only be recognised when there is reasonable assurance that the institution will comply with the conditions attached to these, and the grants will be received.

Local and foreign aid assistance is recognised as it is received and only when there is reasonable assurance that the institution will comply with the conditions attached to such assistance and the amounts will be received.

Gifts, donations and sponsorships are recognised as these are received and only when there is reasonable assurance that the institution will comply with the conditions attached to these, and the amounts will be received.

### **1.18 Irregular, fruitless and wasteful expenditure**

#### **Irregular expenditure**

Irregular expenditure is expenditure that is contrary to the Public Finance Management Act (PFMA) or is in contravention of the entity's supply chain management policies. Irregular expenditure excludes unauthorised expenditure. Irregular expenditure is disclosed as such in the notes to the annual financial statements and where recovered, it is subsequently accounted for as revenue in the Statement of Financial Performance.



## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.18 Irregular, fruitless and wasteful expenditure (continued)**

#### **Fruitless and wasteful expenditure**

Fruitless and wasteful expenditure is expenditure that was made in vain and would have been avoided had reasonable care been exercised. Fruitless and wasteful expenditure is disclosed as such in the notes to the annual financial statements and where recovered, it is subsequently accounted for as revenue in the Statement of Financial Performance.

#### **Recovery of irregular, fruitless and wasteful expenditure**

The recovery of irregular and fruitless and wasteful expenditure is based on legislated procedures, and is recognised when the recovery thereof from the responsible officials is probable. The recovery of irregular and fruitless and wasteful expenditure is treated as other income.

### **1.19 Related parties**

The museum has processes and controls in place to aid in the identification of 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. As a minimum, the following are regarded as related parties of the reporting entity:

(a) A person or a close member of that person's family is related to the reporting entity if that person:

- (i) has control or joint control over the reporting entity;
- (ii) has significant influence over the reporting entity; or
- (iii) is a member of the management of the entity or its controlling entity.

Related party relationships where control exists are disclosed regardless of whether any transactions took place between the parties during the reporting period.

Where transactions occurred between the entity and any one or more related parties, and those transactions were not 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 within the normal operating parameters established by the reporting entity's legal mandate.

### **1.20 Leases**

#### **The Museum as lessee**

##### **Recognition**

Leases are classified as finance leases where substantially all the risks and rewards associated with ownership of an asset are transferred to the entity through the lease agreement. Assets classified as finance leases are recognised in the Statement of Financial Position at the inception of the lease, as is the corresponding finance lease liability.

Assets classified as operating leases, i.e. those leases where substantially all of the risks and rewards of ownership are not transferred to the lessee through the lease, are not recognised in the Statement of Financial Position. The operating lease expense is recognised over the course of the lease arrangement.

## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.20 Leases (continued)**

#### **The Museum as lessee (continued)**

##### **Recognition (continued)**

The determination of whether an arrangement is, or contains, a lease is based on the substance of the arrangement at inception date; namely whether fulfilment of the arrangement is dependent on the use of a specific asset or assets or the arrangement conveys a right to use the asset.

##### **Measurement**

Assets subject to a finance lease, as recognised in the Statement of Financial Position, are measured (at initial recognition) at the lower of the fair value of the assets and the present value of the future minimum lease payments. Subsequent to initial recognition these capitalised assets are depreciated over the contract term.

The finance lease liability recognised at initial recognition is measured at the present value of the future minimum lease payments. Subsequent to initial recognition this liability is carried at amortised cost, with the lease payments being set off against the capital and accrued interest. The allocation of the lease payments between the capital and interest portion of the liability is effected through the application of the effective interest method.

The finance charges resulting from the finance lease are expensed, through the Statement of Financial Performance, as they accrue. The finance cost accrual is determined using the effective interest method.

The lease expense recognised for operating leases is charged to the Statement of Financial Performance on a straight-line basis over the term of the relevant lease. To the extent that the straight-lined lease payments differ from the actual lease payments the difference is recognised in the Statement of Financial Position as either lease payments in advance (operating lease asset) or lease payments payable (operating lease liability) as the case may be. This resulting asset and / or liability is measured at the undiscounted difference between the straight-line lease payments and the contractual lease payments.

##### **Derecognition**

The finance lease liabilities are derecognised when the entity's obligation to settle the liability is extinguished. The assets capitalised under the finance lease are derecognised when the entity no longer expects any economic benefits or service potential to flow from the asset.

The operating lease liability is derecognised when the entity's obligation to settle the liability is extinguished. The operating lease asset is derecognised when the entity no longer anticipates economic benefits to flow from the asset.

#### **The Museum as a lessor**

##### **Recognition**

For those leases that meet the definition of a finance lease, where the entity is the lessor, the entity recognises the asset subject to the lease at the inception of the lease. Along with the recognition of the asset the entity recognises a finance lease receivable. Finance lease income is allocated between the finance lease receivable and finance income using the effective interest rate method and the resulting finance income is recognised in the Statement of Financial Performance as it accrues.

## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.20 Leases (continued)**

#### **The Museum as a lessor (continued)**

##### **Recognition (continued)**

For those leases classified as operating leases the asset subject to the lease is not recognised and no lease receivable is recognised at the inception of the lease. Lease payments received under an operating lease are recognised as income, in the Statement of Financial Performance, in the period that the income accrues.

The determination of whether an arrangement is, or contains, a lease is based on the substance of the arrangement at inception date; namely, whether fulfilment of the arrangement is dependent on the use of a specific asset or assets or the arrangement conveys a right to use the asset.

##### **Measurement**

Finance lease receivables are recognised at an amount equal to the entity's net investment in the lease. This net investment in the lease is calculated as the sum of the minimum future lease payments and unguaranteed residual value discounted over the lease term at the rate implicit in the lease.

Rental Income from operating leases is recognised on a straight-line basis over the term of the relevant lease. The difference between the straight-lined lease payments and the contractual lease payments are recognised as either an operating lease asset or operating lease liability. An operating lease liability is raised to the extent that lease payments are received in advance (i.e. the straight-line lease payments are more than the contractual lease payments). The operating lease asset and / or operating lease liability are measured as the undiscounted difference between the straight-line lease receipts and the contractual lease receipts.

##### **Derecognition**

Finance lease receivables are derecognised when the entity's right to the underlying cash flows expire or when the entity no longer expects economic benefits to flow from the finance lease receivable.

Operating lease liabilities are derecognised when the entity's obligation to provide economic benefits or service potential under the lease agreement expires. Operating lease assets are derecognised when the entity's right to the underlying cash flows expire or the entity no longer expects economic benefits to flow from the operating lease asset.

### **1.21 Taxes**

The entity is exempt from taxation in terms of section 10(1)(cA)(i) of the Income Tax Act. Donations made to or by the entity are exempt from Donations Tax in terms of section 56(1)(h) of the Income Tax Act.

The entity is exempt from payment of Estate Duty in terms of section 4(h) of the Estate Duty Act no. 45 of 1995.

The entity is not registered for value-added tax in terms of section 24(1) of the Value-Added Tax Act of 1991.

## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.22 Post reporting date events**

Events after the 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 museum will adjust the amounts recognised in the financial statements to reflect adjusting events after the reporting date once the event has occurred.

The museum 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.

### **1.23 Reserves**

#### **Transformation Funds**

These funds were received from the Department of Arts and Culture to utilise for specific projects as per pre-approved budget.

Income and expenses are recognised in the Statement of Financial Performance in the year these occur. At the end of the year the income and expenses are transferred to reserves.

#### **Oliewenhuis Artwork Purchase Fund**

This fund was established from the sale of an artwork. The interest may be utilised to purchase artworks produced by South African artists.

Income and expenses are recognised in the Statement of Financial Performance in the year these occur. At the end of the year the income and expenses are transferred to reserves.

#### **National Lottery for Archaeology Hall**

These funds were received from the National Lottery Distribution Trust Fund to utilise for a specific project as per pre-approved budget.

Income and expenses are recognised in the Statement of Financial Performance in the year these occur. At the end of the year the income and expenses are transferred to reserves.

#### **Friends of Oliewenhuis and Fractal**

These funds were established to support the art activities of Oliewenhuis Art Museum; to help with the expansion of the art collection of Oliewenhuis Art Museum; and to make Oliewenhuis Art Museum known to the public and to stimulate the involvement of the community in Oliewenhuis Art Museum.

Income and expenses are recognised in the Statement of Financial Performance in the year these occur. At the end of the year the income and expenses are transferred to reserves.

# **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

## **1.24 Financial instruments**

### **Initial recognition**

The museum recognises a financial asset or a financial liability in its Statement of Financial Position when, and only when, the museum becomes a party to the contractual provisions of the instrument. This is achieved through the application of trade date accounting.

Upon initial recognition the museum classifies financial instruments or their component parts as a financial liabilities, financial assets or residual interests in conformity with the substance of the contractual arrangement and to the extent that the instrument satisfies the definitions of a financial liability, a financial asset or a residual interest.

Financial instruments are evaluated, based on their terms, to determine if those instruments contain both liability and residual interest components (i.e. to assess if the instruments are compound financial instruments). To the extent that an instrument is in fact a compound instrument, the components are classified separately as financial liabilities and residual interests as the case may be.

### **Initial measurement of financial assets and financial liabilities**

When a financial instrument is recognised, the museum measures it initially at its fair value plus, in the case of a financial asset or a financial liability not subsequently measured at fair value, transaction costs that are directly attributable to the acquisition or issue of the financial asset or financial liability.

### **Subsequent measurement of financial assets and financial liabilities**

Subsequent to initial recognition, financial assets and financial liabilities are measured at fair value, amortised cost or cost.

All financial assets and financial liabilities are measured after initial recognition using the following categories:

#### **Financial instruments at fair value**

- Derivatives
- Compound instruments that are designated at fair value i.e. an instrument that includes a derivative and a non-derivative host contract
- Instruments held for trading
- Non-derivative financial assets or financial liabilities with fixed or determinable payments that are designated at fair value at initial recognition.
- An investment in a residual interest for which fair value can be measured reliably.

Financial instruments that do not meet the definition of financial instruments at amortised cost or financial instruments at cost.

#### **Financial instruments at amortised cost**

Non-derivative financial assets or non-derivative financial liabilities that have fixed or determinable payments, excluding those instruments that the museum designates at fair value at initial recognition or are held for trading.

#### **Financial instruments at cost**

Investments in residual interests, which do not have quoted market prices and for which fair value cannot be determined reliably.

The museum assesses which instruments should be subsequently measured at fair value, amortised cost or cost, based on the definitions of financial instruments at fair value, financial instruments at amortised cost or financial instruments at cost as set out above.

## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.24 Financial instruments (continued)**

#### **Concessionary loans**

The part of the concessionary loan that is a social benefit or non-exchange revenue is determined as the difference between the fair value of the loan and the loan proceeds, either paid or received.

After initial recognition, the museum measures concessionary loans in accordance with the subsequent measurement criteria set out for all financial instruments.

#### **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.

#### **Investments at amortised cost**

Investments, which include listed government bonds, unlisted municipal bonds, fixed deposits and short-term deposits invested in registered commercial banks are categorised as financial instruments at amortised cost and are subsequently measured at amortised cost.

Where investments have been impaired, the carrying value is adjusted by the impairment loss, which is recognised as an expense in the period that the impairment is identified.

On disposal of an investment, the difference between the net disposal proceeds and the carrying amount is charged or credited to the Statement of Financial Performance.

#### **Cash and cash equivalents**

Cash and cash equivalents are measured at amortised cost.

Cash includes cash on hand and cash with banks. Cash equivalents are short-term highly liquid investments that are held with registered banking institutions with maturities of three months or less and are subject to an insignificant risk of change in value.

For the purpose of the Cash Flow Statement, cash and cash equivalents comprise cash on hand and deposits held on call with banks.

#### **Trade and other receivables**

Trade and other receivables are initially recognised at fair value plus transaction costs that are directly attributable to the acquisition and subsequently stated at amortised cost, less provision for impairment. All trade and other receivables are assessed at least annually for possible impairment. Impairments of trade and other receivables are determined in accordance with the accounting policy for impairments. Impairment adjustments are made through the use of an allowance account.

Bad debt are written off in the year in which they are identified as irrecoverable. Amounts receivable within 12 months from the reporting date are classified as current. Interest is charged on overdue accounts.

#### **Trade and other payables**

Trade and other payables are initially measured at fair value plus transaction costs that are directly attributable to the acquisition and are subsequently measured at amortised cost using the effective interest rate method.



## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.24 Financial instruments (continued)**

#### **Impairment and uncollectability of financial assets**

The museum 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 museum, 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.

#### **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 museum derecognises financial assets using trade date accounting.

The museum derecognises a financial asset only when:

- the contractual rights to the cash flows from the financial asset expire, are settled or waived;
- the museum transfers to another party substantially all of the risks and rewards of ownership of the financial asset; or

The museum 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 museum derecognises the asset; and recognises separately any rights and obligations created or retained in the transfer.

## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.24 Financial instruments (continued)**

#### **Derecognition (continued)**

##### **Financial assets (continued)**

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 museum 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.

### **1.25 Non-current assets held for sale and disposal groups**

#### **Recognition**

Non-current assets and disposal groups are classified as held for sale if their carrying amount will be recovered principally through a sale transaction rather than through continuing use. This condition is regarded as met only when the sale is highly probable and the asset (or disposal group) is available for immediate sale in its present condition. Management must be committed to the sale, which should be expected to qualify for recognition as a completed sale within one year from the date of classification.

#### **Measurement**

Non-current assets held for sale (or disposal group) are measured at the lower of its carrying amount and fair value less costs to sell.

A non-current asset is not depreciated (or amortised) while it is classified as held for sale, or while it is part of a disposal group classified as held for sale.

Interest and other expenses attributable to the liabilities of a disposal group classified as held for sale are recognised in surplus or deficit.

#### **Derecognition**

Non-current assets and disposal groups held for sale are derecognised upon disposal of the item or where no further economic benefits or service potential is expected to flow from the asset or disposal group. Gain / losses that result from the derecognition of non-current assets or disposal groups held for sale are recognised in surplus/ deficit in the period of the derecognition.



## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.26 Impairment of cash-generating assets**

Cash-generating assets are those assets held by the museum with the primary objective of generating a commercial return. When an asset is deployed in a manner consistent with that adopted by a profit-orientated entity, it generates a commercial return.

#### **Identification**

When the carrying amount of a cash-generating asset exceeds its recoverable amount, it is impaired.

The museum assesses at each reporting date whether there is any indication that a cash-generating asset may be impaired. If any such indication exists, the museum estimates the recoverable amount of the asset.

Irrespective of whether there is any indication of impairment, the museum also tests a cash-generating intangible asset with an indefinite useful life or a cash-generating intangible asset not yet available for use for impairment annually by comparing its carrying amount with its recoverable amount. This impairment test is performed at the same time every year. If an intangible asset was initially recognised during the current reporting period, that intangible asset was tested for impairment before the end of the current reporting period.

#### **Value in use**

Value in use of a cash-generating asset is the present value of the estimated future cash flows expected to be derived from the continuing use of an asset and from its disposal at the end of its useful life.

When estimating the value in use of an asset, the museum estimates the future cash inflows and outflows to be derived from continuing use of the asset and from its ultimate disposal and the museum applies the appropriate discount rate to those future cash flows.

#### **Discount rate**

The discount rate is a pre-tax rate that reflects current market assessments of the time value of money, represented by the current risk-free rate of interest and the risks specific to the asset for which the future cash flow estimates have not been adjusted.

#### **Recognition and measurement (individual asset)**

If the recoverable amount of a cash-generating asset is less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. This reduction is an impairment loss.

An impairment loss is recognised immediately in surplus or deficit.

After the recognition of an impairment loss, the depreciation (amortisation) charge for the cash-generating asset is adjusted in future periods to allocate the cash-generating asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

#### **Cash-generating units**

If there is any indication that an asset may be impaired, the recoverable amount is estimated for the individual asset. If it is not possible to estimate the recoverable amount of the individual asset, the museum determines the recoverable amount of the cash-generating unit to which the asset belongs (the asset's cash-generating unit).

## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.26 Impairment of cash-generating assets (continued)**

#### **Cash-generating units**

If an active market exists for the output produced by an asset or group of assets, that asset or group of assets is identified as a cash-generating unit, even if some or all of the output is used internally. If the cash inflows generated by any asset or cash generating unit are affected by internal transfer pricing, the museum uses management's best estimate of future price(s) that could be achieved in arm's length transactions in estimating:

- the future cash inflows used to determine the asset's or cash-generating unit's value in use; and
- the future cash outflows used to determine the value in use of any other assets or cash-generating units that are affected by the internal transfer pricing.

Cash-generating units are identified consistently from period to period for the same asset or types of assets, unless a change is justified.

The carrying amount of a cash-generating unit is determined on a basis consistent with the way the recoverable amount of the cash-generating unit is determined.

An impairment loss is recognised for a cash-generating unit if the recoverable amount of the unit is less than the carrying amount of the unit. The impairment is allocated to reduce the carrying amount of the cash-generating assets of the unit on a pro rata basis, based on the carrying amount of each asset in the unit. These reductions in carrying amounts are treated as impairment losses on individual assets.

In allocating an impairment loss, the museum does not reduce the carrying amount of an asset below the highest of: its fair value less costs to sell (if determinable); its value in use (if determinable); and zero

The amount of the impairment loss that would otherwise have been allocated to the asset is allocated pro rata to the other cash-generating assets of the unit.

Where a non-cash-generating asset contributes to a cash-generating unit, a proportion of the carrying amount of that non-cash-generating asset is allocated to the carrying amount of the cash-generating unit prior to estimation of the recoverable amount of the cash-generating unit.

#### **Reversal of impairment loss**

The museum assesses at each reporting date whether there is any indication that an impairment loss recognised in prior periods for a cash-generating asset may no longer exist or may have decreased. If any such indication exists, the museum estimates the recoverable amount of that asset.

An impairment loss recognised in prior periods for a cash-generating asset is reversed if there has been a change in the estimates used to determine the asset's recoverable amount since the last impairment loss was recognised. The carrying amount of the asset is increased to its recoverable amount. The increase is a reversal of an impairment loss. The increased carrying amount of an asset attributable to a reversal of an impairment loss does not exceed the carrying amount that would have been determined (net of depreciation or amortisation) had no impairment loss been recognised for the asset in prior periods.

A reversal of an impairment loss for a cash-generating asset is recognised immediately in surplus or deficit.

## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.26 Impairment of cash-generating assets (continued)**

#### **Reversal of impairment loss (continued)**

After a reversal of an impairment loss is recognised, the depreciation (amortisation) charge for the cash-generating asset is adjusted in future periods to allocate the cash-generating asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

A reversal of an impairment loss for a cash-generating unit is allocated to the cash-generating assets of the unit pro rata with the carrying amounts of those assets. These increases in carrying amounts are treated as reversals of impairment losses for individual assets. No part of the amount of such a reversal is allocated to a non-cash-generating asset contributing service potential to a cash-generating unit.

In allocating a reversal of an impairment loss for a cash-generating unit, the carrying amount of an asset is not increased above the lower of:

- its recoverable amount (if determinable); and
- the carrying amount that would have been determined (net of amortisation or depreciation) had no impairment loss been recognised for the asset in prior periods.

The amount of the reversal of the impairment loss that would otherwise have been allocated to the asset is allocated pro rata to the other assets of the unit.

### **1.27 Impairment of non-cash-generating assets**

Non-cash-generating assets are assets other than cash-generating assets.

#### **Identification**

When the carrying amount of a non-cash-generating asset exceeds its recoverable service amount, it is impaired.

The museum assesses at each reporting date whether there is any indication that a non-cash-generating asset may be impaired. If any such indication exists, the museum estimates the recoverable service amount of the asset.

Irrespective of whether there is any indication of impairment, the museum also tests a non-cash-generating intangible asset with an indefinite useful life or a non-cash-generating intangible asset not yet available for use for impairment annually by comparing its carrying amount with its recoverable service amount. This impairment test is performed at the same time every year. If an intangible asset was initially recognised during the current reporting period, that intangible asset was tested for impairment before the end of the current reporting period.

#### **Value in use**

Value in use of non-cash-generating assets is the present value of the non-cash-generating assets remaining service potential.

The present value of the remaining service potential of a non-cash-generating asset is determined using the following approach:

#### **Depreciated replacement cost approach**

The present value of the remaining service potential of a non-cash-generating asset is determined as the depreciated replacement cost of the asset.

## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.27 Impairment of non-cash-generating assets (continued)**

#### **Value in use (continued)**

##### **Depreciated replacement cost approach (continued)**

The replacement cost of an asset is the cost to replace the asset's gross service potential. This cost is depreciated to reflect the asset in its used condition. An asset may be replaced either through reproduction (replication) of the existing asset or through replacement of its gross service potential. The depreciated replacement cost is measured as the reproduction or replacement cost of the asset, whichever is lower, less accumulated depreciation calculated on the basis of such cost, to reflect the already consumed or expired service potential of the asset.

The replacement cost and reproduction cost of an asset is determined on an "optimised" basis. The rationale is that the museum would not replace or reproduce the asset with a like asset if the asset to be replaced or reproduced is an overdesigned or overcapacity asset. Overdesigned assets contain features which are unnecessary for the goods or services the asset provides. Overcapacity assets are assets that have a greater capacity than is necessary to meet the demand for goods or services the asset provides. The determination of the replacement cost or reproduction cost of an asset on an optimised basis thus reflects the service potential required of the asset.

##### **Reversal of an impairment loss**

The museum assesses at each reporting date whether there is any indication that an impairment loss recognised in prior periods for a non-cash-generating asset may no longer exist or may have decreased. If any such indication exists, the museum estimates the recoverable service amount of that asset.

An impairment loss recognised in prior periods for a non-cash-generating asset is reversed if there has been a change in the estimates used to determine the asset's recoverable service amount since the last impairment loss was recognised. The carrying amount of the asset is increased to its recoverable service amount. The increase is a reversal of an impairment loss. The increased carrying amount of an asset attributable to a reversal of an impairment loss does not exceed the carrying amount that would have been determined (net of depreciation or amortisation) had no impairment loss been recognised for the asset in prior periods.

A reversal of an impairment loss for a non-cash-generating asset is recognised immediately in surplus or deficit.

After a reversal of an impairment loss is recognised, the depreciation (amortisation) charge for the non-cash-generating asset is adjusted in future periods to allocate the non-cash-generating asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

### **1.28 Provisions and contingencies**

Provisions are recognised when: the museum has a present obligation as a result of a past event; it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation; and a reliable estimate can be made of the obligation.

The amount of a provision is the best estimate of the expenditure expected to be required to settle the present obligation at the reporting date.

## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.28 Provisions and contingencies (continued)**

Where the effect of time value of money is material, the amount of a provision is the present value of the expenditures expected to be required to settle the obligation.

The discount rate is a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the liability.

Where some or all of the expenditure required to settle a provision is expected to be reimbursed by another party, the reimbursement is recognised when, and only when, it is virtually certain that reimbursement will be received if the museum settles the obligation. The reimbursement is treated as a separate asset. The amount recognised for the reimbursement does not exceed the amount of the provision.

Provisions are reviewed at each reporting date and adjusted to reflect the current best estimate. Provisions are reversed if it is no longer probable that an outflow of resources embodying economic benefits or service potential will be required, to settle the obligation.

Where discounting is used, the carrying amount of a provision increases in each period to reflect the passage of time. This increase is recognised as an interest expense.

A provision is used only for expenditures for which the provision was originally recognised. Provisions are not recognised for future operating expenditure.

If the museum has a contract that is onerous, the present obligation (net of recoveries) under the contract is recognised and measured as a provision.

A constructive obligation to restructure arises only when the museum has a detailed formal plan for the restructuring, identifying at least: the activity/operating unit or part of a activity/operating unit concerned; the principal locations affected; the location, function, and approximate number of employees who will be compensated for services being terminated; the expenditures that will be undertaken; and when the plan will be implemented; and has raised a valid expectation in those affected that it will carry out the restructuring by starting to implement that plan or announcing its main features to those affected by it.

A restructuring provision includes only the direct expenditures arising from the restructuring, which are those that are both: necessarily entailed by the restructuring; and not associated with the ongoing activities of the museum.

A contingent asset is a possible asset that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the museum.

A contingent liability: a possible obligation that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the museum or a present obligation that arises from past events but is not recognised because: it is not probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation; the amount of the obligation cannot be measured with sufficient reliability.

Contingent assets and contingent liabilities are not recognised.

### **1.29 Offsetting**

The museum does not offset financial assets and financial liabilities in the Statement of Financial Position unless a legal right of set-off exists and the parties intend to settle on a net basis.

## **NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

### **1.30 Borrowing costs**

Borrowing costs directly attributable to the acquisition, construction or production of qualifying assets are capitalised to the cost of that asset unless it is inappropriate to do so. The entity ceases the capitalisation of borrowing costs when substantially all the activities to prepare the asset for its intended use or sale are complete. It is considered inappropriate to capitalise borrowing costs where the link between the funds borrowed and the capital asset acquired cannot be adequately established. Borrowing costs incurred other than on qualifying assets are recognised as an expense in the Statement of Financial Performance when incurred.

### **1.31 Surplus or deficit**

#### **Gains and losses**

Gains and losses arising from fair value adjustments on investments and loans, and from the disposal of assets, are presented separately from other revenue in the Statement of Financial Performance.

Income, expenditure, gains and losses are recognised in surplus or deficit except for the exceptional cases where recognition directly in net assets is specifically allowed or required by a Standard of GRAP.

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	<b>2016 R'000</b>	<b>2015 R'000</b>
<b>2 Cash and cash equivalents</b>		
Cash at bank	<b>206</b>	82
Short-term bank deposits	<b>36 824</b>	29 725
Cash in hand	<b>9</b>	9
<b>Total</b>	<b>37 039</b>	29 816

For the purposes of the Cash Flow Statement:  
Cash and cash equivalents at the beginning of  
the year.

<b>29 816</b>	<b>16 845</b>
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**3 Trade and other receivables from non-exchange transactions**

Transfers not yet received	<b>912</b>	168
Other receivables	<b>-</b>	-
<b>Total</b>	<b>912</b>	168

Refer to note 35 for detail of the transfers not yet received.

**Trade and other receivables from exchange transactions**

Trade receivables	<b>372</b>	306
Creditors with debit balances	<b>766</b>	58
Other receivables	<b>393</b>	390
<b>Total</b>	<b>1 531</b>	754

Trade receivables are non-interest bearing and are generally on 30 day terms.

The ageing of the trade receivables that are past due but not impaired is as follows:

30 days	<b>1 058</b>	458
60 days	<b>-</b>	16
90 days	<b>44</b>	-
120 + days	<b>182</b>	-
	<b>1 284</b>	474

No receivables are held as collateral or given as security.

**4 Inventories**

Store	<b>18</b>	11
Shop	<b>59</b>	71
<b>Total</b>	<b>77</b>	82

Inventories were evaluated for impairment, but no adjustments were necessary.

No inventory was pledged as security.



**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	<b>2016 R'000</b>	<b>2015 R'000</b>
<b>5 Retirement benefit obligations</b>		
Statement of Financial Position obligations for:		
Pension benefits	<b>(22 669)</b>	(19 178)
Post-employment medical benefits	<b>35 371</b>	33 429
<b>Total</b>	<b>12 702</b>	14 251
Statement of Financial Performance charge for:		
Pension benefits	<b>1 634</b>	(411)
Post-employment medical benefits	<b>2 740</b>	4 707
<b>Total</b>	<b>4 374</b>	4 296

**Pension benefits**

The entity operates two pension schemes. The schemes are generally funded through payments to trustee-administered funds, determined by periodic actuarial calculations. The entity has both defined benefit and defined contribution plans. All employees are members of one of these funds.

For the defined contribution plan, the entity pays fixed contributions into a trustee-administered fund. The entity will have no legal or constructive obligation to pay further contributions if the fund does not hold sufficient assets to pay all employee benefits relating to employee service in the current and prior periods.

The amount recognised in the Statement of Financial Position was determined as follows:

Present value of funded obligation	<b>75 526</b>	73 979
Fair value of plan assets	<b>(98 195)</b>	(93 157)
	<b>(22 669)</b>	(19 178)

The amounts recognised in the Statement of Financial Performance are as follows:

Interest cost	<b>6 138</b>	5 883
Current service cost	<b>2 443</b>	2 804
Expected return on plan assets	<b>(7 863)</b>	(7 208)
Actuarial (gain) / loss for the period	<b>916</b>	(1 890)
<b>Total included in staff costs (note 16)</b>	<b>1 634</b>	(411)



**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	<b>2016 R'000</b>	<b>2015 R'000</b>
<b>5 Retirement benefit obligations (continued)</b>		
<b>Pension benefits (continued)</b>		
Movement in assets recognised in the Statement of Financial Position:		
Beginning of the year	<b>(19 178)</b>	(13 595)
Total expense as above	<b>1 634</b>	(411)
Contributions paid	<b>(5 125)</b>	(5 172)
End of the year	<b>(22 669)</b>	(19 178)
Present value of the defined benefit obligations at year-end for the following years:		
2011/2012	46 174	
2012/2013	58 457	
2013/2014	66 744	
2014/2015	73 979	
2015/2016	75 526	
Fair value of the plan assets at year-end for the following years:		
2011/2012	53 171	
2012/2013	66 600	
2013/2014	80 339	
2014/2015	93 157	
2015/2016	98 195	
Surplus/(deficit) in the plan at year-end for the following years:		
2011/2012	6 997	
2012/2013	8 143	
2013/2014	13 595	
2014/2015	19 178	
2015/2016	22 669	
Experience adjustments:		
Actuarial gains/(losses)		
In respect of present value of obligations	2 378	
In respect of present value of plan assets	(3 294)	
The employer's best estimate of contributions expected to be paid to the plan during 2016/2017 amounts to R 5 433 000.		

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	<b>2016 R'000</b>	<b>2015 R'000</b>
<b>5 Retirement benefit obligations (continued)</b>		
<b>Pension benefits (continued)</b>		
Expected return on plan assets:		
The expected return on assets is based on an average balanced portfolio. The short term tactical investment positions (since these can be amended over time) as well as the effect of recent market movements on the current investment distribution (since these can change on a daily basis) was ignored. The expected long term real return is 4%, calculated as follows:		
<i>Equity:</i>		
% of portfolio	<b>70%</b>	70%
Real return	<b>4.5%</b>	4.5%
Weighted return	<b>3.1%</b>	3.1%
<i>Bonds:</i>		
% of portfolio	<b>30%</b>	30%
Real return	<b>3.0%</b>	3.0%
Weighted return	<b>0.9%</b>	0.9%
<i>Total</i>		
% of portfolio	<b>100%</b>	100%
Weighted return	<b>4%</b>	4%
Adding this to inflation gives the expected investment return as indicated above.		
The principal actuarial assumptions used were:		
Discount rate	<b>9.91%</b>	8.42%
General inflation	<b>7.87%</b>	6.59%
Expected rate of return on assets	<b>11.87%</b>	10.59%
Expected future salary increases	<b>8.87%</b>	7.59%

The difference between the yield on a fixed interest government bond and the yield on an index linked government bond will give an indication of the inflation expectation in the market. For this purpose the actuary made use of the yields on the R209 fixed interest government bonds (9.91% p.a.) and the R202 index linked government bonds (1.90% p.a.). Inflation rate of 7.87% p.a. has therefore been assumed in the valuation basis.

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	<b>2016 R'000</b>	<b>2015 R'000</b>
<b>5 Retirement benefit obligations (continued)</b>		
<b>Pension benefits (continued)</b>		
Since the valuation of the Pension Fund rely on many actuarial assumptions, it is important to illustrate how the results change under various alternative assumptions.		
<i>Discount rate</i>		
Central assumption: 9.91% (2015: 8.42%)		
% change due to 1% decrease	<b>2.6%</b>	3.4%
% change due to 1% increase	<b>-2.0%</b>	-2.6%
<i>Salary inflation: 7.87 % (2015: 6.59%)</i>		
% change due to 1% decrease	<b>-1.9%</b>	-2.5%
% change due to 1% increase	<b>2.4%</b>	3.1%
<i>Post-retirement mortality (actual table is PA(90))</i>		
% change due to PA(90)+1	<b>-0.8%</b>	-1.0%
% change due to PA(90)-1	<b>0.8%</b>	1.0%

**Post-employment medical benefits**

The entity provides for subsidies in respect of continuation of member health care costs. Employees have the option to join any of the available plans of the Bestmed medical aid scheme. In terms of the subsidy policy the employer subsidises 66% of the required monthly subscriptions for employees in service at 31 December 2007. Employees appointed after 1 January 2008 do not qualify for health care benefits after retirement. Continuation members who retired before 30 June 1992 receive a 100% subsidy in retirement. The entitlement to these benefits is dependent upon the employee remaining in service until retirement age.

The amounts recognised in the Statement of Financial Performance are as follows:

Interest cost	<b>2 936</b>	2 762
Current service cost	<b>975</b>	881
Actuarial (gain) / loss for the period	<b>(1 171)</b>	1 064
<b>Total included in staff costs (note 16)</b>	<b>2 740</b>	4 707

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	<b>2016 R'000</b>	<b>2015 R'000</b>
<b>5 Retirement benefit obligations (continued)</b>		
<b>Post-employment medical benefits (continued)</b>		
Movement in liability recognised in the Statement of Financial Position:		
Beginning of the year	<b>33 429</b>	29 464
Total expense as above	<b>2 740</b>	4 707
Contributions paid	<b>(798)</b>	(742)
End of the year	<b>35 371</b>	33 429
Present value of the defined benefit obligations at year-end for the following years:		
2011/2012	24 895	
2012/2013	28 123	
2013/2014	29 464	
2014/2015	33 429	
2015/2016	35 371	
The post-employment medical benefit obligation has no plan assets and therefore also no surplus/deficit in the plan.		
Experience adjustments:		
In respect of present value of obligations	(1 171)	
In respect of present value of plan assets	-	
The employer's best estimate of contributions expected to be paid to the plan during 2016/2017 amounts to R 861 000		
The principal actuarial assumptions used were:		
Discount rate	<b>10.40%</b>	8.90%
Health Care Cost Inflation	<b>10.00%</b>	8.70%
Expected retirement age	<b>65</b>	65
Membership discontinued	<b>0%</b>	0%

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	2016 R'000	2015 R'000
<b>5 Retirement benefit obligations (continued)</b>		
<b>Post-employment medical benefits (continued)</b>		
The recalculated liability to show the effect of a one percentage point decrease or increase in the rate of health care cost inflation is as follows:		
<i>Accrued liability</i>		
Central assumption: 10% (2015: 8.7%)	35 371	33 429
1% decrease in health care cost inflation	30 029	28 210
% change due to 1% decrease in health care cost inflation	-15.1%	-15.6%
1% increase in health care cost inflation	42 101	40 060
% change due to 1% increase in health care cost inflation	19.0%	19.8%
<i>Current Service + Interest cost</i>		
Central assumption: 10% (2015: 8.7%)	4 630	3 911
1% decrease in health care cost inflation	3 869	3 239
% change due to 1% decrease in health care cost inflation	-16.4%	-17.2%
1% increase in health care cost inflation	5 601	4 778
% change due to 1% increase in health care cost inflation	21.0%	22.2%
<b>6 Property, plant and equipment</b>		
<b>Equipment</b>		
Opening net carrying amount	1 265	767
Gross carrying amount	2 311	1 600
Accumulated depreciation	(1 046)	(833)
Additions	811	725
Transfers - gross carrying amount	-	-
Transfers - accumulated depreciation	-	-
Disposals - gross carrying amount	(4)	(14)
Disposals - accumulated depreciation	4	14
Depreciation charge	(290)	(227)
<b>Net carrying amount 31 March</b>	<b>1 786</b>	<b>1 265</b>
Gross carrying amount	3 118	2 311
Accumulated depreciation	(1 332)	(1 046)

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	2016 R'000	2015 R'000
<b>6 Property, plant and equipment (continued)</b>		
<b>Vehicles</b>		
Opening net carrying amount	1 849	1 771
Gross carrying amount	3 141	2 904
Accumulated depreciation	(1 292)	(1 133)
Additions	1	237
Disposals - gross carrying amount	-	-
Disposals - accumulated depreciation	-	-
Depreciation charge	(237)	(159)
<b>Net carrying amount 31 March</b>	<b>1 613</b>	<b>1 849</b>
Gross carrying amount	3 142	3 141
Accumulated depreciation	(1 529)	(1 292)
<b>Computer and electronic equipment</b>		
Opening net carrying amount	678	547
Gross carrying amount	2 498	2 253
Accumulated depreciation	(1 820)	(1 706)
Additions	400	332
Disposals - gross carrying amount	(101)	(87)
Disposals - accumulated depreciation	98	87
Depreciation charge	(243)	(201)
<b>Net carrying amount 31 March</b>	<b>832</b>	<b>678</b>
Gross carrying amount	2 797	2 498
Accumulated depreciation	(1 965)	(1 820)
<b>Office furniture and fittings</b>		
Opening net carrying amount	887	850
Gross carrying amount	2 801	2 561
Accumulated depreciation	(1 914)	(1 711)
Additions	487	254
Transfers - gross carrying amount	-	-
Transfers - accumulated depreciation	-	-
Disposals - gross carrying amount	(17)	(14)
Disposals - accumulated depreciation	17	14
Depreciation charge	(245)	(217)
<b>Net carrying amount 31 March</b>	<b>1 129</b>	<b>887</b>
Gross carrying amount	3 271	2 801
Accumulated depreciation	(2 142)	(1 914)

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	2016 R'000	2015 R'000
<b>6 Property, plant and equipment (continued)</b>		
<b>Fixtures</b>		
Opening net carrying amount	1 148	1 134
Gross carrying amount	1 508	1 344
Accumulated depreciation	(360)	(210)
Additions	652	164
Disposals - gross carrying amount	-	-
Disposals - accumulated depreciation	-	-
Depreciation charge	(199)	(150)
<b>Net carrying amount 31 March</b>	<b>1 601</b>	<b>1 148</b>
Gross carrying amount	2 160	1 508
Accumulated depreciation	(559)	(360)
<b>Total property, plant and equipment</b>		
Opening net carrying amount	5 827	5 069
Gross carrying amount	12 259	10 662
Accumulated depreciation	(6 432)	(5 593)
Additions	2 351	1 712
Disposals - gross carrying amount	(122)	(115)
Disposals - accumulated depreciation	119	115
Depreciation charge	(1 214)	(954)
<b>Net carrying amount 31 March</b>	<b>6 961</b>	<b>5 827</b>
Gross carrying amount	14 488	12 259
Accumulated depreciation	(7 527)	(6 432)

The following significant judgements and estimations were made by management regarding property, plant and equipment:

**Residual values and useful lives of fixed assets**

Residual values and useful lives of fixed assets are evaluated at each year-end.

Accounts affected:

Depreciation	1 214	954
Accumulated depreciation	7 527	6 432

**Impairment of fixed assets**

Impairment of fixed assets is evaluated at each year-end. No indication of impairment was found.

No property, plant and equipment was pledged as security.

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	<b>2016</b>	<b>2015</b>
	<b>R'000</b>	<b>R'000</b>
<b>7 Depreciation</b>		
Fixtures	(199)	(150)
Equipment	(290)	(227)
Vehicles	(237)	(159)
Computer and electronic equipment	(243)	(201)
Office furniture and fittings	(245)	(217)
<b>Total</b>	<b>(1 214)</b>	<b>( 954)</b>

**8 Trade and other payables from exchange transactions**

Trade payables	<b>167</b>	129
Debtors with credit balances	<b>46</b>	26
Accruals	<b>2 397</b>	2 331
<b>Total</b>	<b>2 610</b>	<b>2 486</b>

**Trade and other payables from non-exchange transactions - Refunds**

NRF (Refunds due to conditions not met)

-	-
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Payables' carrying value approximates its fair value.

All trade payables were paid within 30 days after year end.

**9 Deferred income: Income from non-exchange transactions subject to conditions**

ICRBM4 Conference 2010	<b>5</b>	5
JRS Biodiversity Foundation Project	-	762
Palaeontological Scientific Trust (PAST)	<b>39</b>	57
South African National Biodiversity Institute (SANBI)	<b>96</b>	-
Centre of Excellence in Palaeosciences (CoE)	-	60
Department of Arts and Culture (National Art Bank)	<b>3 178</b>	-
Department of Arts and Culture (Capital Allocation)	<b>8 773</b>	8 249
	<b>12 091</b>	<b>9 133</b>

Refer to note 35 for detail of the transfers received but conditions not yet met.



**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	2016 R'000	2015 R'000
<b>10 Accumulated deficit and reserves</b>		
<b>Accumulated deficit</b>		
Balance as at 1 April	8 987	2 134
Net surplus / (deficit) for the year	8 340	7 011
Transfers to reserves	(96)	(158)
Balance as at 31 March	17 231	8 987
<b>Other reserves</b>		
Balance as at 1 April	1 790	1 632
Transfers to / (from) reserves	96	158
Balance as at 31 March	1 886	1 790
<b>Reserves comprise the following funds:</b>		
<b>Transformation Funds</b>		
Net movement during the year:	73	64
Balance as at 1 April	1 116	1 052
- Income	73	64
- Expenditure	-	-
Balance as at 31 March	1 189	1 116
<b>Oliewenhuis Artwork Purchase Fund</b>		
Net movement during the year:	40	34
Balance as at 1 April	608	574
- Income	40	34
- Expenditure	-	-
Balance as at 31 March	648	608
<b>National Lottery for Archaeology Hall</b>		
Net movement during the year:	-	(6)
Balance as at 1 April	-	6
- Income	-	-
- Expenditure	-	(6)
Balance as at 31 March	-	-
<b>Friends of Oliewenhuis</b>		
Net movement during the year:	(28)	55
Balance as at 1 April	55	-
- Income	14	113
- Expenditure	(42)	(58)
Balance as at 31 March	27	55

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	2016 R'000	2015 R'000
<b>10 Accumulated deficit and reserves (continued)</b>		
<b>Other reserves</b>		
<b>Fractal</b>		
Net movement during the year:	11	11
Balance as at 1 April	11	-
- Income	17	21
- Expenditure	(6)	(10)
Balance as at 31 March	22	11
<b>Total Reserves as at 31 March</b>	<b>1 886</b>	<b>1 790</b>

**Revenue**

***Revenue from Non-Exchange Transactions***

**11 Transfers and subsidies received**

National Department of Arts and Culture

- Annual subsidy	43 333	41 085
- Payments on behalf of National Museum	4 233	2 740
- Other transfers - National Art Bank	17	-

<b>Total</b>	<b>47 583</b>	<b>43 825</b>
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**Other assistance:**

**Department of Public Works**

Land and buildings are made available to the National Museum in terms of section 9 of the Cultural Institutions Act, 1998 (Act No. 119 of 1998), in order for the National Museum to perform its functions.

No lease agreement exists between the National Museum and the Department of Public Works (DPW). The National Museum does not pay rent to DPW for the use of the buildings.

There are no unfulfilled conditions and other contingencies attached to the grants and assistance that have been recognised and disclosed.

**12 Local and foreign aid assistance received**

**Local aid received:**

NRF: Natural History Collections Funding	1 114	346
NRF: African Origins Platform	1 225	1 267
NRF: Incentive funding	240	180
NRF: African Origins Technical Skills	240	165
Total carried forward to next page	2 819	1 958

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	2016 R'000	2015 R'000
<b>Revenue (continued)</b>		
<b>12 Local and foreign aid assistance received (continued)</b>		
<b>Local aid received:</b>		
Total carried over from previous page	2 819	1 958
NRF: Professional Development Programme	220	150
NRF: Competitive programme for rated researchers	-	45
NRF: Small grants and biodiversity surveys	51	-
PAST: J Codron: Post-Doc bursary	80	65
PAST: D Codron: Louis Scott Conference	-	50
PAST: J Botha-Brink: Research	-	7
PAST: D Codron: Research	57	17
PAST: S Holt: Bursary	1	-
PAST: J Botha-Brink: Mentorship Programme	60	-
SANBI: Small grants and biodiversity surveys	4	-
DST/NRF Centre of Excellence in Palaeosciences	80	36
ICRBM4 Conference 2010	-	23
Visual Arts Network of South Africa (VANSA)	28	33
<b>Foreign aid received:</b>		
Vlaamse Interuniversitaire Raad (VLIR)	-	28
JRS Biodiversity Foundation	771	852
<b>Total</b>	<b>4 171</b>	<b>3 264</b>

Refer to note 35 for detail of the amounts received and spent during the financial periods and the conditions linked to this funding.

**13 Gifts, donations and sponsorships received**

**Local:**

SAASTA - National Science Week 2015	112	-
Various minor sponsorships	13	7
<b>Total</b>	<b>125</b>	<b>7</b>

Various sponsorships were received during the current financial period. No unfulfilled conditions are attached to these sponsorships.

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	2016 R'000	2015 R'000
<b>Revenue from Exchange Transactions</b>		
<b>14 Other income</b>		
Rental Income	325	284
- Long-term lease "The Terrace"	241	228
- Ad hoc rental of the Reservoir	84	56
Trading revenue	299	345
- Museum shop	230	249
- Other	69	96
Bad debts recovered	-	-
Professional services rendered	847	850
<b>Total</b>	<b>1 471</b>	<b>1 479</b>
<b>Expenditure</b>		
<b>15 Administrative expenses</b>		
Bad debts	-	-
Information technology	160	180
Insurance	400	368
Security	384	239
Subsistence and travel	137	305
Telephone	123	129
Office expenses	747	595
	<b>1 951</b>	<b>1 816</b>
<b>16 Staff costs</b>		
Wages and salaries	24 266	22 799
- Basic salaries	19 641	18 667
- Performance awards	220	229
- Periodic payments	1 682	1 633
- Other non-pensionable allowance	1 867	1 527
- Leave payments	159	99
- Overtime pay	697	644
Social contributions (employer's contributions)	2 509	2 358
- Medical	2 292	2 144
- UIF	175	172
- Other salary related costs	42	42
Pension fund expenses	1 634	(411)
- Current service cost	2 443	2 804
- Interest cost	6 138	5 883
- Expected return on plan assets	(7 863)	(7 208)
- Actuarial (gain) / loss for the period	916	(1 890)
Other long-term employee benefits	2 740	4 707
<b>Total</b>	<b>31 149</b>	<b>29 453</b>

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	<b>2016</b>	<b>2015</b>
	<b>R'000</b>	<b>R'000</b>
<b>Expenditure (continued)</b>		
<b>16 Staff costs (continued)</b>		
<b>Senior management emoluments</b> (included above)		
Mr RJ Nuttall: Director	<b>1 281</b>	<b>1 213</b>
- Salary	<b>768</b>	<b>763</b>
- Expense allowances	<b>42</b>	<b>42</b>
- Pension contributions	<b>130</b>	<b>129</b>
- Other benefits	<b>341</b>	<b>279</b>
Ms H Smit: Chief Financial Officer	<b>854</b>	<b>810</b>
- Salary	<b>673</b>	<b>642</b>
- Bonuses and performance payments	<b>56</b>	<b>58</b>
- Pension contributions	<b>123</b>	<b>108</b>
- Other benefits	<b>2</b>	<b>2</b>
Mrs P Lerotholi: Assistant Director	<b>514</b>	<b>-</b>
- Salary	<b>374</b>	<b>-</b>
- Bonuses and performance payments	<b>35</b>	<b>-</b>
- Pension contributions	<b>69</b>	<b>-</b>
- Other benefits	<b>36</b>	<b>-</b>
<b>Total</b>	<b>2 649</b>	<b>2 023</b>

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	<b>2016 R'000</b>	<b>2015 R'000</b>
<b>Expenditure (continued)</b>		
<b>16 Staff costs (continued)</b>		
<b>Emoluments to Council</b>		
<b>Fees for services (sitting allowances)</b>		
<b>Council members - Term ended 31 May 2015</b>		
Atkinson, D (Chairperson)	1	7
Jacobson, L (Vice-Chairperson)	2	10
Boshoff, W	1	7
Flemming, C	3	5
Mohapi, S	1	3
Ranchod, K	1	5
Sirayi, M	1	6
Smith, R	-	2
Vawda, H	1	5
<b>Council members - Term commenced from     1 September 2015</b>		
Dondolo, L (Chairperson)	6	-
Msimang, AM (Vice-Chairperson)	5	-
Jacobson, L	7	-
Kgarume, MG	5	-
Makwetla, MA	2	-
Mohapi, S	5	-
Morris, DRN	-	-
Richie, JG	2	-
Robertson, LAK	-	-
	<b>43</b>	<b>50</b>
<b>17 Marketing costs</b>		
Advertising	13	29
Functions (exhibition openings and other)	178	209
General marketing	165	141
<b>Total</b>	<b>356</b>	<b>379</b>
<b>18 Audit fees</b>		
Statutory Audit	548	690
Internal Audit	282	168
<b>Total</b>	<b>830</b>	<b>858</b>
<b>19 Project expenses</b>		
Printing costs	137	137

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	2016 R'000	2015 R'000
<b>Expenditure (continued)</b>		
<b>20 Other operating expenses</b>		
Municipal charges	2 843	1 667
Operating leases	1 390	1 073
Staff training and development	49	70
Consultants, contractors and special services	116	114
Equipment items expensed as per entity policy	64	58
Maintenance, repairs and running costs		
- Property and buildings	472	336
- Machinery and equipment	-	-
- Other maintenance, repairs and running costs	54	62
Entertainment expenses	32	46
Unauthorised expenditure	-	-
Fruitless and wasteful expenditure	(11)	11
Other:		
Cost of Sales	174	185
- Opening stock	82	68
- Museum shop purchases	169	199
- Less closing stock	(77)	(82)
Operations - Departments	5 542	5 188
<b>Total</b>	<b>10 725</b>	<b>8 810</b>
The museum is paying consultants according to the prescribe rates.		
<b>21 Gains/(Losses) on sale of property, plant and equipment</b>		
Gains from the sale of property, plant and equipment	-	4
Losses from the sale of minor assets	(1)	-
<b>Total</b>	<b>(1)</b>	<b>4</b>
<b>22 Interest received</b>		
Interest received	1 353	839

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

<b>2016</b>	<b>2015</b>
<b>R'000</b>	<b>R'000</b>

**23 Operating lease - Rent received**

The National Museum leases the restaurant at Oliewenhuis Art Museum in terms of an operating lease agreement. The current contract expires on 30 September 2017. Rent is payable per month with an annual increase equivalent to the inflation rate as on 1 October of each year. The contingent rent that was recognised as revenue during the year amounted to R5 874. The following represent the future minimum lease payments in terms of the operating lease agreement:

Up to 1 year	<b>123</b>	235
1 to 5 years	-	352
More than 5 years	-	-
	<b>123</b>	<b>587</b>

**Operating leases - Paid**

The Department of Public Works leases several buildings on behalf of the Department of Arts and Culture in order to make buildings available to the National Museum in terms of section 9 of the Cultural Institutions Act, 1998 (Act No. 119 of 1998), in order for the National Museum to perform its functions.

No lease agreement exists between the National Museum and the Department of Public Works (DPW). The National Museum does not pay rent to DPW for the use of the buildings.

There are no unfulfilled conditions and other contingencies attached to the grants and assistance that have been recognised and disclosed.

**24 Financial instruments**

**Financial risk management**

The National Museum's revenue and operating cash flows are substantially independent of changes in market interest rates.

**Credit risk**

Receivables consist of a widespread customer base in diversified industries and geographic locations. The Museum has policies in place to ensure that sales of products and services are made to customers with an appropriate credit history.



**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	<b>2016 R'000</b>	<b>2015 R'000</b>
<b>24 Financial instruments (continued)</b>		
Financial assets which expose the economic entity to credit risk at year-end were as follows:		
Trade and other receivables from non-exchange transactions	<b>912</b>	168
Trade and other receivables from exchange transactions	<b>1 531</b>	754
Cash and cash equivalents	<b>37 039</b>	29 816
These balances represent the maximum exposure to credit risk.		
<b>Liquidity risk</b>		
Liquidity risk is the risk that the economic entity will encounter difficulty in meeting the obligations associated with its financial liabilities that are settled by delivering cash or another financial asset.		
The following reflects the Museum's exposure to liquidity risk from financial liabilities:		
<b>Settled not later than one year</b>		
Trade and other payables from exchange transactions	<b>2 610</b>	2 486
Trade and other payables from non-exchange transactions - Refunds	-	-
<b>Settled between 1 - 5 years</b>		
Trade and other payables from exchange transactions	-	-
Trade and other payables from non-exchange transactions - Refunds	-	-
Deferred income	-	-
<b>Interest rate risk</b>		
As the National Museum has no significant interest-bearing assets, the Museum's income and operating cash flows are substantially independent of changes in market interest rates.		
<b>Financial assets</b>		
<b>Trade and other receivables from non-exchange transactions</b>		
At amortised cost	<b>912</b>	168
<b>Trade and other receivables from exchange transactions</b>		
At amortised cost	<b>1 531</b>	754
<b>Cash and cash equivalents</b>		
At amortised cost	<b>37 039</b>	29 816
<b>Total Financial assets at amortised cost</b>	<b>39 482</b>	30 738

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
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(in thousands of rands)

	<b>2016 R'000</b>	<b>2015 R'000</b>
<b>24 Financial instruments (continued)</b>		
<b>Financial liabilities</b>		
<b>Trade and other payables from exchange transactions</b>		
At amortised cost	<b>2 610</b>	<b>2 486</b>
<b>Trade and other payables from non-exchange transactions - Refunds</b>		
At amortised cost	<b>-</b>	<b>-</b>
<b>Total Financial liabilities at amortised cost</b>	<b>2 610</b>	<b>2 486</b>

**Cash flow**

**25 Reconciliation of net cash flows from operating activities to surplus / (deficit)**

Surplus / (deficit) for the year	<b>8 340</b>	<b>7 011</b>
Non-cash movements:		
- Depreciation	<b>1 214</b>	<b>954</b>
- Increase in post-retirement benefit liabilities	<b>(1 549)</b>	<b>(1 618)</b>
- Gains and losses from sale of fixed assets	<b>1</b>	<b>(4)</b>
- Decrease / (increase) in inventories	<b>5</b>	<b>(14)</b>
- Decrease / (increase) in receivables	<b>(1 521)</b>	<b>(335)</b>
- Increase / (decrease) in payables	<b>124</b>	<b>91</b>
- Increase / (decrease) in deferred income	<b>2 958</b>	<b>8 594</b>
<b>Net cash flows from / (used in) operating activities</b>	<b>9 572</b>	<b>14 679</b>

**26 Net cash flows from / (used in) investing activities**

Purchase of property, plant and equipment	<b>(2 351)</b>	<b>(1 712)</b>
Gains from the sale of property, plant and equipment	<b>2</b>	<b>4</b>
	<b>(2 349)</b>	<b>(1 708)</b>

**Other**

**27 Events after the Statement of Financial**

**Position date**

No material events, that have an impact on the Financial Statements, have occurred.

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

<b>2016</b>	<b>2015</b>
<b>R'000</b>	<b>R'000</b>

**28 Going concern**

The National Museum receives subsidy from the National Department of Arts and Culture. Revenue from subsidy equals 89% (2015: 90%) of total revenue. The National Museum thus relies significantly on the subsidy received from the National Department of Arts and Culture.

**Reason and action plan:**

The grant allocation for the next 3 years was confirmed. Therefore there is no indication that the National Museum will not receive subsidy from the National Department of Arts and Culture.

**29 Related party transactions**

In order to comply with IPSAS 20 the following related party transactions are disclosed:

**National Department of Arts and Culture**

The National Department of Arts and Culture is the controlling entity of the National Museum.

Transfers and subsidies received	<b>47 583</b>	43 825
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Included in these amounts are payments that the National Department of Arts and Culture made on behalf of the National Museum in respect of Municipal and Operating lease expenditure.

**Department of Public Works**

Land and buildings are made available to the National Museum in terms of section 9 of the Cultural Institutions Act, 1998 (Act No. 119 of 1998), in order for the National Museum to perform its functions.

No lease agreement exists between the National Museum and the Department of Public Works. The National Museum does not pay rent for the use of the buildings.

No amounts are due to the related parties.

**30 Irregular expenditure**

**30.1 Reconciliation of irregular expenditure**

Opening balance	<b>1 838</b>	1 282
Add: Irregular expenditure - relating to prior year	-	556
Add: Irregular expenditure - relating to current year	-	-
Less: Amounts condoned	-	-
Less: Amounts not recoverable (not condoned)	-	-
<b>Irregular expenditure awaiting condonation</b>	<b>1 838</b>	1 838

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	<b>2016 R'000</b>	<b>2015 R'000</b>
<b>30 Irregular expenditure (continued)</b>		
<b>30.1 Reconciliation of irregular expenditure (continued)</b>		
<b>Analysis of awaiting condonation per age classification</b>		
Current year	-	-
Prior years	1 838	1 838
<b>Total</b>	<b>1 838</b>	<b>1 838</b>
<b>30.2 Details of irregular expenditure</b>		
<p>The irregular expenditure for the current and prior financial year is due to non-compliance with Treasury regulations 16A6.3(b) and PPPFA Sec 21(1)(a) with regards to the preference point system (80/20) for all transactions between R30 000 and R1 000 000 during the April 2012 till March 2014 financial years. The Museum did obtain the required 3 quotes and other necessary procurement documentation, but did not document the selection process. The Museum always selected the lowest quote.</p> <p>The Museum did apply the 80/20 point system for all transactions above R30 000 but did not document the point system and the deviations, when applicable. Therefore no proof could be submitted to the auditors and therefore it is classified as non-compliance that resulted in irregular expenditure.</p>		
Irregular expenditure	-	556
<b>Total</b>	<b>-</b>	<b>556</b>
<b>30.3 Details of irregular expenditure condoned</b>		
Condoned by Council	-	-
<b>Total</b>	<b>-</b>	<b>-</b>

**30.3 Details of irregular expenditure condoned**

No Condonation by Council during the year under review.

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

<b>2016</b>	<b>2015</b>
<b>R'000</b>	<b>R'000</b>

**30 Irregular expenditure (continued)**

**30.4 Details of irregular expenditures under investigation**

**Irregular expenditure: Non-compliance**

The Museum did obtain the required 3 quotes and other necessary procurement documentation, but did not document the selection process. The Museum always selected the lowest quote.

The Museum did apply the 80/20 point system for all transactions above R30 000 but did not document the point system and the deviations, when applicable. Therefore no proof could be submitted to the auditors and therefore it is classified as non-compliance that resulted in irregular expenditure.

The entity disclosed the impact of the non-compliance for the 2012/2013 and 2013/2014 financial year.

The investigation is still in progress and will be submitted to Council for condonement as soon as the investigation is completed.

**31 Fruitless and wasteful expenditure**

This fruitless and wasteful expenditure was due to interest on the late payment of the Auditor-General's audit fee. Late payment was made as the Museum was listed by the Department of Arts and Culture to pay only audit fees up to 1% of expenditure, however the Auditor-General could not claim the excess of 1% of the audit fee from Treasury and the Museum was therefore required to pay the outstanding account.

Fruitless and wasteful expenditure as per note 20	<b>(11)</b>	<b>11</b>
Opening balance	<b>11</b>	-
Fruitless and wasteful expenditure: Interest	<b>3</b>	11
Interest written-off by Auditor-General South Africa	<b>(14)</b>	-
Approval to write-off the interest	-	-
Closing balance	-	11

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
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(in thousands of rands)

	<b>2016 R'000</b>	<b>2015 R'000</b>
<b>32 Reclassification of prior period comparative amounts</b>		
During the current financial year an accounting error regarding interest accumulated on the DETEA project was discovered.		
Interest was calculated in the current financial year for the period April 2012 till March 2016.		
This error was corrected in these financial statements.		
Increase/(Decrease) in interest received	<b>82</b>	<b>(32)</b>
Increase/(Decrease) in professional services rendered	<b>(82)</b>	<b>32</b>
The insurance claims received and insurance claim expenditure was offset and included in insurance premium expenditure for the current and prior financial years.		
This classification was corrected in these financial statements.		
Increase in other income	<b>32</b>	<b>56</b>
Increase in other operating expenses	<b>34</b>	<b>56</b>
(Decrease) in insurance expenses	<b>(2)</b>	<b>-</b>
During the current financial year an accounting error regarding the application of GRAP 23 was discovered. Municipal charges and Operating leases expenditure paid by the Department of Arts and Culture on behalf of the National Museum were not disclosed in accordance with GRAP 23.		
This error was corrected in these financial statements.		
Increase in transfers and subsidy received	<b>4 233</b>	<b>2 740</b>
Increase in other operating expenses	<b>4 233</b>	<b>2 740</b>

# NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016

2016

2015

## 33 Heritage Assets

According to GRAP 103 entities are required to record and measure heritage assets for reporting periods beginning or after 1 April 2014.

Subsequently, the Minister of Finance, in terms of section 92 of the Public Finance Management Act, 1999 (Act No. 1 of 1999), granted exemption to all public entities listed in Schedule 3 to the Act in respect of initial measurement and subsequent measurement. (Government Gazette, 4 March 2016, National Treasury Notice 97 of 2016.)

Period of exemption: 2015/2016, 2016/2017

Due to the significant number of items in the collections, the lack of guidance on implementation of the Standard, the vague criteria in the Standard and the significant cost implication for valuing the assets at initial recognition, the Museum was not able to measure the heritage assets as required by the Standard.

For the current and comparative disclosure periods only the number of collection items per Collection are disclosed.

Heritage assets may not be disposed off, unless written approval is obtained from the Minister of Arts and Culture. No other restrictions on title of the Museum to the heritage assets exists.

No heritage assets were pledged as security for liabilities.

No contractual commitments for acquisition, maintenance and restoration were entered into.

No heritage assets are held for disposal.

The following are collections that are regarded as heritage assets and the fair value of the items in these collections will be measurable.

	Number of items	Number of items
<b>Art Collection</b>		
Opening balance of collection	1 416	1 407
Additions to collection	21	9
Loss of collection	-	-
Closing balance of collection	1 437	1 416

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

	2016	2015
<b>33 Heritage Assets (continued)</b>		
<b>Book Collection</b>		
Opening balance of collection	12 473	11 783
Additions to collection	792	690
Loss of collection	-	-
Closing balance of collection	13 265	12 473

**Collection items**

One of the main objectives of the Museum is the collection, conservation and curation of heritage items for research and educational purposes.

The following are collections that are regarded as heritage assets, but do not meet the recognition criteria due to the fact that the fair value of these items cannot be measured reliably.

**Natural Sciences**

**Acarology: Soil mites**

*Each database entry (i.e. sample) is regarded as an item, although a sample may consist of a variable number of individuals.*

Opening balance of collection	4 617	4 617
Additions to collection	15	-
Loss of collection	-	-
Closing balance of collection	4 632	4 617

**Arachnology: Spiders**

Opening balance of collection	16 940	16 918
Additions to collection	250	22
Loss of collection	-	-
Closing balance of collection	17 190	16 940

**Arachnology: Opiliones**

Opening balance of collection	721	710
Additions to collection	19	11
Loss of collection	-	-
Closing balance of collection	740	721

**Arachnology: Acari**

Opening balance of collection	1 050	1 050
Additions to collection	-	-
Loss of collection	-	-
Closing balance of collection	1 050	1 050



**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

	2016	2015
<b>33 Collection items (continued)</b>		
<b>Arachnology: Scorpiones</b>		
Opening balance of collection	489	489
Additions to collection	1	-
Loss of collection	-	-
Closing balance of collection	490	489
<b>Arachnology: Pseudoscorpiones</b>		
Opening balance of collection	201	168
Additions to collection	45	33
Loss of collection	-	-
Closing balance of collection	246	201
<b>Arachnology: Solifugae</b>		
Opening balance of collection	570	570
Additions to collection	-	-
Loss of collection	-	-
Closing balance of collection	570	570
<b>Arachnology: Other</b>		
Opening balance of collection	-	-
Additions to collection	1	-
Loss of collection	-	-
Closing balance of collection	1	-
<b>Mammalogy: Mammals</b>		
Opening balance of collection	13 488	13 135
Additions to collection	353	353
Loss of collection	-	-
Closing balance of collection	13 841	13 488
<b>Ornithology: Birds</b>		
Opening balance of collection	14 160	13 045
Additions to collection	536	1 115
Loss of collection	-	-
Closing balance of collection	14 696	14 160
<b>Palaeontology: Fossils, Rocks and Minerals</b>		
Opening balance of collection	4 053	4 053
Additions to collection	62	-
Loss of collection	-	-
Closing balance of collection	4 115	4 053
<b>Herpetology: Reptiles</b>		
Opening balance of collection	11 172	11 138
Additions to collection	368	34
Loss of collection	-	-
Closing balance of collection	11 540	11 172

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

	2016	2015
<b>33 Collection items (continued)</b>		
<b>Herpetology: Amphibians</b>		
Opening balance of collection	8 042	8 039
Additions to collection	52	3
Loss of collection	-	-
Closing balance of collection	8 094	8 042
<b>Botany: Plants</b>		
Opening balance of collection	27 588	27 124
Additions to collection	437	464
Loss of collection	-	-
Closing balance of collection	28 025	27 588
<b>Entomology: Insects</b>		
Opening balance of collection	302 162	248 981
Additions to collection	81 199	53 181
Loss of collection	-	-
Closing balance of collection	383 361	302 162
<b>Florisbad: Large Mammal Comparative Osteological</b>		
Opening balance of collection	3 840	3 718
Additions to collection	118	122
Loss of collection	-	-
Closing balance of collection	3 958	3 840
<b>Florisbad: Human Osteological</b>		
Opening balance of collection	532	532
Additions to collection	-	-
Loss of collection	-	-
Closing balance of collection	532	532
<b>Human Sciences</b>		
<b>Archaeology: Archaeological Artefacts</b>		
Opening balance of collection	74 838	74 540
Additions to collection	-	298
Loss of collection	-	-
Closing balance of collection	74 838	74 838
<b>Anthropology</b>		
Opening balance of collection	4 108	4 106
Additions to collection	-	2
Loss of collection	-	-
Closing balance of collection	4 108	4 108

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

	2016	2015
<b>33 Collection items (continued)</b>		
<b>History: Documents</b>		
Opening balance of collection	1 275	1 264
Additions to collection	1	11
Loss of collection	-	-
Closing balance of collection	1 276	1 275
<b>History: Photographs</b>		
Opening balance of collection	8 052	8 052
Additions to collection	-	-
Loss of collection	-	-
Closing balance of collection	8 052	8 052
<b>History: Objects</b>		
Opening balance of collection	10 263	10 260
Additions to collection	20	3
Loss of collection	-	-
Closing balance of collection	10 283	10 263
<b>History: Textiles</b>		
Opening balance of collection	7 304	7 290
Additions to collection	3	14
Loss of collection	-	-
Closing balance of collection	7 307	7 304
<b>History: Numismatic</b>		
Opening balance of collection	3 829	3 829
Additions to collection	-	-
Loss of collection	-	-
Closing balance of collection	3 829	3 829
<b>History: Weapons</b>		
Opening balance of collection	282	282
Additions to collection	-	-
Loss of collection	-	-
Closing balance of collection	282	282
<b>Rock Art Sites</b>		
Opening balance of collection	1 646	1 624
Additions to collection	27	22
Loss of collection	-	-
Closing balance of collection	1 673	1 646
<b>Rock Art: Slides</b>		
Opening balance of collection	18 705	18 705
Additions to collection	-	-
Loss of collection	-	-
Closing balance of collection	18 705	18 705

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

	2016	2015
<b>33 Collection items (continued)</b>		
<b>Rock Art: Photographs</b>		
Opening balance of collection	834	832
Additions to collection	-	2
Loss of collection	-	-
Closing balance of collection	834	834
<b>Rock Art: Tracings &amp; Redrawings</b>		
Opening balance of collection	1 655	1 619
Additions to collection	12	36
Loss of collection	-	-
Closing balance of collection	1 667	1 655
<b>Rock Art: Historic Copies</b>		
Opening balance of collection	6	6
Additions to collection	-	-
Loss of collection	-	-
Closing balance of collection	6	6
<b>Rock Art: Digital images</b>		
Opening balance of collection	9 793	8 779
Additions to collection	837	1 014
Loss of collection	-	-
Closing balance of collection	10 630	9 793
<b>Rock Art: Removals (Rocks)</b>		
Opening balance of collection	25	25
Additions to collection	-	-
Loss of collection	-	-
Closing balance of collection	25	25
<b>TOTAL NUMBER OF HERITAGE ASSETS</b>		
Opening balance of collection	566 129	508 690
Additions to collection	85 169	57 439
Closing balance of collection	651 298	566 129

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
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(in thousands of rands)

	2016 R'000	2015 R'000
<b>34 Reconciliation between actual amounts on a comparable basis presented in the Statement of Comparison of Budget and Actual amounts with the surplus / (deficit) in the Statement of Financial Performance</b>		
The budget is approved on a cash basis by economical classification. The approved budget covers the fiscal period 1 April 2015 to 31 March 2016.		
The budget and accounting bases differ. The Financial Statements are prepared on the accrual basis and by economical classification.		
The Museum's main source of income is subsidy from the National Department of Arts and Culture.		
<b>Reasons for material variances between the approved and final budget:</b>		
1. The increase in interest is due to surplus funds that were transferred to investments in order to address the post retirement liability (higher interest is earned on investments than on the current and call accounts).		
2. The increases in capital expenditure were due to the increase in interest in order to replace old assets.		
<b>Reconciliation of surplus per the Statement of Performance to the surplus/(deficit) per the budget.</b>		
Net surplus per the Statement of Financial Performance	8 340	
Adjusted for:		
Increase in post retirement benefit obligation	1 942	
Increase in post retirement benefit asset	(3 491)	
Capital expenditure	(2 351)	
Decrease / (increase) in inventories	5	
Decrease / (increase) in receivables	(1 521)	
Increase / (decrease) in payables	124	
Increase / (decrease) in deferred income	2 958	
Depreciation	1 214	
Increase in investments in order to decrease accumulated deficit	(7 220)	
Net surplus / (deficit) per budget	-	

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

(in thousands of rands)

	<b>2016 R'000</b>	<b>2015 R'000</b>
<b>34 Reconciliation of surplus/(deficit) to cash generated/(utilised) in operations</b>		
<b>Operating activities</b>		
<b>Revenue</b>		
Grants	<b>47 583</b>	43 825
Interest received	<b>1 353</b>	839
Other receipts	<b>5 767</b>	4 750
Adjusted for basis differences:		
Increase / (decrease) in deferred income	<b>2 958</b>	8 594
Decrease/(increase) in receivables	<b>(1 521)</b>	(335)
As per Cash Flow Statement	<b>56 140</b>	57 673
<b>Expenses</b>		
Employee costs	<b>(31 149)</b>	(29 453)
Expenditure	<b>(15 213)</b>	(12 954)
Adjusted for:		
Increase in post-retirement benefit liabilities	<b>(1 549)</b>	(1 618)
Decrease / (increase) in inventories	<b>5</b>	(14)
Increase / (decrease) in payables	<b>124</b>	91
Depreciation	<b>1 214</b>	954
As per Cash Flow Statement	<b>(46 568)</b>	(42 994)
<b>Net cash flows from / (utilised) operating activities</b>	<b>9 572</b>	14 679
<b>Reconciliation of surplus/(deficit) to cash generated/(utilised) in operations</b>		
<b>Investing activities</b>		
Adjusted for basis differences:		
Purchase of property, plant and equipment	<b>(2 351)</b>	(1 712)
Proceeds from property, plant and equipment	<b>2</b>	4
<b>Net cash flows from / (used in) investing activities</b>	<b>(2 349)</b>	(1 708)
<b>Increase/(decrease) in cash flow</b>	<b>7 223</b>	12 971

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

35. Detail regarding income from non-exchange transactions subject to conditions	2015/2016						2014/2015			
	Opening balance	Amounts received during the period	Amounts spent during the period	Closing balance	Amounts receivable	Opening balance	Amounts received during the period	Amounts spent during the period	Closing balance	Amounts receivable
Description of grant										
National Department of Arts and Culture: Capital allocation <i>Purpose: To fund capital expenditure as per business plans submitted.</i> <i>Conditions of the grant: The grant and income earned on the grant are only for the purpose stated and must be spent in accordance with the budget. Any unspent funds must be returned to the Department.</i> <i>All conditions were not yet met as the project is ongoing.</i>	8 249	524	-	8 773	-	-	8 249	-	8 249	-
NRF: African Origins Platform - Research: Dr J Botha-Brink <i>Purpose: This strategy provides direction on a holistic approach towards the development of palaeosciences and related disciplines. This strategy addresses issues of public engagement, human resources, challenges faced by universities and museums as research institutions and repositories for collections, and the legal landscape and tourism development in palaeosciences.</i> <i>Conditions of the grant: The Grant funding must be used solely for the finally approved research proposal as submitted by the Grant holder, within the grant period. Title of research: "Gorgonopsian therapsids and the end-Permian mass extinction".</i>	-	94	(94)	-	-	-	69	(69)	-	-

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

35. Detail regarding income from non-exchange transactions subject to conditions	2015/2016						2014/2015			
	Opening balance	Amounts received during the period	Amounts spent during the period	Closing balance	Amounts receivable	Opening balance	Amounts received during the period	Amounts spent during the period	Closing balance	Amounts receivable
	R '000	R '000	R '000	R '000	R '000	R '000	R '000	R '000	R '000	R '000
<b>Description of grant</b>										
Expenses are claimed on a monthly basis as these expenses occur. All conditions were met, however expenses for the period January - March of each year are recorded as amounts receivable as these expenses can only be claimed as from April each year.										
<b>NRF: African Origins Platform - Research: Dr JS Brink</b>										
<b>Purpose:</b> This strategy provides direction on a holistic approach towards the development of palaeosciences and related disciplines. This strategy addresses issues of public engagement, human resources, challenges faced by universities and museums as research institutions and repositories for collections, and the legal landscape and tourism development in palaeosciences.										
<b>Conditions of the grant:</b> The Grant funding must be used solely for the finally approved research proposal as submitted by the Grant holder, within the grant period. Title of research: "Early and Middle Pleistocene evolution of large mammal faunas and modern landscapes in Southern Africa".										
Expenses are claimed on a monthly basis as these expenses occur. All conditions were met, however expenses for the period January - March of each year are recorded as amounts receivable as these expenses can only be claimed as from April each year.	-	157	(157)	-	57	-	382	(382)	-	48



**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

35. Detail regarding income from non-exchange transactions subject to conditions	2015/2016						2014/2015			
	Opening balance	Amounts received during the period	Amounts spent during the period	Closing balance	Amounts receivable		Opening balance	Amounts received during the period	Amounts spent during the period	Closing balance
	R '000	R '000	R '000	R '000	R '000		R '000	R '000	R '000	R '000
<b>Description of grant</b>  <b>NRF: African Origins Platform: Dr CM Codron</b> <b>Purpose:</b> This strategy provides direction on a holistic approach towards the development of palaeosciences and related disciplines. This strategy addresses issues of public engagement, human resources, challenges faced by universities and museums as research institutions and repositories for collections, and the legal landscape and tourism development in palaeosciences.  <b>Conditions of the grant:</b> The Grant funding must be used solely for the equipment as per the finally approved research proposal as submitted by the Grant holder, within the grant period. Title of research: "A conceptual model for interpreting variability in isotope niche breadths of fossil populations."  Expenses are claimed on a monthly basis as these expenses occur. All conditions were met, however expenses for the period January - March of each year are recorded as amounts receivable as these expenses can only be claimed as from April each year.	-	214	(214)	-	260		-	258	(258)	-
<b>NRF: Incentive funding for rated researchers: Dr NL Avenant</b> <b>Purpose:</b> Encourage researchers to attain an NRF rating, maintain their rating and reach higher rating levels.	-	40	(40)	-	-		-	40	(40)	-

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

35. Detail regarding income from non-exchange transactions subject to conditions	2015/2016						2014/2015					
	Opening balance R '000	Amounts received during the period R '000	Amounts spent during the period R '000	Closing balance R '000	Amounts receivable R '000	Opening balance R '000	Amounts received during the period R '000	Amounts spent during the period R '000	Closing balance R '000	Amounts receivable R '000		
<b>Description of grant</b>												
<b>Conditions of the grant:</b> Grant holders may use funds allocated as research related operating costs for supplementation of grant holder-linked awards. Expenses are claimed on a monthly basis as these expenses occur. All conditions were met.												
<b>NRF: Incentive funding for rated researchers:</b> <b>Dr JS Brink</b> <b>Purpose:</b> Encourage researchers to attain an NRF rating, maintain their rating and reach higher rating levels.	-	40	(40)	-	15	-	40	(40)	-	-		
<b>Conditions of the grant:</b> Grant holders may use funds allocated as research related operating costs for supplementation of grant holder-linked awards. Expenses are claimed on a monthly basis as these expenses occur. All conditions were met.												
<b>NRF: Incentive funding for rated researchers:</b> <b>Dr A Kirk-Spriggs</b> <b>Purpose:</b> Encourage researchers to attain an NRF rating, maintain their rating and reach higher rating levels.	-	40	(40)	-	-	-	40	(40)	-	-		
<b>Conditions of the grant:</b> Grant holders may use funds allocated as research related operating costs for supplementation of grant holder-linked awards. Expenses are claimed on a monthly basis as these expenses occur. All conditions were met.												

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

35. Detail regarding income from non-exchange transactions subject to conditions	2015/2016						2014/2015			
	Opening balance R '000	Amounts received during the period R '000	Amounts spent during the period R '000	Closing balance R '000	Amounts receivable R '000	Opening balance R '000	Amounts received during the period R '000	Amounts spent during the period R '000	Closing balance R '000	Amounts receivable R '000
<b>Description of grant</b>										
<p><b>NRF: Incentive funding for rated researchers:</b></p> <p><b>Dr DM Codron</b></p> <p><b>Purpose:</b> Encourage researchers to attain an NRF rating, maintain their rating and reach higher rating levels.</p> <p><b>Conditions of the grant:</b> Grant holders may use funds allocated as research related operating costs for supplementation of grant holder-linked awards. Expenses are claimed on a monthly basis as these expenses occur. All conditions were met.</p>	-	40	(40)	-	-	-	40	(40)	-	(40)
<p><b>NRF: Foundational Biodiversity Information Programme (IBSG) - Small grants and Biodiversity surveys: B Makhubo</b></p> <p><b>Purpose:</b> The primary focus of the Programme is to generate, mobilize, co-ordinate and make accessible foundational biodiversity knowledge in line with the needs of society.</p> <p><b>Conditions of the grant:</b> The Grant funding must be used solely for the finally approved research proposal as submitted by the Grant holder, within the grant period. Title of research: "Phylogenetics of the <i>Pachydactylus capensis</i> species complex."</p> <p>Expenses are claimed on a monthly basis as these expenses occur. All conditions were met, however expenses for the period January - March of each year are recorded as amounts receivable as these expenses can only be claimed as from April each year.</p>	-	51	(51)	-	-	-	-	-	-	-

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

35. Detail regarding income from non-exchange transactions subject to conditions	2015/2016						2014/2015				
	Description of grant	Opening balance	Amounts received during the period	Amounts spent during the period	Closing balance	Amounts receivable	Opening balance	Amounts received during the period	Amounts spent during the period	Closing balance	Amounts receivable
		R '000	R '000	R '000	R '000	R '000	R '000	R '000	R '000	R '000	R '000
<b>NRF: Incentive funding for rated researchers:</b> <b>Dr J Botha-Brink</b> <b>Purpose:</b> Encourage researchers to attain an NRF rating, maintain their rating and reach higher rating levels. <b>Conditions of the grant:</b> Grant holders may use funds allocated as research related operating costs for supplementation of grant holder-linked awards. Expenses are claimed on a monthly basis as these expenses occur. All conditions were met.	-	80	(80)	-	-	-	-	20	(20)	-	-
<b>NRF: Natural History Collections Funding Instrument</b> <b>Purpose:</b> To assist institutions to improve the storage of natural history collections, training in collection management and digitisation of collections data. <b>Conditions of the grant:</b> The Grant funding must be used solely as per the finally approved proposal and budget as submitted by the Grant holder, within the grant period. Expenses are claimed on a monthly basis as these expenses occur. All conditions were met, however expenses for the period January - March of each year are recorded as amounts receivable as these expenses can only be claimed as from April each year.	-	1 114	(1 114)	-	-	526	-	346	(346)	-	33

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

35. Detail regarding income from non-exchange transactions subject to conditions	2015/2016						2014/2015			
	Opening balance R '000	Amounts received during the period R '000	Amounts spent during the period R '000	Closing balance R '000	Amounts receivable R '000	Opening balance R '000	Amounts received during the period R '000	Amounts spent during the period R '000	Closing balance R '000	Amounts receivable R '000
<b>Description of grant</b>  <b>NRF: Competitive Programme for Rated Researchers: Dr J Botha-Brink</b> <b>Purpose:</b> A competitive programme, which provides the space for research that contributes both to knowledge production within the ambit of community engagement; as well as research on the processes and dynamics of engagement from the perspective of the higher education sector. <b>Conditions of the grant:</b> The Grant funding must be used solely for the finally approved research proposal as submitted by the Grant holder, within the grant period. Title of research: "Gorgonopsian therapsids and the end-Permian mass extinction". Expenses are claimed on a monthly basis as these expenses occur. All conditions were met, however expenses for the period January - March of each year are recorded as amounts receivable as these expenses can only be claimed as from April each year.	-	-	-	-	-	-	45	(45)	-	-
<b>NRF: African Origins Platform - Technical Skills: Dr J Botha-Brink</b> <b>Purpose:</b> This strategy provides direction on a holistic approach towards the development of palaeosciences and related disciplines. This strategy addresses issues of public engagement, human resources, challenges faced by universities and museums as research institutions and repositories for collections, and the legal landscape and tourism development in palaeosciences.	-	240	(240)	-	-	-	165	(165)	-	-

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

35. Detail regarding income from non-exchange transactions subject to conditions	2015/2016						2014/2015			
	Opening balance R '000	Amounts received during the period R '000	Amounts spent during the period R '000	Closing balance R '000	Amounts receivable R '000	Opening balance R '000	Amounts received during the period R '000	Amounts spent during the period R '000	Closing balance R '000	Amounts receivable R '000
<b>Description of grant</b>										
<p><b>Conditions of the grant:</b> The Grant funding must be used solely for the finally approved research proposal as submitted by the Grant holder, within the grant period. Title of research: "Survival from the end-Permian mass extinction in South Africa" (Special funding for fossil preparators in the Palaeontology department to do preparation and to transfer skills).</p> <p>Expenses are claimed on a monthly basis as these expenses occur. All conditions were met, however expenses for the period January - March of each year are recorded as amounts receivable as these expenses can only be claimed as from April each year.</p>										
<p><b>NRF: African Origins Platform - : Dr J Botha-Brink</b></p> <p><b>Purpose:</b> This strategy provides direction on a holistic approach towards the development of palaeosciences and related disciplines. This strategy addresses issues of public engagement, human resources, challenges faced by universities and museums as research institutions and repositories for collections, and the legal landscape and tourism development in palaeosciences.</p> <p><b>Conditions of the grant:</b> The Grant funding must be used solely for the finally approved research proposal as submitted by the Grant holder, within the grant period. Title of research: Vertebrate Life History Variation during the Permo-Triassic Mass Extinction.</p>	-	760	(760)	-	54	-	557	(557)	-	60

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

35. Detail regarding income from non-exchange transactions subject to conditions	2015/2016						2014/2015			
	Opening balance	Amounts received during the period	Amounts spent during the period	Closing balance	Amounts receivable	Opening balance	Amounts received during the period	Amounts spent during the period	Closing balance	Amounts receivable
	R '000	R '000	R '000	R '000	R '000	R '000	R '000	R '000	R '000	R '000
<b>Description of grant</b>										
Expenses are claimed on a monthly basis as these expenses occur. All conditions were met, however expenses for the period January - March of each year are recorded as amounts receivable as these expenses can only be claimed as from April each year.										
<b>NRF: Professional Development Programme: Dr J Botha-Brink</b>										
<b>Purpose:</b> Is aimed at creating an opportunity for research institutions such as science councils, national research facilities and museums to attract, retain and train young scientists at doctoral and postdoctoral level within their strategic research programmes and projects.										
<b>Conditions of the grant:</b> Doctoral candidates must be registered for full-time study at a recognised South African university. The amounts paid are towards studies and living expenses. The scholarship-holder must be a South African citizen.										
Expenses are claimed on a monthly basis as these expenses occur. All conditions were met, however expenses for the period January - March of each year are recorded as amounts receivable as these expenses can only be claimed as from April each year.	-	220	(220)	-	-	-	150	(150)	-	-

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

35. Detail regarding income from non-exchange transactions subject to conditions	2015/2016						2014/2015			
	Opening balance R '000	Amounts received during the period R '000	Amounts spent during the period R '000	Closing balance R '000	Amounts receivable R '000	Opening balance R '000	Amounts received during the period R '000	Amounts spent during the period R '000	Closing balance R '000	Amounts receivable R '000
<b>Description of grant</b>										
<b>PAST: Louis Scott Conference: Dr DM Codron</b> <b>Purpose:</b> To assist in research, education and outreach in the origin sciences. <b>Conditions of the grant:</b> Utilise the grant for the Louis Scott Conference during July 2014. All conditions were met.	-	-	-	-	-	-	50	(50)	-	-
<b>PAST: Research: Dr J Botha-Brink</b> <b>Purpose:</b> To assist in research, education and outreach in the origin sciences. <b>Conditions of the grant:</b> Utilise the grant for outreach and education of origin sciences. All conditions were met.	-	-	-	-	-	8	-	(8)	-	-
<b>PAST: Post-Doc Support: Dr DM Codron</b> <b>Purpose:</b> To assist in research, education and outreach in the origin sciences. <b>Conditions of the grant:</b> Research with the following topic: "Modeling ungulate diet-habitat relationships through comparisons of ungulate and vegetation stable isotope trends across West, East and Southern African Savannah." All conditions were met.	56	-	(56)	-	-	-	56	-	56	-



**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

35. Detail regarding income from non-exchange transactions subject to conditions	2015/2016						2014/2015			
	Opening balance R '000	Amounts received during the period R '000	Amounts spent during the period R '000	Closing balance R '000	Amounts receivable R '000	Opening balance R '000	Amounts received during the period R '000	Amounts spent during the period R '000	Closing balance R '000	Amounts receivable R '000
<b>Description of grant</b>										
<b>PAST: Research: Dr DM Codron</b> <b>Purpose:</b> To assist in research, education and outreach in the origin sciences. <b>Conditions of the grant:</b> Research with the following topic: "Do biotic interactions lead to an ideal-free distribution of trophic states within living and fossil mammal populations?" All conditions were met.	1	-	(1)	-	-	18	-	(17)	1	-
<b>PAST: Post-Doc Support: Dr J Codron</b> <b>Purpose:</b> To assist in research, education and outreach in the origin sciences. <b>Conditions of the grant:</b> The bursary is only as per the application. Unspent funds must be returned. All conditions were met.	-	80	(80)	-	-	-	65	(65)	-	-
<b>DST/NRF Centre of Excellence in Palaeosciences: Dr J Brink</b> <b>Purpose:</b> To provide funding (from NRF) for research, bursaries and projects regarding Palaeosciences. <b>Conditions of the grant:</b> The grant is only for the purpose stated and must be spent in accordance with the budget submitted with the proposal. Any unspent funds must be returned to the Centre. All conditions were met.	-	-	-	-	-	-	36	(36)	-	-

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

35. Detail regarding income from non-exchange transactions subject to conditions	2015/2016						2014/2015				
	Description of grant	Opening balance	Amounts received during the period	Amounts spent during the period	Closing balance	Amounts receivable	Opening balance	Amounts received during the period	Amounts spent during the period	Closing balance	Amounts receivable
		R '000	R '000	R '000	R '000	R '000	R '000	R '000	R '000	R '000	R '000
	<b>DST/NRF Centre of Excellence in Palaeosciences: Dr J Botha-Brink</b> <i>Purpose:</i> To provide funding (from NRF) for research, bursaries and projects regarding Palaeosciences. <b>Conditions of the grant:</b> The grant is only for the purpose stated and must be spent in accordance with the budget submitted with the proposal. Any unspent funds must be returned to the Centre. All conditions were met.	60	-	(60)	-	-	30	30	-	60	-
	<b>DST/NRF Centre of Excellence in Palaeosciences: Dr J Codron</b> <i>Purpose:</i> To provide funding (from NRF) for research, bursaries and projects regarding Palaeosciences. <b>Conditions of the grant:</b> The bursary is only as per the application. Unspent funds must be returned to the Centre. All conditions were met.	-	20	(20)	-	-	-	-	-	-	-
	<b>Visual Arts Network of South Africa (VANSA)</b> <i>Purpose:</i> Support to South African organisations in the visual arts sector through an internship programme. To develop new talent and enhance the programming, reach and impact of host organisations. <b>Conditions of the grant:</b> The funding may only be utilised as per the outline of the programme. All conditions were met.	-	28	(28)	-	-	-	33	(33)	-	-

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

35. Detail regarding income from non-exchange transactions subject to conditions	2015/2016						2014/2015			
	Opening balance	Amounts received during the period	Amounts spent during the period	Closing balance	Amounts receivable	Opening balance	Amounts received during the period	Amounts spent during the period	Closing balance	Amounts receivable
<b>Description of grant</b>  <b>ICRBM4 Conference 2010</b> <i><b>Purpose:</b> Registration fees and sponsorships to cover the conference expenses and to publish conference proceedings.</i> <i><b>Conditions of the grant:</b> The funding may only be utilised as per the outline of the programme. All conditions were met, but the balance must be returned.</i>	5	-	-	5	-	28	-	(23)	5	-
<b>Power of Stories Project: Batho Project</b> <i><b>Purpose:</b> To assist with funding for research, outreach and exhibitions regarding oral history.</i> <i><b>Conditions of the grant:</b> The grant and income earned on the grant are only for the purpose stated and must be spent in accordance with the budget agreed to. Any unspent funds must be returned. All conditions were met.</i>	-	-	-	-	-	28	-	(28)	-	-
<b>JRS Biodiversity Foundation</b> <i><b>Purpose:</b> Improvement and Integration of Arachnid Biodiversity Information in South Africa.</i> <i><b>Conditions of the grant:</b> The grant and income earned on the grant are only for the purpose stated and must be spent in accordance with the budget submitted with the proposal. Any unspent funds must be returned to the Foundation. All conditions were met.</i>	762	9	(771)	-	-	427	1 187	(852)	762	-

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

35. Detail regarding income from non-exchange transactions subject to conditions	2015/2016						2014/2015			
	Opening balance R '000	Amounts received during the period R '000	Amounts spent during the period R '000	Closing balance R '000	Amounts receivable R '000	Opening balance R '000	Amounts received during the period R '000	Amounts spent during the period R '000	Closing balance R '000	Amounts receivable R '000
<b>Description of grant</b>										
<b>PAST: Research: S Holt</b> <b>Purpose:</b> To assist in research, education and outreach in the origin sciences. <b>Conditions of the grant:</b> Research with the following topic: "Linking body size and palaeodietary niches to Quaternary distribution patterns of tortoises in the arid interior of South Africa" Research is still ongoing. All conditions were not yet met.	-	40	(1)	39	-	-	-	-	-	-
<b>SANBI: Research: B Makhubo</b> <b>Purpose:</b> To provide funding for research biogeography of Southern and Eastern Asia. <b>Conditions of the grant:</b> Research with the following topic: "Biogeography of Southern and Eastern Asia" Research is still ongoing. All conditions were not yet met.	-	100	(4)	96	-	-	-	-	-	-
<b>National Art Bank</b> <b>Purpose:</b> To establish a National Art Bank at the Olievenhuis Art Museum with the following two terms of references: to be a professional, income generating national rental agency and to procure and curate art works in all public buildings. <b>Conditions of the grant:</b> The grant is only for the purpose stated in the MOA and per the 5 year implementation plan. Project is still ongoing. All conditions were not yet met.	-	3 195	(17)	3 178	-	-	-	-	-	-

**NATIONAL MUSEUM, BLOEMFONTEIN - NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

35. Detail regarding income from non-exchange transactions subject to conditions	2015/2016						2014/2015			
	Opening balance	Amounts received during the period	Amounts spent during the period	Closing balance	Amounts receivable	Opening balance	Amounts received during the period	Amounts spent during the period	Closing balance	Amounts receivable
	R '000	R '000	R '000	R '000	R '000	R '000	R '000	R '000	R '000	R '000
<b>Description of grant</b>										
<b>PAST: Research: Dr J Botha-Brink</b>	-	60	(60)	-	-	-	-	-	-	-
<b>Purpose:</b> Mentorship programme in fossil preparation.										
<b>Conditions of the grant:</b> Utilise the grant for research activities in abovementioned purpose. All conditions were met.										
	9 133	7 146	-4 188	12 091	912	539	11 858	(3 264)	9 133	168
			Note 11 & Note 12	Note 9	Note 3			Note 12	Note 9	Note 3

## **Section 12**

# **HUMAN RESOURCE MANAGEMENT**

**1. Personnel expenditure, employment status, etc.**

**1.1 Personnel expenditure**

**Table 1: Personnel costs 2015/2016**

Total expenditure (R'000)	Personnel expenditure (R'000)	Training expenditure (R'000)	Consultancy Services (R'000)	Pension Fund contribution (R'000)	Personnel cost as % of total expenditure	Average personnel cost per employee (R)
46 362	31 149	49	116	2 443	67%	266

**Table 2: Salaries, Overtime, Housing allowance and Medical assistance: 2015/2016**

Salaries		Overtime		Housing allowance		Medical assistance	
Amount (R'000)	as % of personnel cost	Amount (R'000)	as % of personnel cost	Amount (R'000)	as % of personnel cost	Amount (R'000)	as % of personnel cost
19 641	63%	697	2 %	1 462	5%	2 292	7%

**Table 3: Sick leave by post level: 2015/2016**

Post level	Number of days sick leave	Number of employees	Average
Management	38	3	13
Professional	136	26	5
Technical / Supervisor	198	35	6
Lower level skilled / Clerical	169	15	11
Very low level skilled	239	27	9
Hourly workers (Contract workers)	5	11	-
<b>Total</b>	<b>785</b>	<b>117</b>	<b>7</b>

**Table 4: Sick leave analysis**

Estimated cost of sick leave	Number of employees who took more than 15 continuous day's sick leave
R 733 043	4

The Museum recognises the need to control sick leave, and has measures in place to reduce unnecessary absence by staff. The eight week rule clause in the Basic Conditions of Employment Act, 1997 (Act No. 75 of 1997) is strictly applied in the administration of the Museum's sick leave.

## 1.2. Employment and vacancies

**Table 5: Employment and vacancies - 31 March 2016**

Number of posts	Number of posts filled	Vacancy rate
125	117	6%

**Table 6: Annual turnover rates for the period 1 April 2015 to 31 March 2016**

Number of employees as at 1 April 2015	Appointments and transfers into the institution	Terminations and transfers out of the institution	Turnover rate (on total number of posts – see Table 5)	Number of employees as at 31 March 2016
114	16	13	10%	117

**Table 7: Reasons why staff members are leaving the institution**

Termination type / reason for leaving	Number	% of total
Death	-	-
Resignation	5	38
Expiry of contract	4	31
Dismissal – operational changes	-	
Dismissal – misconduct	-	
Dismissal – inefficiency	-	
Discharged due to ill-health	-	
Retirement	4	31
Other	-	
Total number of employees who left	13	100
Total number of employees who left, as a % of total staff complement		10



### 1.3. Employment Equity

**Table 8: Total number of employees in each of the post levels at 31 March 2016**

Post level	Male				Female				Total
	African	Coloured	Asian	White	African	Coloured	Asian	White	
Management	-	-	-	1	1	-	-	1	3
Senior management	-	-	-	-	-	-	-	-	-
Professional	-	-	-	15	1	-	1	9	26
Technical/ Supervisor	6	1	-	4	4	2	-	18	35
Lower level skilled/clerical	9	-	-	4	8	-	-	5	26
Very low level skilled	10	-	-	1	16	-	-	-	27
<b>Total</b>	<b>25</b>	<b>1</b>	<b>-</b>	<b>25</b>	<b>30</b>	<b>2</b>	<b>1</b>	<b>33</b>	<b>117</b>

### 1.4. Health Promotion Programme

The Museum's Education Department continues to offer lessons on health and healthy living as part of its programmes for pre-primary, primary and secondary learners.

## 1.5. Labour relations

**Table 9: Misconduct and disciplinary hearings finalised, 1 April 2015 to 31 March 2016**

Outcomes of disciplinary hearings	Number
Correctional counseling	1
Verbal warning	2
Written warning	2
Final written warning	4
Suspended without pay	-
Fine	-
Demotion	-
Dismissal	
Not guilty	-
Case withdrawn	-
Incapacity investigations	-
<b>Total</b>	<b>9</b>

## 1.6. Skills development

The National Museum encourages not only the development of skills of its employees, but also the transfer of knowledge and skills to the varied audiences it serves, through training, outreach and educational programmes.

### **Development of skills within the Museum (Refer to Table 10 below)**

Learning opportunities presented to Museum staff at all occupational levels included not only targeted short courses, in-house training, attendance of discipline-specific workshops and conferences, but also formal tertiary-level studies, which are fully supported by the Museum. The Museum's strategic goals, the core activities of conservation, curation, research and education, and the technical disciplines required to support these inform skills development decisions.

### **Research skills**

Building research capacity is essential for the long-term sustainability of the National Museum. This takes place through formal learning and the attendance of conferences, workshops and short courses.

Museum-registered research projects are used for post-graduate studies by staff members. Three researchers / research assistants / collections managers continued with doctoral studies, and a further four employees continued with Masters degrees during the year.

Research staff attended a diverse range of conferences, workshops and short courses (e.g. Introduction to museum studies and application of GIS technology for mapping) during the year, giving presentations at most of these. A number of the staff who attended these training opportunities were drawn from designated groups.

**Table 10: Summary of skills development (SD) of Museum staff during the year ending 31 March 2016**

	No. of SD opportunities per occupational category				
	General Assistant	Research Assistant, Collections and Technical	Professional	% from Designated groups	Total
<b>Research</b>					
Graduate & post-graduate level study	-	7	4	90.9%	<b>11</b>
Conferences, research workshops & short courses	-	13	38	62.7%	<b>51</b>
In-house training programmes & internships	-	-	-	-	-
<b>Conservation &amp; Collections management</b>					
Workshops & short courses	7	8	4	100.0%	<b>19</b>
In-house training programmes & internships	2	-	-	100.0%	<b>2</b>
<b>Education</b>					
Workshops	1	38	5	100.0%	<b>44</b>
In-house training programmes & internships	-	-	-	-	-
<b>Administrative &amp; Technical</b>					
Workshops & short courses	12	7	20	76.9%	<b>39</b>
Other in-house training programmes & internships	-	-	-	-	-
<b>Human Resources</b>					
Team building	-	-	-	-	-
Management capacity building assistance programme	-	2	11	46.2%	<b>13</b>
General skills development	-	-	-	-	-

### **Conservation & Collections management skills**

Ongoing skills development is essential for staff responsible for managing the Museum's extensive, diverse and important heritage collections. A total of 19 conservation and collections management training opportunities were attended by collections management and library staff during the year; all of those who attended these skills development opportunities are from designated groups.

A young fossil preparator in the Karoo Vertebrate Palaeontology Department has continued training in the highly specialised skill of fossil preparation under the mentorship of South Africa's foremost preparator, Mr John Nyaphuli.

**Education skills**

Skills development relating to Education, another core function of the Museum, resulted from Education Department and Oliewenhuis Art Museum staff being involved in the local planning and execution of a number of outreach activities, most involving the Mobile Museum.

**Administrative, technical and other skills**

Staff members at all levels are given the opportunity to be part of project teams and committees; this contributes to their personal development and the overall success of the Museum. Training included that relating to innovative design, visual arts, fire fighting, first aid, payroll, tax, pension funds, labour law, asset management, corporate governance, financial management, policy development and compliance.

**Human resources skills****Management capacity building assistance programme**

This programme involved four Heads of Departments, who together with the Human Resources Generalist identified specific areas for development, following which one-on-one training interventions were initiated.

**Development of skills in the communities served by the Museum**

National Museum staff members continue to contribute in various ways to the development of skills in the communities served by the Museum.

Creative activities presented by Oliewenhuis Art Museum staff to disadvantaged children are aimed at developing and improving life skills. The Art Museum also presents art classes for disadvantaged artists who cannot afford to attend formal art classes available to the general public. Various arts and craft workshops are also presented to the public during the year. Five students from the Motheo Technical Vocational Education Training (TVET) College were trained to be employed as Assistant Museum Guides, assisting at the National Museum during peak visitor times and during special events.

Collaboration with various universities is ongoing. Three researchers presented course modules, one on oral history methodology to 3<sup>rd</sup> year History students, another on Stable Light Isotopes, and another on small mammal ecology to Environmental Management Masters students.

Museum researchers from the Karoo Palaeontology, Florisbad Quaternary Research, Herpetology and Mammalogy Departments were involved in supervising post-graduate studies of 12 students (at PhD, Masters and Honours levels) from the University of the Free State, Bloemfontein, the University of the Witwatersrand, Johannesburg, the University of South Africa, the Cape Peninsula University of Technology, the University of Cape Town and Universidade Federal do Rio Grande do Sul, Brazil.

Furthermore, a student from Thomas More University College in Mechelen, Belgium, spent three months working in the History Department gaining theoretical and practical Oral History experience.

## **Section 13**

# **APPENDICES**

- APPENDIX A: NATIONAL MUSEUM STAFF
- APPENDIX B: STAFF AND INSTITUTIONAL MEMBERSHIP OF PROFESSIONAL  
COMMITTEES, ASSOCIATIONS AND SOCIETIES
- APPENDIX C: RESEARCH PROJECTS OF THE NATIONAL MUSEUM
- APPENDIX D: MUSEUM STAFF PUBLICATIONS, CONFERENCE PRESENTATIONS  
REPORTS AND REVIEWS
- APPENDIX E: MUSEUM COUNCIL, COMMITTEES AND HONORARY  
MEMBERSHIP
- APPENDIX F: SPONSORS AND BENEFACTORS
- APPENDIX G: CO-OPERATIVE AND CONTRACT PROJECTS
- APPENDIX H: MATERIALITY AND SIGNIFICANCE FRAMEWORK

# NATIONAL MUSEUM STAFF

## Appendix A

- \* Resignations / retirements
- \*\* Transfers to/from other departments
- \*\*\* New appointments
- † Deceased

### MANAGEMENT

Mr R.J. Nuttall, M.Sc. Director

### ADMINISTRATION

Ms H. Smit, CA (SA) Chief Financial  
Officer (Head of Department)

Mrs P. Lerotholi, B.Com (Hons)  
Assistant Director

Mrs I. De Swardt, Dip. Sec. Senior  
Bookkeeper

Mrs S.E. van der Westhuizen Personal  
Assistant to Director

Mrs M.P. Barnes, B.Sc. Senior  
Bookkeeper

Mr C.R. Barnes Senior  
Bookkeeper

Mrs L.S. Leseba Bookkeeper

\*Mrs N. Muller Administration Assistant

### HUMAN RESOURCES

Mr J.J. Jansen van Rensburg, B. Soc. Sc.  
(Hons) Human Resources Generalist

### SHOP

Mrs D.M. Smith Shop Assistant

### EDUCATION

Ms A. van Staden, H.E.D. Senior  
Education Officer (Head of Department)

Mr M.A. Makwae, B.Ed. (Hons) Education  
Officer

\*\*\*Mrs P. Meyer, B.Ed. (Hons) Education  
Officer

\*\*\*Mr T.D. Matsoso, B.Ed. Education  
Officer

### LIBRARY

\*\*\*Mrs S. Havenga, B.Bibl., M.A.  
(Head of Department)

\*Mrs C.C. Marais, Dip. Lib. Librarian  
(Head of Department)

Ms E.A. de Villiers, B.A. (Hons), H.E.D.  
Assistant Librarian

Mrs M.H. Mohatlane Library Assistant

### NATURAL SCIENCES

#### ACAROLOGY

Dr L. Coetzee, Ph.D. Principal Museum  
Scientist (Head of Department)

Dr E.A. Hugo-Coetzee, Ph.D. Senior  
Museum Scientist

#### ARACHNOLOGY

Dr L.N. Lotz, Ph.D. Principal Museum  
Scientist (Head of Department)

Mr J.A. Neethling, M.Sc. Museum  
Scientist

Mrs G.N. Peyper, B.Sc.Agric. Chief  
Research Assistant

#### BOTANY

Dr P.C. Zietsman, Ph.D. Principal Museum  
Scientist (Head of Department)

Mrs E. van Rensburg, B.Sc. (Hons)  
Assistant Museum Scientist

Mrs L. Zietsman, B.Sc. (Hons)  
Senior Research Assistant

## ENTOMOLOGY

Dr A.H. Kirk-Spriggs, Ph.D. Specialist Scientist  
(Head of Department)

\*Ms E. Letsobe, B.Sc. Research Assistant

Ms N.N. Mayisela Data Typist  
(Fixed-Term Contract)

\*\*\*Mrs M.K. Kirk-Spriggs Temporary Research Assistant

## HERPETOLOGY

Dr M.F. Bates, Ph.D. Specialist Scientist  
(Head of Department)

Ms B.G. Makhubo, M.Sc. Museum Scientist

Mrs N.A. Phindane, B.Sc. Research Assistant

Mr E.P. Mohapi Museum Assistant

## MAMMALOLOGY

Dr N.L. Avenant, Ph.D. Specialist Scientist  
(Head of Department)

Dr J.J. Du Plessis, Ph.D. Museum Scientist

Mr T.N. Putsane Preparator

\*\*\*Mr S.R. Nokha Preparator

## ORNITHOLOGY

Mr D.H. de Swardt, M.Sc. Senior Museum Scientist  
(Head of Department)

Mr L.T. Morapedi Preparator

## PALAEONTOLOGY

Dr J. Botha-Brink, Ph.D. Senior Specialist Scientist  
(Head of Department)

Mrs E. Butler, M.Sc. Principal Research Assistant

\*\*\*Mrs D.C. Eloff, Nat. Dipl. (Medical Technology)  
Specialist Laboratory Technician  
(Fixed-Term Contract)

\*Mr M.J. Mohoi Chief Preparator

Mr N.A. Ntheri Senior Preparator

Ms K.S. Ledibane Preparator

Ms M.S. Chaka Preparator

Mr K.W. Molehe Preparator

Mr T Ntsala Preparator

## FLORISBAD QUATERNARY RESEARCH

Dr J.S. Brink, D.Phil. Chief Specialist Scientist  
(Head of Department)

Dr D.M. Codron, Ph.D. Specialist Scientist

Ms S. Holt, M.Sc. Chief Research Assistant

Mr J. Smith Site Manager

Mr A. Delhakane General Assistant III  
(Maintenance)

Mr R.I. Thapo General Assistant III  
(Preparator)

Mr S.J. Motshabi General Assistant III

Mrs P.T. Oerson General Assistant I

Mr J.D. Maine General Assistant I

Mr T.M. Mahloko General Assistant I

\*\*\*Ms M. Brink Temporary Student Assistant

## HUMAN SCIENCES

### ARCHAEOLOGY / ANTHROPOLOGY

Dr L. Rossouw, Ph.D. Senior Museum Scientist  
(Head of Department)

Mrs L. Philip, M.Phil. Museum Scientist

Ms R.G. Goitsemodimo, M.A.  
Assistant Museum Scientist

Ms P.M. Mashimbye, M.A.      Research  
Assistant

Ms G.C.J. Coetzee, M.A.  
Principal Conservator

Mr T. Uys, B.A.      General Assistant III

## COLLECTIONS MANAGEMENT

Mrs S. Havenga, B.Bibl., M.A.      Chief  
Conservator (Head of Department)

Ms E.M. du Plessis, B.A. (Hons)  
Senior Conservator

Mrs E. Mogoera      Conservator Assistant  
(Collections)

Mrs E. Scott      Conservator Assistant  
(Collections)

Ms A. Chacha      General Assistant III

## HISTORY

Dr J. Haasbroek, D.Phil., H.E.D.      Chief  
Specialist Scientist (Head of Department)

Dr S.M. Botes, D.Phil., Dipl.      (Museum  
Sciences)  
Principal Museum Scientist

Mr H.J. du Bruyn, M.A.      Senior Museum  
Scientist

\*Mr P. Letsatsi, B.A. (Hons)      Senior  
Research Assistant  
(Oral History)

## OLIEWENHUIS ART MUSEUM

Ms H.E. le Roux, B. Tech. (Fine Art)  
Curator (Head of Department)

Mrs L. Wheeler, H.E.D.      Principal  
Conservator

Ms Y. de Kock, M.A. (Fine Art)      Education  
Officer

Ms K. Marais, Dipl. Visual Communication  
Exhibition Officer

Mrs L. Jasper      Bookkeeper

Mr S.Z. Mphafi      Exhibition Assistant

Mrs C. Dintloane      General Assistant III

Mr P. Sekhuni      General Assistant III  
(Maintenance)

\*Ms K.E. Mompoti      General Assistant III

Mrs T. Dintlhwane      General Assistant

Mrs D.L. Sekwena      General Assistant

\*Mr S.Z. Mqeku, Nat. Dipl.      (Ceramic  
Design)  
Floorwalker

\*\*\*Mr G.R. Gill      Temporary Student  
Floorwalker

\*\*\*Ms D.F. Ingle      Temporary Student  
Floorwalker

\*\*\*Ms E.J. Ingle      Temporary Student  
Floorwalker

\*\*\*Mr L.L. Kruger      Temporary Student  
Floorwalker

\*\*\*Ms B.A. Mokhahlane      Temporary  
Student Floorwalker

\*\*\*Ms L.K. Mphatja      Temporary Student  
Floorwalker

## ROCK ART

Ms S. Moodley, M.A.      Museum Scientist  
(Head of Department)

Mr J. Kriek, B.A. (Hons)      Senior Research  
Assistant

## TECHNICAL SERVICES

### DESIGN

Mr C.P. Venter, B.A. (Fine Art)      Chief  
Artist (Head of Department)

\*\*\*Ms A. Pretorius, B. Tech (Fine Art)  
Senior Artist

Mrs M. Van Rensburg, Nat. Dipl.  
(Graphic Design)  
Graphic Designer

\*\*\*Mr M.W. Sithole, Nat. Dipl.  
(Graphic Design)  
Graphic Designer



Mrs M. Maloka                      Museum Assistant  
(Design)

## PHOTOGRAPHY

Vacant

## TAXIDERMY

Vacant

## WORKSHOP

Mr G.C.D. van Jaarsveld            Chief Artisan  
(Head of Department)

\*Mr A.E. de Klerk                      Senior Artisan

Mr T.P. Lepheane                      General Assistant III

Mr J.K. Mofammere                      General Assistant III

Mr F. Witbooi                              General Assistant III

## CARETAKER SERVICES

Mr G.C. Venter                              Chief Caretaker  
(Head of Department)

Mr P.P. Moeng                              Senior Caretaker  
(National Museum)

Ms I.G. Nogueira, Nat. Dipl. (Fine Art)  
Senior Caretaker (Oliewenhuis)

Mr N.J. Tsomela                              Caretaker  
(National Museum)

\*\*\*Mr A.T. Kraai                              Caretaker  
(Oliewenhuis)

Mrs I.S. Bredenkamp, M.A. Hist.  
Museum Officer

Mrs J.P.L. Labuschagne, B. Med. Sc.  
(Hons)  
Museum Officer

Mr A.V. Victor                              Caretaker (relief)

Mr G.J. du Plessis                              Caretaker  
(relief)

Mr H.J.J. Snyman                              Caretaker  
(relief)

Mrs N. Komako                              General Assistant III

Mrs E. Leeuw                              General Assistant III

Mrs F. Makhabe                              General Assistant III

Mrs M. Malaku                              General Assistant III

Mrs R. Mompoti                              General Assistant III

Mrs F.E. Nkedi                              General Assistant III

Mrs E. Ntsala                              General Assistant III

Mr B. Taole                              General Assistant III

Mrs M. Phalole                              General Assistant II

Mrs M.A. Limo                              General Assistant I

Mrs P. Mashiyi                              General Assistant I



*Museum researchers Dr Jennifer Botha-Brink, Head of the Karoo Palaeontology Department (left) and Dr Daryl Codron, Florisbad Quaternary Research Department (right) were recently evaluated or re-evaluated by the National Research Foundation (NRF). Dr Botha-Brink achieved a B2 rating and Dr Codron a C1 rating.*

*NRF ratings are awarded based on an extensive peer-review process of the candidate's research by their peers.*

# STAFF & INSTITUTIONAL MEMBERSHIP OF PROFESSIONAL COMMITTEES, ASSOCIATIONS & SOCIETIES

## Appendix B

*8<sup>th</sup> International Congress of Dipterology* Scientific Committee  
African Acarology Association  
African Arachnological Society (AfrAS)  
*African Journal of Herpetology* Editorial Committee  
African Large Predator Research Unit, University of the Free State (UFS)  
*African Zoology* Editorial Committee  
American Arachnological Society  
American Ornithologist's Union  
Association of Southern African Professional Archaeologists (ASAPA)  
BirdLife Free State  
BirdLife Free State: Committee  
BirdLife South Africa  
BirdLife South Africa Secretarybird Project Committee  
BirdLife Zimbabwe  
BirdLife Australia  
Birds of Prey Programme (Endangered Wildlife Trust)  
British Ornithologists Club  
Central Free State Veteran Club  
Ceramics Southern Africa  
*Comptes Rendus Palevol* Editorial Committee  
DST/NRF Centre of Excellence in Palaeosciences: Board  
EBSCO Subscriptions  
Escarpment Bird Club: Honorary member  
Entomological Society of Southern Africa  
European Association of Acarologists  
Free State Heritage: Council  
Free State Provincial Heritage Resources Authority (PHRA): Council & Permit Committee  
Free State Regional Conservation Committee (BirdLife South Africa)  
Heritage Education Forum of South Africa (HEFSA): Executive Committee  
Herpetological Association of Africa  
Herpetological Association of Africa: Committee  
Historical Association of South Africa  
IUCN-Southern African Regional Reptile Specialist Group (SARRSG)  
Inland Invertebrate Initiative  
Institute for Internal Auditors  
*Integrative Zoology* Editorial Advisory Board  
International Conference on Rodent Biology and Management: Executive Committee  
International Congresses of Dipterology: Council  
International Society of Arachnology (ISA)  
John Voelcker Bird Book Fund: Trustee  
*Journal of Vertebrate Paleontology* Editorial Committee  
NRF Earth Sciences Specialist Committee for rating applications  
NRF Review panel for AOP proposals (Archaeology section)  
Oral History Association of South Africa (OHASA)  
Palaeontological Association  
Palaeontological Society of Southern Africa (PSSA)  
Palaeontological Society of Southern Africa (PSSA): Committee

Research Group on Fynbos endemic birds vulnerable to climate and land use change, Percy Fitzpatrick  
 Institute for African Ornithology / SANBI  
 Society for Historical Archaeology  
 Society of Vertebrate Palaeontology  
 South African Archaeological Society  
 South African Arms and Ammunition Collections Association – Vrijstaat  
 South African Association of Botanists  
 South African Council for Natural Scientific Professions (SACNASP)  
 South African Institute for Chartered Accountants  
 South African Institute for Ecologists and Environmental Scientists  
 South African Institute for Information Services  
 South African Military History Society  
 South African Museums Association (SAMA)  
 South African National Association for the Visual Arts (SANAVA)  
 South African National Survey of Arachnids  
 South African Society for Cultural History  
 South African Society for Quaternary Research (SASQUA)  
 South African Wildlife Management Association (SAWMA)  
 Southern African Bird Atlas Project 2 (SABAP2) Regional Atlas Committee  
 Southern African Historical Society  
 Southern African Visual Arts Historians (SAVAH)  
 Spider Club of Southern Africa  
 Systematic and Applied Acarology Society  
*The Open Conservation Biology Journal* Editorial Advisory Board  
 Van Riebeeck Society  
 Visual Arts Network of South Africa (VANSA)  
 Wildlife and Environment Society of South Africa  
 Zoological Society of Southern Africa



*The Education Department of the National Museum, in collaboration with the South African Agency for Science and Technology Advancement (SASTA), hosted National Science Week from 3 to 7 August 2015. The aim was to contribute to science and technology awareness, and also to expose the public, educators and particularly learners from previously disadvantaged communities to science-based careers.*

# RESEARCH PROJECTS OF THE NATIONAL MUSEUM

## Appendix C

### ACAROLOGY

- Project 196: A revision of the genus *Afroleius* Mahunka, 1984.  
Project 424: Soil ecosystem research in South Africa.  
Project 430: Oppiidae (Oppioidea, Oribatida) of South Africa.

### ANTHROPOLOGY

- Project 342: A description of the Sotho material in the Anthropology collection of the National Museum.  
Project 387: The Makholokhoe of Witsieshoek.  
Project 394: Social Dynamics of Water in Thaba Nchu area.  
Project: Recording indigenous knowledge systems in the Free State, both present and past.

### ARACHNOLOGY

- Project 173: The Afrotropical genera *Cheiracanthium* and *Cheiramiona* (Araneae: Miturgidae).  
Project 198: The family Archaeidae (Araneae) in South Africa.  
Project 293: Opiliones of the Free State.  
Project 294: The scorpions of the Free State.  
Project 295: The spider family Sicariidae in the Afrotropical Region.  
Project 347: The spiders of the Free State.  
Project 352: Arachnida and insects of the National Botanical Garden, Bloemfontein.  
Project 441: Revision of the South African Gymnobiidae (Arachnida: Pseudoscorpiones).  
Project: Revision of the South African Geogarypidae (Arachnida: Pseudoscorpiones).

### ARCHAEOLOGY

- Project 309.1: Phytoliths from the Mio-Pliocene geological succession at the West Coast Fossil Park, Langebaanweg. Analysis of extinct hyaena coprolites and fossil soil samples from Pliocene deposits at E Quarry.  
Project 309.2: Palaeoecology of Excavation 1 at Wonderwerk Cave, Northern Cape Province.  
Project 309.3: Phytolith preservation on the dentition of *Australopithecus sediba* and grass phytoliths from the Malapa site, Cradle of Humankind.  
Project 309.4: Phytoliths from the Middle Stone Age human occupation layers at Wonderkrater, South Africa.  
Project 385: Documenting and interpretation of the archaeological sites in the Venterstad / Steynsburg districts (Eastern Cape) with specific focus on the historical period of the earlier Field Cornetcy of the Agter Suurberg.  
Project 440: Missionary sites of the Paris Evangelical Mission Society (PEMS) in the Free State and Lesotho with a particular focus on the work of PEMS among the Basotho and potential influences in terms of skills transfer.

- Project: Jagersfontein: The role of the historic environment in the establishment of a sense of place.
- Project: Pioneer houses in the Free State with a focus on the building styles, material used, method of construction, as well as the surrounding man-made landscape.

## BOTANY

- Project 317: Pollination biology of *Harpagophytum procumbens*.
- Project 337: An Environmental Management Plan for the Sustainable Utilisation of *Harpagophytum procumbens* and *Harpagophytum zeyheri* in RSA, Namibia and Botswana.
- Project 402: Seeds from South African plants as a source of bioactive metabolites.

## ENTOMOLOGY

- Project 405: Revision of the Afrotropical species of Curtonotidae (Diptera: Ephydroidea).
- Project 406: Behavioural studies of *Curtonotum* species (Diptera: Curtonotidae) in the Caprivi Region of Namibia.
- Project 407: Manual of Afrotropical Diptera.
- Project 408: Morphology and conservation status of *Mormotomyia hirsuta* Austen (Diptera: Mormotomiidae) in Kenya.
- Project: DNA study of Diptera: Syrphidae material in the Entomology collection.
- Project: Identification of Diptera in high elevation wind migration.

## FLORISBAD QUATERNARY RESEARCH

- Project 246: A Middle-Late Quaternary palaeo-environmental study of fossil materials from erosional areas (dongas) in the Free State Province and adjacent areas.
- Project 304: The Palaeo-ecology of Cornelia-Uitzoek, Northeast Free State.
- Project 395: The analysis of vertebrate remains from Klasies River.
- Project 403: The analysis of vertebrate remains from Boomplaas Cave, Cango Valley.
- Project 436: A conceptual model for interpreting variability in isotope niche breadths of fossil populations.
- Project: A study of the Early & Middle Pleistocene vertebrate fossils of Wonderwerk Cave, Northern Cape Province.
- Project: A study of a mid-Holocene fossil locality, near Senekal, Eastern Free State Province.
- Project: ESR dating of Pleistocene fossil materials.
- Project: Fossil Equidae.
- Project: Exploring fossiliferous breccia cave sites in the Limpopo Province.
- Project: The virtual extraction of tooth enamel from extant and fossil bovid teeth by means of micro-CT scanning.
- Project: Analysis of stable isotope compositions and arising data for various sub-projects including i) jackal diet breadths pre- and post-lion introduction in the Karoo National Park; ii) temporal resolution from serial isotope profiling of lion whiskers; and iii) prey selection by endangered Western Cape leopards.
- Project: Statistical analyses of data representing long-term effects of husbandry for captive wildlife populations.
- Project: Field ecology research in the Sterkfontein Valley, Gauteng.
- Project: Wonderwerk Cave Tortoise Project.
- Project: Comparative stable isotope ecology of large-bodied mammalian carnivores and herbivores.



## HERPETOLOGY

- Project 64.6: Taxonomic revision of the *Afroedura nivarica* Boulenger complex, with a description of a new species (Sauria: Gekkonidae).
- Project 65.3: Taxonomic revision of the African lizard genus *Tetradactylus* (Sauria: Gerrosauridae).
- Project 110.1b: The reptiles of Lesotho.
- Project 265.3: Species limits in the *Pseudocordylus melanotus* (A. Smith) complex (Sauria: Cordylidae).
- Project 390: Geographical variation in the egg-eating snakes of the genus *Dasypeltis* in Africa south of latitude 12°S.
- Project 423.1: Phylogenetic and morphometric analysis of the *Afroedura nivarica* (Reptilia: Gekkonidae) species complex in South Africa.
- Project 431.1: Molecular phylogeny and phylogeography of the *Pachydactylus capensis* species complex (Sauria: Gekkonidae).
- Project: Reptile Speciation Project: *Smaug warreni* complex project.
- Project: Reptile Speciation Project: *Cordylus vittifer* project.
- Project: Reptile Speciation Project: *Gerrhosaurus* project.
- Project: Reptile Speciation Project: Amphisbaenian project.

## HISTORY

- Project 100: The restoration of the corrugated iron house at Florisbad Research Station. (Afrikaans)
- Project 101: The appearance of gardens during the period 1890-1910 and the replanning of the garden of Freshford House Museum. (Afrikaans)
- Project 259.2: Water supply in Bloemfontein during the late 19th century. (Afrikaans)
- Project 259.3: The role of women in 19th century Bloemfontein. (Afrikaans)
- Project 373: Oral History and South African Museums: An introductory guide.
- Project 379.3: Gardens, gardening culture and the developing of 'township topiary' in Batho, Mangaung: a cultural historical perspective (1918-1948).
- Project 379.4: 'A Baker garden with a touch of Jekyll': the early history of the garden at Westminster Estate near Tweespruit, Free State, 1904-1905.
- Project 418: City of Roses: Stories from the past (Afrikaans).
- Project 429: The debate concerning the establishment of a new market building for Bloemfontein in 1925 (Afrikaans).
- Project 435: The History of Naval Hill, 1846-2014. (Afrikaans)
- Project 439: The establishment of a new market building (1925) for Bloemfontein on Baumann Square. (Afrikaans)
- Project 443: Henry Selby Msimang and the wage agitation of 1919 in Bloemfontein. (Afrikaans)
- Project 445: The wage agitation in 1926 of the black community of Bloemfontein. (Afrikaans)
- Project 446: Interesting and extraordinary stories out of the history of Bloemfontein 2. (Afrikaans)
- Project 448: 13 May 1915: Bloemfontein's *Kristallnacht*.

## MAMMALOLOGY

- Project 323: Monitoring small mammals effectively: a comparison of trapping methods.
- Project 354: Patterns in the soil composition and structure, recovery of vegetation, and changes in mite, insect, spider and small mammal communities after fire in a grassland ecosystem, Erfenisdam Nature Reserve, Free State Province.
- Project 375: Canis Caracal Project.
- Project 375.1: Relating Caracal *Caracal caracal* activity and ranging behaviour to the density, diversity and distribution of prey species.
- Project 392: The Mammals of the Free State.

- Project 404: The use of ecosystem parameters in predicting the risk of aircraft-wildlife collisions at Namibian airports.
- Project: Biodiversity and global change in southern Africa.
- Project: Environmental context of early hominin evolution in South Africa through the lens of rodent dietary ecology.
- Project: Sampling the bats of Lesotho.
- Project: Small mammal zoonotic disease surveillance.
- Project: Small mammal succession in rehabilitated areas: further evidence in support of their status as ecological indicators in southern Africa
- Project: Dental microwear of sympatric rodent species sampled across habitats in southern Africa: Implications for environmental influence.
- Project: Updating the SA Red List for Mammals.

## ORNITHOLOGY

- Project 165: Vocal behaviour as a taxonomic tool: the Cape White-eye *Zosterops pallidus*.
- Project 166: Comparative feeding ecology of seed-eating birds.
- Project 167: Taxonomic status of the Wailing Cisticola *Cisticola lais* and the Grey-backed Cisticola *C. subruficapilla*.
- Project: Barn Swallow Biometrics and Moulting.
- Project 221.2: African Rock Pipit *Anthus crenatus* vocalizations and aspects of vocal behaviour.
- Project 221.3: A study of African Rock Pipit *Anthus crenatus* territories using sonogram analysis of male songs.
- Project 377: A comparative taxonomical study between Drakensberg (*Prinia hypoxantha*) and Karoo Prinias (*P. maculosa*) in the Free State and adjacent areas.

## PALAEONTOLOGY

- Project 363: Postcranial anatomy of the Early Triassic non-mammaliaform cynodont *Galesaurus planiceps* (Owen, 1859) from the Karoo Basin, South Africa
- Project 368.6: Breeding young as a survival strategy during Earth's greatest mass extinction.
- Project 368.7: Life history and reproductive strategy of Permo-Triassic *Lystrosaurus*.
- Project 368.10: Definitive palaeohistological evidence for ancestral endothermy in archosaurs.
- Project 368.11: Fossorial adaptations in earliest fossil turtles drove the evolution of their unique body plan.
- Project 368.12: Osteohistology of prozostrodonid cynodonts from the Upper Triassic of Brazil.
- Project 368.13: A *Lystrosaurus curvatus* burrow from the Lower Triassic of the South African Karoo Basin.
- Project 401: Taphonomic study of Early Triassic vertebrate from the Karoo Basin of South Africa.
- Project 411: Redescription of the Late Permian therocephalian *Therapsidomys*.
- Project 415: The role of a muscular diaphragm, ribs and sternum in the evolution of mammals from their therapsid ancestors.
- Project 417: Ostrich eggshell as a source of palaeoenvironmental information in the arid interior of South Africa.
- Project 420: Population dynamics in the dicynodont *Lystrosaurus* across the Permo-Triassic boundary in South Africa.
- Project 421: Tooth replacement patterns in Eutheriodontia of South Africa.
- Project 422: Osteohistology of fossorial mammals.
- Project 433: Predator-prey interactions of Permo-Triassic vertebrates from the South African Karoo Basin.

- Project 437: The morphology and osteohistology of a new gorgonopsian (Therapsida; Gorgonopsia) from the uppermost Permian of the Karoo Basin, South Africa.
- Project 438: An osteohistological examination of fossil *Xenopus* from the Early Pliocene site of Langebaanweg, West Coast, South Africa.
- Project 444: Comparative bone histology of *Stigmochelys pardalis* (Leopard Tortoise), with specific reference to ontogeny and biomechanics.
- Project 449: Evidence of soft tissue in an Early Cretaceous pterosaur from the Crato Formation, Santana Group, Araripe Basin, Ceará, Brazil.
- Project: Bone microstructure and growth patterns of the non-mammaliaform traversodontids *Protuberum* and *Exaeretodon* from southern Brazil.

### ROCK ART

- Project 364.3: Rock art against colonial forces.
- Project: Namibian Khoekhoen geometric rock engravings.



# MUSEUM STAFF PUBLICATIONS, CONFERENCE PRESENTATIONS, REPORTS & REVIEWS

## Appendix D

The editorial committee of the accredited research journal of the National Museum *Navorsinge van die Nasionale Museum, Bloemfontein* comprised Dr M.F. Bates (editor), Dr J. Haasbroek, Ms S. Moodley (co-editors - human sciences) and Mr R.J. Nuttall (co-editor - natural sciences). Articles in the Museum's magazine, *Culna*, were scrutinized by an editorial committee comprising Mrs L. Coetzee, Dr J. Haasbroek, Ms S. Bishop and Dr M. Bates. These editorial members as well as Mrs S.E. van der Westhuizen (typesetting, *Navorsinge*) and Ms M. van Rensburg (design, artwork and layout, *Culna*) are gratefully acknowledged for their valuable contributions.

### *Published research articles by National Museum staff*

- BEZUIDENHOUT, H., BRADSHAW, P.L., BRADSHAW, M. & **ZIETSMAN, P.C.** 2015. The landscape units of Mokala National Park, Northern Cape Province. *Navorsinge van die Nasionale Museum, Bloemfontein* 31(1): 1-27.
- BRINK, J.S.**, C.B. BOUSMAN & R. GRÜN. 2015. A reconstruction of the skull of *Megalotragus priscus* (Broom, 1909), based on a find from Erfkroon, Modder River, South Africa. In: J. Runge (Ed.). *Changing climates, ecosystems and environments within arid southern Africa and adjoining regions: Palaeoecology of Africa* 33. CRC Press, Florence, Kentucky. Pp. 71-94.
- BURGMAN, J.H.E., LEICHLITER, J., **AVENANT, N.L.** & UNGAR, P.S. 2016. Dental microwear of sympatric rodent species sampled across habitats in southern Africa: Implications for environmental influence. *Integrative Zoology* 11: 111–127.
- CLAUSS, M., FRITZ, J., TSCHUOR, A., BRAUN, U., HUMMEL, J. & **CODRON, D.** 2016. Dry matter and digesta particle size gradients along the goat digestive tract on grass and browse diets. *J Anim Physiol Anim Nutr.* doi:10.1111/jpn.12505.
- CODRON, D.**, **CODRON, J.**, SPONHEIMER, M. & CLAUSS, M. 2015. Within-population isotopic niche variability in savanna mammals: disparity between carnivores and herbivores. *Frontiers Ecol Evol.* 4: doi:10.3389/fevo.2016.00015.
- CODRON, J., DUFFY, K.J., **AVENANT, N.L.**, SPONHEIMER, M., LEICHLITER, J., PAINE, O., SANDBERG, P. & **CODRON, D.** 2015. Stable isotope evidence for trophic niche partitioning in a South African savanna rodent community. *Current Zoology* 61(3): 397 - 411.
- COETZEE, L.** 2015. Key to the species of *Afroleius* Mahunka, 1984 (Acari, Oribatida, Punctoribatidae), recombination of *A. polygonatus* (Mahunka, 1985), description of *A. lucidus* sp. nov. and discussion of *A. undulatus* (Balogh, 1959). *Systematic & Applied Acarology* 20(4): 383–398.
- DE MIERI, M., DU, K., NEUBURGER, M., SAXENA, P., **ZIETSMAN, P.C.**, HERING, S., VAN DER WESTHUIZEN, J.H. & HAMBURGER, M. 2015. hERG channel inhibitory daphnane diterpenoid orthoesters and polycephalones A and B with unprecedented skeletons from *Gnidia polycephala*. *Journal of Natural Products* 78: 1697-1707.
- DIPPENAAR-SCHOEMAN, A.S., HADDAD, C.R., FOORD, S.H., LYLE, R., **LOTZ, L.N.** & MARAIS, P. 2015. South African National Survey of Arachnida (SANSA): the current state of spider biodiversity information management in South Africa (Arachnida: Araneae). *Transactions of the Royal Society of South Africa.* (Published online at: <http://dx.doi.org/10.1080/0035919X.2015.1088486>). 30pp.
- DU PLESSIS, J.**, **AVENANT, N.** & DE WAAL, H.O. 2015. Attributes of scientific information on black-backed jackal and caracal ecology: contributing to human-predator conflict management? *African Journal of Wildlife Research* 45(2): 138–157.

- DU, K., DE MIERI, M., SAXENA, P., PHUNGULA, K.V., WILHELM, A., HRUBARU, M.M., VAN RENSBURG, E., **ZIETSMAN, P.C.**, HERING, S., VAN DER WESTHUIZEN, J.J. & HAMBURGER, M. 2015. HPLC-based activity profiling for hERG channel inhibitors in the South African medicinal plant *Galenia africana*. *Planta Med* DOI 10.1055/s-0035-1545929.
- ECKER, M., **J. BOTHA-BRINK**, J.A. LEE-THORP & L.K. HORWITZ. 2015. Ostrich eggshell as a source of palaeoenvironmental information in the arid interior of South Africa. In: J. Runge (Ed.). *Changing climates, ecosystems and environments within arid southern Africa and adjoining regions: Palaeoecology of Africa* 33. CRC Press, Florence, Kentucky. Pp. 95-111.
- GOWLETT, J.A.J., **J.S. BRINK**, A.I.R. HERRIES, S. HOARE, I. ONJALA & S.M. RUCINA. 2015. At the heart of the African Acheulean: the physical, social and cognitive landscapes of Kilombe. In: Coward, F., Hosfield, R., Pope, M. & Wenban-Smith, F. (eds.). *Settlement, society and cognition in human landscapes in mind*. Cambridge, Cambridge University Press, pp. 75-93.
- HAASBROEK, H.** 2015. Die 1922-debat rondom die strewe na en besluit oor 'n nuwe Bloemfonteinse markterrein (The 1922 debate concerning the striving for and final decision about a new market site for Bloemfontein). *Navorsinge van die Nasionale Museum, Bloemfontein* 31(2): 29-48.
- HAASBROEK, H.** 2015. Die oprigting en groeipyne van die nuwe Bloemfonteinse mark (1925) op Baumannplein (The establishment of a new market building (1925) for Bloemfontein on Baumann Square). *SA Journal of Cultural History* 29(2): 78-99.
- HAUPTFLEISCH, M.L. & **AVENANT, N.L.** 2015. Integrating small mammal community variables into aircraft-wildlife collision management plans at Namibian airports. *Integrative Zoology* 10: 515–530. doi:10.1111/1749-4877.12160 (early online).
- HUGO-COETZEE, E.A.** 2016. New species of *Ramusella* (Oribatida, Oppiidae) from South Africa with additional notes on *R. filamentosa* (Mahunka) and *R. filigera* (Mahunka). *Systematic and Applied Acarology* 21(2): 227-244.
- JORDAENS, K., GOERGEN, G., **KIRK-SPRIGGS, A.H.**, VOKAER, A., BACKELJAU, T. & DE MEYER, M. 2015. A second New World hover fly, *Toxomerus floralis* (Fabricius) (Diptera: Syrphidae), recorded from the Old World, with description of larval pollen-feeding ecology. *Zootaxa* 4044: 567–576.
- JORDAENS, K., GOERGEN, G., **KIRK-SPRIGGS, A.**, VOKAER, A., BACKELJAU, T. & DE MAYER, M. 2015. DNA barcoding identifies an introduced hoverfly species (Diptera, Syrphidae) in the Afrotropics. In: Humphrey-Patton, H. & Mengual, X. (eds.). *Programme and abstracts. 8<sup>th</sup> International Symposium on Syrphidae*, 4<sup>th</sup>–8<sup>th</sup> June 2015, Monschau, Germany, p. 27.
- LOTZ, L.N.** 2015. New species of the spider genus *Cheiracanthium* from continental Africa (Araneae: Eutichuridae). *Zootaxa* 3973: 321-336.
- LOTZ, L.N.** 2015. New species of the Afrotropical spider genus *Cheiramiona* Lotz & Dippenaar-Schoeman (Araneae: Eutichuridae). *Zootaxa* 3981: 71–94.
- LOTZ, L.N.** 2015. A new species of *Afrarchaea* (Araneae: Archaeidae) from South Africa. *African Invertebrates* 56: 409-414.
- SMITH, P., **J.S. BRINK**, J.W. HOFFMAN, L.C. BAM, R. NSHIMIRIMANA & F.C. DE BEER. 2015. The late Middle Pleistocene Upper Third Molar from Florisbad: Metrics and Morphology. *Transactions of the Royal Society of South Africa* doi: 10.1080/0035919X.2015.1065930.
- STANLEY, E.L., CERÍACO, L.M.P., BANDEIRA, S., VALERIO, H., **BATES, M.F.** & BRANCH, W.R. 2015. A review of *Cordylus machadoi* (Squamata: Cordylidae) in southwestern Angola, with the description of a new species from the Pro-Namib desert. *Zootaxa* 4061 (3): 201-226.
- STRUWIG, M., SIEBERT, S.J., **ZIETSMAN, L.E.** & CONDY, G. 2015. *Phaeoptilum spinosum*, Nyctaginaceae. *Flowering Plants of Africa* 64: 84–89.
- SWART, V.R., **KIRK-SPRIGGS, A.H.** & COPELAND, R.S. 2015. A new species of *Alhajarmyia* Stuckenberg (Diptera: Vermileonidae), the first wormlion fly described from East Africa, and its biogeographical implications. *Zootaxa* 4044: 556-566.

- TOFFOLO, M.B., **J.S. BRINK** & F. BERNA. 2015. Bone diagenesis at the Florisbad spring site, Free State Province (South Africa): implications for the taphonomy of the Middle and Late Pleistocene faunal assemblages. *Journal of Archaeological Science: Reports* 4: 152–163.
- VAN AARDT, A.C., C.B. BOUSMAN, **J.S. BRINK**, G.A. BROOK, Z. JACOBS, P.J. DU PREEZ, **L. ROSSOUW** & L. SCOTT. 2015. First chronological, palaeoenvironmental, and archaeological data from the Baden-Baden fossil spring complex in the western Free State, South Africa. *In*: J. Runge (Ed.). *Changing climates, ecosystems and environments within arid southern Africa and adjoining regions: Palaeoecology of Africa* 33. CRC Press, Florence, Kentucky. Pp. 117-152.
- VANHOOYDONCK, B., MEASEY, G.J., EDWARDS, S., **MAKHUBO, B.**, TOLLEY, K.A. & HERREL, A. 2015. The effects of substratum on locomotor performance in lacertid lizards. *Biological Journal of the Linnean Society* 115: 869–881.

***National Museum staff research publications in press***

- BARRACLOUGH, D.A. & **KIRK-SPRIGGS**, A.H. 102. Camillidae (camillid flies). *In*: Kirk-Spriggs, A.H. & Sinclair, B.J. (eds.). *Manual of Afrotropical Diptera. Volume 1. Introductory chapters, nematoceros Diptera and Lower Brachycera*. Suricata XX. Pretoria: SANBI Publishing.
- BOTHA-BRINK, J., CODRON, D.,** HUTTENLOCKER, A., ANGIELCZYK, K.D. & RUTA, M. Breeding young as a survival strategy during Earth's greatest mass extinction. *Scientific Reports*.
- BRINK, J.S.** Faunal evidence for mid- and late Quaternary environmental change in southern Africa. *In*: Grab, S. & Knight, S. (eds.). *Quaternary environmental change in southern Africa: physical and human dimensions*. Cambridge University Press (Chapter 28).
- BRINK, J.S., S. HOLT** & L. KOLSKA HORWITZ. The Oldowan and early Acheulean Mammalian Fauna of Wonderwerk Cave (Northern Cape Province, South Africa). *African Archaeological Review*.
- DU, K., DE MIERI, M., NEUBURGER, M., **ZIETSMAN, P.C.**, MARSTON, A., VAN VUUREN, S.F., HAMBURGER, M. & VAN DER WESTHUIZEN, J.H. Labdane and clerodane diterpenoids from *Colophospermum mopane*. *Phytochemistry Letters*.
- HAUPTFLEISCH, M.L. & **AVENANT, N.L.** Actual and perceived collision risk for bird strikes at Namibian airports. *Ostrich*.
- JANION-SCHEEPERS, C., *et al.* (**COETZEE, L.** as 5<sup>th</sup> author, **HUGO-COETZEE, L.** as 18<sup>th</sup> author, **LOTZ, L.N.** as 22<sup>nd</sup> author, **NEETHLING, J.A.** as 28<sup>th</sup> author, of 40 authors). Soil biota in a megadiverse country: current knowledge and future research directions in South Africa. *Pedobiologia*.
- KIRK-SPRIGGS, A.H.** 2. Collection and preservation of Diptera. *In*: Kirk-Spriggs, A.H. & Sinclair, B.J. (eds.). *Manual of Afrotropical Diptera. Volume 1. Introductory chapters, nematoceros Diptera and Lower Brachycera*. Suricata XX. Pretoria: SANBI Publishing.
- KIRK-SPRIGGS, A.H.** & NARTSHUK, E.P. 109. Cryptochetidae (cryptochetid flies). *In*: Kirk-Spriggs, A.H. & Sinclair, B.J. (eds.). *Manual of Afrotropical Diptera. Volume 2. Brachycera-Cyclorrhapha, excluding Calypttratae*. Suricata XX. Pretoria: SANBI Publishing.
- ROSSOUW, L.** An Early Pleistocene phytolith record from Wonderwerk Cave, Northern Cape Province. *African Archaeological Review*.
- SAMWAYS, M.J., **KIRK-SPRIGGS, A.H.** & MCGREGOR, G.K. 10. Conservation of Diptera. *In*: Kirk-Spriggs, A.H. & Sinclair, B.J. (eds.). *Manual of Afrotropical Diptera. Volume 1. Introductory chapters, nematoceros Diptera and Lower Brachycera*. Suricata XX. Pretoria: SANBI Publishing.
- SCOTT, L., **ROSSOUW, L.**, CORDOVA, C. & RISBERG, J. Palaeoenvironmental Context of Coprolites and Plant Microfossils from Unit II, Azokh 1. *In*: Y. Fernandez-Jalvo *et al.* (eds.). *Azokh Cave and the Transcaucasian Corridor*. Vertebrate Paleobiology and Paleoanthropology Series. Springer.

***Published popular articles by National Museum staff***

- AVENANT, N.L.** 2015. Die Grasveldbloom, vuur en klein soogdiertjies. *Culna* 70: 24-25.
- BOTES, M.** 2015. Victoriaanse teeparty kom in huismuseum. *Bloemnuus*, 27.8.2015, p. 14.
- BOTES, M.** 2015. Koppie klingel in huismuseum. *Bloemnuus*, 17.9.2015, p. 9.
- BOTES, M.** 2015. Historiese Bfn-baken loop deur. *Bloemnuus*, 3.12.2015, p. 2.
- BOTES, M.** 2015. Historiese Ramkraal-tronk - Gedoem tot vernietiging? *Culna* 70: 28-29.
- COETZEE, L.** 2015. Die alomteenwoordige myte. *Culna* 70: 20-21.
- DE SWARDT, D.H.** 2015. Observations of African Jacanas at Rooidam, Bloemfontein. *Ornithological Observations* 6: 202-204.
- DE SWARDT, D.H.** 2016. White-crested Helmet-shrike in the Vredefort area, Northern Free State. *Biological Observations* 7.4: 1-2.
- DE SWARDT, D.H.** 2016. Alarm calls of African Rock Pipit *Anthus crenatus* – A new vocalization. *Biological Observations* 7.17: 1-3.
- DE SWARDT, D.H.** 2016. Garden Watch - Twitter feed. *African Birdlife* 4: 76.
- DE SWARDT, D.H. & VAN DER WESTHUIZEN, A.** 2015. Secretarybird *Sagittarius serpentarius* ringing in the Free State and Eastern Cape: movement data on patagial-tagged nestlings. *GABAR* 26: 8-10.
- DU BRUYN, D.** 2015. Bloemfontein se *Kristallnacht* -13 Mei 1915. *Culna* 70: 3-5.
- DU BRUYN, D.** 2015. A garden is not a garden without a hedge - The story of the Segoe family's Batho garden. *Culna* 70: 11-13.
- DU PLESSIS, E.** 2015. Hoe langer die oorlog, hoe korter die rok - Die invloed van die eerste wêreldoorlog op damesmodes. *Culna* 70: 31-33.
- DU PLESSIS, J.** 2015. Updating the Red List of the Mammals of South Africa. *Culna* 70: 16-17.
- GOITSEMODIMO, A.** 2015. Music and dance in Africa. *Culna* 70: 18-19.
- HAASBROEK, H.** 2015. *Splinters en Dorings uit die Rosestad se verlede*. Bloemfontein: SUN MeDIA. 134 pp.
- HAASBROEK, H.** 2015. 'n Plein, is 'n plein ... is 'n plein - Hoffmanplein weer opgetooi. *Culna* 70: 8-10.
- HAASBROEK, H.** 2015. Vrystaat nié kolonialisties. *Bloemnuus*, 2.4.2015, p. 8.
- HAASBROEK, H.** 2015. Flaters ontsier Fischer-week. *Bloemnuus*, 7.5.2015, p. 3.
- HAASBROEK, H.** 2015. Van hier die naam: Tielman Roosstraat. *Bloemnuus*, 2.7.2015, p. 5.
- HAASBROEK, H.** 2015. Van hier die naam: Ellastraat. *Bloemnuus*, 23.7.2015, p. 8.
- HAASBROEK, H.** 2015. Teedrinkery ontketen rasseherrie in Bfn. *Bloemnuus*, 30.7.2015, p. 18.
- HAASBROEK, H.** 2015. Van hier die naam: Nelson Mandelarylaan. *Bloemnuus*, 3.9.2015, p. 5.
- HAASBROEK, H.** 2015. Bestaan kortstondig. *Bloemnuus*, 24.9.2015, p. 4.
- HAASBROEK, H.** 2015. Van hier die naam Maitlandstr. *Bloemnuus*, 15.10.2015, p. 6.
- HAASBROEK, H.** 2015. Saamswem van mans en vroue was kwelvraag. *Bloemnuus*, 19.11.2015, p.6.
- HAASBROEK, H.** 2015. Straat só na Albrecht genome. *Bloemnuus*, 3.12.2015, p. 12.
- HAASBROEK, H.** 2015. Van hier die naam Kerkstraat. *Bloemnuus*, 17.12.2015.
- HAASBROEK, H.** 2015. Walglike orgie van bloed vir 'n tienerprins. *Rapport*, 23.8.2015, p. 5.
- HAASBROEK, H.** 2015. As dit lyk soos oorlog, en dit ruik soos oorlog .... *Rapport Weekliks*, 6.12.2015, p.5.
- HAASBROEK, H.** 2015. Dink twee keer oor Steyn-beeld. *Volksblad*, 11.4.2015, p. 10.
- HAASBROEK, H.** 2015. Cecilia Wessels, Human se eerste ontmoeting 'intimiderend'. *Volksblad*, 11.5.2015, p. 10.
- HAASBROEK, H.** 2015. Bfn. Morele stryd gevoer oor openbare swembad. *Volksblad*, 14.7.2015, p. 7.



- HAASBROEK, H.** 2015. Kabelspoor vir bekende Naval Hill kom van vêr. *Volksblad*, 8.12.2015, p. 7.
- HAASBROEK, H.** 2015. Toe & Nou – Die Hoffmanplein, Bloemfontein 125 jaar gelede. *WEG!*, Oktober 2015, p. 129.
- HAASBROEK, H.** 2016. Kabelspoor vir Naval Hill nie nut. *Bloemnuus*, 4.2.2016, p. 10.
- HAASBROEK, H.** 2016. Ramblers 120 jaar oud. *Bloemnuus*, 25.2.2016, p. 4.
- HAASBROEK, H.** 2016. Besoek 'n hoogtepunt in Bloemfontein se 170 jaar. *Bloemnuus*, 31.3.2016, p. 8.
- HAASBROEK, H.** 2016. Vanwaar die naam: Milnerweg? *Bloemnuus*, 31.3.2016, p. 11.
- KRIEK, J.** 2015. Public rock art sites of southern Africa - Erindi Private Game Reserve, Namibia. *Culna* 70: 14-15.
- LE ROUX, E.** 2015. Article on a local artist: Gerrit Hatting. *4Thought Lifestyle Magazine*, April 2015.
- LE ROUX, E.** 2015. Article on a local artist (re-published with changes): Dot Vermeulen. *4Thought Lifestyle Magazine*, May 2015.
- LE ROUX, E.** 2015. Article on a local artist: Adelheid von Maltitz. *4Thought Lifestyle Magazine*, May 2015.
- LE ROUX, E.** 2015. Article on a local artist: Jean Dreyer. *4Thought Lifestyle Magazine*, June 2015.
- LE ROUX, E.** 2015. Article on a local artist: Miné Kleynhans. *4Thought Lifestyle Magazine*, August 2015.
- LE ROUX, E.** 2015. Article on a local artist: Jonette Erwee. *4Thought Lifestyle Magazine*, September 2015.
- LE ROUX, E.** 2015. Article on a local artist: Richard 'Letsatsi' Bollers. *4Thought Lifestyle Magazine*, October 2015.
- LE ROUX, E.** 2015. Article on a local artist: Johandi du Plessis. *4Thought Lifestyle Magazine*, December 2015.
- LE ROUX, E.** 2016. Article on a local artist: Motsokae Klas Thibeletsa. *4Thought Lifestyle Magazine*, February 2016.
- LE ROUX, E.** 2016. Article on local artists: Featuring: David Molapisi, Johannes Mosala, Piet Diradingoe, Justinus 'Sefako' Khoalibe, David Padi and Hartman Magasi. *4Thought Lifestyle Magazine*, March 2016.
- LETSATSI, P.** 2015. The life of Khuduga Edwin Koloti - Liberation struggle stories from Batho. *Culna* 70: 26-27.
- MAKHUBO, B.** 2015. Phylogenetics and the discovery of cryptic species. *Culna* 70: 34-35.
- MASHAO, M., ENGELBRECHT, D. & DE SWARDT, D.H.** 2015. Desktop ecology: Sabota Lark *Calendulauda sabota*. *Ornithological Observations* 6: 84-91.
- NEETHLING, J.** 2015. The secret lives of pseudoscorpions. *Culna* 70: 6-7.
- NEETHLING, J.A.** 2015. Pseudoscorpions of South Africa. *SANSA News* 23: 9.
- PHILIP, L.** 2015. Message in a bottle. *Culna* 70: 22-23.
- RETIEF, E.F., SMIT-ROBINSON, H.A & DE SWARDT, D.H.** 2015. Egyptian geese nesting in Secretarybird nests. *Ornithological Observations*, Vol.6: 215-216.
- VERBURGT, L., VERBURGT, U.K. & BATES, M.F.** 2015. Geographical distribution: *Gerrhosaurus auritus* Boettger, 1887. *African Herp News* 62: 48-49.

### ***Conference / meeting presentations by National Museum staff***

#### **Scientific**

- AVENANT, N., VAN DYK, G. & MACFADYEN, D.** 2015. Small mammal community composition, Tswalu Kalahari Reserve. 6<sup>th</sup> Annual Diamond Route Research Conference, Johannesburg, October 2015. (Poster presentation)
- AVENANT, N. & WATSON, J.** 2015. Small mammal succession in the Grassland Biome, South Africa. African Small Mammal Conference, Madagascar, April 2015. (Oral presentation)
- BENDA, P, ČERVENÝ, J. & AVENANT, N.** 2015. The Bat Fauna of Lesotho. African Small Mammal Conference, Madagascar, April 2015. (Poster presentation)

- BOTES, M.** 2015. Presentation at Heritage Advocacy Workshops for the community of Bethlehem on behalf of Provincial Heritage Resources Agency (PHRA), Bethlehem, 27 July 2015. (Oral presentation)
- BOTES, M.** 2015. Presentation at Heritage Advocacy Workshops for the community of Reitz on behalf of Provincial Heritage Resources Agency (PHRA), Reitz, 28 July 2015. (Oral presentation)
- BOTES, M.** 2015. The role of women in 19<sup>th</sup> century Bloemfontein. National Conference of the South African Society for Cultural History, Paarl, October 2015. (Oral presentation)
- BOTHA-BRINK, J., CODRON, D., HUTTENLOCKER, A., ANGIELCZYK, K. & M. RUTA.** 2015. Breeding young explains differential survival in therapsids during the end-Permian mass extinction. 3<sup>rd</sup> International Symposium on Paleohistology, Bonn, Germany, July 2015. (Oral presentation)
- BRINK, J.S.** 2015. A microstratigraphic re-evaluation of the fossil context and site formation history of the Middle Stone Age Florisbad spring site, South Africa. Annual Research Seminars, Centre of Excellence for Palaeosciences, Wits University, Johannesburg, 25 August 2015. (Oral presentation)
- COETZEE, G.** 2015. Die vrou agter die kraal: die sigbaarheid van die vrou in die argeologiese record. National Conference of the South African Society for Cultural History, Paarl, October 2015. (Oral presentation)
- DE SWARDT, D.** 2015. Secretarybird ringing in the Free State: movement data on patagial tagged nestlings. 11th Annual Conference of the Birds of Prey Programme (BoPP) of the Endangered Wildlife Trust, Ithala Game Reserve, Louwsburg, KwaZulu-Natal, April 2015. (Oral presentation)
- DE SWARDT, D.H.** 2015. African Rock Pipits *Anthus crenatus* in the Northern Cape: a study at two isolated populations in Tswalu Kalahari Reserve and in the Groblershoop area. 6<sup>th</sup> Annual Diamond Route Research Conference, Johannesburg, October 2015. (Poster presentation)
- DU PLESSIS, E.** 2015. Hoe langer die oorlog, hoe korter die rok. National Conference of the South African Society for Cultural History, Paarl, October 2015. (Poster presentation)
- LETSATSI, P.** 2015. Batho Community History Project and the Story of Lehlohonolo Moloisane. Archives and Popular Culture Workshop, University of Cape Town, Western Cape, April 2015. (Oral presentation)
- LETSATSI, P.** 2015. The liberation heritage in the Free State: a special reference to the student riots in Bethlehem during the 1980s. Oral History Association of South Africa (OHASA) Conference, Durban, October 2015. (Oral presentation)
- LETSATSI, P.** 2015. The National Museum's contribution to Batho township. South African Museums Association 79<sup>th</sup> National Congress, Durban, October 2015. (Oral presentation)
- MAKHUBO, B.** 2015. Taking Scientific Research to the Public. South African Museums Association 79<sup>th</sup> National Congress, Durban, October 2015. (Oral presentation)
- PHILIP, L.** 2015. No future for the past? South Africa's mining heritage in peril. National Conference of the South African Society for Cultural History, Paarl, October 2015. (Oral presentation)
- POHL, C.F., AVENANT, N. & SLIWA, A.** 2015. The diet of caracal (*Caracal caracal*) and black-backed jackal (*Canis mesomelas*) in a rangeland ecosystem, southern Free State. South African Wildlife Management Association (SAWMA) Symposium, Kimberley, 6-9 September 2015. (Oral presentation)
- PRINSLOO, E., AVENANT, M. & AVENANT, N.** 2015. Small mammals in a suite of indicators to determine the instream water requirements for South African dryland rivers. African Small Mammal Conference, Madagascar, April 2015. (Poster presentation)
- VAN RENSBURG, E. & ZIETSMAN, P.C.** 2015. hERG channel inhibitors in South African medicinal plants with the focus on *Boophone disticha* (Amaryllidaceae) bulbs. Indigenous Plant Use Forum (IPUF) Congress, Clanwilliam, July 2015. (Poster presentation)

### **Popular**

- AVENANT, N.L.** Small mammals. Nine SANDF (Conservation) officials, National Museum, Bloemfontein, 12 August 2015.
- BOTES, M.** Medical Care, Cures and Medicine in late 19<sup>th</sup> century. Faculty of Medicine and the Health History Association at the UFS, Bloemfontein, 19 June 2015.
- BOTES, M.** Origin and history of Bloemfontein's White Horse on the eastern slopes of Naval Hill, as part of the White Horse Narrative during the Free State Arts Festival. Learners at Navalsig High School, Bloemfontein, 7 July 2015.
- BOTES, M.** Medical Care, Cures and Medicine in late 19<sup>th</sup> century. Museum's research staff. National Museum, Bloemfontein, 31 July 2015.
- BRINK, J.S.** Die fossiel-lokaliteit op die plaas Uitzoek, Cornelia - sy belang vir die ontstaan van moderne soogdiere (en mense) in suider-Afrika. Dutch Reformed Church congregation in Cornelia, northeastern Free State Province, 18 September 2015.
- BUTLER, E.** Fossils of the Karoo. Riebeeckstad School, National Museum, Bloemfontein, 15 July 2015.
- BUTLER, E.** Lectures (5) at the Museum during National Science Week, National Museum, Bloemfontein, 1-8 August 2015.
- BUTLER, E.** How to identify fossils in the field. Nine SANDF (Conservation) officials, National Museum, Bloemfontein, 12 August 2015.
- BUTLER, E.** The History of Life. Westerbloem Retirement Village, Bloemfontein, 12 August 2015.
- CODRON, D.** The life histories and ecology of extinct animals. U3A, Synagogue Hall, Dickie Clark St, Bloemfontein, 8 October 2015.
- COETZEE, L.** Soil Mites. Sol Plaatje University, Kimberley, 22 April 2015.
- COETZEE, L.** Little Pretty Creatures. BirdLife Free State, Bloemfontein, 5 November 2015.
- DE SWARDT, D.H.** Gurney's Sugarbirds in the Lydenburg area - 3 decades of dedicated research. Escarpment Bird Club (Dullstroom), Lydenburg Museum, Gustav Klingbiel Nature Reserve, Lydenburg, 20 February 2016.
- DE SWARDT, D.H.** Living in isolation – African Rock Pipits of the Northern Cape. BirdLife Free State, Bloemfontein, 1 October 2015.
- DU BRUYN, D.** How do the gardens on the other side of the railway look like? Central Horticultural Society, Bloemfontein, 13 May 2015.
- HAASBROEK, H.** The history of Bloemfontein. Lecture given during the book launch of *Splinters en Dorings uit die Rosestad se verlede*. The Reservoir, Oliewenhuis Art Museum, Bloemfontein, 1 July 2015.
- HUGO-COETZEE, L.** Presented a talk on soil mites and demonstrated the collection to members of the public on International Museum Day. National Museum, Bloemfontein, 18 May 2015.
- HUGO-COETZEE, L.** Lectures (5) at the Museum during National Science Week. National Museum, Bloemfontein, 1-8 August 2015.
- KIRK-SPRIGGS, A.H.** How many flies in Africa – facing the challenge of describing the vast array of species. CIRAD, Réunion Island, 19 October 2015.
- LE ROUX, E.** Exhibition Space: how to exhibit. Oliewenhuis Art Museum, Bloemfontein, 23 April 2015.
- LOTZ, L.** Presented a talk on spiders and demonstrated the collection to members of the public on International Museum Day. National Museum, Bloemfontein, 18 May 2015.
- LOTZ, L.** Spiders. BirdLife Free State, Bloemfontein, 6 August 2015.
- MAKHUBO, B.** How reptiles utilise light. Lectures (5) at the Museum during National Science Week. National Museum, Bloemfontein, 1-8 August 2015.
- NEETHLING, J.** Presented a talk on scorpions and demonstrated the collection to members of the public on International Museum Day. National Museum, Bloemfontein, 18 May 2015.

- NEETHLING, J.** Arachnids of South Africa: Both common and mysterious – A quick guide. SA Association of Retired Persons, Bayswater Village, Bloemfontein, 8 July 2015.
- NEETHLING, J.** Bioluminescence and fluorescence – a quick guide. Lectures (5) at the Museum during National Science Week. National Museum, Bloemfontein, 1-8 August 2015.
- NUTTALL, R.** Associations between Birds & Plants. BirdLife Free State, Bloemfontein, 7 May 2015.
- NUTTALL, R.** Birds as indicators of environmental change? Grade 11 Life Sciences learners, St Andrew's College, Grahamstown, Eastern Cape, 27 October 2015.
- NUTTALL, R.** Fascinating bird breeding strategies. Grade 6&7 Life Sciences learners, St Andrew's Preparatory School, Grahamstown, Eastern Cape, 27 October 2015.
- NUTTALL, R.** Tributes, Treasures & Trends: contributions of the Eastern Cape to an ornithological journey & a personal passion for birds. Annual Michael Bands Lecture, Diaz Cross Bird Club, Kenton-on-Sea, Eastern Cape, 27 October 2015.
- ZIETSMAN, P.C. & ZIETSMAN, L.** Richtersveld and Namaqualand. Kolomelamyn, 13 April 2015.

### ***Reports submitted by National Museum staff***

- BUTLER, E.** Palaeontological Impact Assessment of the proposed consolidation, re-division and development of 250 serviced erven in Nieu-Bethesda, Camdeboo Local Municipality, Eastern Cape. Isi-Xwiba Consulting CC. (Palaeontology)
- BUTLER, E.** Palaeontological Impact Assessment of the proposed mixed land developments at Rooikraal 454, Vrede, Free State. Dejager Coffee Cc. (Palaeontology)
- BUTLER, E.** Palaeontological Impact Assessment of the proposed truck stop development at Palmiet 585, Vrede, Free State. Dejager Coffee Cc. (Palaeontology)
- BUTLER, E.** Palaeontological Impact Assessment of the proposed Orange Grove 3500 residential development, Buffalo City Metropolitan Municipality East London, Eastern Cape. NSVT Consultants. (Palaeontology)
- BUTLER, E.** Palaeontological Impact Assessment of the proposed Gonubie Residential Development, Buffalo City Metropolitan Municipality, East London, Eastern Cape. NS Environmental Consultancy. (Palaeontology)
- BUTLER, E.** Palaeontological Impact Assessment of the proposed Ficksburg Raw Water Pipeline. NSVT Consultants. (Palaeontology)
- BUTLER, E.** Palaeontological Heritage Impact Assessment Report on the Establishment of the 65 MW Majuba Solar Photovoltaic Facility and associated infrastructure on portion 1, 2 and 6 of the Farm Witkoppies 81 Hs, Mpumalanga Province. Savannah Environmental. (Palaeontology)
- BUTLER, E.** Palaeontological Impact Assessment of the proposed Woodhouse Photovoltaic Solar Energy Facilities and associated infrastructure on the Farm Woodhouse 729, near Vryburg, North West Province. Savannah Environmental. (Palaeontology)
- BUTLER, E.** Palaeontological Impact Assessment of the proposed township establishment on the remainder of portion 6 and 7 of the Farm Sunnyside 2620, Bloemfontein, Mangaung Metropolitan Municipality, Free State. Destudio. (Palaeontology)
- BUTLER, E.** Palaeontological Impact Assessment of the proposed Orkney solar energy farm and associated infrastructure on the remaining extent of portions 7 and 21 of the farm Wolvehuis 114, near Orkney, North West Province. Savannah Environmental. (Palaeontology)
- BUTLER, E.** Palaeontological Impact Assessment of the proposed Spectra foods broiler houses and abattoir on the farm Maiden Manor 170 and Ashby Manor 171, Lukhanji Municipality, Queenstown, Eastern Cape Province. isi-Xwiba Consulting CC. (Palaeontology)
- BUTLER, E.** Palaeontological Impact Assessment of the proposed construction of the 150 MW Noupoot concentrated solar power facility and associated infrastructure on portion 1 and 4 of the farm Carolus Poort 167 and the remainder of farm 207, near Noupoot, Northern Cape. Savannah Environmental (Pty) Ltd. (Palaeontology)



- MOODLEY, S. & KRIEK, J.** Rock Art Site Report: Groot Verwulf. Fouriesburg District, Free State Province. (Rock Art)
- MOODLEY, S. & KRIEK, J.** Rock Art Site Report: Groot Verwulf 1. Fouriesburg District, Free State Province. (Rock Art)
- MOODLEY, S. & KRIEK, J.** Proposed Curriculum and Costs: Workshop - Rock Art Site Management. Department of Culture, Lesotho. (Rock Art)
- MOODLEY, S. & KRIEK, J.** Rock Art Guide for Schaapplaats Rock Art Site. Schaapplaats Farm Cottages and Ashgar Equestrian Centre. (Rock Art)
- PHILIP, L.** Heritage Impact Assessment of the Proposed Rehabilitation and Refurbishment of the existing Latimer's Landing jetty at the Port of East London Part 2. Transnet Capital Projects. (Archaeology)
- ROSSOUW, L.** Heritage Impact Assessment of the Proposed Rehabilitation and Refurbishment of the existing Latimer's Landing jetty at the Port of East London Part1. Transnet Capital Projects. (Archaeology)
- ROSSOUW, L.** Proposed new Meerkat hydro-electric scheme on the Orange River between Douglas and Hopetown, Northern Province. Enviroworks Environmental Consultants. (Archaeology)
- ROSSOUW, L., PHILIP, L. & COETZEE, G.** Phase 1 Heritage Impact Assessment of a proposed new 13 km – long water pipe line at Dewetsdorp, Free State. Enviroworks Environmental Consultants. (Archaeology)

***Research article / book / project / thesis reviews, refereeing and examinations***

**Research articles / books / book chapters reviewed**

- An article (10 pp) for *Acarologia*. (Acarology)
- An article (10 pp) for *Acarologia*. (Acarology)
- An article (12 pp, 5 plates) for *Acarologia*. (Acarology)
- An article (16 pp, 5 plates) for *Acarologia*. (Acarology)
- An article (10 pp, 6 plates) for *Acarologia*. (Acarology)
- An article (11 pp) for *Biologia*. (Acarology)
- An article (16 pp, 15 plates) for *Biologia*. (Acarology)
- An article (11 pp, 20 figures) for *International Journal of Acarology*. (Acarology)
- An article (35 pp, 8 plates) for *International Journal of Acarology*. (Acarology)
- An article (30 pp, 1 plate) for *Persian Journal of Acarology*. (Acarology)
- An article (13 pp, 8 figures) for *Persian Journal of Acarology*. (Acarology)
- An article (13 pp, 3 plates) for *Persian Journal of Acarology*. (Acarology)
- An article (4 pp, 2 plates) for *Persian Journal of Acarology*. (Acarology)
- An article (12 pp, 25 figures) for *Systematic and Applied Acarology*. (Acarology)
- An article (13 pp, 20 figures) for *Systematic and Applied Acarology*. (Acarology)
- An article (10 pp) for *Systematic and Applied Acarology*. (Acarology)
- An article (10 pp) for *Systematic and Applied Acarology*. (Acarology)
- An article (11 pp) for *Systematic and Applied Acarology*. (Acarology)
- An article (38 pp, 1 plate) for *Systematic and Applied Acarology*. (Acarology)
- An article (11 pp, 9 plates) for *Systematic and Applied Acarology*. (Acarology)
- An article (11 pp, 9 plates) for *Systematic and Applied Acarology*. (Acarology)
- An article (12 pp, 10 plates) for *Systematic and Applied Acarology*. (Acarology)
- An article (12 pp, 3 plates) for *Systematic and Applied Acarology*. (Acarology)
- An article (12 pp, 7 plates) for *Systematic and Applied Acarology*. (Acarology)
- An article (12 pp, 7 plates) for *Systematic and Applied Acarology*. (Acarology)
- An article (31 pp, 7 plates) for *Systematic and Applied Acarology*. (Acarology)
- An article (13 pp, 4 plates) for *Systematic and Applied Acarology*. (Acarology)
- An article (11 pp, 1 plate) for *Systematic and Applied Acarology*. (Acarology)
- An article (36 pp, 16 plates) for *Systematic and Applied Acarology*. (Acarology)
- An article (11 pp, 4 plates) for *Systematic and Applied Acarology*. (Acarology)
- An article (6 pp, 2 plates) for *Systematic and Applied Acarology*. (Acarology)
- An article (27 pp, 5 plates) for *Systematic and Applied Acarology*. (Acarology)

An article (13 pp, 5 plates) for *Systematic and Applied Acarology*. (Acarology)  
 An article (24 pp, 3 plates) for *Systematic and Applied Acarology*. (Acarology)  
 An article (12 pp, 47 figures) for *Zookeys*. (Acarology)  
 An article (29 pp, 74 figures) for *Zookeys*. (Acarology)  
 An article (24 pp, 9 plates) for *Zoologischer Anzeiger*. (Acarology)  
 An article (22 pp, 48 figures) for *Zootaxa*. (Acarology)  
 An article (14 pp, 4 plates) for *Zootaxa*. (Acarology)  
 An article for *Zootaxa*. (Arachnology)  
 An article for *African Archaeological Review*. (Florisbad)  
 An article for *Palaeogeography, Palaeoclimatology, Palaeoecology*. (Florisbad)  
 An article for *Palaeontologia Electronica*. (Florisbad)  
 An article for *Rapid Communications in Mass Spectrometry*. (Florisbad)  
 An article for *South African Journal of Science*. (Florisbad)  
 An article for *Transactions of the Royal Society of South Africa*. (Florisbad)  
 An article (2 pp) for *African Herp News*. (Herpetology)  
 An article (10 pp, figures) for *African Journal of Herpetology*. (Herpetology)  
 An article for *Nomina Africana*. (History)  
 An article for *SA Journal of Cultural History*. (History)  
 An article (24 pp) for *SA Journal of Cultural History*. (History)  
 An article for *African Journal of Wildlife Management*. (Mammalogy)  
 An article for *African Journal of Wildlife Research*. (Mammalogy)  
 An article for *Global Ecology and Conservation*. (Mammalogy)  
 An article (31 pp) for *Flanders Research Foundation*. (Palaeontology)  
 An article for *Journal of African Earth Sciences*. (Palaeontology)  
 An article for *Journal of Vertebrate Paleontology*. (Palaeontology)  
 An article for *Journal of Vertebrate Paleontology*. (Palaeontology)  
 An article for *Journal of Vertebrate Paleontology*. (Palaeontology)  
 An article for *Journal of Vertebrate Paleontology*. (Palaeontology)  
 An article for *Journal of Vertebrate Paleontology*. (Palaeontology)  
 An article (15 pp) for *Navorsing van die Nasionale Museum, Bloemfontein*. (Palaeontology)  
 An article (161 pp) for *Paleobiology*. (Palaeontology)  
 An article (48 pp) for *Science*. (Palaeontology)

### **Theses reviewed / examined**

M.Sc. dissertation, Zoology and Entomology, University of the Free State. (Acarology)  
 M.Sc. dissertation, Zoology and Entomology, University of the Free State. (Acarology)  
 M.Sc. mini-dissertation, Centre for Environmental Management, University of the Free State (Mammalogy)  
 Honours mini-dissertation, University of Venda (Mammalogy)

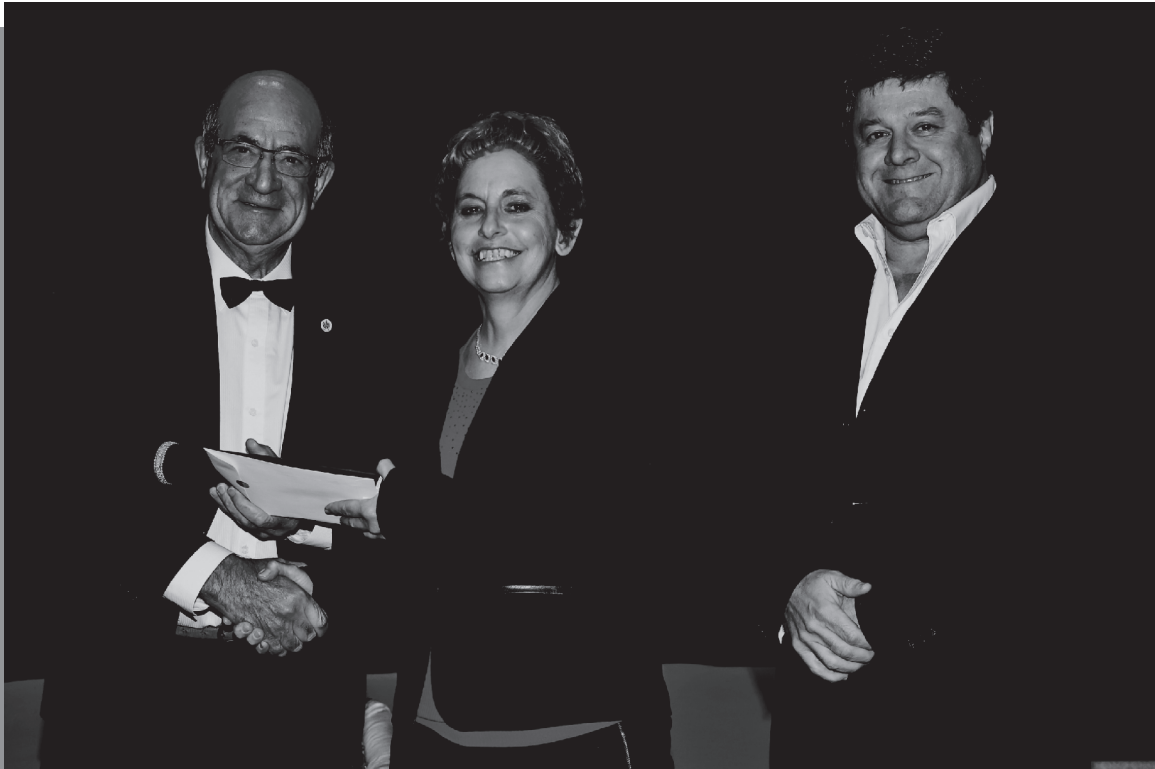
### **Funding applications / project proposals reviewed / assessed**

Evaluation of research outputs of researcher for National Research Foundation (NRF), for NRF rating. (Acarology)  
 Review of funding application (NRF): Thuthuka grants. (Acarology)  
 Evaluation of research outputs of researcher, Evolutionary Studies Institute, University of the Witwatersrand, for NRF Rating. (Archaeology)  
 Review of African Origins Platform (AOP) Funding Application **for the** NRF. (Director)  
 Permit application for Free State Department of Economic Development, Tourism & Environmental Affairs (DETEA). (Entomology)  
 Evaluation of research outputs of researcher for NRF rating. (Florisbad)  
 Renewal application: Postdoctoral Fellowship, DST / NRF Centre of Excellence in Palaeosciences, University of the Witwatersrand. (Palaeontology)  
 Review of grant proposal, NRF Competitive Programme for Rated Researchers (CPRR) grant. (Palaeontology)

Review of grant proposals (13), DST / NRF Centre of Excellence in Palaeosciences, University of the Witwatersrand. (Palaeontology)  
Assessment of NRF rating reviews (97). (Palaeontology)

### **Moderation & Examination**

External Moderator for module ASHE6806, University of the Free State. (Botany).  
External Moderator for 3rd year History examination paper (GES 314), University of the Free State (History).  
External Moderator for 3rd year Oral History examination paper (GES 324), University of the Free State (History).  
Adjudicator for the Inkosi Albert Luthuli Oral History Programme, Pretoria. (History).  
External Examiner of PALP 4000; 8 Honours projects. Evolutionary Studies Institute, University of the Witwatersrand (Palaeontology).



*Dr Marianna Botes, Cultural Historian at the Museum, was the first recipient of the prestigious Protea Boekhuis prize for her PhD thesis: Bloemfontein gedurende die bewind van president F.W. Reitz, 1889-1895: kultuurhistoriese studie.*

*In the photo from left: Prof. Wessel Pienaar, Chairperson of the Suid-Afrikaanse Akademie vir Wetenskap en Kuns, Dr Marianna Botes and Dr Nicol Stassen, owner and managing director of Protea Boekhuis publishers.*

# MUSEUM COUNCIL, COMMITTEES AND HONORARY MEMBERSHIP

## Appendix E

\* Resignations

### COUNCIL OF THE NATIONAL MUSEUM, BLOEMFONTEIN

*The Minister of Arts and Culture appointed the following persons to the Council of the National Museum:\*\* for the three-year period ending 30 May 2015; ‡‡ for the three year period ending 31 August 2018.*

#### **Chairperson:**

**\*\*Prof D. Atkinson, B.A., B.A. (Hons.), M.A., Ph.D.**  
Part-time researcher: Central University of Technology. Research Associate: University of the Free State.  
Trustee: Karoo Development Foundation.

#### **Vice Chairperson:**

**\*\*Dr L. Jacobson, B.A., B.A. (Hons.), Ph.D.**  
Honorary Research Fellow:  
University of the Witwatersrand.

#### **Members:**

**\*\*Prof W.S. Boshoff, B.A., B.A. (Hons.) (Semitic Languages), B.A. (Hons.) (Archaeology), B.D., D.D. Professor:**  
Unisa.

**\*\*Ms C.D. Flemming, B.A., B.A. (Hons.), CA (SA)**  
Accountant: De Beers Consolidated Mines Limited.

**\*\*Mr S.L. Mohapi, LL.M (Environmental Law), LL.B.**  
Law Researcher: Supreme Court of Appeal, Bloemfontein.

**\*\*Mr K. Ranchod, Pr. Teach. Cert., Pr. Teach. Dip., B.A., B.Ed., M.A.**  
Manager of Research: Department of Safety, Security and Liaison, Limpopo

Province.

**\*\*Prof M. Sirayi, B.Ped., B.A. (Hons.), M.A., Ph.D.**  
Executive Dean, Faculty of the Arts,  
Tswane University of Technology.

**\*\*Dr R.M.H. Smith, B.Sc. Comb. (Hons.), M.Sc., Ph.D.**  
Research Scientist/Curator Karoo Palaeontology: Iziko South African Museum, Cape Town.

**\*\*Prof G.H.M. Vawda, B.Sc., MBChB, Ph.D.**  
Research Professor: University of KwaZulu-Natal Innovation.

#### **Chairperson:**

**‡‡Dr L. Dondolo, B.A., M.A., Ph.D.**  
Senior Curator: Adler Museum of Medicine, University of the Witwatersrand.

#### **Vice Chairperson:**

**‡‡Ms A. Msimang, B.A. (Hons.), M.A.**  
Consultant: Max Prof BIT.

#### **Members:**

**(‡‡ - reappointed) Dr L. Jacobson, B.A., B.A. (Hons.), Ph.D.**  
Honorary Research Fellow:  
University of the Witwatersrand.

**‡‡Mr M.G. Kgarume, Pr. Teach. Cert., SEC and SEC Dip., B.Sc., MBA.**  
Council member Luthuli Museum and National Museum.

**‡‡Ms M.A. Makwetla, B.A. (Social Work).**  
Founder and CEO: Makwetla and Associates (Public Relations and Communications Agency).

**(‡‡ - reappointed) Mr S.L. Mohapi, LL.M (Environmental Law), LL.B.**  
Law Researcher: Supreme Court of Appeal, Bloemfontein.

††Dr D.R.N.M. Morris, B.A., M.A. *cum laude*, Ph.D.  
Head of Archaeology Dept.: McGregor Museum, Kimberley. Extraordinary Professor, Sol Plaatje University, Kimberley.

††Ms J.G. Ritchie, Dip. Clothing Design, Garment Construction & Manufacturing, Dip. Business Management, Dip. Public Relations. Owner: Papillon Press and Consultancy.

††Ms L.A. Robinson, B.A. (Architecture). Director: Cape Town Heritage Trust.

**Ex officio:** Mr R.J. Nuttall, B.Sc., B.Sc. (Hons), M.Sc.  
Director: National Museum, Bloemfontein.

#### AUDIT COMMITTEE OF THE NATIONAL MUSEUM

##### **Chairperson:**

Mr J. Grobbelaar, CA(SA)  
Partner: Kirstein Grobbelaar Auditors

##### **Vice Chairperson:**

Not elected yet.

##### **Members:**

Ms C.D. Flemming, B.A., B.A. (Hons.), CA (SA)  
Accountant: De Beers Consolidated Mines Limited.

Dr L. Jacobson, B.A., B.A. (Hons.), Ph.D.

Honorary Research Fellow:  
University of the Witwatersrand.

\*Mrs J. Lamprecht, B. Compt., B. Compt (Hons), CA (SA), Adv. Cert. Auditing.  
Senior Lecturer: Centre for Accounting, UFS.

Mr S.L. Mohapi, LL.M (Environmental Law), LL.B.  
Law Researcher at Supreme Court of Appeal, Bloemfontein. (†† - reappointed).

Ms L.T. Mphutlane, CA (SA).

Mrs C. Koen, CA (SA)  
Partner: Fourie & Fouchee (Per invitation: Internal Audit)

**Ex officio:** Mr R.J. Nuttall, B.Sc., B.Sc. (Hons), M.Sc.  
Director: National Museum, Bloemfontein

**Ex officio:** Ms H. Smit, CA (SA)  
Chief Financial Officer:  
National Museum, Bloemfontein

#### PAST CHAIRPERSONS OF THE COMMITTEE/COUNCIL OF THE MUSEUM

Chief Justice F.W. Reitz	1877-1888
Chief Justice M. de Villiers	1889-1901
H.F. Wilson	1902-1907
Dr B.O. Kellner	1907-1918
Prof. G. Potts	1919-1921
Prof. T.F. Dreyer	1921-1923
H. Scrivenor	1923-1927
Dr A.J.R. van Rhyn	1927-1939
C.H. de Wet	1939-1940
Dr A.J.R. van Rhyn	1940-1948
Judge F.P. van den Heever	1948-1949
Dr S.H. Pellissier	1950-1951
J.F. Enslin	1951-1953
Dr A. Havenga	1953-1963
Judge D.H. Botha	1963-1973
Prof. J.J. Oberholster	1973-1976
Prof. J.J.R. van Pletzen	1976-1993
Prof. C.J. Nel	1993-1999
Prof. D.J. van den Berg	1999-2005
Prof. B.S. Rubidge	2005-2011
Prof. D. Atkinson	2012-2015

#### PAST CURATORS / DIRECTORS OF THE MUSEUM

Dr H. Exton	1877-1888
Dr B.O. Kellner	1888-1918
Vacant	1919-1921
Dr E.C.N. van Hoepen	1922-1950
Dr A.C. Hoffman	1951-1969
Dr J.J. Oberholzer	1970-1985
Dr C.M. Engelbrecht	1986-2003



## HONORARY MEMBERS OF THE MUSEUM

- † Prof. R.A. Dart
- † Dr S. Meiring-Naudé  
Dr P.E. Rossouw
- † Prof. P.V. Tobias  
Dr R.G. Kriel
- † Prof. J.J.R. van Pletzen  
Prof. N.J. Grobler  
Prof. C.J. Nel

## LIFELONG MEMBERS OF THE MUSEUM

- † Mr J. Rhys-Evans
- † Mr C.B.D. Barry
- † Mr J.M.B. Faure
- † Prof. J.J. Oberholster
- † Prof. G.D.B. de Villers
- † Mr J.A. Maree  
Dr A. Beyers  
Miss P.M. Robertson  
Dr J.H. du Toit
- † Mrs D. Scott  
Mrs C.H. Swart  
Mr M.J. Nyaphuli  
Mrs C.M. Bleeden  
Mr J.P. Eksteen  
Dr C.D. Lynch  
Dr C.M. Engelbrecht  
Mr M.J. Mohoi  
Ms S.D. Bishop

## ADVISORY COMMITTEE OF OLIEWENHUIS ART MUSEUM

- Prof. D.J. van den Berg (Dept. of  
History of Art and Visual Culture  
Studies, UFS)
- Mr R. Bollers (Assistant Director,  
Visual Arts and Craft,  
Dept. of Sports, Arts, Culture  
and Recreation)
- Mr B. Botma (Dept. of Fine Art, UFS)
- Mr G. Hatting (Motheo TVET College)
- Ms C. Kühn (Dept. of Fine Art,  
Tswane University of  
Technology)
- Mr R.J. Nuttall (Director, National  
Museum)
- Ms E. Le Roux (Curator, Oliewenhuis  
Art Museum)

## THE FRIENDS OF OLIEWENHUIS

### *Life members:*

- † Mrs D. Scott
- † Father F. Claerhout  
Prof. S. Fourie  
Mrs L. Fourie  
Mrs A. Witthuhn  
Mr E. Hatting  
Mrs B. Hatting  
Mrs M. Anderson
- † Prof B. Britz  
Mrs M. Britz

### *Committee:*

- Mr G. Hatting (Chairperson)
- Mrs Y. Potgieter
- Ms K. Marais (Exhibition Officer)
- Mrs Y. de Kock (Education Officer)
- Mrs L. Jasper (Bookkeeper)
- Ms M. du Plessis (Fractal  
Chairperson)
- Ms E. Joubert
- Mr J. Deetlefs
- Mr J. Olivier
- Ms V. Simpson
- Mr L. Snyman
- Ms E. le Roux (Curator,  
Oliewenhuis)

## TRUSTEES OF THE NATIONAL MUSEUM PENSION FUND

### *Employer representatives:*

Mr R.J. Nuttall (Chairperson)  
Ms H. Smit  
Mr C. Jansen van Rensburg  
\* Ms C. Flemming  
Mr M.G. Kgarume  
Dr L. Jacobson (secundus)

### *Employee representatives:*

Dr S.M. Botes  
Mr L.A. Makwae  
Mrs L. Coetzee  
Dr P.C. Zietsman  
\* Mr C. Barlow (secundus)  
Dr L. Hugo-Coetzee  
(secundus)  
Ms S. Moodley (secundus)  
Mrs S.E. Van der Westhuizen  
(secundus)

### *ABSA Consultants*

#### *Representative:*

Mr T. Bester (consultant)

### *Asset Consultants:*

acsis

### *Internal Auditors:*

Fourie & Fouchee



On 18 May 2015, International Museum Day, visitors to the National Museum were treated to a “behind the scenes” visit. The Palaeontology and Mammalogy Departments hosted groups of visitors.

# SPONSORS & BENEFACTORS

## Appendix F

The Council and staff of the National Museum are indebted to the following for sponsorship, donations and grants during the 2015 / 2016 year:

DST/NRF Centre of Excellence in Palaeosciences  
Ether  
Friends of Oliewenhuis  
Fractal  
George Skinner  
JRS Biodiversity Foundation  
National Research Foundation (NRF) – Several grants  
Palaeontological Science Trust (PAST) – Several grants  
PPC Cement  
SANLAM Private Investments  
Skin Art  
SASOL New Signatures  
South African Agency for Science and Technology Advancement (SAASTA)  
South African National Biodiversity Institute (SANBI)  
The Terrace Restaurant  
Visual Arts Network of South Africa (VANSA)



*The Education Department of the National Museum, in collaboration with the South African Agency for Science and Technology Advancement (SAASTA), hosted National Science Week from 3 to 7 August 2015. The aim was to contribute to science and technology awareness, and also to expose the public, educators and particularly learners from previously disadvantaged communities to science-based careers.*

*The activities were extended for another week with visits by the Mobile Museum to additional schools in previously disadvantaged communities. A total of 34 schools with 4 891 learners and 103 educators were reached.*



# CO-OPERATIVE & CONTRACT PROJECTS

## Appendix G

### RESEARCH

Agricultural Research Council, Pretoria	(Acarology, Arachnology)
American Museum of Natural History, New York, USA	(Arachnology, Herpetology)
Bangor University, Wales	(Herpetology)
BirdLife South Africa	(Ornithology)
Canadian National Collection of Insects & Canadian Food Inspection Agency	(Entomology)
Cheetah Conservation Fund, Namibia	(Mammalogy)
Cape Peninsula University of Technology (CPUT), Cape Town	(Florisbad)
Centre National de la Recherche Scientifique (National Center for Scientific Research), Paris, France	(Florisbad)
Czech University of Life Sciences, Prague, Czech Republic	(Mammalogy)
Denver Museum, Denver, USA	(Palaeontology)
Ditsong National Museum of Natural History, Pretoria	(Florisbad)
Endangered Wildlife Trust, Johannesburg	(Mammalogy)
Field Museum, Chicago, USA	(Palaeontology)
Free State Provincial Government:	
Department of Economic Development, Tourism & Environmental Affairs	(Mammalogy)
Erferis Dam Nature Reserve	(Mammalogy)
Gaeta Museum, Italy	(Entomology)
Hebrew University of Jerusalem, Israel	(Archaeology, Florisbad)
Inkosi Albert Luthuli Oral History Programme	(History)
Instituto de Geociências – UFRGS, Departamento de Paleontologia e Estratigrafia, Porto Alegre, Brazil	(Palaeontology)
International Centre of Insect Physiology and Ecology, Kenya	(Entomology)
Iziko: South African Museum, Cape Town	(Palaeontology)
KwaZulu-Natal Museum (formerly Natal Museum)	(Entomology, Mammalogy)
Laboratoire de Paléontologie, Muséum National d'Histoire Naturelle, Paris, France	(Florisbad)
Laboratory of Malaria and Vector Research, Rockville, USA	(Entomology)
Lincoln University, Lincoln, UK	(Palaeontology)
Macalester College, Minnesota, USA	(Palaeontology)
National Museums of Kenya, Nairobi	(Florisbad)
National Museum of Natural History, Prague, Czech Republic	(Mammalogy)
National Museum of Natural History, Smithsonian Institution, Washington DC, USA	(Palaeontology)
National Zoological Gardens, Pretoria	(Florisbad)
Nelson Mandela Metropolitan University, Port Elizabeth	(Herpetology)
North Carolina State University, USA	(Entomology)
NRF/DST Centre of Excellence in Palaeosciences	(Archaeology, Florisbad, Palaeontology)
NRF/DFG	(Mammalogy)
Oxford University, United Kingdom	(Florisbad)
Polytech University, Windhoek, Namibia	(Mammalogy)
Research and Conservation, E. Oppenheimer & Son, Johannesburg	(Mammalogy)
Royal Museum for Central Africa, Tervuren, Belgium	(Entomology)
Soil Ecosystems Research Group (SERG)	(Acarology)
South African National Biodiversity Institute (SANBI)	(Ornithology)
South African National Survey of Arachnida (SANSA)	(Arachnology)
South African Nuclear Energy Corporation (NECSA)	(Florisbad)
Stellenbosch University	(Herpetology)

Texas State University, USA	(Archaeology, Florisbad)
The Australian National University, Canberra, Australia	(Florisbad)
The Natural History Museum, London	(Palaeontology)
Universidade Federal Do Rio Grande do Sul, Brazil	(Palaeontology)
University College of Thomas Møre (formerly University College of Lessius), Mechelen, Belgium	(History)
Universität München, Munich, Germany	(Palaeontology)
University of Arkansas, USA	(Mammalogy)
University of California, Berkeley, USA	(Ornithology)
University of Cape Town:	
Animal Demography Unit	(Ornithology)
Department of Archaeology	(Archaeology)
Percy Fitzpatrick Institute of African Ornithology	(Ornithology)
University of Colorado, USA	(Florisbad, Mammalogy)
University of Duisberg-Essen, Germany	(Mammalogy)
University of Florence, Italy, Department of Anthropology	(Florisbad)
University of Guelph, Canada	(Entomology)
University of Limpopo	(Ornithology)
University of Liverpool, UK	(Florisbad)
University of Montpellier, France	(Mammalogy)
University of New South Wales, Australia	(Florisbad)
University of Pretoria	(Herpetology)
University of Southampton, UK	(Florisbad)
University of the Free State:	
African Large Predator Research Unit	(Mammalogy)
Archive for Contemporary Affairs (ARCA)	(History)
Centre for Environmental Management	(Botany)
Department of Chemistry	(Botany)
Department of Medical Virology, School of Medicine	(Mammalogy)
Department of Plant Sciences	(Archaeology, Florisbad)
Department of Zoology & Entomology	(Mammalogy)
University of the Witwatersrand:	
Evolutionary Studies Institute (ESI)	(Archaeology, Florisbad, Palaeontology)
School of Geosciences	(Florisbad)
University of Toronto, Canada	(Archaeology, Florisbad)
University of Toulouse, France	(Florisbad)
University of Utah, USA	(Palaeontology)
University of Washington, Seattle, USA	(Archaeology)
University of Zürich, Switzerland	(Florisbad)
Zoologischer Garten Köln, Köln, Germany	(Mammalogy)

### **NON-RESEARCH**

Angela de Jesus, University of the Free State Galleries	(Oliewenhuis)
Anton Roodt, Roodt Architects	(History, Oliewenhuis)
Aurora Alcohol and Drug Centre, Bloemfontein	(Oliewenhuis)
Bart de Graaff (Author from Netherlands)	(History)
Batho Primary School	(History)
Batho Residents Choir	(History)
Benno Faith (Artist)	(Oliewenhuis)
Brent Meistre (Artist)	(Oliewenhuis)
Carien Brown, Oranje Meisie Skool	(Oliewenhuis)
Carl Becker (Artist)	(Oliewenhuis)
Carmen Dickens, Roodt Architects	(Oliewenhuis)
Dina Grobler (Artist)	(Oliewenhuis)
Dr Niel Cronje, Free State Philately Society	(Oliewenhuis)
Elfriede Dreyer, Curator <i>Terra</i>	(Oliewenhuis)

Fichardtpark Library, Bloemfontein	(Education)
Gert Snoeijer (Photographer from Netherlands)	(History)
International Council of Museums (ICOM-SA)	(History)
Joe Solomon Primary School	(History)
Kezia Gerber, Gallery on Leviser	(Oliewenhuis)
Landi Raubenheimer (Artist)	(Oliewenhuis)
Legae Day Care Centre, Batho	(History)
Les Cohn, Art Source South Africa, Visual Arts Project & Management Consultant	(Oliewenhuis)
Lien Botha (Artist)	(Oliewenhuis)
Liesel Wessels, Bloem Arts Network	(Oliewenhuis)
Lizamore and Associates Gallery	(Oliewenhuis)
Lunga Khumalo, Legacy Visual Arts Projects	(Oliewenhuis)
Mari-Louise du Plessis (Artist)	(Oliewenhuis)
Nandi Hilliard, Pretoria Arts Association	(Oliewenhuis)
Nerina Bester, CTI Education Groups, Bloemfontein Campus	(Oliewenhuis)
Old Presidency Historical Society	(History)
Peter Binsbergen, Sasol New Signatures	(Oliewenhuis)
PhatsoaneHenney Attorneys	(Oliewenhuis)
Provincial Heritage Resources Agency (PHRA)	(History)
Roger Layton, Eternal Heritage Management (ETHER)	(Oliewenhuis)
SAASTA (South African Agency for Advancement of Science & Technology)	(Education)
Sunflower House Childrens Hospice	(History)
Taryn Cohen, Art Source South Africa	(Oliewenhuis)
Trevor Barlow Library	(Education)
University of the Free State:	
Archive for Contemporary Affairs (ARCA)	(Library)
Department of Architecture	(Oliewenhuis)
Department of Art History and Culture Studies	(Oliewenhuis)
Department of Visual Arts	(Oliewenhuis)
SASOL Library	(Library)
VANSA (Visual Arts Network of South Africa)	(History, Oliewenhuis)
War Museum of the Boer Republics (History Olympics)	(History)



*Dr Nico Avenant collaborates with Dr Alex Sliwa of the Zoologischer Garten Köln, Germany, on the ecology of caracal.*

# MATERIALITY AND SIGNIFICANCE FRAMEWORK

## Appendix H

### 1. Definitions and standards

Audited financial statements: 2015/2016 **(AFS)**

Approved annual budget: 2016/2017 **(AAB)**

Approved annual performance plan: 2016/2017 **(APP)**

Event: An activity that has the elements of income and expenditure

Trading venture: An activity that has the elements of buying and selling of products and/or services

Total income: Total income excluding the income from events and trading ventures

Total expenditure: Total expenditure excluding event and trading venture expenditure

### 2. Applicable sections of the PFMA

Section 55(2)

Section 54(2)

Section 51(g)

### 3. Treasury regulation

28.3.1

### 4. Exception reporting procedure

Whenever management becomes aware of a contravention of the quantitative benchmarks laid out in the Framework they are to report the contravention to Council who will report it to the relevant department, as follows:

	Accounting Officer (Director)	Accounting Authority (Council)	Executive Authority (DAC)	Treasury
Section 51 (g)	Accountability	Notify	Notify	Notify
Section 54(2)	Accountability	Authorisation of transaction	Receive particulars	Receive written notification
Section 55(2)	Accountability	Notify	Notify	Notify

### 5. Framework

4.1 Section 54(2): Information to be submitted by the Accounting Authority	Value (Quantitative)	Nature of event (Qualitative)
Before a public entity concludes any of the following transactions, the Accounting Authority for the entity must promptly and in writing inform the relevant treasury of the transaction and submit relevant particulars of the		

transaction to its Executive Authority for approval of the transaction:		
(a) Establishment or participation in the establishment of a company;	N/a	N/a
(b) participation in a significant partnership, trust, unincorporated joint venture or similar arrangement;	N/a	N/a
(c) acquisition or disposal of a significant shareholding in a company;	N/a	N/a
(d) acquisition or disposal of a significant asset;	Any transaction of which the amount exceeds 1% of the total revenue	Any unplanned event per the ASP that may affect the core purpose or mandate of the entity
(e) commencement or cessation of a significant business activity;	N/a	N/a
(f) a significant change in the nature or extent of its interest in a significant partnership, trust, unincorporated joint venture or similar arrangement.	N/a	N/a

<b>4.2 Section 55(2): Annual Report and Annual Financial Statements</b>	<b>Value (Quantitative)</b>	<b>Nature of event (Qualitative)</b>
The annual report and financial statements must: (b) include particulars of:		

<p>(i)</p> <p>any material losses through criminal conduct;</p>	<p>(a) Any losses</p>	<p>(a) Any unplanned loss per the ASP that may effect the core purpose or mandate of the entity</p>
	<p>(b) Any loss of a National Estate as defined in section 3 of the National Heritage Resources Act, 1999 (Act no 25 of 1999)</p>	<p>(b) All</p>
<p>(ii)</p> <p>any irregular expenditure and fruitless and wasteful expenditure that occurred during the year;</p>	<p>All</p>	<p>All</p>
<p>(iii)</p> <p>any losses recovered or written off;</p>	<p>All</p>	<p>All</p>
<p>(iv)</p> <p>financial assistance received from the state and commitments made by the state on its behalf;</p>	<p>All</p>	<p>All</p>
<p>(v)</p> <p>any other matters that may be prescribed.</p>	<p>All</p>	<p>All</p>

1 800 tickets were sold out more than a week before the **Night at the Museum** event, which took place on 18 September 2015. More than 100 actors, consisting of staff members, their families and friends, took part. While enjoying a fun-filled evening, the aim was also to introduce the 'real' exhibitions to the public.







**an agency of the**  
**Department of Arts and Culture**

***National Museum, Bloemfontein***  
***36 Aliwal Street***  
***Bloemfontein***

[www.nasmus.co.za](http://www.nasmus.co.za)





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