



"Let's grow South Africa together."

Tabled: March 2024



defence

Department:
Defence
REPUBLIC OF SOUTH AFRICA

FOREWORD BY THE MINISTER OF DEFENCE AND MILITARY VETERANS

The CCB Annual Performance Plan is developed within an environment of continued geo-political and economic instability with adverse impacts domestically, regionally and on the African continent. The slump in economic growth, constrained fiscal environment, high unemployment rate, the widening gap between the rich and poor, and demand for limited resources are some of the factors that impact the planning process and delivery of the CCB mandate, namely, that **"The Castle of Good Hope shall be a globally significant, truly accessible centre of excellence that showcases South Africa's shared heritage."**

Mindful of these challenges above, I have emphasised that the CCB must focus on the following strategic imperatives and include these in the planning instruments:

- A capable, ethical, and developmental state.
- Economic transformation and job creation.
- Education, skills, and health.
- Consolidating the social wage through reliable and quality essential services.
- Spatial integration, human settlements, and local government.
- Social cohesion and safer communities and
- A better Africa and world.

I have directed the Department of Defence to ensure continued support for the CCB over the planning period through a grant of R6 million in FY 2024/25, R5 million in FY2025/26 and R4 million in FY2026/27. The financial assistance is to alleviate the financial difficulties the CCB faces due to the effects of COVID-19 and ensure that the CCB has sufficient time to enhance its revenue generation capacity.

The CCB must continue improving its internal control environment to promote an environment of clean governance, efficient administration, and efficient delivery of services, as well as to ensure the preservation of the tangible and intangible heritage of the Castle of Good Hope.

The CCB is encouraged to be gender sensitive in its approach and promote the development of opportunities for the youth, women, and people living with disabilities, ensuring that more of this designated group obtains access to the Castle of Good Hope.

The CCB will continue to play an important role in bringing social cohesion within the communities, creating safer spaces within the citadel and the surrounding precinct, continuing educational programmes and playing a critical role in enhancing universal access to the Castle of Good Hope.



HONOURABLE MS T. R. MODISE
MINISTER OF DEFENCE AND MILITARY VETERANS, MP
Date: 10 March 2024

ACCOUNTING OFFICER STATEMENT

As Executive Director and Accounting Officer of the CCB, I acknowledge my responsibilities for the accuracy of the performance information (Financial and Non-Financial) as contained within this APP and confirm, to the best of my knowledge and belief, the following:

- We prepared this APP following the relevant Department of Defence (DOD) guidelines and frameworks that give substance to the policy direction provided by the Ministry of Defence and Military Veterans (MOD&MV), Secretary for Defence (Sec Def) and Chief of the South African Defence Force (C SANDF) as applicable.
- The information furnished in this APP for FY2024/25 – FY2026/27 is true and correct in every respect.
- This APP is free from any omissions.
- The necessary auditable records to support this declaration shall be made available for audit purposes.
- The performance information within this APP has and will be developed, managed, and stored in the CCB's approved Performance Management System (2014).
- The CCB endeavours to ensure that women, youth, and persons living with disabilities are given preference and their interests catered for.

I further declare that I fully understand the implications of this declaration.



Mr Calvyn Travers Gilfellan

Chief Executive: Castle Control Board

FOREWORD FROM THE CHAIRPERSON OF THE AUDIT AND RISK COMMITTEE

Audit and Risk Committee Chairperson Advocate D. Mitchell

As we plan for FY2024/25, we are reminded that the COVID-19 pandemic will still haunt us. One of the numerous consequences of this devastating plague was its impact on our planning and delivery environment: slashed budgets and targets and downward adjustments of targets was our quick response.

Given our dependence on tourism revenue, this fickle industry's recovery will directly determine our short to medium-term recovery plan. The CCB is grateful for the relief funds (R6 million) the Department of Defence provided for 2024/25 and the allocation of R5 million and R4 million for 2025/26 and 2026/27, respectively, to ensure that the CCB can carry its operational commitments. The CCB is hopeful that an uptick in tourism and events at the Castle of Good Hope will enable self-sustainability.

But one of the virus's most significant impacts was the climate of uncertainty it created. Even though scientists found a vaccine in December 2020, the MTEF and MTSF cycles will have to be adjusted to provide this unprecedented global event.

The Board and Management are steadfast in their commitment to clean administration and good corporate governance. The CCB received an unqualified audit in the previous financial year from the Auditor-General of South Africa. Thus, more efforts are put in place by the Board and management to ensure the CCB receives a clean audit. It has demonstrated its ruthless intolerance of corporate governance infringements.

Using the principle of heritage enterprise risk, the CCB has a diverse, vibrant Board of Directors, an effective Audit and Risk Committee, an Internal Audit function, and an excellent relationship with the Executive Authority and all its stakeholders. It is tackling the gaps in its management team with the urgency it deserves.

We want to highlight the following strategic risks (priorities) for attention during the upcoming months:

- Given that the CCB ordinarily self-generates 95% of its operating income from tourism and events, a key priority is to overcome the economic devastation caused by the COVID-19 pandemic related to the CCB's going concern status. We will continue to engage the executive authority to assist with this challenge.
- The key to overcoming this challenge is the aggressive marketing and promotion of the Castle of Good Hope as a globally significant heritage-educational site and a highly sought-after venue open for tourism, conference and events business whilst ensuring that these two elements are well-balanced.
- Although the CCB has made huge strides, staff, visitors, and partners' health, safety and security concerns remain a key priority. Securing the perimeter fence has now become imperative if we want to position ourselves for UNESCO World Heritage status.
- Utilizing all available 4th Industrial Revolution technologies and tools to cost-effectively maintain, enhance, and promote the Castle of Good Hope's built and intangible heritage.
- The CCB's role in the non-classroom education of learners, students, scholars, and researchers is now even a bigger priority than ever before. Linking up with global progressive forces will not only enhance our heritage status but provide visitors with a life-changing educational and conscientization experience at the historic Castle of Good Hope.
- Finally, the Board has publicly committed to achieving another clean audit outcome. The institutional and governance arrangements of the Castle Control Board, among other things, the composition of its Board, staff contentment, the signing of a shareholder's agreement with the Ministry and the activating of the partnerships with other government departments, are integral elements of this strategic priority.
- The Board is committed to promoting the interests of women, youth and persons living with disabilities.

We shall provide details of these and other operational plans in the chapters and sections that follow.

Given the ministerial, departmental, public, and business support levels, I am confident that we shall genuinely transform the Castle of Good Hope into a globally significant, truly accessible centre that showcases South Africa's shared heritage built on healing nation-building and reconciliation.

A handwritten signature in black ink, appearing to read 'Dave Mitchell', with a horizontal line underneath.

Adv. Dave Mitchell
CASTLE CONTROL BOARD: AUDIT AND RISK COMMITTEE CHAIRPERSON
10 March 2024

OFFICIAL SIGN-OFF

It is hereby certified that this Annual Performance Plan (APP) –

- It was developed by the management and Castle Control Board (CCB) of Directors under the guidance of the Chairperson and Chief Executive (CEO) of the Board, namely Maj. Gen D. Malakoane and Mr C.T. Gilfellan.
- It was prepared in line with the current DOD Adjusted Strategic Plan for FY2020-FY2025 and the CCB's Adjusted Strategic Plan for FY2020-FY2025.
- Accurately reflects the strategic outcomes and outputs which the CCB will endeavour to achieve, given the resources made available in the budget for the FY2024/25; and
- As directed by this APP, performance information requirements will be developed, managed, and stored in the CCB approved Organizational Performance Management System (2014).



**MR M. NGEWU
CHIEF FINANCIAL OFFICER**

10 March 2024



**MR C.T. GILFELLAN
CHIEF EXECUTIVE/ACCOUNTING OFFICER**

10 March 2024



**ADV D. MITCHELL
CHAIRPERSON OF THE CASTLE CONTROL BOARD AUDIT AND RISK COMMITTEE**

10 March 2024

APPROVED:



**MS T. R. MODISE
MINISTER OF DEFENCE AND MILITARY VETERANS, MP**

Date: 10 March 2024

GLOSSARY

AGSA	Auditor-General of South Africa
APP	Annual Performance Plan
ARC	Audit and Risk Committee
BBBEE	Broad-Based Black Economic Empowerment
CATHSSETA	Culture, Arts, Tourism, Hospitality & Sport Sector Education and Training Authority
CCB	Castle Control Board
CFO	Chief Financial Officer
CGH	Castle of Good Hope
CMA	Castle Management Act
C SANDF	Chief of the South African National Defence Force
CoP	Conference of the Parties
DIMS	Department for Integrated Management Services
DOD	Department of Defence
DMV	Department of Military Veterans
ETA	Education and Training Authority
ED/CEO	Executive Director/Chief Executive Officer
EPW	Expanded Public Works
FY	Financial Year
FOSAD	Forum for South African Director Generals Action Plan
HWC	Heritage Western Cape
ICMP	Integrated Conservation Management Plan
IPAP	Industrial Policy Action Plan
LED	Light-emitting Diode
LT GEN	Lieutenant General
MTEF	Medium Term Expenditure Framework
MTSF	Medium Term Strategic Framework
MOD&MV	Ministry of Defence and Military Veterans
NDP	National Development Plan, Vision 2030
NDPW	National Department of Public Works
NGP	New Growth Path
PFMA	Public Finance Management Act
SAHRA	South African Heritage Resources Agency
SEC DEF	Secretary of Defence
SCM	Supply Chain Management
SAPS	South African Police Service
SLA	Service Level Agreement
SMME	Small, Medium and Micro Enterprises
SONA	State of the Nation Address
NTR	National Treasury Regulations

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PART A: CASTLE CONTROL BOARD MANDATE**VISION**

The Castle of Good Hope shall be a globally significant, truly accessible centre of excellence that showcases South Africa's shared heritage.

MISSION

The CCB is a service-orientated public entity, striving to create an environment where national pride serves to:

- Build an internationally known and recognized cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition;
- Guarantee the development of a smooth functioning, self-sustaining, "must-see" iconic visitor, and learner destination;
- Optimizes its tourism potential and accessibility to the public; and
- Preserve and protect its cultural and military heritage by elevating it to the United Nations Educational, Scientific and Cultural Organisation (UNESCO) World Heritage status.

CCB ORGANISATIONAL VALUES

The CCB, in its management of the Castle of Good Hope, has committed to infuse its programmatic and other corporate activities with the following core values:

- Service quality and excellence;
- Operate with honesty, integrity, and dignity;
- Respect for the diversity in military, cultural and social history;
- Genuine partnerships and collaborative relationships;
- Community engagement and inclusivity; and
- Fiscal responsibility, accountability, transparency, and sustainability.

CCB INDIVIDUAL VALUES

The following individual values form the basis through which the collective values of CCB staff members will be pursued in support of the organizational values:

- Self-Respect
- Passion
- Professionalism
- Compassion for the plight of others
- Serving with humility
- Respect for cultural diversity
- Confidence

CONSTITUTIONAL AND LEGISLATIVE MANDATE**UPDATES TO RELEVANT LEGISLATION**

The Republic of South Africa's Constitution, Act 108 of 1996, mandates the Castle Control Board (CCB). The following sections define the mandate of the CCB as an executive Organ of State (Schedule 3A Public Entity of the Ministry of Defence and Military Veterans [MOD&MV]):

Section 238. An executive organ of state in any sphere of government may—

- (a) delegate any power or function that is to be exercised or performed in terms of legislation to any other executive organ of state, provided the delegation is consistent with the legislation in terms of which the power is exercised or the function is performed; or
- (b) exercise any control or perform any duty for any other executive organ of state on an agency or delegation basis.

Table 1: Castle Control Board Constitutional and Legislative Mandates

Regulatory Framework/ Legislation	Responsibilities
Constitution of the Republic of South Africa, 1996.	<p>Section 92: Provides for Cabinet members' accountability and responsibilities: Members of the Cabinet are accountable to Parliament to exercise their powers and their functions' performance.</p> <p>Section 198: Provides for governing principles of national security in the Republic.</p> <p>Section 199: Provides for the establishment, structuring and conduct of security services.</p> <p>Section 200: Provides for a structured, disciplined military force and the primary objective to defend and protect the Republic, its territorial integrity, and its people.</p> <p>Section 201: Provides for the political responsibility and employment of the Defence Force.</p> <p>Section 202: The President, as head of the national executive, is the Commander-in-Chief of the Defence Force and must appoint the Defence Force's Military Command.</p> <p>Section 204: A civilian secretariat for Defence must be established by national legislation to function under the Cabinet member's directive responsible for Defence.</p> <p>Section 41(1) Provides for the principles of cooperative government and inter-governmental relations.</p>
Castle Management Act, Act No. 207 of 1993	<p>CCB to govern and manage the CGH on behalf of the Minister of Defence and Military Veterans.</p> <p>Section 4: Constitution of Board.</p> <p>Section 5: Meetings of Board.</p> <p>Section 6: Secretary of Board.</p> <p>Section 11: Disclosure of conflict of interest.</p> <p>Section 13: Civilian staff for Castle.</p> <p>Section 14: Powers and functions of Board.</p> <p>Section 15: Transfer of Castle.</p> <p>Section 18: Funds of Board and keeping of accounts.</p> <p>Section 19: Accounting Officer.</p> <p>Section 20: Auditing.</p> <p>Section 21: Financial obligations and control.</p> <p>Section 22: Recovery of loss and damage.</p>
Public Finance Management Act, Act No. 1 of 1999	<p>Section 13: Deposits into the National Revenue Fund.</p> <p>Section 29 (2)(a) and (b): Expenditure before the annual budget is passed.</p> <p>Section 36: Appointment as the Accounting Officer.</p>

Regulatory Framework/ Legislation	Responsibilities
	<p>Furthermore, among other things, the Accounting Officer is to ensure the provision and maintenance of effective, efficient, and transparent systems of financial and risk management and internal control in accordance with sections 13; 29 2 (a)(b).</p> <p>Section 38: General responsibilities of accounting officers.</p> <p>Section 39: Accounting officers' responsibilities relating to budgetary control.</p> <p>Section 40: Accounting officers' reporting responsibilities.</p> <p>Section 41: Information to be submitted by accounting officers.</p> <p>Section 42: Accounting officers' responsibilities when assets and liabilities are transferred.</p> <p>Section 43: Virement between main divisions within votes.</p> <p>Section 44: Assignment of powers and duties by accounting officers.</p> <p>Section 45: Responsibilities of other officials.</p> <p>Section 46: Application of public entities.</p> <p>Section 47(1)(a): Unlisted public entities.</p> <p>Section 63: Financial responsibilities of executive authorities.</p> <p>Section 64: Financial responsibilities of executive authorities.</p> <p>Section 65: Tabling in legislatures.</p> <p>Section 81: Financial misconduct by officials in departments and constitutional institutions.</p> <p>Section 89: Functions of Accounting Standards Board.</p>
Defence Endowment Property and Account Act, Act No. 33 of 1922	The CGH, as defence endowment property, was transferred to the 'defence organizations' for the exclusive use by and benefit of the SANDF and MOD&MV
National Heritage Resources Act, Act No. 25 of 1999	The CGH is a declared national heritage site and should be managed within the legislative framework

The Board has identified that the current founding legislation is dated and submitted a review document to the MOD&MV. The outcome of this legislative review process will provide much-needed clarity to the CCB and its stakeholders. Four other related policy mandates, listed in Table 2, will guide the CCB during the development and implementation of the Tourism Marketing and Commercialisation strategy:

Table 2: Castle Control Board Policy Mandates

Serial No	CCB Policies and Strategies Names	CCB Policies and Strategies Short Descriptions
1	Integrated Conservation Management Plan (2019)	The Integrated Conservation Management Plan (ICMP) is a comprehensive plan that governs every heritage, tourism, event that requires management intervention at the Castle.
2	The National Tourism Act (2012)	Regulates all matters about the South African tourism industry
3	National Heritage and Cultural Tourism Strategy (2012)	This policy provides guidelines and strategies to unlock the potential of SA's untapped cultural tourism sector
4	National Development Plan Vision 2030 (2011)	This 1plan is the country's development blueprint for the next 15 years

PENDING COURT RULINGS

The following court ruling might impact the first year of the 2025-2026 MTSF:

- **The Castle Military Museum Foundation:** their remaining Trustees are disputing an order from the CCB and C Log to remove any heritage artefacts that the Trusts bought with Lotto finances. The CCB argues that the direct association with the Castle secured the Lotto Funding for these artefacts and that the latter should thus stay in the Castle Military Museum, a DOD property.

PART B: CCB STRATEGIC FOCUS

UPDATED SITUATIONAL ANALYSIS

UPDATED 2024 SITUATIONAL ANALYSIS

On 19 March 2020, the Castle Control Board (CCB), like every other institution in the world was hit with the sober reality of arguably the biggest news story of the century: a global outbreak of the deadly *Severe Acute Respiratory Syndrome Coronavirus 2* (COVID-19).

The havoc, pain and suffering caused by this virus are well-known. The resultant lock-down for the CCB staff meant no access to the Castle, no tourists, no events, no filming, no work - no income. Given that the CCB relies heavily on tourism revenue to fund its operations, the impact on staff and our client's morale was immediate and palpable.

The effects of COVID-19 have exposed the CCB to revenue generation constraints, resulting in a shortfall in the budgeted revenue. The Department of Defence has generously assisted the CCB with the shortfall funding. The financial support from DoD will continue through the MTSF period at R 6m, R5m and R4m in FY 2024/25, FY2025/26 and FY2026/27, respectively.

THE POLITICAL ENVIRONMENT

Besides the clear electoral mandate that directs and governs the 2020-2025 MTSF planning process, global and domestic political, socio-economic, and cultural developments have prompted the CCB to take an in-depth look at where it is going. The China-USA trade war, economic slowdown, increased unemployment, deepening global and local inequalities, rising fuel prices, rapid climate change, the so-called 4th Industrial Revolution, increased terrorist activities, the Corona-virus pandemic frames the medium-term strategic thinking and interventions. It is still being determined whether the instability in the Middle East and the Russia-Ukraine conflict affect the tourism to the Castle of Good Hope. The government's stance might influence visitors of sympathetic countries to South Africa, which could, in turn, affect tourism to the Castle of Good Hope. More research is needed to ascertain the extent of the impact, if any.

Given the Castle of Good Hope's historical association with armed colonial conquest, land dispossession, imperialism, apartheid and oppression, its strategic operations cannot be divorced from a dynamic and sometimes explosive international but also domestic political environment. The fact that the site is still semi-militarised complicates the situation. More than often, disgruntled Khoi, youth or military veteran groups would visit the Castle, anticipating some antagonism from other users and stakeholders.

The political dimension plays itself out in numerous ways: at the level of heritage management, there is the perpetual contestation between social groups who view it as a "bastion of white civilization in darkest Africa", as to those who perceive it as a symbol of armed colonial conquest". These opposing worldviews manifest themselves in negative social media, attacks on the organization and reputational damage. A powerful, unified communications strategy is viewed as an anecdote to deal with this political threat.

More serious is the threat of international terrorism that has increased over the last few years, with radical groups continuing to destabilize countries and regions of the world. Familiar to this is improvised explosives devices, suicide bombings, kidnappings, bombings, destabilization, occupation of ungoverned areas as launch bases, exploitation of security vacuums and creating volatile situations that undermine the authority of the state. As a "soft" heritage tourism attraction, the Castle of Good Hope is a potential, symbolic target for these kinds of intentions.

THE ECONOMIC ENVIRONMENT

The Castle Control Board is almost entirely reliant (98%) on self-generated income from tourism, events, and rentals to fund its heritage and educational programmes. Given that the organization primarily relies on domestic tourism, the South African economy set to grow at a meagre 1.2% over the next MTSF poses a significant threat to this small but vibrant heritage-enterprise entity.

The economic outlook has even further weakened since the 2020 Medium Term Budget Policy Statement (MTBS). The Gross Domestic Product (GDP) growth outlook has been revised down to less than 1.5 per cent from an estimated 1.7 per cent due to fragile recovery in employment and investment. The recent drought and perceptions about crime are further inhibiting growth in the tourism sector.

THE SOCIAL ENVIRONMENT

The world population continues to grow and is projected to reach 8.3 billion people by 2030. The four demographic trends that will fundamentally shape economic and political conditions, and international relationships, are increased life expectancy, overall population growth with a disproportionate youth bulge, migration, and urbanization.

The 4th Industrial Revolution will have a profound impact on the social construct. This revolution will revolutionize education to provide the skills for sustainable employment. Automation, robotics, and artificial intelligence will reduce the demand for unskilled labour, consequently placing additional social services pressure. In addition, the CCB strives for a gender, youth and disability-responsive workforce, ensuring the quality of life and better opportunities for women, youth and people living with disabilities.

THE TECHNOLOGICAL ENVIRONMENT

Cyber connectivity and the global village concept will exacerbate the migration of skilled people critical to the economy. Besides, trans-national crime syndicates exploit migration tendencies to expand illicit activities, undermining the sovereignty and economic growth, resulting in instability. South Africa will remain an attractive destination for legal and illegal migrants. These activities will strain social services and pressure the fiscus and increase competition for already constrained resources.

The government's inability to meet the demand for social services and the lack of employment opportunities result in increased violent protests, particularly among youth. Like the one witnessed in KZN and Gauteng in 2020, these violent protests are characterized by lawlessness and criminal acts that undermine society's fabric, with women and children bearing the brunt. Gangsterism and syndicated crime undermine the authority of the state. Unemployed youth is a real threat to domestic stability.

The Castle of Good Hope is suitable amid these social ills and must work out a means to deal with them in a decisive but humane manner.

The rising international trend of targeting political institutions and processes should be a severe concern for South Africa. Cyber adversaries and information security professionals are perpetually engaged in cyber warfare focused on accessing and preventing access to sensitive data. In 2018, individual members gained access to emails and other electronic information and smeared the Board's name. The State and the Castle Control Board must place cybersecurity as a strategic priority.

THE LEGAL ENVIRONMENT

Experiences over the past few years have demonstrated that the Castle Control Board needs to be legal-wise. Although two legal professionals on the Audit Committee assisted greatly, litigation frequency renders the organization vulnerable.

THE ENVIRONMENTAL IMPACT

Extreme weather conditions may occur more often as climate change takes place. These effects would not be evenly distributed throughout the world. Resource scarcity, population growth and climate change may increase the potential for conflict over disputed land and water.

As a global citizen, South Africa is greatly affected by international events. The recent COVID-19 pandemic that affected the international community had devastating effects on the South African economy. The CCB, with its reliance on tourism, has been specifically affected by the lockdowns due to the COVID-19 pandemic. The lockdowns have significantly decreased visitor numbers, particularly during FY2020/21. However, easing international and local travel restrictions has led to a steady improvement in visitor numbers to the Castle of Good. There has been a steady increase in school groups compared to the FY2020/21. However, the number of visitors is not at the 2018/2019 levels. The calculation of baselines for visitor numbers and revenue generated is distorted by the effects of lockdowns due to the COVID-19 pandemic.

During FY 2021/22, visitor numbers increased by 23% compared to FY 2020/21. Generally, young people make up about 32% of the total visitor numbers each year, and there has been consistency in this each year.

INTERNAL ENVIRONMENT ANALYSIS

One of CCB's most significant threats is its going concern linked to financial sustainability. Having received no direct

financial subsidy from the national fiscus to date (despite legislation permitting the organization), the CCB has been restricted to operate as a small heritage management agency of the MOD&MV. Any investment would lead to an exponential growth in output in the CCB's strategic and conventional operations.

While the 350th commemoration of the CGH in 2016 has significantly enhanced the global stature of the CCB in local, national, and international heritage circles, it was the completion of the R108 million renovation project of the Castle that opened a myriad of exciting opportunities and challenges briefly outlined below:

The CGH need to be operationally managed *solely* by the CCB, and all other entities present on or connected to the site – military and non-military - must adhere to the policies and procedures of the CCB.

- The CCB, with support of the MOD&MV family, and with the ICMP as a guideline, must be *supported* to holistically manage all maintenance, heritage, cultural, educational, security, health & safety, logistical, communication and other operations of the CGH.
- The CCB's income generation capacity and drive towards sustainability is often weakened by other organizations operating on site. The Board and EA must address the transfer of Het Bakhuyts to the CCB. Ditto for the overall role of IZIKO and the Officers Messes at the CGH if the CCB is to realize its entire financial viability.
- While executing its entire mandate, the CCB's own-generated income (R7.8 million per annum) must be augmented by the MOD&MV to address the above in a manner that will not only protect the R108 million bricks-and-mortar investment but enhance it.
- The additional resources required (under a typical post-COVID year) have been calculated at a nominal amount of R6 million per annum. The CCB received an allocation of R6 million for the FY2023/4. The DoD has further allocated R6 million, R5 million and R4 million for the FY2024/25, FY2025/26 and FY2026/27 respectively. These allocations will ensure that the CCB can carry out its mandate whilst shoring up its processes of ensuring self-sustainability. Through the C. Log, the DoD has ringfenced an amount of R4,5 million to assist with the day-to-day maintenance of the Castle of Good Hope. The ringfenced amount is necessary to preserve the site for posterity,. The ring-fenced amount is managed directly by C. Log.
- In the light of the recent cost-containment measures, all state entities and departments must be strongly encouraged to use the CGH's conference and events facilities for government functions.
- The CCB endeavours to contribute to the skills of young people through an internship programme that exposes learners to all facets of tourism and heritage. There is scope for 12 young people to intern at the Castle of Good Hope.

As mentioned elsewhere in the APP, the Castle Control Board is legislatively responsible for the overall management, maintenance, and promotion of the Castle of Good Hope as a heritage site and tourist attraction.

The CCB excelled in the corporate governance and operational delivery environments. The three outlying years' clean audits demonstrated this. However, it did so under a severe financial strain, as highlighted by the latest AGSA's findings. The CCB's delivery approach is one of enterprise risk management. It takes its top risks (funding, safety & security, multi-stakeholder demands, public image and conservation), design and operational plans, processes, and procedures at all organizational levels.

In terms of this legislative mandate, the organization is expected to provide a range of public services and goods on behalf of the DOD and the DMV to local community members, tourists, learners, students, youth groups, military veterans, conservation agencies, exhibitors, performers, cultural organizations, traditional authorities, filming companies, event-organizers, military institutions, and the like.

To successfully execute this legislated mandate requires the necessary resources. During the previous MTSF, the CCB could do this without direct funding from the DOD or National Treasury because it could tap into historically accumulated surpluses. However, as its clients' demands grow, the DOD must look at a sustainable funding model that includes own-generated funding through tourism and events and nominal state funding.

To this end, the responsible commercialization of the Castle of Good Hope as a heritage site requires vigilance and proper environmental impact assessments. In January 2018, the DOD appointed a research team to develop a fully-fledged Integrated Conservation Management Plan, the first in the Castle's history. This plan was completed in November 2019 and guide the preservation and conservation of the physical structure of the Castle and the impact of tourism, events, filming, and other user-related activities. The CCB regards the balance between protection, adaptive reuse, public access, and commercialization as sacrosanct and has shared many a valuable lesson to local and global

heritage audiences. It is vital to transform past symbols of exclusion, suffering, and oppression into beacons of healing, learning, nation-building, and hope!

The Board's ability to deliver its full range of services to the public is also dependent on close collaboration with the MOD&MV and other line support departments and institutions, as well as external experts. Therefore, the Board has strengthened its established relationships with central DOD units such as the Directorate Strategy and Planning, CFO's Office, the Legal Office, the Logistics Division, and the Minister's Chief of Staff. The CCB also managed to establish and develop new strategic relationships to support the Minister's initiatives.

The DoD Logistics Division, the custodian of the Castle as a Defence Endowment Property, has ring-fenced some funding for maintenance and repair work. This is in support of the 2016 significant renovation programme of the citadel. This contribution significantly enhances the castle's overall appearance after the National Public Works maintenance team's departure.

Close relations exist with stakeholders also represented on the Castle Control Board, therefore sharing, and assisting in management efforts as part of the Castle Control Board's strategic objectives as stipulated in the Castle Management Act.

The CCB is also aware that stakeholders require a more open communication of its activities and achievements hence a massive increase in public relationship and media activity (over 500 million people reached through the media) during the past year under review. However, the Board has taken a deliberate decision that a partnership for the sake of alliances is no longer enough; the partnership needs to show a return on investment and that all stakeholders and partners are required to contribute positively and constructively towards the successes and achievements of the Castle as one citadel.

Given the worldwide significance of the Castle of Good Hope, the organization actively reached out and involved the Dutch, British, Spanish and French Consulates in some of its significant activities. These relationships are starting to prove tangible results with the SA High Commissioner in Sri Lanka inviting the CEO to present the Castle's vision and programs to an international audience at the Galle Literary Festival, January 2018. This event was followed by a high-profile conference on decolonization held in Brussels in October 2019.

This international exposure has increased awareness of the Castle, and the positioning of the Castle as a place of reflection, healing and nation-building placed a greater responsibility on the CCB to ensure that we manage these demands responsibly and sensitively. The CCB endeavours to attract women and people with disabilities in its workforce. Women make up about 44% of the CCB total workforce. The uneven terrain and nature of the business make it difficult to attract people living with disabilities, limiting this to only one female employee. Generally, young people make up about 55% of the CCB workforce. There is a move to have more representation of women and young people in the management structure of the CCB. Progress will depend on the availability of funds.

PERFORMANCE DELIVERY ENVIRONMENT

Over the 2020-2025 MTSF period, the CCB will continue to support the government's priorities and, ultimately, the National Development Plan (NDP), Vision 2030 as well as the NDP 5-year Implementation Plan. The CCB management shall ensure that CCB strategies align with the National, Provincial and Local Government Planning Cycle.

NDP: 5-year Implementation Plan will mainly focus on job creation, poverty reduction, and inequality reduction. In support of the NDP, Vision 2030 and the NDP 5-year Implementation Plan, the Governmental Apex priorities for the Revised 2019 to 2024 MTSF, the CCB will contribute directly and indirectly as addressed in this Plan. The CCB shall support these focus areas by the following Pillars of Government and the Governmental priorities:

The CCB has addressed the following MTSF Pillars in its APP for 2024/25 MTEF:

- a. MTSF Pillar 1: Achieving a more capable state.
- b. MTSF Pillar 2: Driving a strong and inclusive economy.

- c. MTSF Pillar 3: Building and strengthening the capabilities of South Africans.

To ensure alignment with the Revised 2019-2024 MTEF Priorities, the CCB aligned its plan to the following apex priorities for the 2024/25 MTEF:

- d. Apex Priority 1: A capable, ethical, and developmental state: The CCB will shore up its internal controls and governance policies, such as the Ethics Policy, Financial Management Policy, Supply Chain

Management Policy, Gift Policy etc, to maintain good corporate governance.

Apex Priority 2: Economic transformation and job creation: The CCB strives to develop its spaces to extract maximum economic value actively. Improving the economic viability of the citadel will encourage the employment of youth, women, military veterans, and people living with disabilities. The CCB's 27 staff members consist of 2 people living with disabilities, five youth, and eight women. The board will strive to ensure that more youth and women are employed when opportunities arise. The employment of people living with disabilities is hampered by the Castle of Good Hope's terrain with limited access to various spaces.

e. Apex Priority 3: Education, skills, and health: Creating an environment for students to do their internship and improve their skills. The organisation of educational programmes for staff, military veterans, youth, women, and people living with disabilities. The CCB will strive to maintain an 80% of female interns.

f. Apex Priority 4: Consolidating the Social Wage through Reliable and Quality Basic Services: The CCB strives to provide informative historical and architectural tours of the Castle of Good Hope. When funds are available, the CCB absorbs interns and casual workers into the CCB permanent structure, thus enhancing the earning capacity and improving the quality of services provided by the CCB.

Apex Priority 5: Spatial Integration, Human Settlements and Local Government: The CCB, through tourism programmes, contributes to the local economy and ensures the promotion of the Castle of Good Hope and the city as the tourist destination of choice. The Board is putting measures in place to ensure accessibility of spaces for people with disabilities. There are plans to invest in two wheelchairs and rubber mats. There are two lifts, one at the military museum, to ensure accessibility of exhibitions. The other lift is to provide access to conference venues. The board acknowledges that working closely with the South African Heritage Resources Agency more should be done to improve universal access to this historical heritage site.

g. Apex Priority 6: Social cohesion and safer communities: The CCB strives to work with other spheres of government to improve safety and security around the precinct and make the environment safer for all stakeholders.

h. Apex Priority 7: A better Africa and a better world: The CCB intends to preserve and conserve the site for future generations and provide an enabling environment for debates around the history and heritage of the place its impact in Africa and the World.

CONTRIBUTION TO THE MOD&MV PRIORITIES FOR 2024/25 MTEF.

Apex Priority 2: Ensure Departmental Governance, Administration and Accountability within the Regulatory Framework: Strategic Resourcing. Revenue Generation to supplement the Insufficient Fiscal Allocation Ensure effective and efficient Departmental governance systems that enable the civil control and administration of Defence, supported by internal and external assurance provider participation. The following will be executed to enable this Priority Outcome:

- Accounting to Parliament.
- Ensuring the CCB obtains and maintains a clean audit status through reduction of the number of material audit findings.
- Reduce irregular, unauthorised and wasteful expenditure, fraud, corruption and misconduct where prevalent.
- Ensure timeous entity consequence management along line management/command lines.
- Pursue the eradication of Gender -Based Violence, femicide, sexual exploitation and abuse through sound leadership and the implementation of internal controls that ensure reported cases of alleged abuse, based on the merits of each individual case, are timeously recorded, investigated, prosecuted and concluded.

CONTRIBUTION TO NATIONAL IMPERATIVES

Apex Priority 2: Ensure Departmental Governance, Administration and Accountability within the Regulatory Framework: Strategic Resourcing. Revenue Generation to supplement the Insufficient Fiscal Allocation. Direct a focussed effort to identify alternate funding and revenue generation streams that include, amongst others, maximised imbursements against agreed upon Memorandum of Understanding and sweating of departmental assets.

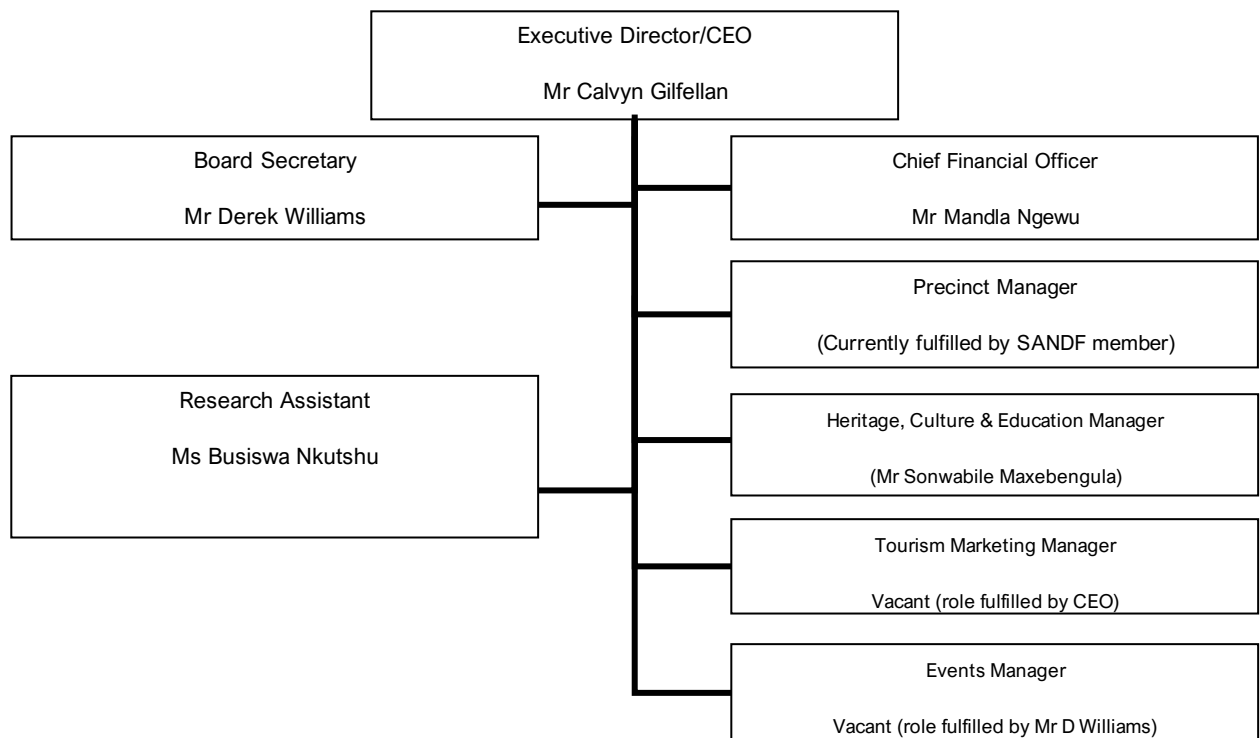
The CCB supports the MOD& MV Priorities for 2024/25 MTEF by aligning its programmes to ensure clean, corporate governance and enhanced accountability to parliament.

The CCB will ensure direct and indirect contribution and support to the following National Imperatives:

- a. The National Growth Path through the internship programmes to support the youth in the skills development, particularly in the tourism, marketing, and events sectors.
- b. The Forum of South African Directors General, in terms of the following:
 - i. Payments of suppliers within 30 days – the CCB endeavours and will continue to support payments of suppliers within 30 days from the submission of the correct invoice.
 - ii. Reduction of Audit findings. The CCB will endeavour to maintain the clean audit outcome through resolution of all audit findings and shoring up the internal control environment.
 - iii. Submission of the CCB Accountability Documents. The CCB will ensure the at the Executives Performance Agreements, Executives’ Financial Disclosures, CCB Annual Reports and CCB Quarterly Reports (EQPR) are submitted timeously.
 - iv. Submission of CCB APP aligned to National Framework requirements.

CCB ORGANISATIONAL STRUCTURE

Figure 1: CCB Macro-organisational Structure



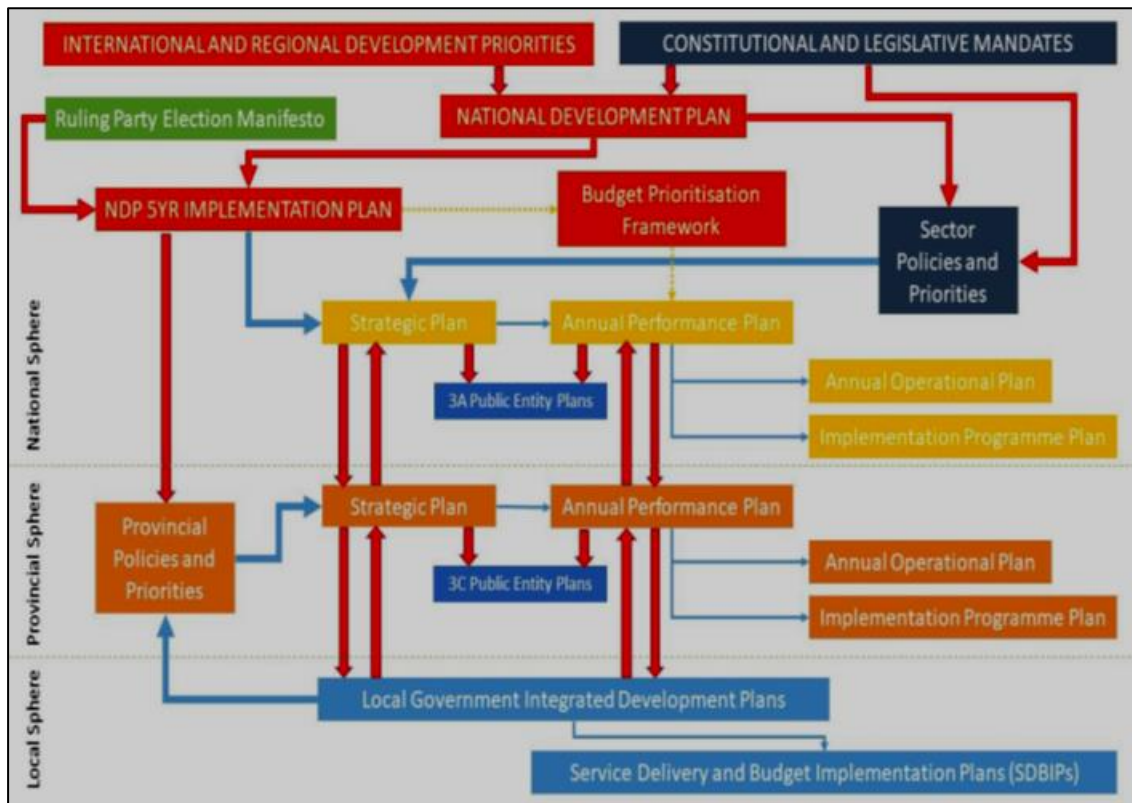
PART C: MEASURING CCB PERFORMANCE

DESCRIPTION OF THE CCB PLANNING, BUDGETING AND REPORTING CYCLE

The CCB governance processes will continue to support the departmental norms and standards resulting from planning, budgeting, reporting, and risk management operations. These we shall execute in the realization of the CCB's heritage and conservation mandates. The CCB Planning, Budgeting and Reporting Cycle are outlined in Figure 2.

RESULTS-BASED MODEL OVERVIEW

Figure 2: Description of the Budget Planning Process



The CCB Planning, Budgeting and Reporting Cycle ensure compliance with national legislation through the following:

- The implementation of the departmental outcomes-based (result-based model in Figure 3) planning, budgeting, reporting, and risk management in the CCB;
- The alignment of departmental planning, budgeting, monitoring (reporting), evaluation and risk management processes;
- Improved output delivery, accountability, and compliance; and
- Defence performance information management focused strategically on meeting the Defence mandate aligned with government intent and priorities to ensure value delivery to the RSA's citizens.

CCB'S PERFORMANCE INFORMATION ALIGNED TO CCB'S RESULTS-BASED MODEL

The updated/revised CCB SPF will continue to provide the norms and standards within which we shall execute the defence outcomes-based planning, budgeting, reporting, and risk management process of the CCB's mandate. The CCB SPF aims primarily at ensuring the following:

- The implementation of an outcomes-based (logical model) planning, budgeting, reporting, and risk management in the CCB;
- The alignment of planning, budgeting, monitoring, and evaluation (reporting) processes and risk management of the CCB with the requirements of national legislation;

- Improved output delivery accountability and compliance; and
- CCB performance information management focused strategically on meeting the CCB's mandate aligned with government intent and priorities to ensure value delivery to its citizens.

THE CCB PLANNING, BUDGETING AND REPORTING CYCLE

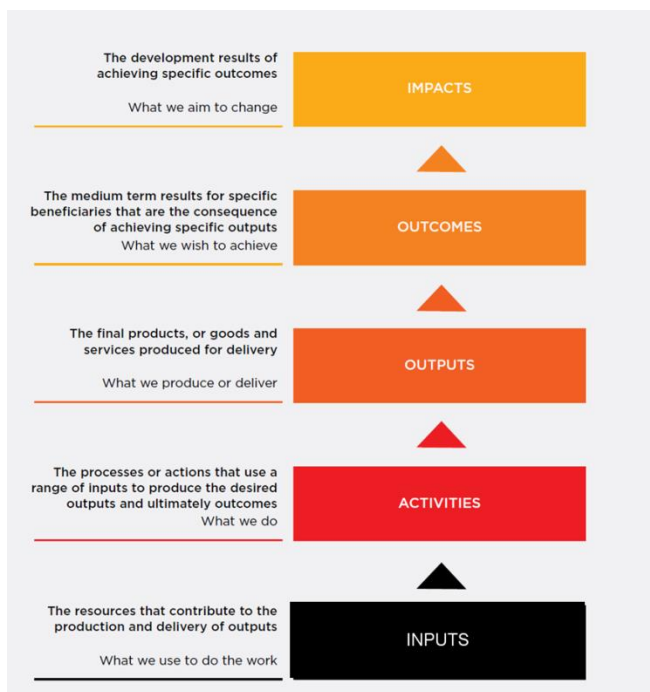
Figure 3 outlines the CCB' s Planning, Budgeting and Reporting Cycle.

Figure 3: CCB Planning, Budgeting and Reporting Cycle



The CCB Result Based Model is developed in alignment with the National Treasury (NT) “Logic/Results-Based Model” requirements as prescribed in the NT Framework for Managing Programme Performance Information and the Result Based Concepts as articulated in the Revised Framework for Strategic Plans and Annual Performance Plans as directed by Department of Planning, Monitoring and Evaluation (DPME).

Figure 4: DPME Results-Based Concepts



The following key components of the results based model are outlined and formalized in the CCB Strategic Planning Framework (SPF):

- Impacts. CCB Impacts are managed through the achievement of planned outcomes. “Equity” indicators at the **“outcome/impact”** level of the model explore whether services are being provided impartially, fairly and equitably to all stakeholders.
- Outcomes. CCB Outcomes are defined as **“that which we wish to achieve”** and are the medium-term results for specific beneficiaries that result from achieving outputs.
- Outputs. CCB Outputs are defined as **“what we produce or deliver”** and include the final products, goods and services produced for delivery. As with activities and inputs, Outputs are planned and budgeted for and implemented under the Board's control.
- Activities. CCB Activities are defined as **“what we do daily”** and include the processes or actions that utilize a range of inputs (resources) to produce the desired outputs and, ultimately, outcomes. “Economy” indicators at the “input/activity” level of the models explore whether specific inputs are acquired at the lowest cost and at the right time and whether the method of producing the requisite outputs is economical.
- Inputs. CCB Inputs (resources) is defined as **“what we use to do the work daily”** and include the resources that contribute to our Outputs and Activities' production and delivery.

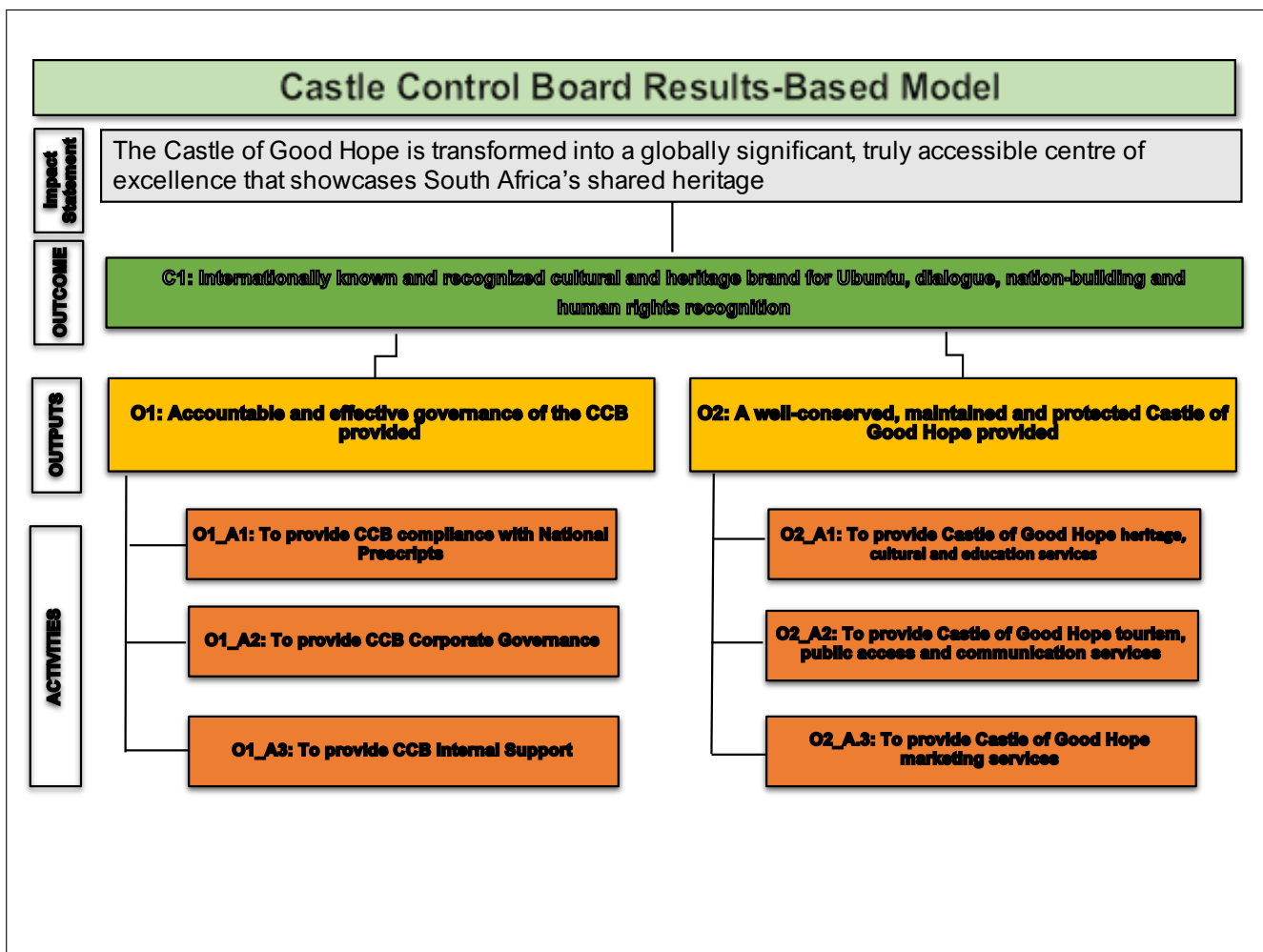
The above Results-Based Model (Figure 3) and the components provided therein systematically add value to the CCB when supported by well-defined and auditable performance information (Impact, Outcome and Output performance indicators and targets), thereby providing for and enabling the “measuring of what must be done and what has been achieved”.

CCB OUTCOMES, OUTPUTS AND OUTPUT PERFORMANCE INDICATORS AND TARGETS FOR THE 2024/25 MTEF

CCB RISK BASED MODEL

For the CCB to ensure alignment with its Constitutional and other Strategic Mandates, its Impact Statement is reflected in Figure 5 below:

Figure 5: Castle Control Board Risk Based Model



The detailed performance Outputs (accumulated over the MTSF) supporting the above CCB Impact Statement is provided in the table below. These are the high level, measurable, impactful ones. The five Annual Performance Plans developed over the MTSF shall contain other secondary outcomes and outcome indicators.

Table 3: Measuring of CCB Outputs

S/No	Outputs	Output Indicators	Baseline	Five Year Target
1	Accountable and effective governance of the CCB provided	Percentage of CCB accountability documents submitted following National Prescripts	97% (Based on the previous MTSF audited performance)	97% (Based on the last MTSF average audited performance)

S/No	Outputs	Output Indicators	Baseline	Five Year Target
		Status of improved audit opinions	Reduced number of audit qualifications	Decrease (reduce) the audit opinions to unqualified opinions.
2	A well-conserved, maintained, and protected Castle of Good Hope provided	Number of all preventative and scheduled heritage maintenance projects completed as per the ICMP	100% of all maintenance and repair projects completed	96% (Based on previous performance and the erratic nature of breakages)
		The annual number of visitors and tourists attracted to the Castle	867 000*	781 000 (Based on the previous three years' performances but reduced due to COVID-19 pandemic)
		Gross revenue generated through tourism and events	R24.4 million*	R18.5 million (Based on previous three years' performances but reduced due to COVID-19 pandemic)

- **Nobody can predict how the tourism economy will recover; thus, these figures will continuously be reviewed and adjusted. However, the CCB believes the Strategic Plan target will be met.**

The most practical reason for measuring performance is that *what gets measured gets done*. If an institution like the CCB knows that its performance is being monitored, it is more likely to perform the required tasks - and execute them well. Besides, performance information availability allows managers to pursue results-based management approaches, such as performance contracts, risk management, benchmarking, and market testing.

Performance management is a cascading process starting with the Minister right down to the lowest level of staff. It begins with the vision, mission, and strategic objectives (at all levels and hence the need for complete alignment) and flows down to its day-to-day activities.

The CCB is a Schedule 3(A) Public Entity of the MOD&MV. As far as performance management goes, the responsible Minister is accountable to Parliament and its Committees and should provide these institutions with complete and regular reports concerning matters under their control. This process also includes setting up appropriate performance information systems so that organizations such as the CCB can fulfil their accountability reporting responsibilities. The Minister (through her Departmental Head) should also oversee such arrangements. The latter will ensure that they are functioning optimally and comply with this framework and other related standards and guidelines; for this reason, the CCB Strategic Plan and APP are developed in close cooperation with the Department's officials to ensure alignment with the national Regulatory Framework and the requirements of the Planning, Monitoring and Evaluation Community of Practice (CoP) for Public Entities that was established in 2015.

The Board and the accounting officer are accountable for establishing and maintaining the systems to manage performance information. Their performance agreements should reflect these responsibilities. They should be assisted by chief financial officers and ensure there is appropriate capacity within the institution.

Line managers and other officials are accountable for establishing and maintaining the performance information processes and systems within their responsibility areas. Their performance agreements shall reflect these responsibilities. A range of officials is responsible for capturing, collating, and checking performance data related to their activities. The integrity of the CCB's comprehensive performance information depends on how conscientiously these officials fulfil these responsibilities. Consequently, their performance agreements and assessments shall deal explicitly with the quality of this aspect of their work.

CCB OUTCOME PERFORMANCE INDICATORS

The following are the CCB's high-level outcome performance indicators:

1. Accountable and effective governance of the CCB – ensuring compliance with National prescripts and thus improving corporate governance, and
2. A well conserved, maintained, and protected Castle of Good Hope – incorporates heritage and educational services, tourism, public access, communication, and marketing services.

CASTLE CONTROL BOARD PROGRAMS FOR THE 2024/25 MTEF

Programme 1: Administration Accountable and effective governance of the CCB provided.

Purpose

The purpose of the Administration programme is to Strategic Leadership, Management and Support Services.

Outcomes, outputs, performance indicators and targets

The following tables reflect the annual and quarterly targets for the Administration Programme.

Table 4: Programme 1 - Administration: Outcomes, outputs, performance indicators and targets for the 2024/25 MTEF

CCB Outcome	CCB Output	Output Indicators	Audited/Actual Performance			Estimated performance	Medium-term Targets		
			2020/21	2021/22	2022/23		2023/24	2024/25	2025/26
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	Accountable and effective governance of the CCB provided	Number of corporate governance policies approved per annum	5	4	4	3	2	2	2
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	Accountable and effective governance of the CCB provided	Percentage of significant prior year audit findings resolved.	New	New	70%	85%	90%	95%	100%

CCB Outcome	CCB Output	Output Indicators	Audited/Actual Performance			Estimated performance	Medium-term Targets		
			2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	Accountable and effective governance of the CCB provided	Percentage of adherence to the CCB Master Record Index for Plans. (CCB APP submitted to the Executive Authority for approval)	100% (1)	100% (1)	100% (1)	100% (1)	100% (1)	100% (1)	100% (1)
		Percentage of adherence to the CCB Master Record Index for Plans. (CCB Annual Operational Plan submitted to the Executive Authority for approval)	New Indicator	New Indicator	New Indicator	100%	100% (1)	100% (1)	100% (1)
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition	Accountable and effective governance of the CCB provided	Percentage of adherence to the CCB Master Record Index for Plans. (CCB Strategic Plan [2025-2030] to be submitted to the Executive Authority for approval)					100% (1)		
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	Accountable and effective governance of the CCB provided	Percentage of CCB accountability documents submitted as per National Prescripts (CCB Annual Report)	100% (1)	100% (1)	100% (1)	100% (1)	100% (1)	100% (1)	100% (1)
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	Accountable and effective governance of the CCB provided	Percentage of CCB accountability documents submitted as per National Prescripts (CCB Quarterly Performance Reports)	100% (4)	100% (4)	100% (4)	100% (4)	100% (4)	100% (4)	100% (4)

CCB Outcome	CCB Output	Output Indicators	Audited/Actual Performance			Estimated performance	Medium-term Targets		
			2020/21	2021/22	2022/23		2023/24	2024/25	2025/26
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	Accountable and effective governance of the CCB provided	Percentage of CCB accountability documents submitted as per National Prescripts (CCB Quarterly Financial Reports timeously submitted to the Executive Authority and National Treasury)	100% (4)	100% (4)	100% (4)	100% (4)	100% (4)	100% (4)	100% (4)
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	Accountable and effective governance of the CCB provided	Percentage of CCB accountability documents submitted as per National Prescripts (CEO Performance Agreement submitted to the Board for approval)	100% (1)	100% (1)	100% (1)	100% (1)	100% (1)	100% (1)	100% (1)
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	Accountable and effective governance of the CCB provided	Percentage of CCB accountability documents submitted as per National Prescripts. (CCB SMS' performance agreements submitted to the CEO for approval)	100% (3)	100% (3)	100% (3)	100% (3)	100% (3)	100% (3)	100% (3)
		Percentage of CCB accountability documents submitted as per National Prescripts. (SMS Financial Disclosures submitted)	100%	100%	100%	100% (4)	100% (4)	100% (4)	100% (4)

CCB Outcome	CCB Output	Output Indicators	Audited/Actual Performance			Estimated performance	Medium-term Targets		
			2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	Accountable and effective governance of the CCB provided	Percentage of CCB adherence to Parliamentary Activities (Submission of all reports and attendance of committee meetings in support of parliamentary activities)	New	New	100%	100%	100%	100%	100%
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	Accountable and effective governance of the CCB provided	Percentage reduction in the number of irregular expenditures within the CCB	New	New	70%	75%	85%	95%	100%
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	Accountable and effective governance of the CCB provided	Percentage reduction in the number of fruitless and wasteful expenditures within the CCB	New	New	100%	100%	100%	100%	100%
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	Accountable and effective governance of the CCB provided	Percentage payments within 30 days from receipt of legitimate invoices	New	New	95%	100%	100%	100%	100%

Table 5: Programme 1 Administration: Output indicators: annual and quarterly targets for the FY2024/25

Output indicators	Annual Target	Quarterly Targets with Sources of Verification Noted			
		Q1	Q2	Q3	Q4
Number of corporate governance policies approved per annum	2	-	-	-	-
Percentage of significant prior year audit findings resolved.	90%	-	-	-	90%
Percentage of adherence to the CCB Master Record Index for Plans (CCB Annual Performance Plan)	100% (1)	-	-	-	100% (1)
Percentage of adherence to the CCB Master Record Index for Plans (CCB Annual Operational Plan submitted to Executive Authority for approval)	100% (1)	-	-	-	100% (1)
Percentage of adherence to the CCB Master Record Index for Plans. (CCB Strategic Plan[2025-2030] submitted to the Executive Authority for approval)	100% (1)			CCB Strategic Plan [2025-2030] to be submitted to the Executive Authority for approval prior to submission to AGSA, DPME and NT)	100% (1) CCB Strategic Plan [2025-2030] to be submitted to the Executive Authority for approval)
Percentage compliance with CCB accountability documents submitted as per National Prescripts (CCB Annual Report)	100% (1)	-	100% (1)	-	-
Percentage of CCB accountability documents submitted as per National Prescripts (CCB Quarterly Performance Reports)	100% (4)	100% (1)	100% (1)	100% (1)	100% (1)
Percentage of CCB accountability documents submitted as per National Prescripts (CCB Quarterly Financial Reports timeously submitted to the Executive Authority and National Treasury)	100% (4)	100% (1)	100% (1)	100% (1)	100% (1)
Percentage of CCB accountability documents submitted as per National Prescripts (CCB CEO performance agreement submitted to the Board for approval)	100% (1)	100% (1)	-	-	-
Percentage of CCB accountability documents submitted as per National Prescripts (CCB SMS' performance agreements to the CEO for approval)	100% (3)	100% (3)	-	-	-
Percentage of CCB accountability documents submitted as per National Prescripts (CCB SMS's Financial Disclosures submitted)	100% (4)	100% (4)			

Output indicators	Annual Target	Quarterly Targets with Sources of Verification Noted			
		Q1	Q2	Q3	Q4
Percentage compliance of the CCB to Parliamentary Activities (Submission of all reports and attendance of committee meetings in support of parliamentary activities)	100%	100%	100%	100%	100%
Percentage reduction of the number of irregular expenditure within the CCB	85%	-	-	-	85%
Percentage reduction in the number of fruitless and wasteful expenditures within the CCB	100%	-	-	-	100%
Percentage payments within 30 days from receipt of legitimate invoices	100%	-	-	-	100%

Although this programme is not explicitly stated in our legislative mandate, this is a PFMA requirement to ensure good governance and compliance with National Regulatory Framework. Core Programme Performance Indicators are defined as this performance information is directly linked to the sustained legislative mandate of the CCB.

Programme 2: Maintenance and Conservation at the CGH

Purpose

This programme aims to ensure the maintenance, preservation, interpretation and showcasing of the history of the Castle of Good Hope.

Outcomes, outputs, performance indicators and targets for the 2024/25 MTEF

The following tables reflect the annual and quarterly targets for the Maintenance and Conservation of the Castle of Good Hope programme.

Table 6: Programme 2 - Maintenance and Conservation of the Castle of Good Hope: Outcomes, outputs, performance indicators and targets for the 2024/25 MTEF

CCB Outcome	CCB Output	Output indicators	Audited/Actual Performance			Estimated Performance	Medium-term Targets		
			2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	A well-conserved, maintained, and protected Castle of Good Hope	Number of preventative and regulation maintenance projects completed	8	8	8	9	8	9	9
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	A well-conserved, maintained, and protected Castle of Good Hope provided	An annual increase in the number of tangible heritage projects implemented at the Castle of Good Hope	6	6	4	4	4	5	5
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	A well-conserved, maintained, and protected Castle of Good Hope	Number of non-commercial, cultural events hosted annually at the Castle of Good Hope	10	10	10	14	15	17	17
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	A well-conserved, maintained, and protected Castle of Good Hope	Number of exhibitions hosted annually at the Castle of Good Hope	5	5	3	7	6	6	6

Table 7: Programme 2: Maintenance and Conservation of Castle of Good Hope: Annual and Quarterly Targets for the FY2024/25

Output indicators	Annual Target 2024/25	Quarterly Targets with Sources of Verification Noted			
		Q1	Q2	Q3	Q4
Number of preventative and regulation maintenance projects completed	8	2	2	2	2
An annual increase in the number of tangible heritage projects implemented at the Castle of Good Hope	4	1	1	1	1
Number of non-commercial, cultural events hosted annually at the Castle of Good Hope	15	4	4	4	3
Number of exhibitions hosted annually at the Castle of Good Hope	6	-	-	3	3

This programme emanates directly from the Castle of Good Hope Management Act (1993) that states that the CCB is responsible for preserving and protecting the military and cultural heritage of the Castle of Good Hope. The property and collections at the Castle belong to the MOD&MV. The latter finances major renovation and refurbishment of the Castle of Good Hope. However, the day-to-day routine and preventative maintenance and conservation is the responsibility of the CCB.

Programme 3: Maximizing the Castle’s tourism potential

Purpose

The purpose of this programme is to optimize the tourism potential of the Castle of Good Hope.

Outcomes, outputs, performance indicators and targets

The following tables reflect the annual and quarterly targets for the Tourism Management Programme. Please note that the 2021/22 and 2022/23 targets have been “Covid-19” adjusted.

Table 8: Programme 3 - Maximizing the Castle’s Tourism Potential: Outcomes, outputs, performance indicators and targets for the 2024/25 MTEF

CCB Outcomes	CCB Outputs	Output indicators	Audited/Actual Performance			Estimated Performance	Medium-term Targets		
			2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	A well-conserved, maintained, and protected Castle of Good Hope	The annual number of visitors and tourists attracted to the Castle of Good Hope	14 522	33 452	120 000	73 765	130 000	170 000	180 000

CCB Outcomes	CCB Outputs	Output indicators	Audited/Actual Performance			Estimated Performance	Medium-term Targets		
			2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	A well-conserved, maintained, and protected Castle of Good Hope	Gross revenue generated through tourism and events	R5 971 000	R 9 438 000	R10 005 000	R10 785 755	R10 705 000	R10 166 000	R9 950 000
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	A well-conserved, maintained, and protected Castle of Good Hope	Number of commercial events hosted at the Castle of Good Hope	15	16	20	18	30	35	40
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	A well-conserved, maintained, and protected Castle of Good Hope	Number of film and fashion shoots accommodated at the Castle of Good Hope	10	10	12	42	15	16	17
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	A well-conserved, maintained, and protected Castle of Good Hope	Number of tourism infrastructure upgrades completed	2	1	1	1	2	3	3
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	A well-conserved, maintained, and protected Castle of Good Hope	Number of Joint Marketing Initiatives undertaken	2	2	2	2	2	2	2

Table 9: Programme 3: Maximizing the Castle’s Tourism Potential: Annual and Quarterly Targets for the FY2024/25

Output indicators	Annual Target 2024/25	Quarterly Targets with Sources of Verification Noted			
		Q1	Q2	Q3	Q4
The annual number of visitors and tourists attracted to the Castle of Good Hope	130 000	20 000	25 000	35 000	50 000
Gross revenue generated through tourism and events	R 10 705 000	R 900 000	R 6 956 000	R 1 226 000	R1 623 000
Number of commercial events hosted at the Castle of Good Hope	30	6	8	8	8
Number of film and fashion shoots accommodated at the Castle of Good Hope	15	4	4	4	3
Number of tourism infrastructure upgrades completed	2	-	-	-	-
Number of Joint Marketing Initiatives undertaken	2	-	1	-	1

This programme emanates directly from the CGH Management Act (1993) that states that the CCB is responsible for preserving and protecting the military and cultural heritage of the CGH. It is widely accepted that this is a vast endeavour hence the provision in the CCB’s mandate to generate income from this cultural tourism icon hence the legislative mandate to optimize the tourism potential of the Castle of Good Hope. All revenue generated through tourism, events and filming is ploughed back into the maintenance and enhancement of the Castle of Good Hope, but additional government funding is required because the market is not big enough to sustain all the conservation efforts at the citadel.

Gross revenue includes allocation from the DoD: R 6m in FY2024/25, R5m in FY 025/26 and R4m in 2026/27.

Programme 4: Increase Public Access to the Castle of Good Hope

Purpose

This programme aims to optimize public access and increase the Castle of Good Hope’s public profile and positive perception across all community sectors.

Outcomes, outputs, performance indicators and targets

The following tables reflect the annual and quarterly targets for the Increase Public Access to the Castle of Good Hope Programme. Both 2021/22 and 2022/23 targets have been “COVID-19” adjusted.

Table 10: Programme 4 - Increase Public Access to the CGH: Outcomes, outputs, performance indicators and targets for the 2024/25 MTEF.

CCB Outcome	CCB Outputs	Output Indicator	Audited/Actual Performance			Estimated performance 2023/24	MTEF period		
			2020/21	2021/22	2022/23		2024/25	2025/26	2026/27
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	A well-conserved, maintained, and protected Castle of Good Hope	The annual number of potential visitors reached through the media	60000 000	80 000 000	1.8billion	10000 000	120 000 000	130 000 000	135 000 000

CCB Outcome	CCB Outputs	Output Indicator	Audited/Actual Performance			Estimated performance	MTEF period		
			2020/21	2021/22	2022/23		2023/24	2024/25	2025/26
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	A well-conserved, maintained, and protected Castle of Good Hope	Number of student interns hosted at the CGH per annum	12	8	18	12	12	14	14
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	A well-conserved, maintained, and protected Castle of Good Hope	Number of heritage-educational programmes organized for women, unemployed youth, disabled and traditional communities	12	12	19	18	22	22	22
Internationally known and recognised cultural and heritage brand for Ubuntu, dialogue, nation-building and human rights recognition.	A well-conserved, maintained, and protected Castle of Good Hope	Number of heritage programmes organized for Military Veterans	6	6	14	6	6	6	6

Table 11: Programme 4 - Increase Public Access to the CGH: Annual and Quarterly Targets for the FY2024/25

Output indicator	Annual Target 2024/25	Quarterly Targets with Sources of Verification Noted			
		Q1	Q2	Q3	Q4
The annual number of potential visitors reached through the media	120 000 000	20m	25m	35m	40m
Number of student interns hosted at the Castle of Good Hope per annum	12	6	2	2	2
Number of heritage-educational programmes organized for women, unemployed youth, disabled and traditional communities	22	5	5	6	6
Number of heritage programmes organized for Military Veterans	6	2	1	1	2

This programme emanates directly from the Castle of Good Hope Management Act (1993) that states that the CCB is responsible for optimising public access to the CGH. It is widely accepted that this is an international norm and tendency hence the Board's rallying call to *"Bring the People to the Castle of Good Hope and take the Castle of Good Hope to the People"*. This mandate is a noble cause, and the CCB management must strike a delicate balance between this objective and the need to meet commercial demands. They often rely on the government, corporate and public sponsorship, and goodwill to realize this objective to its fullest.

CCB PLANNED PERFORMANCE OVER 2024/25 MTEF

The effect of the COVID-19 pandemic will linger for many years to come. To mitigate this, the CCB has set out the following strategic foci to ensure that it still delivers the full baskets of goods and services to the public, clients, and partners.

- We amended and approved the budget and targets in response to another year affected by the pandemic's impact. The CCB is reliant on international visitors to boost its revenues. The travel restrictions on many overseas markets will affect our ability to raise revenue in this sector. The CCB, like the rest of the country, will focus our marketing efforts on the local and domestic markets.
- Secondly, we are reaching out to our longstanding partners to pool resources (and risks) when staging commercial events at the Castle. Only a limited number of people can attend events compelling us to shift to smaller events and conferences. The CCB is also actively seeking sponsorships for worthy heritage programs. In this regard, the much-publicised Camissa Museum, and a sponsorship to fence off the notorious Strand Street section of the Castle, are initiatives we plan for the new financial year.
- As far as our internship program is concerned, it is worthy to note that we are now mainly engaging institutions of learning which are willing to deploy their sponsored interns at the Castle. As soon as our financial position improves, we will review this approach.

In conclusion, the Board and its management team know desperate times call for desperate interventions. We want to ensure our clients and superiors that our small group will go out of our way to ensure that the Castle's constituency gets the services and goods they deserve.

PROGRAMME RESOURCE CONSIDERATIONS

CCB Expenditure Estimates

The following table outlines the CCB's expenditure estimates from FY2024/25 to FY2026/27

Table 12(a): CCB's Full-Cost of Programmes for FY2024/25– FY2026/27

Serial No	Programme	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
		(R'000)	(R'000)	(R'000)	(R'000)	(R'000)	(R'000)	(R'000)
		Audited amounts			Budget Amount	Budget Amount	Budget Amount	Budget Amount
1	Administration	5 414	6 225	7 420	8 543	8 857	8 634	8 635
2	Conservation Management	381	459	644	1 147	942	1 054	997
3	Tourism Management	5	5	23	94	156	138	121
4	Public Access	24	65	272	800	750	340	197
	TOTALS	5 823	6 754	8 359	10 584	10 705	10 166	9 950

Budget Program Structure

The spending focus of the CCB is to capitalize on the investments of the past MTEF. The organization's capacity to maintain the upgraded building, do preventative facilities management, optimize the heritage-tourism potential, and increase the accessibility of the CGH to the broader public, will be enhanced during the current MTEF.

Resource Considerations: Full Cost

*Programme 1 – **Administration (R8 857 million)***: The organization will continue to deliver a comprehensive range of visitor services such as tourist literature, maps, guide books, an upgraded information centre, updated website, better and brighter signage, an improved security system, an outside restaurant/kiosk as well as more diverse tour options to attract more international tourists as well as local visitors. All organizational activities, programmes and strategic

interventions will be linked to Outcome 12, namely **“An efficient, effective and development-oriented public service and empowered fair and inclusive citizenship”**.

Since the CCB is an organization that provides public goods and services (information, tours, publications, marketing programmes, hosting of events, etc.), the most effective spending programme is administered. Within this programme, employment cost is the most significant expenditure driver. The CCB employs 25 people.

The CCB provides full-time facilities and logistics manager, a facilities management contract, and a limited number of full-time maintenance personnel to meet its legislative mandate. Without this, the 420-roomed Castle will fall in disrepair sooner than later. These have been included in the estimates for FY2024/25.

Programme 2 - Conservation Management: The second biggest expenditure item is the Preservation, Interpretation and Showcasing Programme of the CGH's Heritage which amounts to **R942 000** for the FY2024/25. The organization plans to deliver a series of innovative public events over the medium term.

Some of the initiatives include an active marketing drive to get more South African learners and locals to visit the CGH, heritage programs and cultural workshops for all South Africa's cultural and ethnic groups, skills training workshops for Military Veterans, interactive heritage displays, expansion of museum displays and the development of the CGH Chapel as a place of worship and reflection. The organization is also working on getting the CGH listed as a World Heritage Site with the United Nations Educational, Scientific and Cultural Organisation. These initiatives will promote an understanding of the CGH as a global heritage icon to maximize its public profile and positive perception across all community sectors in support of Outcome 5, **“A skilled and capable workforce to support an inclusive growth path”**.

Programme 3 - Tourism Management: Although low expenditure items (totalling **R156 000 FY2024/25**), the other two programmes (*Maximizing tourist potential and increased public access*) are also crucial to the CCB's mandate. The Tourism portfolio will be improved by expanding tour options, tourism products and experiences aimed at kids, better signage, display of cultural tourism products and aggressive marketing programmes.

One of the critical elements is a big enough indoors venue. In this regard, the CCB is engaging the DOD's Log Division to procure a 2500-seater marquee. This facility will be available for Ministerial, governmental, and other corporate functions and will save the state millions in the long run. This activity will not only increase the organization's revenue generation capacity but cut costs and increase productivity. But the most significant advantage is that it will limit damage to the renovated spaces caused by the reckless movement of equipment through fragile venues.

Programme 4 - Public Access: Most of the **R750 000** expenditure allocated to this crucial program goes into public events such as community workshops, outreach programmes to schools, hosting of special needs groups (such as AIDS orphans, pensioners, abused women and children), internships and youth programmes.

Revenue Generation

The following table outlines the CCB's revenue projections from FY2024/25 to FY2026/27

Table 12(b) CCB's Revenue Generation for FY2024/25– FY2026/27

Serial No	Item	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
		(R'000)	(R'000)	(R'000)	(R'000)	(R'000)	(R'000)	(R'000)
		Audited amounts			Budget Amount	Budget Amount	Budget Amount	Budget Amount
1	Sales	475	1 075	2 507	2 537	2 828	3 137	3 700
2	Rental income	549	2 021	1 910	1 260	1 047	1 089	1 154
3	Other income	13	46	441	487	520	620	700
	Interest income	34	107	293	300	310	320	396
4	Grant	4 900	5 500	6 000	6 000	6 000	5 000	4 000
	TOTALS	5 971	8 749	11 151*	10 584	10 705	10 166	9 950

*Total revenue includes an amount of R365 937 for in-kind services.

Unlike most government departments and agencies, the CCB is not merely a cost centre but a significant revenue generation centre. The CCB has completed a Revenue Optimisation Plan, and the implementations of the findings thereof will increase revenue in the initial phase (2018) by at least R2.5 million per annum. The Revenue Optimisation Plan will assist in realizing the total capacity of the site.

Direct revenue for the CCB is set at R4,584 million and is primarily generated from ticket sales from visitors to the CGH, renting out of venues in the CGH, and fees from hosting special events. However, the COVID-19 pandemic has radically undermined the CCB's ability to generate money from the tourism industry, and it will rely on the DOD or other state entities for support while mitigating the impact of this disastrous event.

This revenue amount excludes the R6m allocation from the DoD. The financial support from the DoD will continue at R5m and R4m in FY2025/26 and FY 2026/27 respectively.

The CCB is highly committed to optimizing the income potential of the CGH without compromising its historical and cultural integrity. In this regard, with the Executive Authority's support, the Board must implement a few radical interventions regarding the renting out of space, the CGH attracting a variety of events, the rate card, and the pricing of access tickets.

Among the strategies adopted by the Board to increase more revenue is the increase in fees for hosting events at the Castle of Good Hope. The Board considered that the venue rental fees have been unchanged for more than 20 years. The increase will be affected by 2020/21 without causing significant disruptions in the tourism industry.

UPDATES KEY RISKS

The Castle Control Board continues to pursue its commitment towards enabling the effective management of risks throughout the organization through the continuous adoption of best practices and methodologies relating to enterprise risk management tailored to the department portfolio while ensuring legislative compliance.

The Board acknowledges that risks are unavoidable in the department's context and will strive to ensure that a risk management culture is institutionalized in organizational processes, thereby reducing risk exposure to an acceptable level. The identified Castle Control Board Enterprise Our risks-based approach continues to focus on regular monitoring and scrutiny by relevant departmental management forums, oversight and governance structures that include, amongst others, the Castle Control Board of Directors, the Audit and Risk Committee, Internal Audit Unit, Castle Management and the Portfolio Committee of Defence and Military Veterans.

The transversal Castle Control Board Enterprise Risks listed below may harm the realization of the departmental outputs of the associated budget programmes during the FY2024/25 MTEF and will be dealt with by applying the noted organizational risk responses.

Table 13: Updated Key Risks and Mitigation

Outcome	Key risks	Risk mitigation
A well-conserved, maintained, and protected Castle of Good Hope	The inability of the CCB to remain a going concern in the aftermath of the most devastating event (COVID-19) because it cannot generate revenue from its tourism and events portfolios.	Aggressive marketing and a compact with government departments use the Castle facilities for their smaller meetings and conferences.
A well-conserved, maintained, and protected Castle of Good Hope	We are experiencing a decline in financial resources inhibiting us from executing our primary mandate to conserve and promote CGH as a Heritage Site.	See through the legal and compliance processes to apply to Treasury for the retention of historic surpluses.
Accountable and effective governance of the CCB	We have insufficient Human Resources capacity hampering our endeavours to fulfil our core mandates.	Retrain and redeploy existing staff and recruit key staff, e.g., financial manager, in an HRD Plan.
A well-conserved, maintained, and protected Castle of Good Hope	Blurred and overlapping responsibilities regarding the overall management of the CGH precinct negatively affect our ability to coordinate and optimize the resource base.	Integrated CGH Management Plan drafted, inter-institutional management structure revived, and

Outcome	Key risks	Risk mitigation
		Revenue Optimisation Plan to be finalized.
A well-conserved, maintained, and protected Castle of Good Hope	Compromised security in and around the CGH undermining the work of the CCB.	Executive Director engages with Reserve Force Units, SAPS and City Improvement District to address this serious issue.
Accountable and effective governance of the CCB	Lack of adherence to a Manual of Policies and Procedures to regulate control and compliance environment undermines our ability to build win-win partnerships with the private and public sectors.	Newly appointed Executive Director and Chief Financial Officer are leading the initiative to ensure complete compliance
A well-conserved, maintained, and protected Castle of Good Hope	The compromising of the image of the Castle either through malice or abuse of its spaces and amenities	The Executive Director shall actively engage stakeholders and the media.

PUBLIC ENTITIES

The CCB does not have public entities reporting to it.

INFRASTRUCTURE PROJECTS

The CCB has four planned heritage upgrades for the FY2024/25, as stated in Table 7.

CONDITIONAL GRANTS

The CCB has no Conditional Grants for the FY2024/25, and therefore no table was added to this Plan for the 2024/25 MTEF.

CONSOLODATED INDICATORS

The CCB has no Consolidated Indicators for the FY2024/25, and therefore no table was added to this Plan for the 2024/25 MTEF.

DISTRICT DEVELOPMENT MODEL

The CCB has no contribution towards the District Development Model for the FY2024/25, therefore no table was added to this Plan for the 2024/25 MTEF.

PUBLIC-PRIVATE PARTNERSHIPS

The CCB does not envisage any PPP over the 2024/25 MTSF period.

**ANNEXURE A
TECHNICAL INDICATOR DESCRIPTION**

All the CCB Technical Indicator Description (TID) for FY2024/25 are included underneath from Table 14 to Table 35

Table 14: Administration – Number of corporate governance policies approved per annum.

Indicator title	Number of corporate governance policies approved per annum
Definition	The Board remains steadfast in its commitment to transform its corporate governance standing by complying with all National Treasury policies and regulations and critical recommendations for Auditor General South Africa (hereafter AGSA). This descriptor uses the historic AG audit findings as a baseline and sets annual targets to develop or update policies to ensure alignment with the Board's mandate and national imperatives.
Source of data	<ol style="list-style-type: none"> 1. Entity policies. 2. Management and audit reports. 3. Internal audit reports.
Method of calculation or assessment	The actual number of policies developed or updated per annum
Means of verification	<ol style="list-style-type: none"> 1. Proof of submission of new or updated policies to the Board. 2. Board resolutions regarding corporate governance interventions during the year.
Assumptions	New or updated policies are timeously presented to the Board.
Disaggregation of beneficiaries	<p>The target for women: N/A</p> <p>The target for youth: N/A</p> <p>The target for people with disabilities: N/A</p>
Spatial transformation	N/A – corporate governance
Calculation type	Cumulative
Reporting cycle	Annual
Desired performance	All submitted policies are to be approved by the board.
Indicator responsibility	CCB Chief Financial Officer.

Table 15: Administration - Percentage of significant prior-year audit findings resolved

Indicator title	Percentage of significant prior-year audit findings resolved
Definition	The Board remains steadfast in its commitment to transform its corporate governance standing in complying with all National Treasury policies and regulations and the Auditor General South Africa's (hereafter AGSA) key recommendations. This descriptor uses the historic AGSA audit findings as a baseline and sets annual targets to reduce these adverse findings to zero and achieve a clean, unqualified audit scorecard.
Source of data	Management and audit reports, internal audit reports, Board, and audit committee minutes
Method of calculation or assessment	Using the actual number of adverse audit findings of the preceding year as a baseline, the Board sets a strict target to reduce this.
Means of verification	Comparing prior year audit findings in the management letter to the current year and assessing the movement.
Assumptions	Pending the receipt of the AGSA Report.
Disaggregation of beneficiaries	<p>The target for women: N/A</p> <p>The target for youth: N/A</p> <p>The target for people with disabilities: N/A</p>
Spatial transformation	N/A – corporate governance
Calculation type	Non-cumulative
Reporting cycle	Annual
Desired performance	Ensure all issues are resolved to maintain a clean audit status.
Indicator responsibility	CCB Chief Financial Officer.

Table 16: Administration - Percentage of adherence to the CCB Master Record Index for Plans

Indicator Title	Percentage of adherence to the CCB Master Record Index for Plans
<p>Definition</p>	<ol style="list-style-type: none"> 1. The term “MRI” refers to the CCB Master Record Index for Plans which is a control index of all CCB Plans to be submitted to Internal and External Stakeholders on specific target dates as specified in National Frameworks and by departmental instructions/directives. 2. <u>Corporate Plans</u>. Corporate Plans refer to a list of plans which must be submitted/taled in accordance with legislative framework by the Executive Authority and or the Accounting Officer, to which the department must comply with on specific target dates. These Plans which must be developed, approved, and submitted to the Corporate Planning Offices for technical evaluation before implementation during the next financial year (year +1). 3. <u>Support Plans</u>. Support Plans, which must be develop by the functional and support environments. These Support Plans, which must be attached to the CCB Level 2 APP as appendices, are aligned to the DOD Functional and Support Guidelines for Planning, Budgeting, Reporting and Risk Management for a specific Medium Term Expenditure period.
<p>Purpose of the Indicator</p>	<ol style="list-style-type: none"> 1. The purpose of this indicator is to track the progress of the development, approval, and promulgation of departmental Corporate and Support Plans in the CCB. 2. In terms of Section 8 of the Defence Act, 2002 (Act No. 42 of 2002), the Head of the Department and the Accounting Officer for Defence as contemplated in Section 36 of the Public Finance Management Act, 1999 (Act No. 1 of 1999) (PFMA) is to ensure that the Department maintains effective, efficient and transparent systems of financial risk management and internal control. 3. Resultant from the establishment of the Public Entities Oversight Forum by National Treasury and the launching of the Planning, Monitoring and Evaluation Community of Practice “for Schedule 3A Public Entities and Constitutional Institutions” dated 30 October 2015 by the Department of Planning, Monitoring and Evaluation (DPME) planning instruments and quarterly reporting by Public Entities (Armscor and Castle Control Board) and Organs of State (Defence Force Service Commission, the Military Ombud, Reserve Force Council and Defence Sector Charter Council), which are reporting to the Executive Authority, must be submitted for approval by the Executive Authority. 4. The CCB MRI for Plans is a management tool to ensure departmental timely submission of approved Plans to External stakeholders, in alignment with National Regulatory Frameworks and the submission of departmental Plans, in alignment with departmental instructions/directives to Internal Stakeholder and External Stakeholders, as and when required. 5. The Performance Indicator specialist, who is responsible for the management of the CCB MRI for Plans, will report also against the CCB APP for a specific year, on a quarterly basis. 6. To ensure compliance with National Regulatory requirements and departmental instructions/directives, the following eight steps will be followed by CCB Corporate and Support Plans (Level 1) to ensure compliance with the CCB MRI for Plans: <ol style="list-style-type: none"> a. The development of the Corporate and Support Plans (Level 1). b. The presentation of the Plan to the applicable Functional Boards for endorsement. c. The presentation of the Plan to the Logistic Board (if required) for endorsement. d. The submission for approval to the Executive Authority, Secretary for Defence, prior to submission to the required Internal and/or External Stakeholders, where required. e. The submission of approved Plans to External and Internal Stakeholders as per National Prescripts and departmental instructions.

Indicator Title	Percentage of adherence to the CCB Master Record Index for Plans																											
	<p>f. The implementation of the approved CCB Corporate and Support Plans (Level 1), through instructions/directives.</p> <p>g. The submission of the proof of CCB Corporate Plans (Level 1), been submitted to Internal and External Stakeholders to the DOD Corporate Planning Office (Chief Defence Policy, Strategy and Planning – Director Strategy and Planning) to ensure safekeeping for audit purposes.</p> <p>h. Publishing of the Corporate Plans (Level 1) on the CCB Website.</p> <p>7. To inform the reporting against the status of these CCB Plans, the targets for the FY2024/25 are included as follows:</p>																											
	<table border="1"> <thead> <tr> <th colspan="2" data-bbox="518 539 1043 674">Corporate Plans</th> <th data-bbox="1043 539 1209 674">Targets for the FY2024/25¹</th> <th data-bbox="1209 539 1398 674">Date of Submission</th> </tr> </thead> <tbody> <tr> <td data-bbox="518 674 584 835">1</td> <td data-bbox="584 674 1043 835">Castle Control Board Strategic Plan [2025-2030] (5 year) to be submitted to the Executive Authority for approval prior to submission to AGSA, DPME and NT)</td> <td data-bbox="1043 674 1209 835">1</td> <td data-bbox="1209 674 1398 835">3rd Quarter</td> </tr> <tr> <td data-bbox="518 835 584 936">2</td> <td data-bbox="584 835 1043 936">Castle Control Board Annual Performance Plan for the 2025 MTEF (Annually).</td> <td data-bbox="1043 835 1209 936">1</td> <td data-bbox="1209 835 1398 936">4th Quarter</td> </tr> <tr> <td data-bbox="518 936 584 1037">3</td> <td data-bbox="584 936 1043 1037">Castle Control Board Annual Operational Plan for the FY2024/25</td> <td data-bbox="1043 936 1209 1037">1</td> <td data-bbox="1209 936 1398 1037">4th Quarter</td> </tr> <tr> <td data-bbox="518 1037 584 1198">4</td> <td data-bbox="584 1037 1043 1198">Castle Control Board Strategic Plan [2025-2030] (5 year) to be submitted to the Executive Authority for approval prior to submission to AGSA, DPME and NT)</td> <td data-bbox="1043 1037 1209 1198">1</td> <td data-bbox="1209 1037 1398 1198">4th Quarter</td> </tr> <tr> <td colspan="2" data-bbox="518 1198 1043 1294">Total</td> <td data-bbox="1043 1198 1209 1294">4</td> <td data-bbox="1209 1198 1398 1294">100% 4th Quarter</td> </tr> </tbody> </table>				Corporate Plans		Targets for the FY2024/25 ¹	Date of Submission	1	Castle Control Board Strategic Plan [2025-2030] (5 year) to be submitted to the Executive Authority for approval prior to submission to AGSA, DPME and NT)	1	3 rd Quarter	2	Castle Control Board Annual Performance Plan for the 2025 MTEF (Annually).	1	4 th Quarter	3	Castle Control Board Annual Operational Plan for the FY2024/25	1	4 th Quarter	4	Castle Control Board Strategic Plan [2025-2030] (5 year) to be submitted to the Executive Authority for approval prior to submission to AGSA, DPME and NT)	1	4 th Quarter	Total		4	100% 4th Quarter
Corporate Plans		Targets for the FY2024/25 ¹	Date of Submission																									
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Total		4	100% 4th Quarter																									
Source of Data	<ol style="list-style-type: none"> SA Defence Review 2015 Implementation Plan “<i>Plan to Arrest the Decline</i>” Part D: “<i>Performance Information Non-cost deliverables of the SA Defence Review 2015</i>”. Proof of submissions to the Executive Authority for approval (Corporate Plans). Proof of submissions to the Accounting Officer for approval (Corporate Plans). Proof of approval letters signed by the Executive Authority and the Accounting Officer. Proof of approval letters signed by the CCB Board. Proof of tabling and Parliamentary Announcements, Tabling and Committee Reports. CCB MRI for Plans Status Report. CCB Electronic Quarterly Performance Report System (CCB MRI for Plans quarterly reports [fourth quarter]). CCB Annual Performance Plan for a specific financial year. Approved minutes of the CCB Board. 																											

¹ The target setting of “zero” and “one” refer to the submission of the DOD Corporate, Functional and Support Plans required for to submission in a specific financial year as directed by National Prescripts and departmental instructions/directives.

Indicator Title	Percentage of adherence to the CCB Master Record Index for Plans
Method of Calculation or Assessment	<p>X = Total number of approved CCB Corporate Plans (Level 1) submitted in accordance with the CCB MRI for Plans.</p> <p>Y = Total number of planned CCB Corporate Plans required to be submitted in accordance with the CCB MRI for Plans.</p> <p>Score = $X/Y \times 100 = \%$</p>
Means of Verification	<ol style="list-style-type: none"> 1. SA Defence Review 2015 Implementation Plan “Plan to Arrest the Decline” Part D: “Performance Information Non-cost deliverables of the SA Defence Review 2015”. 2. Proof of submissions to the Executive Authority for approval (Corporate Plans). 3. Proof of submissions to the Accounting Officer for approval (Corporate Plans). 4. Proof of approval letters signed by the Executive Authority and the Accounting Officer. 5. Proof of approval letters signed by the CCB Board. 6. Proof of tabling and Parliamentary Announcements, Tabling and Committee Reports. 7. CCB MRI for Plans Status Report. 8. CCB Electronic Quarterly Performance Report System (CCB MRI for Plans quarterly reports [fourth quarter]). 9. CCB Annual Performance Plan for a specific financial year. 10. Approved minutes of the CCB Board.
Assumptions	<ol style="list-style-type: none"> 1. Departmental strategies are established to inform the formulation of DOD planning instruments. 2. Owners have clearly articulated and approved Performance Agreements referring to the responsibility to manage, develop, approve and safe keep of the relevant Corporate, and Support Plans (Level 1). 3. Internal control mechanisms have been established by the applicable Chief of the CCB to ensure quality control and compliance with applicable National and Departmental Timelines and Departmental instructions/directives. 4. CCB Corporate and Support Plans (Level 1) Owners ensure the submission of plans follow applicable National and Departmental Timelines and Departmental instructions/directives.
Disaggregation of Beneficiaries (where applicable)	<ol style="list-style-type: none"> 1. Target for Women: N/A. 2. Target for Youth: N/A. 3. Target for People with Disabilities: N/A.
Spatial Transformation (where applicable)	<p>N/A.</p>
Calculation Type	<p>Cumulative (Year-End).</p>
Reporting Cycle	<p>Annual.</p>
Desired Performance	<p>Submission of CCB Corporate Plans as per the DOD Timeline, thereby ensuring full compliance with National Regulatory Frameworks and departmental instructions/directives.</p>
Indicator Responsibility	<p>CCB Chief Executive Officer.</p>

Table 17: Administration - Percentage of CCB accountability documents submitted as per National prescripts.

Indicator Title	Percentage of CCB accountability documents submitted as per National Prescripts																																			
<p>Definition</p>	<p>1. The indicator describes the Castle Control Board (CCB) requirement regarding the accountability for submitting accountability documents and other statutory documents required by the CCB delivery prescripts.</p> <p>2. CCB accountability documents, which are in support of the departmental accountability documents, are:</p> <ul style="list-style-type: none"> a. Quarterly Performance Reports. b. Annual Reports. c. Performance Agreements. – CEO and SMS d. Quarterly Financial Reports e. Financial Disclosures 																																			
<p>Purpose of the Indicator</p>	<p>1. To ensure entity compliance, the CCB must develop and submit accountability documents through a specific financial year.</p> <p>2. The CCB Accountability Documents to be submitted to the Board as aligned to the entity’s Timeline for Planning, Budgeting, Reporting and Risk Management for a specific financial year are the following:</p> <table border="1" data-bbox="555 958 1359 1944"> <thead> <tr> <th data-bbox="555 958 619 1061"></th> <th data-bbox="619 958 975 1061">CCB Accountability Documents</th> <th data-bbox="975 958 1166 1061">The target for the FY2024/25</th> <th data-bbox="1166 958 1359 1061">Submission date</th> </tr> </thead> <tbody> <tr> <td data-bbox="555 1061 619 1227">1</td> <td data-bbox="619 1061 975 1227">Development and submission of 4 x CCB Quarterly Performance Reports to the Executive Authority</td> <td data-bbox="975 1061 1166 1227">4</td> <td data-bbox="1166 1061 1359 1227">Quarterly</td> </tr> <tr> <td data-bbox="555 1227 619 1330">2</td> <td data-bbox="619 1227 975 1330">Development and submission of 1 x CCB Annual Report</td> <td data-bbox="975 1227 1166 1330">1</td> <td data-bbox="1166 1227 1359 1330">4th Quarter</td> </tr> <tr> <td data-bbox="555 1330 619 1464">3</td> <td data-bbox="619 1330 975 1464">CCB CEO Performance Agreement submitted to the Board for approval (Annually).</td> <td data-bbox="975 1330 1166 1464">1</td> <td data-bbox="1166 1330 1359 1464">1st Quarter</td> </tr> <tr> <td data-bbox="555 1464 619 1599">4</td> <td data-bbox="619 1464 975 1599">CCB SMS’ performance agreements were submitted to the CEO for approval.</td> <td data-bbox="975 1464 1166 1599">3</td> <td data-bbox="1166 1464 1359 1599">1st Quarter</td> </tr> <tr> <td data-bbox="555 1599 619 1765">5</td> <td data-bbox="619 1599 975 1765">Development and submission of 4x CCB Quarterly Financial reports to National Treasury and Executive Authority</td> <td data-bbox="975 1599 1166 1765">4</td> <td data-bbox="1166 1599 1359 1765">Quarterly</td> </tr> <tr> <td data-bbox="555 1765 619 1868">6</td> <td data-bbox="619 1765 975 1868">Submission of CCB SMS Financial Disclosures</td> <td data-bbox="975 1765 1166 1868">4</td> <td data-bbox="1166 1765 1359 1868">1st Quarter</td> </tr> <tr> <td data-bbox="555 1868 619 1944"></td> <td data-bbox="619 1868 975 1944">Total</td> <td data-bbox="975 1868 1166 1944">17</td> <td data-bbox="1166 1868 1359 1944"></td> </tr> </tbody> </table>					CCB Accountability Documents	The target for the FY2024/25	Submission date	1	Development and submission of 4 x CCB Quarterly Performance Reports to the Executive Authority	4	Quarterly	2	Development and submission of 1 x CCB Annual Report	1	4 th Quarter	3	CCB CEO Performance Agreement submitted to the Board for approval (Annually).	1	1 st Quarter	4	CCB SMS’ performance agreements were submitted to the CEO for approval.	3	1 st Quarter	5	Development and submission of 4x CCB Quarterly Financial reports to National Treasury and Executive Authority	4	Quarterly	6	Submission of CCB SMS Financial Disclosures	4	1 st Quarter		Total	17	
	CCB Accountability Documents	The target for the FY2024/25	Submission date																																	
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6	Submission of CCB SMS Financial Disclosures	4	1 st Quarter																																	
	Total	17																																		
<p>Source of data</p>	<p>1. Entity Policies.</p>																																			

Indicator Title	Percentage of CCB accountability documents submitted as per National Prescripts
	2. Entity Performance, Monitoring and Evaluation Annual and Quarterly Reporting Instructions.
Method of Calculation/ Assessment	<p>The actual number of accountability documents submitted is divided by the total number of CCB accountability documents required to be submitted.</p> <p>Y = Total number of CCB accountability documents submitted following prescripts and the DOD, CDPSP and CDSM Timeline for Planning, Budgeting, Reporting and Risk Management.</p> <p>T = Total number of CCB accountability/statutory documents must be submitted following prescripts and the DOD, CCB and National Treasury Timeline for Planning, Budgeting, Reporting and Risk Management.</p> <p>Score = Y/T * 100%.</p>
Means of Verification	<ol style="list-style-type: none"> 1. Proof of submission of CCB quarterly reports to the Audit and Risk Committee, Board, Executive Authority and National Treasury. 2. Proof of submission of the APP to the statutory bodies. 3. Proof of submission of the CCB Annual Report to the statutory bodies. 4. Proof of submission of CEO performance report to the Chairperson of the Board. 5. Proof members performance reports submitted to the CEO. 6. Proof of submission of internal control measures to the ARC and Board. 7. Proof all salaries are reconciled monthly. 8. Proof of attendance of parliamentary meetings and submission of reports to parliament.
Assumptions	<ol style="list-style-type: none"> 1. CCB has clearly articulated and approved Performance Agreements, referring to managing the relevant accountability and statutory documents. 2. CCB has established internal control mechanisms to ensure quality control and compliance with applicable entity timelines. 3. Approved CCB Operational Plan for the respective financial year.
Disaggregation of Beneficiaries (where applicable)	<ol style="list-style-type: none"> 1. The target for Women: N/A. 2. The target for Youth: N/A. 3. The target for People with Disabilities: N/A.
Spatial Transformation (where application)	N/A.
Calculation Type	Cumulative.
Reporting Cycle	Quarterly
Desired performance	To strive to meet submission requirements.
Indicator Responsibility	CCB Chief Financial Officer.

Table 18: Administration - Percentage compliance of the CCB to Parliamentary activities

Performance Indicator Title	Percentage compliance of the CCB to Parliamentary activities			
<p>Definition</p>	<p>1. Parliamentary questions are tools that can be used by Members of Parliament and or Portfolio Committees to seek information or to press National Departments and or Public Entities, reporting to the Executive Authority, for action. They oblige Ministers to explain and defend the work, policy decisions and actions of their departments. All questions tabled are published provisionally in the blue pages of the Order Paper (Announcement, Tabling and Committee [ATC Reports] the 'blues') and thereafter appear in the Question Book (the 'whites') and on the Parliamentary Information Management System (PIMS).</p> <p>2. All answers (and the original questions), whether transcribed from the Chamber or recorded from a printed format, are set out in the Official Report and PIMS so they are easily accessible.</p> <p>3. There are four categories of question in the House of Commons:</p> <ul style="list-style-type: none"> a. Questions for Oral Answer. b. Questions for Written Answer c. Cross-cutting questions. d. Urgent Questions. <p>According to the Minister of Defence and Military Veterans (MOD&MV) Agreement with the President (October 2020) and the MOD&MV Priorities 2021, Activity 2.1. "Account to Parliament for the exercising of powers and performance functions related to the Defence Portfolio", Services, Divisions, Organs of State as well as Public Entities, reporting to the MOD&MV, are required to provide responses relevant to their environment on Parliamentary and Portfolio Committee on Defence questions and to appear before Parliament of the Portfolio Committee on Defence, as and when required, at a specified turnaround time (within 7 days from receipt).</p>			
<p>Purpose of the Performance Indicator</p>	<p>The purpose of the indicator is to measure the extent to which the DOD responds to Parliamentary questions and or appear before Parliament of the Portfolio Committee on Defence, at a specified turnaround, as prescribed by the Parliamentary Programme and or prescribed by National Legislation. The indicator is supposed to provide information on time-based reactions. To ensure departmental compliance with National and Parliamentary/Portfolio requirements, such as but not limited to:</p> <p>National Requirements:</p> <p>Corporate Plans/ Annual Performance Plans presented to Parliament/Portfolio Committee, prior to the Minister's Budget Vote.</p> <p>Annual Reports (Castle Control Board) presented to Parliament/Portfolio Committee on Defence and Military Veterans.</p> <p>CCB Quarterly Reports presented to Parliament/Portfolio Committee on Defence and Military Veterans.</p> <p>Parliamentary/Portfolio Requirements:</p> <p>As indicated in the Budget Review and Recommendation Report.</p> <p>As requested of the CCB on a specific matter/s.</p> <p>The CCB endeavours to fulfil the following:</p> <table border="1" data-bbox="336 1554 1075 1720"> <tr> <td data-bbox="336 1554 687 1720">Submission of all reports and attendance of committee meetings in support of parliamentary activities</td> <td data-bbox="692 1554 879 1720">100%</td> <td data-bbox="884 1554 1075 1720">Quarterly</td> </tr> </table>	Submission of all reports and attendance of committee meetings in support of parliamentary activities	100%	Quarterly
Submission of all reports and attendance of committee meetings in support of parliamentary activities	100%	Quarterly		
<p>Source Data</p>	<p>Records ICT Management System Name where PI records are captured and stored.</p> <p>Parliamentary Requests register.</p>			
<p>Method of Calculation</p>	<p>Score = $x / y * 100$</p> <p>Parliamentary/Portfolio Committee on Defence and Military Veterans questions response submitted/ Parliamentary/Portfolio Committee on Defence questions received X 100</p>			
<p>Means of Verification</p>	<p>Records ICT Management System Name where PI records are captured and stored.</p> <p>Parliamentary Requests register.</p>			

Performance Indicator Title	Percentage compliance of the CCB to Parliamentary activities
Assumptions	Services/Divisions/Public Entities and Organs of State respond to the Parliamentary questions or request to appear before Parliament/Portfolio Committee on Defence on time.
Disaggregation of Beneficiaries (where applicable)	<ol style="list-style-type: none"> 1. Target for Women: N/A. 2. Target for Youth: N/A. 3. Target for People with Disabilities: N/A.
Spatial Transformation (where applicable)	N/A.
Calculation Type	Cumulative.
Reporting Cycle	Quarterly.
Desired Performance	Timeous response to all Parliamentary activities.
Indicator Responsibility	CCB Chief Executive Officer.

Table 19: Administration - Percentage reduction of the number of irregular expenditure within the CCB

Indicator title	Percentage reduction of the number of irregular expenditure within the CCB
Definition	The Board remains steadfast in its commitment to transform its corporate governance standing in complying with all National Treasury policies and regulations and the Auditor General South Africa's (hereafter AGSA) key recommendations. This descriptor uses the historic AGSA audit findings as a baseline and sets annual targets to reduce irregular expenditure to zero and ensure compliance with national prescripts.
Source of data	Management reports audit reports, internal audit reports, Board, and audit committee minutes.
Method of calculation or assessment	Using the actual irregular expenditure discovered by management and AGSA in the preceding year as a baseline, the Board sets a strict target to reduce this.
Means of verification	Comparing prior year audit findings in the management letter to the current year and assessing the movement. Analysis of SCM processes and contracts to ensure compliance with National legislation and CCB policies.
Assumptions	CCB will work with AGSA, Internal Auditors, Audit and Risk Committee and National Treasury to ensure compliance with SCM policies and reducing instances of irregular expenditure.
Disaggregation of beneficiaries	The target for women: N/A The target for youth: N/A The target for people with disabilities: N/A
Spatial transformation	N/A – corporate governance
Calculation type	Non-cumulative
Reporting cycle	Annual
Desired performance	Ensure CCB follows correct procurement processes and contracts are drawn per national legislation to prevent irregular expenditure.
Indicator responsibility	CCB Chief Financial Officer.

Table 20: Administration - Percentage reduction of the number of fruitless and wasteful expenditure within the CCB

Indicator title	Percentage reduction of the number of fruitless and wasteful expenditure within the CCB
Definition	The Board remains steadfast in its commitment to transform its corporate governance standing in complying with all National Treasury policies and regulations and the Auditor General South Africa's (hereafter AGSA) key recommendations. This descriptor uses the historic AGSA audit findings as a baseline and sets annual targets to reduce fruitless and wasteful expenditure to zero and ensure compliance with national prescripts.
Source of data	Management reports audit reports, internal audit reports, Board, and audit committee minutes.
Method of calculation or assessment	Using the actual fruitless and wasteful expenditure discovered by management and AGSA in the preceding year as a baseline, the Board sets a strict target to reduce this.
Means of verification	Comparing prior year audit findings in the management letter to the current year and assessing the movement. Analysis of SCM processes to ensure compliance with National legislation and CCB policies.
Assumptions	CCB will work with AGSA, Internal Auditors, Audit and Risk Committee and National Treasury to ensure compliance with SCM policies and reducing instances of fruitless and wasteful expenditure.
Disaggregation of beneficiaries	The target for women: N/A The target for youth: N/A The target for people with disabilities: N/A
Spatial transformation	N/A – corporate governance
Calculation type	Non-cumulative
Reporting cycle	Annual
Desired performance	Ensure CCB follows correct procurement processes to prevent fruitless and wasteful expenditure.
Indicator responsibility	CCB Chief Financial Officer.

Table 21: Percentage payments within 30 days from receipt of legitimate invoices

Indicator Title	Percentage payments within 30 days from receipt of legitimate invoices
Definition	<p>1. According to the Guide for Accounting Officers dated October 2000, Section 38(1)(f) and 76(4)(b) of the PFMA requires that, unless otherwise contracted, payments be made within 30 days of receiving an invoice. The Accounting Officer delaying payment may undermine government objectives such as promoting Small, Medium and Micro Enterprises (SMMEs).</p> <p>2. To ensure the contribution of the CCB to the Government's national priorities and the Forum of South African Directors-General (FOSAD), to reduce poverty and to stimulate economic growth in South Africa, the CCB will endeavour to ensure the payment of legitimate invoices received within the required 30 days.</p> <p>3. A legitimate invoice is defined as an invoice that complies with the detail/specifications of the order placed against the supplier for goods and services, and which adhere to government prescripts.</p>
Purpose of the Indicator	The purpose of this Performance Indicator is to measure the payment made to the supplier within 30 days from receipt of legitimate invoice/s.
Source of Data	<ol style="list-style-type: none"> 1. Financial Management System Report. 2. Supplier Invoices. 3. Proof of payment from Financial Management System (Sub Account System). 4. Invoice Tracking System.
Method of Calculation or Assessment	<p>Score = $X/Y \times 100 = \%$.</p> <p>X = Number of legitimate invoices paid within a specified time frame (within 30 days).</p> <p>Y = Total number of legitimate invoices received.</p>
Means of Verification	<ol style="list-style-type: none"> 1. Financial Management System Report. 2. Supplier Invoices. 3. Proof of payment from Financial Management System (Sub Account System). 4. Invoice Tracking System.
Assumptions	<ol style="list-style-type: none"> 1. Availability of Integrated Financial Management System (IFMS). 2. Suppliers' invoices are compliant with all government requirements for suppliers' invoices.
Disaggregation of Beneficiaries (where applicable)	<ol style="list-style-type: none"> 4. Target for Women: N/A. 5. Target for Youth: N/A. 6. Target for People with Disabilities: N/A.
Spatial Transformation (where applicable)	N/A.
Calculation Type	Cumulative.
Reporting Cycle	Quarterly.
Desired Performance	Increase in the payment of legitimate invoices within 30 days of submission.
Indicator Responsibility	CCB Chief Financial Officer.

Table 22: Maintenance and conservation of the Castle of Good Hope – Number of preventative and regulation maintenance projects completed.

Indicator title	Number of preventative and regulation maintenance projects completed.
Definition	The entity strives to ensure measures are taken to conserve the Castle of Good Hope for posterity. This is done together with the Department of Defence's Logistics Division to maintain the citadel and prevent the building's deterioration regularly.
Source of data	<ol style="list-style-type: none"> 1. Quarterly management reports. 2. Minutes of meetings with maintenance officials. 3. Board minutes and resolutions.
Method of calculation or assessment	Single Count.
Means of verification	<ol style="list-style-type: none"> 1. Photographs (before and after) showing where interventions were made. 2. Proof of completion of maintenance projects.
Assumptions	<p>The heritage section has set:</p> <ol style="list-style-type: none"> 1. Timelines for regular maintenance. 2. The CEO has approved plans for regular maintenance. 3. Preventative maintenance is done regularly. 4. Reports are collated by the heritage section.
Disaggregation of beneficiaries	<p>The target for women: N/A</p> <p>The target for youth: N/A</p> <p>The target for people with disabilities: N/A</p>
Spatial transformation	Preventative and regular maintenance will ensure the preservation of the site for posterity.
Calculation type	Cumulative
Reporting cycle	Quarterly
Desired performance	To strive to increase the number of projects completed.
Indicator responsibility	CCB Heritage and Education Manager.

Table 23: Maintenance and conservation of the Castle of Good Hope – An annual increase in the number of tangible heritage projects implemented at the Castle of Good Hope.

Indicator title	An annual increase in the number of tangible heritage projects implemented at the Castle of Good Hope.
Definition	The Castle of Good Hope aims to enhance the interpretation of the site through various heritage projects.
Source of data	<ol style="list-style-type: none"> 1. Proposals received for heritage events. 2. Approvals of heritage events for the period. 3. Status reports on actual heritage events.
Method of calculation or assessment	Single Count.
Means of verification	<ol style="list-style-type: none"> 1. Heritage projects undertaken in comparison to the previous period. 2. Quarterly management reports. 3. Board resolutions and minutes.
Assumptions	<ol style="list-style-type: none"> 1. The heritage section has clear plans to undertake these events. 2. There will be funding for internally initiated heritage events
Disaggregation of beneficiaries	The target for women: N/A The target for youth: N/A The target for people with disabilities: N/A
Spatial transformation	N/A
Calculation type	Cumulative
Reporting cycle	Quarterly
Desired performance	To strive to increase the number of tangible heritage projects.
Indicator responsibility	CCB Heritage and Education Manager.

Table 24: Maintenance and conservation of the Castle of Good Hope – Number of non-commercial, cultural events hosted annually at the Castle of Good Hope

Indicator title	Number of non-commercial, cultural events hosted annually at the Castle of Good Hope
Definition	The entity aims to ensure the preservation of the cultural heritage of the Castle of Good Hope. It thus endeavours to promote the diverse cultural heritage of our society. These are distinct from commercial events as they are not for profit.
Source of data	<ol style="list-style-type: none"> 1. Proposals received for non-commercial events from the cultural groups. 2. Approvals of non-commercial events for the period. 3. Attendance registers to the events. 4. Photographs, newspapers, and television clips.
Method of calculation or assessment	Single Count.
Means of verification	<ol style="list-style-type: none"> 1. Proof of events proposals received. 2. Minutes of meetings to discuss the proposed events. 3. Proof of approvals for requests by the Executive Director. 4. Memorandum of Understanding signed. 5. Attendance registers.
Assumptions	There might be more events undertaken than planned owing to the cancellation of some commercial events.
Disaggregation of beneficiaries	<p>The target for women: Prioritise the events that promote gender equality.</p> <p>The target for youth: Youth events are encouraged to promote the site to the youth.</p> <p>The target for people with disabilities: People living with disabilities are encouraged to send proposals and hold events. However, the site's architectural nature is usually a hindrance as pebble stones make it difficult to walk about the area unaided.</p>
Spatial transformation	The entity aims to impact the city and country's cultural space by holding low impact events with high significance and relevance to this cultural space.
Calculation type	Cumulative
Reporting cycle	Quarterly
Desired performance	To strive to increase the number of non-commercial cultural events hosted at the Castle of Good Hope.
Indicator responsibility	CCB Heritage and Education Manager.

Table 25: Maintenance and conservation of the Castle of Good Hope – Number of exhibitions hosted annually at the Castle of Good Hope

Indicator title	Number of exhibitions hosted annually at the Castle of Good Hope
Definition	These exhibitions usually address topical issues at the time. Space rental might not be a direct commercial benefit, but the said exhibitions create general awareness and enhance revenue through ticket sales. These exhibitions are usually planned well in advance.
Source of data	<ol style="list-style-type: none"> 1. Proposals received for non-commercial events from the cultural groups. 2. Approvals of non-commercial events for the period. 3. Attendance registers to the events. 4. Photographs, newspapers, and television clips.
Method of calculation or assessment	Single Count.
Means of verification	<ol style="list-style-type: none"> 1. Proof of events proposals received. 2. Minutes of meetings to discuss the proposed events. 3. Proof of approvals for exhibitions by the Executive Director. 4. Board resolutions and minutes. 5. Memorandum of Understanding signed. 6. Invites to the opening of exhibitions. 7. Tourist review notes on the collection.
Assumptions	All planned events will take place.
Disaggregation of beneficiaries	<p>The target for women: N/A</p> <p>The target for youth: N/A</p> <p>The target for people with disabilities: N/A</p>
Spatial transformation	N/A
Calculation type	Cumulative
Reporting cycle	Quarterly
Desired performance	To strive to increase the number exhibitions hosted at the Castle of Good Hope.
Indicator responsibility	CCB Heritage and Education Manager.

Table 26: Maximising the Castle’s tourism potential – The annual number of visitors and tourists attracted to the Castle of Good Hope

Indicator title	The annual number of visitors and tourists attracted to the Castle of Good Hope
Definition	<p>Through the DOD and DPW, the government invests millions of Rand upgrading and maintaining this heritage site. To reap the return on this investment, the Castle of Good Hope must fulfil its role as a cultural, educational, and tourism site attracting more significant numbers of tourists and locals to its exhibitions.</p> <p>By measuring the annual increases in the number of people coming through our gates, it will become evident whether the CCB utilizes its allocation most cost-effectively and efficiently to ensure, amongst others, the sustainability of the Castle of Good Hope.</p>
Source of data	Visitor statistics (from ticket sales, events, filming and general), meeting attendance registers
Method of calculation or assessment	Single Count
Means of verification	Physical verification of ticket sales from the CCB and other stakeholders, meeting attendance registers and events registers.
Assumptions	Target visitors will surpass the previous periods.
Disaggregation of beneficiaries	There is no control over who visits, but efforts are made to target the youth. People living with disabilities are accommodated, but the nature of the site makes this a challenge. The Board has plans to ensure the site is easily accessible to people living with disabilities, but financial difficulties hamper this.
Spatial transformation	N/A
Calculation type	Cumulative
Reporting cycle	Quarterly
Desired performance	To strive to increase the number of visitors to the Castle of Good Hope.
Indicator responsibility	CCB Events Manager.

Table 27: Maximising the Castle’s tourism potential - Gross revenue generated through tourism and events

Indicator title	Gross revenue generated through tourism and events
Definition	<p>Through the DOD and DPW, the government invests millions of Rand upgrading and maintaining this heritage site. To reap the return on this investment, the CGH must fulfil its role as a cultural, educational and tourism site striving towards a measure of financial sustainability.</p> <p>By measuring the income generated through tourism, it will become evident whether the CCB uses its allocation most cost-effectively and efficiently to ensure, amongst others, the sustainability of the CGH.</p>
Source of data	<p>1. Ticket sales.</p> <p>2. monthly visitor statistical analysis.</p> <p>events income, film income, rental income.</p>
Method of calculation or assessment	<p>Single Count.</p>
Means of verification	<p>Cash receipt registers, bank statements and reconciliations, general ledger, trial balance, annual financial statements, contracts for events, rental contracts</p>
Assumptions	<p>There might be write-offs that will affect the income generated.</p>
Disaggregation of beneficiaries	<p>The target for women: N/A The target for youth: N/A The target for people with disabilities: N/A</p>
Spatial transformation	<p>N/A</p>
Calculation type	<p>Cumulative</p>
Reporting cycle	<p>Quarterly</p>
Desired performance	<p>To strive to increase the revenue generated at the Castle of Good Hope.</p>
Indicator responsibility	<p>CCB Events Manager.</p>

Table 28: Maximising the Castle’s tourism potential - Number of commercial events hosted at the Castle of Good Hope.

Indicator title	Number of commercial events hosted at the Castle of Good Hope
Definition	<p>Through the DOD and DPW, the government invests millions of Rand upgrading and maintaining this heritage site. To reap the return on this investment, the CGH must fulfil its role as a cultural, educational and tourism site striving towards a measure of financial sustainability.</p> <p>Commercial events are hosted to augment the revenue-generating capacity of the entity. These are done whilst recognising the building as a National Heritage site. Event’s organisers must comply with stricter measures and regulations.</p>
Source of data	<ol style="list-style-type: none"> 1. Proposals for commercial events. 2. Approvals by the CEO. 3. Signed events contracts.
Method of calculation or assessment	<p>Single Count.</p>
Means of verification	<p>Cash receipt registers, bank statements and reconciliations, general ledger, trial balance, annual financial statements, contracts for events, rental contracts.</p>
Assumptions	<p>There might be write-offs that will affect the income generated.</p> <p>All events adhere to the local government requirements.</p> <p>Events comply with the South African Heritage Resources Agency (responsible for the national estate) requirements.</p>
Disaggregation of beneficiaries	<p>The target for women: N/A The target for youth: N/A The target for people with disabilities: N/A</p>
Spatial transformation	<p>N/A</p>
Calculation type	<p>Cumulative</p>
Reporting cycle	<p>Quarterly</p>
Desired performance	<p>To strive to increase the number of commercial events hosted at the Castle of Good Hope.</p>
Indicator responsibility	<p>CCB Events Manager.</p>

Table 29: Maximising the Castle’s tourism potential - Number of film and fashion shoots accommodated at the Castle of Good Hope.

Indicator title	Number of film and fashion shoots accommodated at the Castle of Good Hope.
Definition	<p>Through the DOD and DPW, the government invests millions of Rand upgrading and maintaining this heritage site. To reap the return on this investment, the CGH must fulfil its role as a cultural, educational and tourism site striving towards a measure of financial sustainability.</p> <p>Commercial events are hosted to augment the revenue-generating capacity of the entity. These are done whilst recognising the building as a National Heritage site. Stricter measures are applied to these filming companies.</p>
Source of data	<ol style="list-style-type: none"> 1. Proposals for film shoots. 2. Approvals by the CEO. 3. Approvals by the SAHRA – responsible for National Heritage Sites. 4. Approval by City of Cape Town. 3. Signed events contracts.
Method of calculation or assessment	<p>Single Count.</p>
Means of verification	<ol style="list-style-type: none"> 1. Cash receipt registers, bank statements and reconciliations, general ledger, trial balance, annual financial statements, contracts for events, rental contracts. 2. Proof of approvals by SAHRA where applicable. 3. Proof of permits granted by the City of Cape Town. 4. Proof of signed contract.
Assumptions	<p>All filming events adhere to the local government requirements.</p> <p>Events comply with the South African Heritage Resources Agency (responsible for the national estate) requirements.</p>
Disaggregation of beneficiaries	<p>The target for women: N/A The target for youth: N/A The target for people with disabilities: N/A</p>
Spatial transformation	<p>N/A</p>
Calculation type	<p>Cumulative</p>
Reporting cycle	<p>Quarterly</p>
Desired performance	<p>To strive to increase the number of films shot at the Castle of Good Hope.</p>
Indicator responsibility	<p>CCB Events Manager.</p>

Table 30: Maximising the Castle’s tourism potential - Number of tourism infrastructure upgrades completed.

Indicator title	Number of tourism infrastructure upgrades completed.
Definition	<p>The CCB recognises the need to increase its tourism attractions to cater to a wide range of tourists.</p> <p>The increase in tourist attractions will have a positive impact on revenue generation.</p>
Source of data	<ol style="list-style-type: none"> 1. Proposals for tourism upgrades. 2. Approvals by the CEO. 3. Approvals by the SAHRA – responsible for national heritage sites. 4. Approval by the Board. 3. Stage of completion of projects.
Method of calculation or assessment	Single Count.
Means of verification	<ol style="list-style-type: none"> 1. Proof of plans for tourism upgrades. 2. Proof of approvals by SAHRA where applicable. 3. Proof of acceptance by the CEO. 4. Board resolution and minutes. 5. Proof that planned upgrades were completed.
Assumptions	The entity will have sufficient funds to undertake and complete all planned upgrades.
Disaggregation of beneficiaries	<p>The target for women: N/A</p> <p>The target for youth: N/A</p> <p>The target for people with disabilities: N/A</p>
Spatial transformation	N/A
Calculation type	Non- Cumulative
Reporting cycle	Annual
Desired performance	To strive to complete one major project per year.
Indicator responsibility	CCB Events Manager.

Table 31: Maximising the Castle’s tourism potential - Number of joint marketing initiatives undertaken

Indicator title	Number of joint marketing initiatives undertaken
Definition	The entity has recognised that revenue generation will always be a challenge and has sought to partner with industry players to take the Castle to the people and bring people to the Castle. The CCB leverage on entities that have substantial marketing budgets and broad reach.
Source of data	<ol style="list-style-type: none"> 1. Proposals for joint marketing initiatives 2. Approvals by the CEO 3. Approval by the Board. 4. Joint marketing contracts.
Method of calculation or assessment	Single Count.
Means of verification	<ol style="list-style-type: none"> 1. Proof of approvals for joint marketing initiatives 4. Board resolution and minutes. 5. MoU’s signed per annum.
Assumptions	All planned initiatives will be beneficial to the entity.
Disaggregation of beneficiaries	The target for women: N/A The target for youth: N/A The target for people with disabilities: N/A
Spatial transformation	N/A
Calculation type	Cumulative
Reporting cycle	Quarterly
Desired performance	To strive to increase the number of Joint Marketing Agreements.
Indicator responsibility	CCB Events Manager

Table 32: Increase public access to the Castle of Good Hope - The annual number of potential visitors reached through the media

Indicator title	The annual number of potential visitors reached through the media
Definition	<p>Through the DOD and DPW, the government invests millions of Rands in upgrading and maintenance, purchasing unique artefacts, and developing staff. To reap the return on this investment, the CGH must fulfil its role as a cultural and educational site.</p> <p>The CCB has recognised that it can enhance its visibility and reach through various media platforms. The CCB uses the events hosted at the Castle as a marketing tool to promote the site to many people who have never been to the Castle. The marketing (often through media) increases access by the public to the Castle of Good Hope.</p>
Source of data	Media monitoring.
Method of calculation or assessment	Single Count.
Means of verification	An independent media monitoring service provider does verification.
Assumptions	The media monitoring company will collate all data about Castle activities and report on these accurately.
Disaggregation of beneficiaries	The CCB endeavours to attract the youth, people living with disabilities and women to the site.
Spatial transformation	N/A
Calculation type	Cumulative
Reporting cycle	Quarterly
Desired performance	To strive to increase the number of potential visitors reached via media.
Indicator responsibility	CCB Heritage and Education Manager

Table 33: Increase public access to the Castle of Good Hope - Number of student interns hosted at the Castle of Good Hope per annum

Indicator title	Number of student interns hosted at the Castle of Good Hope
Definition	<p>Through the DOD and DPW, the government invests millions of Rands in upgrading and maintenance, purchasing unique artefacts, and developing staff. To reap the return on this investment, the Castle of Good Hope must fulfil its role as a cultural and educational site.</p> <p>By measuring the annual increases in the number of student interns successfully hosted and mentored, it will become evident whether the CCB is fulfilling its legal mandate by ensuring that young people can be exposed and learn from such a crucial cultural-historic site as the Castle of Good Hope.</p>
Source of data	Internship and learnership contracts.
Method of calculation or assessment	Single Count.
Means of verification	Verify the number of interns that have completed their internship.
Assumptions	CCB has sufficient funding for the required number of interns.
Disaggregation of beneficiaries	Internships are usually targeted to empower women and youth. People living with disabilities are accommodated, but the challenge lies in the site's architecture, which hampers access. The nature of programmes such as tourism and events require more engagement with clients. Financial resources to cater for all target groups remain.
Spatial transformation	N/A
Calculation type	Cumulative
Reporting cycle	Quarterly
Desired performance	To strive to increase the number of interns recruited and deployed.
Indicator responsibility	CCB Heritage and Education Manager.

Table 34: Increase public access to the Castle of Good Hope – Number of heritage -educational programmes organised for women, unemployed youth, disabled and traditional communities

Indicator title	Number of heritage-educational programmes organised for women, unemployed youth, disabled and traditional communities
Definition	The CCB recognises women's poignant experiences, the struggles of unemployed youth, and those living with disabilities in accessing economic benefits that sustain livelihoods. The CCB endeavours to organise educational events that will empower these target groups, thus paving the way for them to contribute to their economic independence. The heritage sphere is one of the spaces that play a meaningful role in giving a voice to the marginalised communities.
Source of data	1. Yearly plans.
Method of calculation or assessment	Single count.
Means of verification	1. Proof of events held during the year. 2. Attendance registers.
Assumptions	The CCB will have sufficient funding to hold educational events.
Disaggregation of beneficiaries	This output explicitly targets women, youth and people living with disabilities.
Spatial transformation	N/A
Calculation type	Cumulative
Reporting cycle	Quarterly
Desired performance	To strive to increase the number of educational events/programmes.
Indicator responsibility	CCB Heritage and Education Manager.

Table 35: Increase public access to the Castle of Good Hope – Number of heritage programmes organised for Military Veterans

Indicator title	Number of heritage programmes organised for Military Veterans
Definition	Military Veterans identify with the Castle of Good Hope. The entity endeavours to harness this relationship to fulfil one of its mandates and make a meaningful contribution to drawing military veterans into the heritage space. The heritage events are designed to add to and to preserve the military heritage of the citadel.
Source of data	<ol style="list-style-type: none"> 1. Plans for heritage events. 2. Approval of plans by the CEO. 3. Board resolutions and minutes.
Method of calculation or assessment	Single count.
Means of verification	<ol style="list-style-type: none"> 1. Proof of events held during the year. 2. Proof of approval of plans by the CEO. 2. Attendance registers.
Assumptions	The CCB will have sufficient funding to hold heritage events for military veterans.
Disaggregation of beneficiaries	<p>The target for women: N/A.</p> <p>The target for youth: N/A.</p> <p>The target for people with disabilities: N/A.</p>
Spatial transformation	N/A
Calculation type	Cumulative
Reporting cycle	Quarterly
Desired performance	To strive to increase the number of heritage programmes hosted at the Castle of Good Hope.
Indicator responsibility	CCB Heritage and Education Manager.

