

Calculation type	cumulative
Reporting Cycle	quarterly
New Indicator	Yes
Desired Performance	To measure the number of job opportunities created for EPWP beneficiaries in the sector
Indicator responsibility	Chief Director : Cultural Affairs
Indicator Title	Number of Community outreach programmes in museums
Short Definition	The indicator seeks to measure outreach programmes intended to provide access to museum
Purpose/Importance	To information available in museums for social cohesion and inclusive
Source/Collection of data	Attendance Register
Method of calculation	simple count
Data Limitations	None
Type of indicator	Output
Calculation type	cumulative
Reporting Cycle	quarterly
New Indicator	Yes
Desired Performance	Number of material access
Indicator responsibility	Chief Director : Cultural Affairs
Indicator Title	Number of language practitioners benefiting from capacity building opportunities
Short Definition	Language translators and/or Interpreters provided with capacity building programmes
Purpose/Importance	To measure the number of practitioners benefiting from capacity building opportunities provided
Source/Collection of data	Attendance Register
Method of calculation	Simple count
Data Limitations	No specific limitations
Type of indicator	Output
Calculation type	Cumulative
Reporting Cycle	Quarterly

New Indicator	No
Desired Performance	Successful completion of capacity building opportunities provided to practitioners
Indicator responsibility	Chief Director : Cultural Affairs
Indicator Title	Number of multilingualism promotion campaigns
Short Definition	Multilingualism Campaigns
Purpose/Importance	To promote multilingualism and create awareness of official languages
Source/Collection of data	Reports and Manual count
Method of calculation	Simple count
Data Limitations	No specific limitations
Type of indicator	Output
Calculation type	Cumulative
Reporting Cycle	Quarterly
New Indicator	No
Desired Performance	To increase authors and literature works in indigenous languages
Indicator responsibility	Chief Director : Cultural Affairs
Indicator Title	Number of language Coordinating Structure Supported
Short Definition	Support Language Structures
Purpose/Importance	To give support to language structures
Source/Collection of data	Reports
Method of calculation	Simple count
Data Limitations	No specific limitations
Type of indicator	Output
Calculation type	Cumulative
Reporting Cycle	Annually
New Indicator	yes
Desired Performance	Strengthened structures

Indicator responsibility	Chief Director : Cultural Affairs
Indicator title	Number of record classification systems approved
Short definition	Draft, review and approve file plans
Purpose/importance	Ensure that classification systems are drafted according to set standards
Source/collection of data	Approval letters
Method of calculation	Simple calculation
Data limitations	None
Type of indicator	Output
Calculation type	Cumulative
Reporting cycle	Quarterly
New indicator	Old
Desired performance	Improved Records Management practices
Indicator responsibility	Chief Director : Cultural Affairs
Indicator title	Number of community outreach programmes in archives conducted
Short definition	The indicator seeks to measure outreach programmes intended to provide access to archives
Purpose/importance	To information available in museums for social cohesion and inclusive
Source/collection of data	Attendance Register
Method of calculation	simple count
Data limitations	None
Type of indicator	Output
Calculation type	cumulative
Reporting cycle	quarterly
New indicator	Yes
Desired performance	Number of material access
Indicator responsibility	Chief Director : Cultural Affairs

Indicator Title	Number of oral history research projects conducted
Short Definition	Projects undertaken to record and preserve oral history or living heritage
Purpose/Importance	To measure the number of projects undertaken to record and preserve oral history or living heritage
Source/Collection of data	Recordings in acceptable formats (video, audio or written)
Method of calculation	simple count
Data Limitations	None
Type of indicator	Output
Calculation type	cumulative
Reporting Cycle	quarterly
New Indicator	Yes
Desired Performance	Recorded and preserved oral history or living interviews
Indicator responsibility	Director: Library and Archive Services
Indicator title	Number of governmental bodies inspected
Short definition	Government departments, Municipalities (i.e. District and Local) and Parastatals
Purpose/importance	Set standards, guidelines and monitoring compliance
Source/collection of data	Inspection Report
Method of calculation	Simple calculation on a scale of 1 – 5
Data limitations	None
Type of indicator	Output
Calculation type	Cumulative
Reporting cycle	Quarterly
New indicator	Old
Desired performance	Improved records management practices
Indicator responsibility	Chief Director : Cultural Affairs
Indicator title	Number of archive and records training conducted

Short definition	To measure the number of trainings conducted in archive and records services to capacitate officials
Purpose/importance	To capacitate officials in proper records management skills
Source/collection of data	Attendance registers
Method of calculation	Simple calculation
Data limitations	None
Type of indicator	Output
Calculation type	Cumulative
Reporting cycle	Quarterly
New indicator	No
Desired performance	Improved records management practices
Indicator responsibility	Chief Director : Cultural Affairs
Indicator title	Number of New library facilities built
Short definition	Number of new library building projects established in communities. (Exclude container and mobile home libraries, but include other permanent structure buildings converted into libraries.)
Purposes / Importance	To measure the roll-out of new library infrastructure in order to increase access to information by communities.
Source / Condition of data	Reports
Method of calculation	Percentage of project completed and delivery of completed building to the end user
Data limitation	Reliability of information provided
Type of indicator	Output
Calculation type	Non-cumulative
Reporting cycle	Annually
New indicator	No
Desired performance	Higher performance against the target is desirable
Indicator responsibility	Chief Director : Cultural Affairs
Indicator title	Number of library buildings upgraded
Short definition	Number of existing library buildings upgraded or renovated.

Purposes / Importance	To improve existing library buildings in order to respond adequately to community needs.
Source / Condition of data	Reports
Method of calculation	Progress made is calculated as a percentage of the expenditure of the total project cost.
Data limitation	Reliability of information provided.
Type of indicator	Output
Calculation type	Non-cumulative
Reporting cycle	Annually
New indicator	No
Desired performance	Higher performance against the target is desirable.
Indicator responsibility	Chief Director : Cultural Affairs
Indicator title	Number of libraries provided with Information and communication Technology (ICT) infrastructure and equipment e.g. internet access
Short definition	Number of community libraries provided with ICT infrastructure e.g. network infrastructure, computer equipment and software for online internet public access
Purposes / Importance	To measure progress with the provision of ICT infrastructure and equipment to libraries.
Source / Condition of data	Reports
Method of calculation	Count only the new ICT infrastructure and equipment provided in a financial year.
Data limitation	Reliability of information provided.
Type of indicator	Output
Calculation type	Non-cumulative per quarter with an annual cumulative total
Reporting cycle	Quarterly
New indicator	No
Desired performance	All provincial libraries provided with ICT
Indicator responsibility	Chief Director : Cultural Affairs
Indicator title	Number of Library monitoring visits done
Short definition	Number of monitoring visits conducted at community libraries

Purposes / Importance	To monitor compliance with norms and standards and to provide professional advice and support
Source / Condition of data	Reports
Method of calculation	To count the number of visits to community libraries
Data limitation	Reliability of data depends on the accuracy with which records of visits are kept.
Type of indicator	Output
Calculation type	Non-cumulative per quarter with annual cumulative total.
Reporting cycle	Quarterly
New indicator	No
Desired performance	Improved quality of service provided
Indicator responsibility	Chief Director : Cultural Affairs
Indicator title	Number of library materials procured and distributed to community libraries
Short definition	Number of new items of library material procured for community libraries, e.g. books, periodicals, toys, etc
Purposes / Importance	To measure the number of new items of library material procured for community libraries in order to keep collections relevant and up to date
Source / Condition of data	Copies of Invoices
Method of calculation	The number of new items of library material procured is calculated on electronic library management system.
Data limitation	Dependent on accuracy of data input and system ability to identify errors.
Type of indicator	Output
Calculation type	None cumulative per quarter with an annual cumulative total
Reporting cycle	Quarterly
New indicator	No
Desired performance	Performance above target is desirable.
Indicator responsibility	Chief Director : Cultural Affairs
Indicator Title	Number of Library facilities maintained
Short Definition	This is the number of public/community libraries maintained
Purpose/Importance	This performance measure will indicate accessibility and provision of information

Source/Collection of data	Contractor work completion certificate.
Method of calculation	Manual count of completed libraries
Data Limitations	No specific limitation
Type of indicator	Outcome
Calculation type	Cumulative
Reporting Cycle	Annually
New Indicator	No
Desired Performance	The aim is to ensure that the provision of infrastructure is done at the same time.
Indicator responsibility	Chief Director : Cultural Affairs
Indicator Title	Number of modular provided to communities
Short Definition	Number of modular libraries provided for dual purpose function in communities.
Purpose/Importance	To measure provision of modular libraries in order to increase access to information by communities.
Source/Collection of data	Reports
Method of calculation	Number of delivered modular libraries
Data Limitations	Reliability of information provided
Type of indicator	Output
Calculation type	Cumulative
Reporting Cycle	Quarterly
New Indicator	No
Desired Performance	Higher performance against the target is desirable
Indicator responsibility	Chief Director : Cultural Affairs
Indicator Title	Number of Community outreach programmes in libraries
Short Definition	Number of community outreach programmes rolled out in library to create awareness of library services to communities
Purpose/Importance	To measure awareness of library services provided in libraries and the impact thereof
Source/Collection of	Attendance registers