

ARTS & CULTURE



arts and culture

Department:
Arts and Culture
REPUBLIC OF SOUTH AFRICA

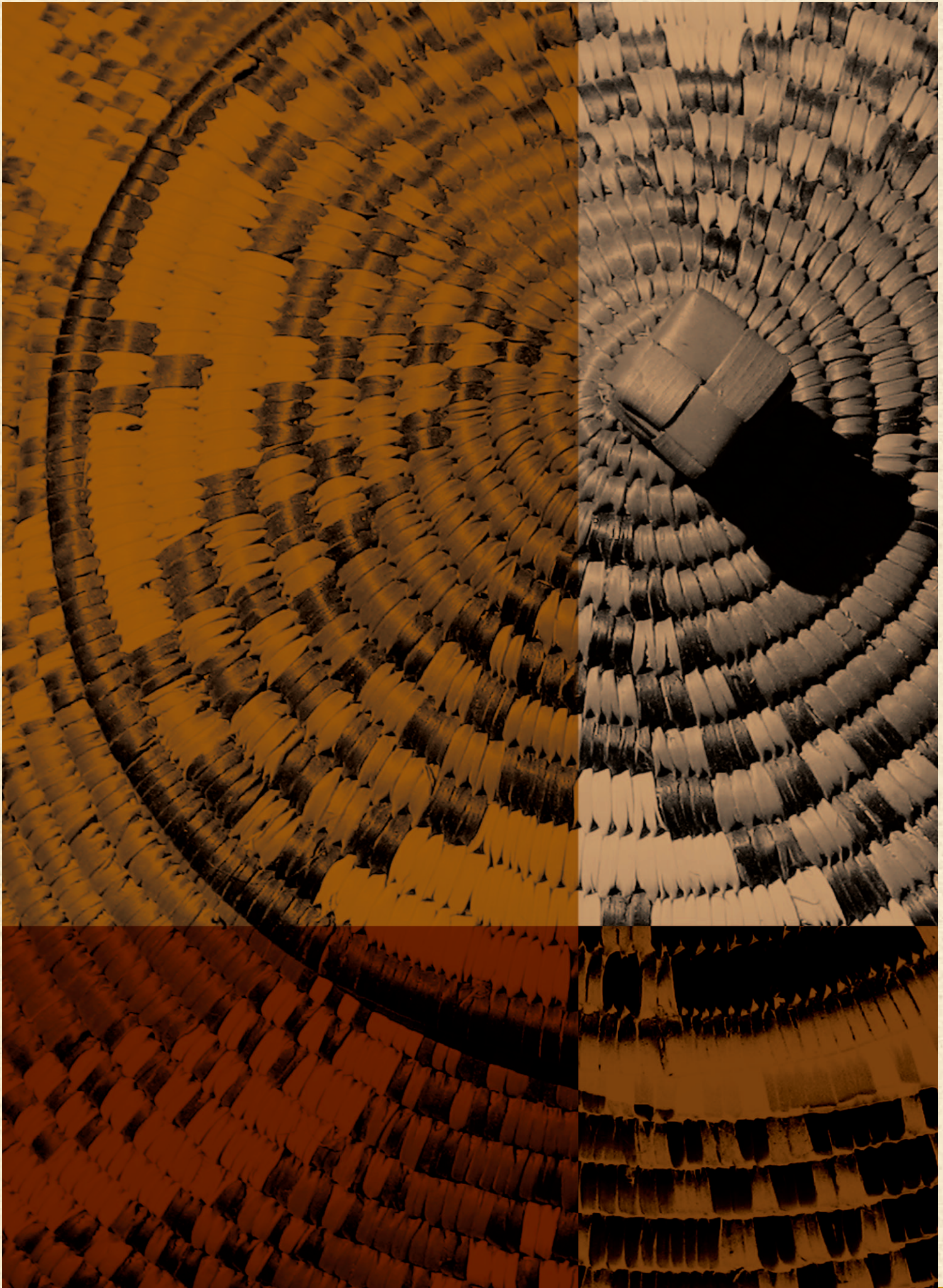


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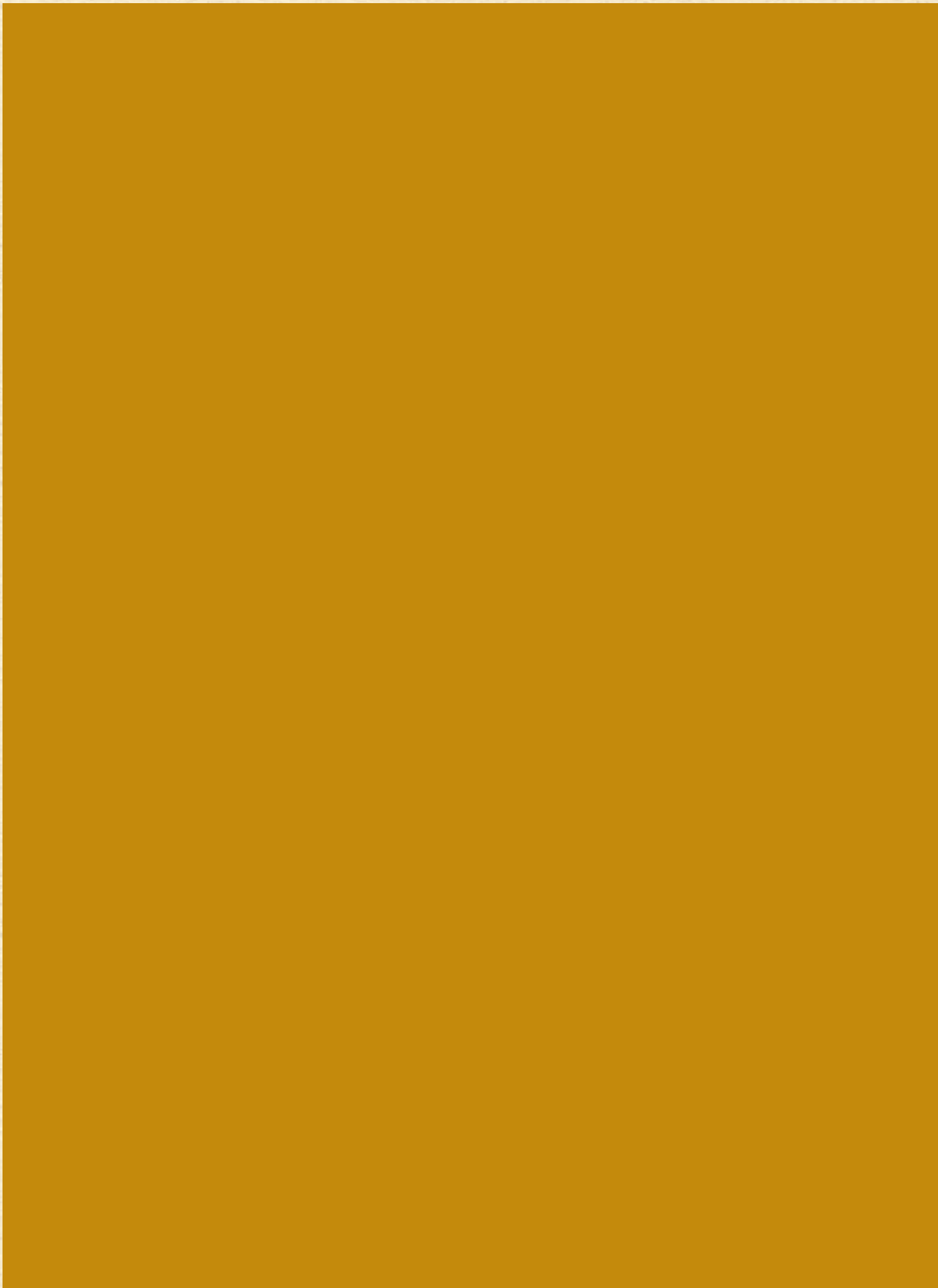
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GENERAL INFORMATION



**1.1 SUBMISSION OF THE ANNUAL REPORT TO THE
EXECUTIVE AUTHORITY**

I have the honour of submitting the 2006/2007 Annual Report of the Department of Arts and Culture.

Mr. Victor Julius
Acting Director-General
Department of Arts and Culture

1.2 FOREWORD BY THE MINISTER OF ARTS AND CULTURE.

The financial year 2006/07 has perhaps been a most exciting and also quite challenging year for Arts & Culture, marking a significant turning point that placed us at the heart of the Government's Programme of Action.

During 2006 this Department took the lead in the commemoration and celebration of important historical milestones, including the 50th Anniversary of the Women's March to Pretoria; the 100th Anniversary of the Anti-Poll Tax Rebellion; the 100th Anniversary of the Ghandi's Satyagraha, the 30th anniversary of the Soweto Uprising, and many others.

Working with a number of government departments, the private sector, civil society and other stakeholders, we made a distinctive contribution to building social cohesion and nurturing a spirit of national unity.

Through our programme, the Department of Arts and Culture (DAC) visibly emerged as playing a pivotal role not only in chronicling our collective memory but also in redefining the soul of the nation. This was achieved by determined pursuance of our mandate: to develop and preserve South Africa's cultural heritage.

From this report, we hope that the general public, the arts community, cultural activists, the private sector and other relevant stakeholders will gain a deeper insight into the role of arts and culture for both nation building and economic empowerment. Through a number of projects the DAC has intervened actively in the fight against poverty, providing incomes for many who had little before, and creating employment in economically deprived regions.

Our participation in international exchanges and arts festivals have created new channels for international dialogue and cultural diversity while at the same time breaking new ground for the discovery of talent while creating new opportunities for the wider distribution of South African cultural products. The cultural industries sector shall become a major focal



point for the accelerated and shared growth in our national agenda.

The past few years have been marked by the rapid growth and recognition of South Africa's heritage resources. The South African Heritage Resources Agency (SAHRA) continues to identify and promote new heritage sites and is conducting an audit of movable cultural property. We are currently building a multi-million rand, state of the art new home for the National Archives, as well as a new home for our National Library.

I want to express our heartfelt gratitude to all the officials who were prepared to run an extra mile to make the programme of the Department effective.

Dr. Z. Pallo Jordan, MP
Minister of Arts & Culture

1.3 FOREWORD: MS. NGW BOTHA, DEPUTY MINISTER OF ARTS AND CULTURE.

Our 2006-2007 Annual Report reflects a year of significant consolidation, important and dynamic developments and, of course, an increased workload. It has been a very busy and productive year, clearly illustrating the pivotal role arts and culture plays, not just in nurturing a sense of national unity and building social cohesion but also in defining “the soul of the nation”.

Indeed, we look back with pride at the achievements of the past year. The programmes and events organised by our department in collaboration with role-players in the arts and culture sector as well as with other government departments brought into sharp focus the centrality of the Department’s work in strengthening our democracy. The challenge is that of weaving the ideals of non-racialism, non-sexism, peace and unity, glued together by the strong social values embraced in the spirit of ubuntu. This is ‘work-in-progress’.

During the past year, the Department of Arts & Culture demonstrated the centrality of the role of arts and culture in its implementation of Government’s Programme of Action. The Department spearheaded the programme of celebrating and commemorating a number of significant historical milestones and anniversaries. This programme assisted in deepening the understanding and appreciation of what our Department does.

Some of the significant anniversaries commemorated in the past year were:

- The 10th Anniversary of the 1996 Constitution
- The 30th Anniversary of the 1976 Student Uprising
- The 50th Anniversary of Women’s Anti-Pass March to Union Buildings, Pretoria
- The 100th Anniversary of the Poll Tax Uprising by Bambatha
- The 100th Anniversary of Gandhi’s Satyagraha

The success of the organisation and commemoration of



these important dates have somewhat defined what is meant by the notion of “the soul of the nation”. It succeeded in getting the country to pause and think about our authentic history, who we are and how far we have come as a nation. This is a great achievement.

The responsibility of defining “the soul of the nation” is, of course, often left to the artists. Our Department has provided artists with boundless space for artistic expression and cultural discovery on the global stage. As a consequence, our vision has inspired our artists to create works that not only speak to the issues of national identity and social cohesion, but they have also succeeded in leaving an indelible mark in the consciousness of the world.

Some of the great achievements that have shown this include the film, Tsotsi, winning an Oscar, the Soweto Gospel Choir being awarded a Grammy, South African Writers dominating the Commonwealth Prize Awards

and, of course, our musicians, dancers, singers, designers, producers and a host of other creative talent taking the centre stage at the 2006 Soccer World Cup in Germany.

Our country will also be hosting the 2010 Soccer World Cup. This presents further opportunities for the arts and culture sector in South Africa as well as the African continent. The challenge is to create synergies and embark on sustainable projects, starting now and going beyond 2010.

This report outlines the very tangible progress that has been made in delivering on the challenging commitments set in the Department's Strategic Plan 2006-2009 for the arts and culture sector. However, there remains a lot more substantial work to be done.

As we enter the new financial year, we are fully aware that the lasting impact of what we do can only be measured by how we contribute towards job creation, poverty eradication and the reduction of unemployment so that all the people of South Africa can equally enjoy a better quality of life. Our primary role is to create and strengthen partnerships with other Departments, organs of civil society, our associate institutions and the communities at large, particularly grassroots people in rural areas.

The more we can integrate arts and culture with the programmes of other government departments as well as stakeholders in the arts and culture sector, the more people will understand and value the importance arts and culture has in creating a dynamic, creative and economically and socially viable society.

Ms. Ntombazana Botha, MP
DEPUTY MINISTER OF ARTS AND CULTURE

1.4 INTRODUCTION BY THE DIRECTOR-GENERAL

This year marks the fourth year of the existence of the Department of Arts and Culture as an independent Department of the South African government.

The breath of its reach in the sector and in the general life of the people of South Africa; the deepening of the quality of the programmes and impact of our work on the soul and consciousness of the nation; the sharpness of the focus represented by the special projects that the Minister envisioned and I had the privilege and pleasure to provide strategic leadership for; and the weight of our international profile as a department that communicates the identity of the South African nation; all bear witness to a remarkable year in which more and greater maturity of this department continues to place it at the centre of government's main programme of democratisation and freedom.

During the course of this year the Department went beyond its normal mandate of successfully delivering arts, culture and heritage programmes to the public and nation through the DAC's internal units on the one hand, and by strengthening and promoting the work of its public entities and institutions, on the other hand. At the beginning of the year the cabinet decided that the nation would commemorate important events that shaped the struggle for liberation and formed the democratic process that gave birth to a new South Africa thirteen years ago. The President announced these commemorations in the state of the nation address and the Department of Arts and Culture took immediate leadership of the project of commemorating these events. I am pleased to report that my Department executed its mandate with distinction in this regard: We published books; we established annual lectureships to memorialise struggle icons; we staged stunning exhibitions; we repatriated exiled art works; in short we advanced the restoration of the soul of the nation during the year under consideration.

During 2006 the Department represented our government and people at the FIFA Soccer World Cup in Germany. Over 140 South African artists and cultural practitioners performed and staged exhibitions in Germany under the leadership of the Department of Arts and Culture. The department participated in the annual Cologne cultural festival; we staged a 30 day crafts exhibition in Germany; and we stunned interna-



tional audiences with a cultural manifestation on the closing night of the world cup. The Department opened the way to the 2010 Soccer World Cup in South Africa. Naturally, therefore, the DAC has been able to complete its strategic plans for 2010 and the sector will be well placed to situate itself within a well thought out framework and the nation can participate in the cultural programme which is intended to deliver the spiritual and economic benefits of 2010 for our people.

During the course of 2006/7 the Department has also been able to finalise a new organisational structure. This structure will be the basis for a strengthened organisation that is ready to play its role as part of a developmental state that seeks to lead and intervene decisively in favour of justice, growth and social cohesion for our people. The Department is ready to grow and strengthen the soul of a nation in the making; to create the cultural foundations needed for people who are continually freeing and economically developing themselves. I have great pleasure in submitting this 2006/07 annual report to the Minister, Dr. Pallo Z. Jordan.

Mr. Victor Julius
Acting Director-General
Department of Arts and Culture

1.5 INFORMATION ON THE MINISTRY

The year 2006 marked a turning point in the work and history of the Department. Minister Dr. Z. Pallo Jordan delivered his second Budget Vote speech where he outlined strategies and plans to transform Libraries, promote language equity and thus change the nature of the publishing industry.

The thrust of the Department's Programme of Action revolved around the commemoration and celebration of significant historical milestones. These included the 100th Anniversary of the Anti-Poll Tax Rebellion and the 100th Anniversary of Ghandi's Satyagraha. But the pivotal commemorative event was the 50th Anniversary of the Women's Anti-Pass March to Pretoria. It was the execution of the plans and programs for this that put the Department at the centre of the overall Government Programme of Action.

During the course of this anniversary observation, the Ministry hosted a special breakfast to mark the 8th March, International Women's Day. This was later followed by a special parliamentary debate, the re-enactment of the march in August and a host of other projects that included special publications of poetry and prose anthologies and memorial lectures to remember the legacy of heroic female figures like Charlotte Maxeke, Lillian Ngoyi and Ruth First, amongst others.

These events were organised in a manner to ensure that the struggle and total liberation of all our women remain at the core of national consciousness and government programme of action.

In the period under the review both Ministers Dr. Z. Pallo Jordan and Ms Ntombazana Botha went out of their way to connect with the arts and culture sector through exchange and intellectual engagement. This bolstered the confidence of the sector in their leadership. Much effort was invested in hosting Izimbizo in Kwa-Zulu Natal, Mpumalanga and Limpopo where the ministers outlined the vision and mission of the Department.

One of the major highlights of this sterling work was evident in effecting the name change of Johannesburg Airport to the O R Tambo International Airport. This assigned the Department a pivotal role in transformation and in redefining the identity of the nation. This development also encouraged and entrenched a culture of active participation in national affairs through debate. The Ministry has a stable and dedicated staff that ensures that it fulfils its mandate.

1.6 MISSION STATEMENT

The mission of the Department is to:

- Develop and promote arts and culture in South Africa and mainstream its role in social development.
- Develop and promote the official languages of South Africa and enhance the linguistic diversity of the country.
- Improve economic and other development opportunities for South African arts and culture nationally and globally through mutually beneficial partnerships, thereby ensuring the sustainability of the sector.
- Develop and monitor the implementation of policy, legislation and strategic direction for the identification, conservation and promotion of cultural heritage.
- Guide, sustain and develop the archival, heraldic and information resources of the nation to empower citizens through full and open access to these resources.

1.7 LEGISLATIVE MANDATE

The legislative mandate of the Department of Arts and Culture is broad, covering a range of institutions and legislation. The primary legislative mandate of the Department comes from the Constitution of the Republic of South Africa, which states that:

“Everyone has the right to freedom of expression, which includes -

- (a) freedom of the press and other media;
- (b) freedom to receive or impart information or ideas;
- (c) freedom of artistic creativity; and
- (d) academic freedom and freedom of scientific research” (section 16); and that -

“Everyone has the right to use the language and to participate in the cultural life of their choice, but no one exercising these rights may do so in a manner inconsistent with any provision of the Bill of Rights” (section 30).

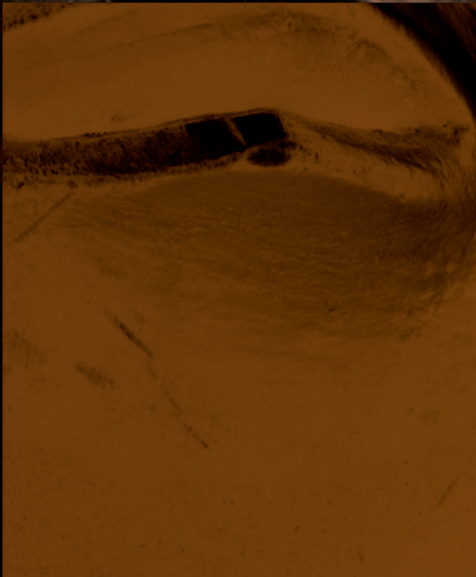
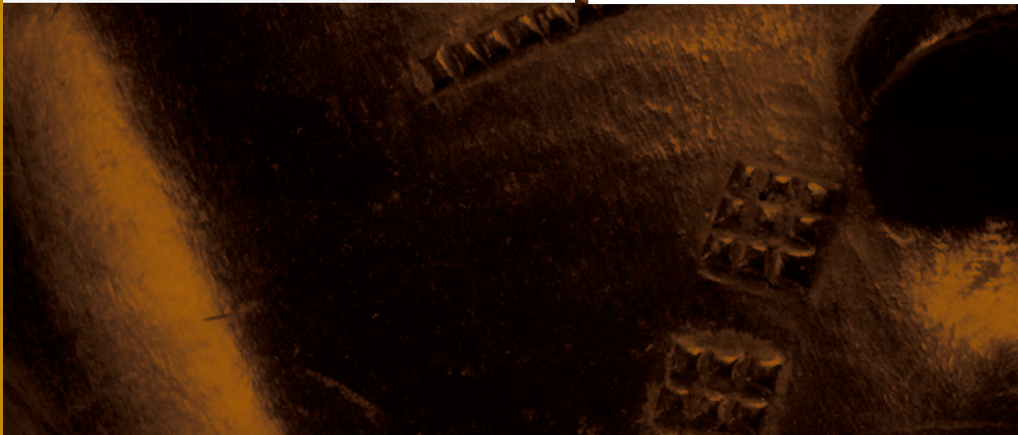
Part A of Schedule 4 of the Constitution indicates that matters of culture and language are functional areas of concurrent competence between national and provincial government.

Supported by the White Paper on Arts, Culture and Heritage, the following Acts have been promulgated by Parliament and institutions created in furtherance of the constitutional mandate of the Department of Arts and Culture:

- White Paper on Arts, Culture and Heritage
- National Archives and Record Service of South Africa Act 1996 (act no. 43 of 1996)
- Cultural Institutions Act 119 of 1998
- Culture Promotion Act 35 of 1983
- South African Geographical Names Council Act 118 of 1998
- Heraldry Act 18 of 1962
- Legal Deposit Act 54 of 1997
- National Arts Council Act 56 of 1997
- National Film and Video Foundation Act 73 of 1997
- National Heritage Council Act 11 of 1999
- National Heritage Resources Act 25 of 1999
- PAN South African Language Board Act 59 of 1995
- National Library of South Africa Act 92 of 1998
- Library for the Blind Act 91 of 1998



PROGRAMME PERFORMANCE



2.1. Voted Funds 2006/2007

Appropriation	Main Appropriation R'000	Adjusted Appropriation R'000	Actual Amount Spent R'000	Over/Under Expen. R'000
1. Administration	93,145	122,121	122,118	3
2. Arts and Culture in Society	227,821	225,003	224,993	10
3. National Language Service	91,036	68,856	68,772	84
4. Cultural Development and International Co-operation	183,975	198,292	198,287	5
5. Heritage Promotion	635,225	632,820	632,743	77
6. National Archives, Records, Meta-Information and Heraldic Services	87,274	83,047	83,021	26
Total	1,318,476	1,330,139	1,329,934	205
Responsible Minister	Minister of Arts and Culture			
Administrating Department	Department of Arts and Culture			
Accounting Officer	Director-General of Arts and Culture			

2.2 Aim of Vote

The aim of the Department of Arts and Culture is to develop and preserve South African culture to ensure social cohesion and nation building.

2.3 Key measurable objectives, programmes and achievements

2.3.1 Key measurable objectives

The Department’s activities are divided into the following key measurable objectives:

Programme 2: Arts and Culture in Society

Increase and facilitate access to and broader participation in arts and culture through policy formulation, legislation and equitable funding.

Programme 3: National Language Service

Develop, promote and protect the 11 official languages through policy formulation, legislation and the implementation of the language policy in order to allow South Africans to realise their language rights.

Programme 4: Cultural Development and International Co-operation

Increase the access and participation of grassroots arts practitioners in cultural industry economic activities through training, legislation and international opportunities.

Programme 5: Heritage Promotion

Ensure the transformation of the heritage landscape as a vehicle for nation-building and social cohesion, through the implementation of heritage policies and legislation.

Programme 6: National Archives, Records, Meta-Information and Heraldic Services

Enable transparency and evidenced-based good governance of archives, records, published information, and the heraldic and symbolic inheritance of the nation through institutional management, regulation and development.

2.3.2 Programmes

The Department’s activities are divided into six programmes and their respective descriptions are the following:

Programme 1: Administration

Conduct the overall management of the department, and provide centralised support services.

Programme 2: Arts and Culture in Society

Develop and promote arts and culture in South Africa, and mainstream its role in social development.

Programme 3: National Language Service

Develop and promote the official languages of South Africa and enhance the linguistic diversity of the country.

Programme 4: Cultural Development and International Co-operation

Improve economic and other development opportunities for South African arts and culture, nationally and globally, through mutually beneficial partnerships, thereby ensuring the sustainability of the sector.

Programme 5: Heritage Promotion

Develop and monitor the implementation of policy, legislation and strategic direction for identifying, conserving and promoting cultural heritage.

Programme 6: National Archives, Records, Meta-Information and Heraldic Services

Guide, sustain and develop the archival, heraldic and information resources of South Africa to empower citizens through full and open access to these resources.

2.3.3 Achievements

The Department of Arts and Culture is responsible for transforming South Africa’s arts, culture and heritage landscape to serve South Africa’s wide artistic and cultural needs and to contribute to the goals of growth, employment, poverty alleviation, national reconciliation, nation building and social cohesion.

The following achievements are highlighted to illustrate the wide range of issues on which we have delivered over the last few years:

Promoting arts and culture for social cohesion

The department has strategically positioned all its programmes to contribute towards achieving the goals of social cohesion. The community arts centres function as arts incubators, where young people learn a variety of skills to create sustainable job opportunities in the sector. The focus continues to be on inclusivity in the sector for, in particular, youth, disadvantaged women, children, and people with disabilities. The goals and objectives of social justice and social cohesion continue to encompass all areas of socio-cultural development, with the intention of economic beneficiation to the identified groups - a welcome outcome of all endeavours.

Rewarding strides in the engagement with partner departments that are in the Social Cluster have been multiple. Six (6) Social Cluster Programmes designed to reach several goals, including the rehabilitation and the reintegration of offenders into society, the popularisation of indigenous games, and the widespread popularisation of South African National Symbols, particularly among youth and learners, have been accepted for roll out. The achievement of social integration continues to be paramount. Awareness about the importance of cultural planning and planning for culture in the creation of sustainable human settlements is being raised. Further development of the strategies to address children's and families needs to use the arts as a source of development have led to increased numbers of partners and participation in forums whose primary focus areas are the preservation of the family and the holistic development of people with disabilities, youth and children.

The former performing arts councils have been transformed into playhouses to serve all arts forms and to be accessible to all citizens. The playhouse programmes will be aligned with community development needs to provide relevant programming for communities and visitors by 2010. The Department will also roll out a series of arts and culture activities in line with the 2010 soccer event from 2007 to 2011.

The National Arts Council continues to prioritise funding for supporting community organisations and projects that make the arts more accessible.

Promoting linguistic diversity

The department will develop, promote and protect the 11 official languages by formulating language policy and through legislation.

The national language service promotes linguistic diversity through its translation and editing services for official documents, both in the official languages and in all foreign languages. A further function is the coordination of terminology development in the official African languages and development of human language technologies. In addition, a fully functional telephone interpreting service for South Africa is being established.

Supporting the cultural industries

The Department focuses on the cultural industries in the Accelerated and Shared Growth Initiative for South Africa (ASGISA) and Joint Initiative on Priority Skills Acquisition (JIPSA) as a major instrument for job creation and the empowerment of grassroots practitioners in the second economy.

Since the implementation of the cultural industries growth strategy in 2002, South African cultural industries have grown, generating wealth and jobs. The grassroots craft sector also has a higher profile, creating opportunities particularly for rural women. In relation to the film industry, the department encourages the development of local content. The department supports the National Film and Video Foundation, with funds going to training, skills development, growing the audience base in townships and strengthening South Africa's presence in the international arena.

Investing in Culture

The department focuses on sustainable empowerment opportunities through supporting initiatives in training, skills development and job creation in the arts, culture, cultural tourism and heritage sectors. It allocates resources to programmes that are in line with its key objectives and broader government imperatives like the expanded public works programme, the integrated sustainable rural development programme and the urban renewal programme.

More technical support is going to municipalities for arts, culture and heritage initiatives aimed at targeted communities, and a monitoring and evaluation framework has been developed for these initiatives. Also, partnerships have been developed with other government departments, the private sector and strategic partners like the Media, Advertising, Publishing, Printing and Packaging Sector Education and Training Authority (MAPPP-SETA). These will form the basis of a second economy framework, which aims to sustain activities beyond departmental funding and ensure continued sources of employment in areas where people live.

International partnerships

A key international partnership is the colloquium of Ministers of Culture in the South African Development Community (SADC) region, an informal structure that aims at advising the SADC Directors-General of culture on areas considered crucial to developing and sustaining culture within the region and in Africa as a whole, to advance the African cultural agenda and expand the base of the sectoral priorities of the New Partnership for Africa's Development (NEPAD).

Transforming the heritage sector

The department's ability to foster nation building and social cohesion through the output of its heritage institutions has been hampered over the last few years by an ad hoc and reactive approach to the provision of policy direction to these institutions and their management. After some difficulties with the governance structures and executive management of some of its heritage institutions, the department has aligned the appointment of new councils of 11 heritage institutions with the beginning of the medium-term strategic planning and budgeting process. During the period October 2006 and April 2007 the department and its newly appointed councils embarked on a process to craft a shared vision, strategic objectives and monitoring and evaluation mechanisms that will shape the institutions' three-year strategic plans. In turn, these will serve as performance management instruments and create greater harmony between the output of heritage institutions and government imperatives.

The establishment of the National Heritage Council in 2004 has helped to co-ordinate the development of the heritage sector. Legislation is currently being reviewed and amended to address legislative and policy challenges facing the heritage sector.

The Department continues to broaden access to institutions by improving museum buildings, infrastructure and security. It is also concerned with making collections more secure and is in the second phase of a national audit of all heritage collections to limit criminal activities, including fraudulent international trade.

Archives, Heraldry and Libraries

A range of information is made accessible to the public through the department's archives and libraries. It also promotes national reconciliation and social cohesion by transforming and popularising heraldic and other national symbols. The department continues to develop and improve identification with and affiliation for South Africa's national symbols by continuing supporting projects like the Flag in Every School project in partnership with the Department of Education.

The Department provides archival support for NEPAD projects such as the Timbuktu manuscripts project and the African archives agenda. The library and information sector is realigning its programmes with government objectives by playing a role in improving literacy and promoting a culture of reading.

Research is currently under way on a new model for funding library services. The outcome will inform how future funding will be made available for transforming and addressing the current inequalities in providing services.

2.3.4 Overview of the service delivery environment for 2006/07

During the 2006/07 financial year the department through its Art and Culture in Society Programme, has achieved the following key outputs; a significant increase of participants in performing arts activities, growth of audiences for the arts and an increased number of beneficiaries in services rendered such as access to funding. Through its Arts, Social Development and Youth Unit, the Department has continued efforts to make the arts more accessible to marginalised groups. In the 2006/2007 financial year training in arts education and training yielded greater numbers of arts practitioners, learners exposed to the arts, culture and heritage learning area, and district officials trained in the arts. Through the art therapy programme more arts counsellors have been trained and will be ready for certification by the SETA. The initiatives targeting the economic empowerment of women through the arts has thrived and reached all nine provinces. Similarly, greater efforts have been focused on enabling greater access to mainstream arts for people with disabilities. Despite these successes, financial constraints continue to hamper the expansion of these programmes and their efforts to meet the growing expectations. As a corrective measure, the department is in the process of building stronger strategic partnerships, with other government departments as well as external partners, to ensure greater reach and impact of the current and proposed programmes, especially those that have potential for massification among youth at risk, underprivileged women and children and people with disabilities.

2.3.4.2 Report on virement between the main appropriation allocations.

Cabinet appointed the Department to the national campaign of commemoration of historical significant events for 2006 (such as the 50th anniversary of the Women’s March and the 100th anniversary of the Bambatha Rebellion) after the ENE 2006 process. Due to the unplanned financial implications as well as the cultural manifestation program in Germany during the Soccer World Cup 2006 the Department had introduced virement between some Economical Classification as set out in the table below:

Economical Classification	Main Appropriation 2006/07 R'000	Rollovers and adjustments R'000	Adjusted Appropriation R'000	Virement R'000	Final Appropriation R'000
Current payments	232,999	6,995	239,994	13,213	253,207
Compensation of employees	101,981	(6,900)	95,081	-	95,081
Goods and services	131,018	13,895	144,913	13,032	157,945
Financial transactions in assets and liabilities	-	-	-	181	181
Transfers & subsidies	882,767	4,668	887,435	(13,213)	874,222
Provinces & municipalities	77	5	82	-	82
Departmental agencies & accounts	677,520	11,493	689,013	143	689,156
Households	205,170	(6,830)	198,340	(13,356)	184,984
Payment for capital assets	202,710	-	202,710	-	202,710
Buildings & other fixed structures	197,914	-	197,914	2,615	200,529
Machinery & equipment	4,796	-	4,796	(2,615)	2,181
Total	1,318,476	11,663	1,330,139	-	1,330,139

2.3.4.3 Report on any rollovers from the previous financial year (2005/2006)

As indicted in the table in paragraph 2.3.4.2 above an amount of R11,663 million was rolled over from the 2005/2006 financial year. The amount was allocated under Programme 5: Heritage Promotion for the construction of the new national library building (R10,493 million) and for the Promotion Heritage Legacy projects (R1,170 million) that are in progress.

2.3.5 Overview of the organisational environment for 2006/07

Heritage Institutions

The Department of Arts and Culture in fulfilment of its mandate as a custodian of arts, culture and heritage subsidized 15 heritage institutions to the tune of R600 000. 000. This constitutes a large part of our budget and it is deliberately so because we regard our institutions as our delivery and implementation agencies. The following projects by some of our institutions bear testimony to the good work that is done by our institutions.

The National Heritage Council (NHC) which is responsible for coordinating the development of the heritage sector and funding living heritage projects in communities, has made remarkable progress in working with the Civil Society on matters of heritage. Last year the NHC embarked upon Ubuntu Project, which is designed to retrieve, restore and inculcate positive values that have distinguished human beings from the rest of creation. Such a campaign is one of the humblest contributions of heritage in restoring human dignity and integrity as well as the fabric



of our society. These culminated in the National Imbizo on Ubuntu and Nation Building which was held on the 16-17 November 2006 at Botshabelo in Mpumalanga. About 2000 people representing different sectors of government, private sector and civil society attended and participated in the conference. The same imbizo was used to launch National Heritage Awards with Ubuntu Award being a premium award amongst these. The first recipient of this award was South Africa's first President, Nelson Mandela, who graciously accepted the award which was received by the Deputy President, Pumzile Mlambo Ngcuka. The work on conceptualizing policy imperatives of Ubuntu is continuing and the results will be tabled for discussion during the second national imbizo on Ubuntu which will be held in Cape Town in September 2007.

The NHC funded a total of 32 community living heritage projects totalling approximately R11 million in all nine provinces. The NHC selected 9 young artists representing 9 South African provinces who underwent training in African art of painting figures using goat and cow skins. The trainees spent three months, July-September, in Ethiopia being trained by the world renowned Ethiopian artist Lemma Guya. The NHC is in a process of mobilizing resources and funds to equip the young artists to train other young artists and to establish cooperatives and business enterprises. Msobomvu Youth Fund is one of the organizations that have shown great interest in partnering with the NHC on this project.

The South African Heritage Resources Agency (SAHRA) which is tasked with the integrated management of heritage resources continue to identify and declare new heritage sites and resources and to develop conservation and management plans that are essential to the preservation of our heritage for future generations. Among the sites which have, either been identified, graded or declared are the following sites:

Florisbad Quaternary Research Station, The St Augustine Mission Station, President Brand Street (Conservation Area), Vlakplaas, The “old Native Reception Depot”, sites associated with Solomon Mahlangu, sites associated with the Treason Trials (Drill Hall, Old Synagogue, Liliesleaf Farm, Old Fort) as well as Enoch Sontonga’s grave and memorial (Braamfontein Cemetery).

The National Audit of heritage resources in public custodianship is well underway, and the first phase of this groundbreaking project is drawing to a close. Collections of heritage resources that have already been audited include those held in Tuynhuys, Parliament, Groote Schuur Estate, Bryntirion Estate and the Union Buildings. Some six thousand of heritage resources have been identified, described and digitally photographed already as part of this first phase. Many of the items are of exceptional significance – including early artworks giving us glimpses into life in South Africa before the advent of photography. Public access to items on the National Inventory will soon be provided through the SAHRA website.

As part of the first phase of the National Audit SAHRA has also carried out a national survey of almost two thousand public offices and bodies that are potential custodians of heritage resources – the nature of their collections, the status of the management of these collections, as well as heritage sector skills currently available. This has provided critical information on how best to implement the ongoing roll out of the National Audit into its future phases.

The National Audit has identified the need for improved training and additional capacity within public bodies that act as custodians of our heritage resources – be they museum or non-museum custodians. As part of the future phases of the National Audit, SAHRA is looking to help provide assistance in basic training – both in terms of the management and the handling of heritage resources as part of the auditing process as well as providing basic computer skills to enable custodians to maintain the databases of their collections.

The implementation of the National Audit has revealed a wealth of heritage resources in public ownership, and is providing a powerful tool for making many of these often inaccessible resources publicly accessible. The roll out of this project will see South Africa able to showcase its heritage on a local and international platform. It will also put in place an integrated national information system for heritage resources - the South African Heritage Resources Information System (SAHRIS) - which will continue into the future to support the recording, monitoring and proper management of our shared heritage and provide a platform for public access participation.

Our museums continue to protect, preserve and promote our heritage in its varied forms. They continue to protect and promote our cultural and natural heritage, as well as our tangible and intangible cultural heritage in all its manifestations. They continue to implement educational programmes through exhibitions and displays.

Challenges

The Department is tightening its tools of governance in order to improve the accountability of these institutions. It has embarked upon induction workshops that are designed to formulate Key Performance Indicators (KPIs) as well as meticulous monitoring and evaluation mechanisms

African World Heritage Fund

The African World Heritage Fund (AWHF) was established in April 2006 and launched in May of the same year. The Fund is registered under the South African Trust Law and is being administered by the Development Bank of Southern Africa (DBSA) and audited by the Auditor General.

To date the AWHF has received contributions to the tune of \$4 731 524 from the following countries, Netherlands, India, China, Gabon, South Africa, Algeria, Israel and Norway. The Fund has already started investing in the following projects: Preparation of nomination dossiers for the extension of Drakensberg/Ukhahlamba as a world heritage site on the Lesotho side of the South African border; Conservation activities at the Royal palaces of Abomey, an endangered world heritage site in Benin; Reinforcement of Training Institutions in Benin and Kenya; Fellowship Programmes; Support for the World Heritage Earthen Architecture programme; Preparation of Tentative listing in Mozambique.

Challenges

As much as there is trickling of funds into the African World Heritage Fund, it would be encouraging to see the States Parties from the Continent contributing towards the Fund in their large numbers.

Liliesleaf Project

The Department of Arts and Culture funded the Liliesleaf Project to the amount of R12 million.

The Liliesleaf Project, consists of a Learning Centre (heritage precinct) and the Liliesleaf Lekgotla Retreat (commercial precinct). As part of the vision to establish Liliesleaf as a Learning Centre the constructions will include a Struggle Library, Research and Archive Centre, which is in the process of being built, a Visitor Centre, as well as an interactive exhibition. The main focus of this project is to restore and preserve the historic buildings and structures, preserve the records and documentation, and recount the activities that took place on this site.

Thus far the final phase of restoring the historic structures and construction of the Struggle Library and Research and Archive Centre has commenced. A research audit has uncovered extensive and significant material pertinent to Liliesleaf. This material has informed the construction, design and development of the exhibit storyline and guided the restoration of the historic structures.

The 2006 National Commemorations

These commemorations were designed to remember the trials and tribulations that the South African nation has experienced over a century and decades. Amongst the commemorations that were implemented, the following featured prominently:

1. 30th Anniversary of June 16 – 1976
2. The Centenary Commemoration of the Poll Tax Uprising (1906)
3. The 50th Anniversary of the 1956 Anti-Pass March
4. The Centenary Celebration of the Philosophy of Satyagraha
5. The 20th Anniversary of the 1986 Samora Machel – Mbuzini Tragedy

It is with great pleasure and humility to report that the National Department of Arts and Culture and its provincial counterparts rose to the challenges of organizing a series of commemorations that were necessary to preserve the memory of the nation. One of the major observations is that some of the commemorations saw people across the racial spectrum attending them. The 20th anniversary of the 50th Anniversary of the Anti-Pass March and the 20th Anniversary of the Samora Machel-Mbuzini Tragedy were cases in point.

These were more than nostalgic exercises of being “possessed” by the past, but were rather aimed at looking at the past experiences so that we can appreciate the contributions that were made by our forebears in laying the foundation for the emergence of a democratic, non-racial, non-tribal, non-sexist and non-creedal

post-colonial and post-apartheid South Africa. The commemorations were also aimed at supporting some of government's strategic objectives and priorities which include, amongst others, nation-building, national reconciliation and social cohesion.

Challenges

Proper coordination and role-definition amongst various spheres of government could have further enhanced the success of the commemorations.

Living Heritage

DAC has a partnership with the Universities of Venda, Zululand and Fort Hare. The mandate of these universities is amongst other things to document, promote and protect our intangible heritage and other aspects of knowledge in their respective provinces, and to develop material for the teaching of arts and culture in educational institutions, identification of cultural practices that can assist in the fight against crime, abuse of women and children, teenage pregnancy.

Interesting preliminary findings coming from this research include:

- An ancient toothpaste from a tree called umnungumabele from the university of Zululand
- An indigenous pest control concoction derived from utshangazane leaves found in the Richards Bay area by the University of Zululand

Research findings on different aspects of intangible cultural heritage pertaining to South Africa's diverse cultural groups will be available on a database including reports on DAC's partnerships with NGO's, tertiary institutions, communities etc. The database will be used as a research tool or information on different cultures in South Africa.

Challenges

One gets the sense that the universities at times lack the necessary capacity to interact with local communities. We are planning together with the universities, to increase their capacity through employing on a part-time basis, unemployed graduates to do a lot of field research.

Heritage Month 2006

The President of the Republic of South Africa once more celebrated Heritage Month with the people of South Africa in Cape Town under the theme "Celebrating our Music or Heritage". This we did to celebrate South Africa's diverse and rich music heritage as well as assist our musicians with training and skills development in the areas of copyright and the management of their careers as business entities. We had a successful partnership with Moshito to hold workshops on career opportunities in the music industry, copyrights issues, contracts, marketing and financial management in nine provinces during the month of September 2006.

The Heritage Month was launched in East London on 1 September 2006. The launch coincided with the official opening and the renaming of the Audio Visual Centre to the Miriam Makeba Centre for Performing Arts. In addition, an exhibition of Miriam Makeba was mounted.

The Heritage Day Celebrations was held on 24th September 2006. An exhibition was developed to showcase the visual and musical journey through the heritage of South African music from pre-colonial times to the present. The journey was traced through images, musical instruments, related artifacts, audio-visual footage and performance. In addition, the exhibition included a range of indigenous drums, thumb pianos, wind instruments and string instruments as well as instruments such as a saxophones, flutes and concertinas, de-

monstrating the diversity of instrumentation used by musicians in the country over time. Musical equipment illustrating and demonstrating the history of recording and broadcasting – from the gramophone to the ipod – were exhibited.

Challenges

Late appointment of the service provider had a negative impact on this project. We have decided to appoint a service provider a bit earlier to ensure that we have ample time to plan the implementation of the event.

Geographical Names

Provincial Geographical Names Committees have been established and all nine provinces and their Chairpersons sit on the SAGNC. The cooperation between municipalities and the PGNCs in all provinces will go a long way in addressing some of the challenges our municipalities are experiencing at the moment.

The Department is in the process of establishing the new SAGNC because the term of the present Council has and was extended up until the new SAGNC is finalised.

The annual report should provide readers with an understanding of the organisational challenges experienced by the department in the year under review.

The aim of this ‘overview of the organisational environment’ is to provide a description of any significant developments within the department that may have impacted on the department’s ability to deliver on its strategic plan. For example:

- the resignation of key personnel such as the Accounting Officer or the Chief Financial Officer;
- a strike by significant portions of the personnel employed by the department;
- or restructuring efforts, significant system failures or cases of corruption.

2.3.6 Strategic overview and key policy developments for the 2006/07 financial year

Implementation of policies in the last 11 years has given us an opportunity to identify gaps, weaknesses and shortcomings in such policies and relevant legislation. As a corollary to this reality, the Department started a process for the review, alignment and amendment of policy and legislation. The White Paper on Arts, Culture and Heritage is the National policy of the Department, and is the basis of most legislation administered by it. However, through implementation, certain shortcomings were identified. These include disjuncture, gaps and contradictions between policy pronouncements in the White Paper and some legislation that emerged out of it. The Department also identified overlaps and duplications of mandates between certain statutory institutions. All these problems have to be addressed, because failure to resolve and correct them could hinder efficient functioning of institutions, and in the end could have an adverse effect on service delivery.

The Department also embarked on policy and legislative review for other reasons, namely; that some of the policies and legislations are quickly becoming outdated and irrelevant in the face of new challenges and emerging issues. The process for the review began in 2005. Work is proceeding smoothly. So far, the Department has conducted an elaborate consultative process. Consultative workshops were held with almost all the stakeholders of the department. These include other National Departments whose work impact on the Department of Arts and Culture’s mandate, all spheres of government i.e. Provincial and Local governments, civil society, statutory institutions, experts in the field of Arts Culture and Heritage as well as other relevant stakeholders.

Research on the review is almost complete. Part of the research was presented to the National policy workshop held on 06 – 08 May 2007. The workshop made critical inputs on the process. So far, research material will enrich the process for amending both the White Paper on Arts, Culture and Heritage and legislation. Because

consultation is built into institutions of democracy, the department will continue engaging the broader South African public on this important process. It is the opinion of the department that once completed, this process will lead to efficient management of public resources and institutions. The process is also aimed at enhancing the department's capacity to deliver its services to the general public.

Like other spheres of South African society, the heritage sector was not insulated from general inequalities that were part of the apartheid system. In 1994, majority of heritage institutions were staffed and managed by mainly whites. This has somewhat changed, most of the institution's demographic profiles are increasingly reflecting the cultural diversity of the country, however, much work still needs to be done. A significant number of professionals in our institutions are white and ageing. This presents serious challenges.

In the Arts, Culture and Heritage, one cannot talk about service delivery separate from human capital. The country's heritage is irreplaceable and the absence of qualified staff is likely to undermine most of the work that the department started. In an effort to systematically address skills challenges in the sector, the department is in the process of commissioning an audit of skills in the sector with the intention of emerging with a Human Resources Development Strategy for the sector. This strategy will present medium and long term practical and implementable strategies for addressing this serious shortcoming. The department will work with tertiary institutions and other relevant stakeholders on this issue. These endeavours will undoubtedly contribute to ASGISA and JIPSA.

The skills shortage is most severe in archaeology, curators, musicologists and researchers generally. We hope that the Human Resources Development Strategy will also address historical under-representation of blacks in these important professions. These professions are crucial because without them there will be no one to unearth and interpret heritage findings. There will also be no one to conserve and preserve these important heritages.

The Department will also during this financial year, ratify a number of international treaties, these include, the UNESCO convention on Intangible Cultural Heritage and the Underwater Cultural Heritage convention. The ratification of these conventions will enhance the country's capacity to safeguard and promote the country's heritage. The ratification of the convention on the Intangible Cultural Heritage in particular will contribute to redress the heritage sector. For centuries, African cultural practices were seen as superstitious and backward. The convention provides a framework for documentation and safeguarding of this important heritage. The Department is convinced that this heritage has potential to contribute to social cohesion and building a South African national identity. The National policy on Intangible Cultural Heritage will ensure that the country's cultural diversity is well protected and preserved.

2.4. Departmental revenue, expenditure and other specific topics

2.4.1 Collection of Departmental revenue

Departmental receipts include mainly miscellaneous items such as debt repayments and private telephone calls. Some revenue is generated through service fees charged by the National Archives for copying documents and registering coats of arms. Sales of goods and services are projected to increase somewhat faster than inflation, while debt repayments are expected to decline over the medium term. All receipts are deposited into the National Revenue Fund.

	2002/03 Actual R'000	2003/04 Actual R'000	2004/05 Actual R'000	2005/06 Actual R'000	2006/07 Actual R'000
Non-tax revenue	283	407	327	854	172
Financial transactions (recovery of loans and advances)	76	7,539	-	-	3,000
Gifts, donations and sponsorships received	-	-	4,169	-	-
Departmental revenue	359	7,946	4,496	854	3,172

2.4.2 Departmental expenditure

Programmes	Voted for 2006/07	Rollovers and adjustments	Virement	Total Voted	Actual Expen.	Variance
1. Administration	93,145	27,270	1,706	122,121	122,118	3
2. Arts and Culture in Society	227,821	(240)	(2,578)	225,003	224,993	10
3. National Language Service	91,036	(22,500)	320	68,856	68,772	84
4. Cultural Development and International Co-operation	183,975		14,317	198,292	198,287	5
5. Heritage Promotion	635,225	7,803	(10,208)	632,820	632,743	77
6. National Archives, Records, Meta-Information and Heraldic Services	87,274	(670)	(3,557)	83,047	83,021	26
Total	1,318,476	11,663	-	1,330,139	1,329,934	205

2.4.3 Transfer payments

Public Entities as listed in the Statement of Transfers to Departmental Agencies and Accounts as indicated at Annexure 1B of the Annual Financial Statements at paragraph 3 below receive sizeable transfer payments from the Department.

The Department also has monthly and quarterly monitoring systems to monitor spending on the transfers to its Public Entities of which the detail is reported in Paragraph 2.5.5.1(c). The detail of this

2.4.4 Capital investment, maintenance and asset management plan

2.4.4.1 Capital Investment

a) Mayor building projects in progress:

- The sod-turning ceremony for the new national library building on the department's Pretoria campus took place in December 2004. Earthworks and piling started the same month. A tender for the construction work was awarded in October 2005 and building started in November 2005. Construction is on schedule and is expected to be completed in November 2007, at an estimated total cost of R374 million, with occupancy scheduled for early 2008.

- The construction of the first phase of Freedom Park (the garden of remembrance) was completed in March 2004. The intermediate phase was completed in 2006. Phase 2, which will make Freedom Park fully operational, is projected to be finalised in 2010.
- The second phases of the Nelson Mandela Museum (R8,2 million) and the Samora Machel project (R4,1 million) were completed in 2005.
- The development of the Sarah Bartmann monument and the Khoisan legacy project started in 2006 at an estimated cost of R5 million.
- All infrastructure needs could not be funded from the Medium Term Budget allocations. The Department is experiencing a maintenance backlog of +- R205 million in terms of maintenance and upgrading requirements for its Public Entities. The Department plans to deal with this by requesting additional funds by means of the 'Policy Option' process that is included in the 2008 Budget Submission.

2.5. Summary of programmes

The activities of the Department are organised into the following six programmes:

- Programme 1: Administration
- Programme 2: Arts and Culture in Society
- Programme 3: National Language Service
- Programme 4: Cultural Development and International Co-operation
- Programme 5: Heritage Promotion
- Programme 6: National Archives, Records, Meta-Information and Heraldic Services

2.5.1 Report on the programme performance

Departments must report on each and every performance measure and target specified in its 2006/2007 strategic and performance plan. Where it is unable to do so either because of lack of data or because a measure was poorly specified, this must be stated explicitly. The order in which the department reports on performance measures and targets must be exactly as presented in the strategic and performance plans. This is to facilitate comparisons, and to ensure that none are left out. Where departments numbered their performance measures in their strategic and performance plans, the same numbering system should be used in their annual report.





Programme

2.5.1.1 Programme 1: Administration (Corporate Services)

Purpose:

The purpose of Corporate Services is the overall management and provision of centralised support services to create an enabling environment for the achievement of departmental objectives, as well as the coordination and development of systems that will effectively and efficiently manage the strategic functions and operations of the Department of Arts and Culture. The following main activities fall under Programme: 1 Administration:

a) Coordination

Purpose:

The purpose of the Coordination Chief Directorate is to provide strategic and executive support to the Director-General through promotion of integrative governance in the department for the attainment of departmental and South African government goals in general while using the public resources effectively.

Measurable Objectives:

- To ensure that the department has a strategic influence in the determination of the broad government programme of action (GPOA), as well as alignment and integration of the departmental activities with the GPOA through participation in meetings, workshops and reporting, etc.
- To ensure that the three spheres of government in the Arts and Culture Sector has a shared agenda by promoting integrated planning and intergovernmental relations.
- To assess the impact of DAC policies and strategies in the Arts and Culture Sector and proactively identify issues for policy development and/or review.
- To ensure that the department is in a position of strength in terms of access to information that ensures that it meets its' goals and those of government in general.
- To ensure that activities and performance of the Coordination Unit are continuously monitored and controlled such that firstly opportunities for learning are identified and taken advantage of and that members of the Unit continuously learn and receive focused training and development.

Service delivery objectives and indicators:

- Attendance of FOSAD Cluster meetings, workshops and reporting, etc.
- Convene the Social Cohesion and Social Justice Task Team as well as collaborate with the National Religious Leaders Forum (NRLF) on the 'Strengthening Youth Networks Programme'.
- Develop integrated planning and intergovernmental relations capacity; research capacity; monitoring and evaluation capacity as well as the Unit's capacity in general:
 - a. Proposal of a new structure.
 - b. Filling of vacant posts.

- Manage the arts and culture policy review process:
 - a. Consultative Workshops.
 - b. Research Report.
- Coordination of the departmental quarterly reports and other external reports.

Service delivery achievements:

Government Programme of Action

- The Director-General (DG), Chief Director: Coordination (CD: Coordination) and the Chief Director: Arts, Social Development and Youth attend the Social Cluster Meetings, Workshops as well as reported to these structures as required.
- The CD: Coordination and CD: International Relations or their representatives attended the International Relations, Peace and Security (IRPS) Cluster Meetings, Workshops and reported to these structures as required.
- The Deputy Director-General (DDG): Arts, Culture and Languages in Society (ACLS) attended the Governance and Administration Cluster Meetings.
- A strategic framework for the collaboration with NRLF was developed and approved by the FOSAD Social Cluster.

Integrated Planning, Intergovernmental Relations, Policy Management, Research and M&E

- Director: M&E and Administration Officer: M&E appointed; and vacant posts advertised.
- Arts and Culture Policy Review Consultative Workshops held (3-5 July 2006 and 2 March 2007).
- Arts and Culture Policy Review Discussion Document endorsed by MinMEC.

Organisational Performance Management

- Coordinated all four quarterly reports.
- Developed the Department's Service Delivery Improvement Plan.
- Developed presentation on the departmental Annual Report as well as Strategic Plan to the Select and Portfolio Committees.

b) Human Resources Management

Purpose:

The purpose of the Directorate: Human Resource Management is to ensure that the Department is appropriately staffed and that the environment is conducive for it to achieve its mandate through the human capital.

Measurable Objective:

- To ensure improved competency levels.
- To build a culture of high performance in the Department.
- To ensure Departmental compliance with HR legislation.

Service delivery objectives and indicators:

- Submission of HR compliance reports. Monitoring and evaluation compliance of the Department with HR legislative frameworks.
- Percentage of filled vacant posts and periods taken to fill them.
- Training provided according to employees personal development plans.
- Approved human resource policies.

Service delivery achievements:

- Approved structure in line with the DPSA guidelines and requirements.
- Continued improvement with regard to the implementation of performance management and development framework.
- Improvement of vacancy rate, key vacant and funded top management positions have been filled.
- 24 hours access to Employee Wellness Service and advice to the employees.
- Compliance with HR legislative framework.
- Management development programmes offered to middle managers.
- Eleven human resource policies have been approved and four draft policies have been developed.

c) Operations Unit**Purpose:**

To create an enabling environment for the Department to realize its objectives and supports the achievement of Departmental objectives. To coordinate and develop systems that will effectively and efficiently manage the strategic functions and operations of the Department.

Measurable Objectives:

To provide an effective and efficient administrative support service to the Director - General's office which will ensure optimal performance of the line function towards the attainment of DAC goals.

Service delivery objectives and indicators:

Provide support for the achievement of Departmental goals. Coordinate and develop systems that will effectively and efficiently manage the strategic functions and operations of the Department through the following activities: Workflow management, Accommodation requirements, Project Management, Supply Chain Management, Public Relations & Marketing, Security & Office Services and Events Management

Priority Areas

- Memos, Submissions and Return dates
- Database - maintenance and update
- Records Management
- Security of documents
- Cabinet and Parliamentary issues

Service delivery achievements:

- Promoted the visibility of the DAC through the marketing and branding campaign.
- Provided a safe and healthy working environment for all staff
- Ensure the efficient provision of good service
- Managed to reduce red-tape and bureaucracy and improved service delivery and response time.

d) Financial Management

Purpose:

Effective, efficient and economic management of the Department to realise Policy outcomes.

Measurable Objectives:

- Introducing accrual accounting and reporting.
- Ensure that there is synergy, coordination and liaison among programmers to effectively manage their budgets.
- Maintain the new Standard Chart of Accounts

Service delivery objectives and indicators:

- Compliance to PFMA requirements.
- Introducing accrual accounting and reporting.
- Ensure that there is synergy, coordination and liaison among programmers to effectively manage their budgets.
- Promote and maintain the highest standards of professional ethics.

Service delivery achievements:

- Regular, efficient and timeous processing of financial transactions and regular reporting on and control over government assets and expenditure.
- The semi accrual accounting and reporting system as well as the Standard Chart of Accounts have been implemented, a major departure from the previous systems utilised.
- The implementation programme included the identification and implementation of training programmes to ensure effective usage of the systems.

e) Corporate Governance

Purpose:

The Corporate Governance Component started functioning officially on 1 June 2003. The purpose of the Corporate Governance Directorate is to support the Minister, Head of the Department and Senior Management in attaining good and effective governance within the Department's Public Entities and to ensure timely reporting in terms of the PFMA. It also ensures that the directives in terms of the PFMA and purpose specific acts are adhered to in full and give guidance in this respect to the Department's Public Entities.



Service delivery achievements:

- The Directorate’s activities relates only to the Public Entities of the Department.
- Transfers to Public Entities represented ± 60% of the Departments total budget.
- The priority of the Directorate has been to strive for clean audit reports and to attain full compliance to the PFMA by its Public Entities. This is done through:
- Daily communication with the institution on compliance issues giving guidance;
- Visits to the Public Entities;
- Close cooperation with the Office of the Auditor General on how to deal with problematic issues at the Public Entities;
- Following up on various reports such as Annual Reports, Audit Reports, Quarterly Reports etc; and
- Various documents have been produced to guide Public Entities in overall compliance and good governance.

Reporting

- In total 95% of Quarterly Reports and Strategic Plans for 2005/06 – 2007/08 have been submitted on time by Public Entities.

Audit Reports

- In terms of the Audit Reports for 2005/06, 73% of the Departments Public Entities had unqualified reports for the 2005/06 financial year against the 69% in 2004/05, 56% in 2003/04 and 52% in 2002/03.
- The 2005/06 Audit Reports also show the highest number of totally clean Audit Reports, namely 7.
- There has also been a significant reduction in the total number of total issues raised.
- As can be seen from the above the Directorate has had a significant impact on the improvement of Audit Reports of Public Entities since its establishment on 1 June 2003. Credit however has to go to the various Public Entities which have shown the necessary commitment to improve accountability.
- This must also be gauged against the background of the fact that the Departments Public Entities in general are relatively small and in many instances lack the capacity to effectively comply with all aspects of the PFMA and the accounting principles as set out in the statements of the Generally Recognised Accounting Practice. A comparison between 115 Public Entities in Government and the Department’s Public Entities in respect of average income and average net asset value as reflected in the 2004/05 Annual Financial Statements:

	Government Public Entities R’000	Departmental Entities R’000	Percentage
Average income	332 900	26 982	8,1%
Average asset value	581 400	24 327	4,2%

- The 115 Public Entities referred to above do not include large State Owned enterprises such as ESKOM, etc. but refers to institutions such as the Road Accident Fund, National Development Agency etc.

Financial position

- On average the financial position of the Public Entities are healthy, viz a viz most institutions achieved surpluses in relation to their income and expenditure. Where deficits were incurred it was mostly of a non-cash nature, in the form of the provision for Post Retirement liabilities. The affected institutions are Artscape, IZIKO Museums of Cape Town, National Library of SA, National Museum and the Northern Flagship Institution. These provisions have in certain cases had a negative impact on the Statements of Financial Position of these institutions. This problem will be taken up with the National Treasury.
- A major achievement for the Department was the securing of additional funding for the Public Entities from the National Treasury from the 2006/07 financial year as follows:

2006/07 R'000	2007/08 R'000	2008/09 R'000
30 000	60 000	80 000

- The Public Entities were given the instruction to use a portion of these funds specifically to increase capacity to comply with the PFMA.

Database of information

The Directorate has created an extensive database of financial and Audit Report issues of Public Entities for the last four financial years for record and comparison purposes.

f) Legal Services

Purpose:

Directorate Legal Services delivers quality assured comprehensive strategic services to the Ministry of Arts and Culture, DAC and its key stakeholders in order to ensure lawful fulfilment of their mandate and to maximize service delivery by minimizing existing and potential legal risks.

Measurable objectives:

- To provide timely and quality assured legal advice to the Department of Arts and Culture
- To support the department in the review and amendment of its current legislation, draft and implement new legislation as required
- To provide legal support to the department in all its processes
- To ensure that there is strict compliance to both DAC legislation and external legislation
- To effectively manage all litigation and minimize legal risks for the department
- To train and build the capacity of departmental personnel on legal matters that impact on them.

Service delivery achievements:

The total expenditure on legal services is 1% of the actual expenditure of the programme administration/corporate services.

Strategic objectives	Deliverable
Legal Advice	Advising the Minister and Director-General on the exercising of their statutory responsibilities within the Department of Arts and Culture.
Legislative Support	Supporting the Departmental law reform processes.
Legal Administration	Assessing the requirements of each process for legal support and ensuring necessary support is obtained either from DAC D/LS or external legal services providers.
Compliance Management	Ensuring that there is strict compliance to both DAC laws and other legislation.
Litigation Support	Effectively managing all litigation and ensuring that the legal costs are minimized and that the stakeholders receive value for money.
Legal Training	Building the capacity of the DAC personnel to understand and engage with all legal processes and legal issues.

Service delivery achievements and indicators:

- Providing ongoing legal support for the implementation of the UNESCO Convention on the Promotion and Protection of the Diversity of Cultural Expressions.
- Managed the appeal of Makhado Name Change court case as well as providing legal advice on other name change processes.
- Provided legal support and drafted implementation protocols to facilitate service delivery in respect of the Community/Public Libraries project.
- Reviewed and redrafted Natal Arts Council Act and the Language Professions Council Act and submitted it to Parliament.
- Provided continuous legal advice and support to Investing in Culture Chief Directorate in drafting and approving contracts for their funding of projects
- Participated in the development of draft conventions at the World Intellectual Property Organization (WIPO) on the protection of Intellectual Property Rights for Traditional Knowledge, Traditional Cultural Expressions and Genetic Resources.

g) Information Technology (IT)

Purpose:

- Facilitate the efficient and effective utilisation of information and information technology as strategic resources in the execution of their functions.

Measurable objectives:

Service delivery objectives:

- Effective management of information and information technology as enabler and strategic resource for management and employees.
- Alignment of the department’s information management and information technology strategy with the strategic direction, management plans and the business processes of the department.

- Departmental enablers: policies and strategies, regulations, standards, norms, guidelines, best practices and procedures, supporting information management and information technology utilisation.
- Management of the SITA relationship, entailing control of the Business Agreement (BA) and Service Level Agreements (SLA's).
- Security: Utilise security mechanisms and ensure compliance to the relevant regulatory framework
- Effectively represent the Department's interests on the Government IT officers Council (GIOC) and other governmental and national bodies

Service delivery indicators:

- Proper implementation of help desk management software.
- Stabilised National Archives IT infrastructure.
- Stabilised Metropark IT infrastructure.
- User requirement specifications for an upgrade of the Trados translation software.
- Installed IT infrastructure in additional floors in Kingsley Centre
- Reinforced IT support at National Archives.
- Proposal for a portfolio management system.
- Recruiting interns to broaden IT support available for users.
- Establishment of dedicated IT support for the Ministry in Cape Town
- An on-line IT training system (Intoweb).
- Developing a business continuity strategy.
- An approved departmental file plan in preparation for electronic document management.
- Completion of a comprehensive policy manual
- Regular meetings with SITA.
- Supplement SITA support with support from other approved institutions.
- Finalised IT security policies
- Attending GITOC meetings and participate in work groups

Service delivery achievements:

- Implemented. Managers and technicians have access to information on reported faults and progress in resolving them.
- Stabilisation project was completed during the 4th quarter of 2006.
- Stabilisation project was completed March 2007.
- Specs were submitted to NLS during the 3rd quarter of 2006.
- Network infrastructure was installed in time for first occupants of the new office space.
- Staff members were appointed.
- Draft is in an advanced stage of completion, but has not been submitted.
- Interns were recruited.
- Support contract with Choice Technologies was implemented.
- Was implemented mid-2006.
- Strategy was compiled, but revision is necessary.
- File plan was compiled in consultation with all sections of the Department and was officially approved by National Archives
- The policy manual was submitted to the auditors in early 2007.
- SITA: SLA meetings with them are held monthly. Ad hoc meetings on specific agreements were held as required.

- IT Security policy was incorporated in IT policy manual. New server room was constructed on 1st Floor to comply with NIA requirements
- Attended GITOC meetings or sent a representative where scheduling prevented attendance.

h) Internal Audit

Purpose:

The purpose of Internal Audit is to provide world-class service in corporate governance, integrated risk management processes and best practices, to maintain an efficient and effective internal control environment.

Priority areas

- Internal Audit provides a full range of internal audit services, to the Department. These services are:
 - * Risk and Compliance Audit
 - * Forensic Audit
 - * Computer Audit
 - * Performance Audit.

Measurable Objective:

- To evaluate the department's control environment and make performance improvement recommendations thereon.
- Evaluates the department's level of compliance with legislation, regulations, plans and procedures.
- Assists the Accounting Officer in discharging their responsibility of actively preventing, detecting and investigating fraud, as required in section 38 of the PFMA.
- Evaluates the department's general computer environment, specific applications and new systems developed.
- Assists managers to assess the effectiveness, efficiency and the economical viability of any specific system or project.
- To assist management of the Department in updating the risk assessment.

Service delivery achievements:

- A risk management strategy was developed and approved; a risk committee was established to monitor the overall risk management process within the Department.
- Internal Audit and Audit Committee Charters, which define the purpose, authority and responsibilities of the Internal Audit and Audit Committee were updated and approved.
- The Internal Audit Unit finalized reports relating to the business processes of the Department.
- A fraud prevention plan was approved and a fraud strategy was developed and is in place to implement fraud prevention measures. As part of the fraud strategy the Department will make use of the National Anti-Corruption Hotline.

i) Communication

Purpose:

The purpose of the chief directorate is to provide corporate communications, media relations and public relations services to the Department of Arts Culture.

Measurable objectives:

- To manage the arts and culture brand through consistent corporate communication, marketing, public relations and advertising campaigns
- To synergise messages between the national and provincial departments of arts and cultures as well as the associated bodies
- Create awareness of all the services rendered by the DAC and its associated institutions through publications, advertising and website.
- To promote DAC as the custodian of South African arts and culture
- Build sound relations with media and counteract negative publicity
- To project the role of arts and culture in economic development, social cohesion, nation building and national identity
- To profile arts and culture as one of the employment-generating sectors/industries which the youth could follow as a career

Service delivery objectives and indicators:

Liaison with provincial departments, stakeholders and broad government communication activities

- Hosted three Arts and Culture Communicators' Forums (a meeting between national and provincial arts and culture communicators)
- Worked with provincial counterparts to deliver communications services on the following projects:
 - Samora Machel
 - Heritage Month
 - Women's Day
 - Freedom Day
 - Bambatha
 - Language Conference
 - Hellen Joseph Memorial Lecture
 - Lilian Ngoyi Memorial lecture
 - Launch of the Technical services Task team Izimbizo for both the Minister and Deputy Minister.

Interdepartmental Activities

The Communication Chief Directorate participated in the following communication interdepartmental activities:

- Pre-cabinet meetings
- Social cluster meetings
- Launch of the Macro Social Trends Report
- Liaison between government and the business sector in the planning of the Heartlines television series which focused on values

Developing and implementing Communication Strategies

Developed Communications strategies for the following campaigns:

Samora Machel

Advertising in national and regional radio stations and newspapers

- Developed Communications Strategy
- Invited Media to the opening ceremony of a library, an important component of the Samora Machel Project

Underwater Heritage

- Compiled a communication plan
- Wrote and issued a media statement
- Advertised in national and regional newspapers
- Arranged interviews with SABC Channel Africa, Bush radio, Radio Sonder Grense and East Coast radio

Language Conference

- Developed a communication plan for the Language conference.

Helen Joseph memorial Lecture

- Developed a communication plan.
- Wrote and issued a media invitation
- Arranged interviews

Heritage Month

Women's Day

- The Chief Directorate developed and implemented an advertising campaign in the weekend and daily newspapers and radio stations nationally.
- Print campaign included both daily and weekly titles.
- Radio advertising in all official languages
- Television Documentaries
- Live Broadcast Television
- Radio Outside broadcasts
- Promotional materials

Freedom Day

Bambatha

Language Conference

Hellen Joseph Memorial Lecture

Lilian Ngoyi Memorial lecture

Launch of the Technical services Task team Izimbizo for the both Minister and Deputy Minister

Underwater Heritage



Building and maintaining relationship between the Department and media

General

- Writing and sending out of press releases
- Follow up calls to ensure that the media attended events
- Sent background and briefing documents to the media to ensure that they were familiar with issues, topics or projects
- Regular interaction with journalists to update them on the department's work and plans.
- Media monitoring: daily media monitoring reports which help inform the department of the media coverage of the department
- Sent press releases, -organised interviews - and handled media queries
- Media attendance and coverage of departmental activities
- Contracted a media monitoring service provider to enable the Department to be aware of the type of coverage it received in the media

Other

- Used media interviews to alert public about fraudulent letters asking members of the public to send money to the Department. Interviews were conducted in this regard.

Launch of the Cape Town Jazz Orchestra

- Compiled a communication plan
- Invited the media
- Arranged five radio interviews

Language Conference

- Invited the media
- Arranged interviews

National Freedom Day celebrations

- Secured media interviews and Live TV broadcast

Lilian Ngoyi Memorial Lecture

- Invited media
- Arranged interviews

20th Anniversary of Samora Machel Samora Tragedy

- Secured Live TV broadcast and interviews
- Accreditation and attendance by more than 50 local and international journalists

50th Anniversary of Women's Anti-Pass March

- The Chief directorate arranged two media briefings
- Arranged two media briefings for the Minister on Women's Day Celebrations
- Arranged media interviews for pre-event, during and after the event.

j) Media liaison unit

Purpose:

The rejuvenation of the Media Liaison Unit in December 2005 marked a turning point in the profile and image of the Department of Arts & Culture. It emerged as a visible and public “face and voice” of the Ministry.

Over the last decade or so, the Department has been an appendage to Science & Technology. But this suddenly changed when Dr. Z. Pallo Jordan became the first minister of an independent and autonomous unit in April 2004.

The appointment of a Spokesperson in December 2005 was new in the history of the Department. Before then it was caught in the trap of “winking in the dark,” where only its top officials knew what it was doing.

In 2006 it has engaged in various media campaigns that have generated much attention, controversy and debate in the South African public. This, of course, has placed the Department in the centre of the Government’s Programme of Action for social and nation-building. This centrality has been clearly most evident in the media hoopla surrounding the renaming of O R Tambo International Airport and the process marking the proposal to rename Pretoria and Potchefstroom, to name a few. The purpose of the Media Liaison Unit is to ensure a positive media profile of the ministry.

Service Delivery Achievements:

In 2006 the Media Liaison Unit boosted and articulated the vision and mission in a manner unprecedented in the Ministry’s history. The style of communication was urgent, articulate and bold and thus placed it in the centre of government communications. The substance of this campaign was the Picasso and Africa Exhibition and the renaming of the O R Tambo International Airport, for example. This highlighted the centrality of Arts & Culture in the Government’s POA towards transformation, economic empowerment, social cohesion and nation-building.

The Ministry has become not only just visible but central to the elevation of arts and culture in the eyes of the public and stakeholders. It has ceased to be abstract and ephemeral. Rather, it has become connected with mainstream media profile and its role in economic development and job creation has become clear.

This has become evident in the media profiling of Izimbizo in Kwa-Zulu Natal, Limpopo and Mpumalanga, the Xhosa Realities Project to promote writing in indigenous languages, the commissioned Y2Y book launch and the Cultural Manifestation Programme in Cologne, Germany, to name a few.

There has been a significant shift in how the Ministry is perceived by the media, public and stakeholders.

Measurable Objectives:

- To create and boost a positive media profile and image for the Ministry
- To create top-of-mind awareness on Ministry’s programmes and projects
- To ensure an effective working relationship between the Ministry and the media
- To provide support for all media activities
- To direct, manage and help organize media briefing sessions to deepen mutual understanding between the Ministry and the media



Programme

2.5.1.2 Programme 2: Arts and Culture in Society

Purpose:

Develop and promote arts and culture in South Africa and mainstream its role in social development.

Measurable objective:

Increase and facilitate access to and broader participation in arts and culture through policy formulation, legislation and equitable funding.

Arts and Culture in Society

a) Community arts centres

- Community Arts Centres Awards
- Management Capacity Building
- Profiling of Community Arts Centres
- Policy Development for Community Arts Centres

Service delivery achievements:

- Concluded provincial (9) consultation workshops for the implementation of the 1st Annual National Community Arts Centres Awards whose aim is to promote maximum performance of community arts centres in areas of skills development, access to arts and culture facilities, job creation and community development.
- Training implemented in 4 provinces (Western Cape, Limpopo, Free State and Kwa-Zulu Natal) to develop competent arts and culture management teams. 40 Individuals have undergone training; these include managers and staff members.
- Conducted profiling of Community Arts Centres in 7 provinces to facilitate and support advocacy programmes for Centres. A total of 47 community centres were visited. Visual and written data was captured in all cases
- Approval for wider consultation to finalise the policy for Community Arts Centres is given.

b) Playhouses and festivals

- Financial Support to Arts and Culture Festivals
- Strategic support to Playhouses
- Monitoring and Evaluation of Festivals and Playhouses

Service delivery achievements:

- An estimated amount of 4.5 million rand was distributed towards support of 5 established and 15 emerging festivals and related projects. These are in line with the broader departmental objectives of promoting social cohesion and creating a sustainable platform for the arts and culture to flourish.

- There are no serious incidences reported with regards to the management and governance of the Playhouses in the past 3 years which demonstrates a marked improvement in the running of the playhouses due to the effectiveness of the Council Members appointed in 2004.

c) Performing arts

- Financial support to performing arts projects
- Ministerial commemorations

Service delivery achievements:

- An estimated amount of 2.2 million rand was invested in strategic intervention in the promotion of performing arts projects which addresses skills development, social cohesion and job creation
- The following Ministerial projects with National significance were implemented:
- Conceptualised and implemented the cultural programme for the 50th Anniversary of the women's march.
- Facilitated the commemoration of the late Prof Khabi Mngoma for the preservation of choral music.
- The department facilitated and funded the cultural program during the opening and closing ceremony of the 2006 Soccer World Cup.

d) Funding bodies

- Strategic support to funding bodies (National Arts Council and Business Arts South Africa)

Service delivery achievements:

- Facilitated the appointment of the council members of the National Arts Council for the promotion of good governance practises within the institution.
- Facilitated and was awarded the bid to host the 2009 IFACCA world summit.
- Facilitated two workshops to capacitate council members on good governance and compliance matters.

Arts Social Development and Youth

Service Delivery Objectives and Indicators:

The Chief Directorate, Arts, Social Development and Youth has continued, in its second year of existence, to increase access to the arts for marginalised persons. The focus continues to be on inclusivity in the sector for, in particular, youth, disadvantaged women, children, and people with disabilities. The work of the directorate, which is steeped in the goals and objectives of social justice and social cohesion, continues to encompass all areas of socio-cultural development, with the intention of economic beneficiation to the identified groups, a welcome outcome of all endeavours.

The outgoing financial year has seen rewarding strides in the engagement with partner departments that are in the Social Cluster. Strides in this area have been multiple. They include the adoption of Arts Access as a Social Cluster programme, where each partner department in the Social Cluster has undertaken to structure programmes in its own area of operations in order to make a contribution to creating greater access to the arts. Furthermore, ASDY, a member of the Social Cohesion and Social Justice Task Team (SCSJ), has been part of the derivation of six (6) Social Cluster Programmes designed to reach several goals, including the rehabilitation and the reintegration of offenders into society, the popularisation of indigenous games, and the widespread popularisation of South African National Symbols, particularly among youth and learners.

As part of ongoing programmes aimed at social integration, ASDY has continued to raise awareness about

the importance of cultural planning and planning for culture in the creation of sustainable human settlements. There has been fruitful engagement with the National Department of Housing, resulting in presentation of some of the ideas at various forums throughout the year. Further development of the strategies to address children's and families needs to use the arts as a source of development have led to increased numbers of partners and participation in forums whose primary focus areas are the preservation of the family and the holistic development of children. Similarly, endeavours to grow the role of people with disabilities in the sector has seen ASDY support of their participation at the Design Indaba 2007.

Service Delivery Achievements

- The guiding strategies of each of four out of the five functions have been put forward for adoption by the DAC. These are
 - Children and Families
 - People with Disabilities
 - A DAC Approach to creating sustainable Human Settlements
 - Youth Enrichment Policy
- The Department has supported the Art Therapy Centre's training of Community Arts Counsellors for the past two years. This year, DAC extended additional support to supplement students of the previous training so that their qualifications would be on par with SETA requirements. Altogether, approximately 30 community arts counsellors will graduate in June 2008.
- People Alleviating Poverty is an organisation of integrated abilities that makes jewellery from calabash. Funding from the Department provided machines that were required to enhance quality and production of jewellery. Approximately 10 people were trained in jewellery-making skills.
- The Department partnered with Design Indaba with the explicit intention of creating an enabling environment in design for people with disabilities. Carecraft, an organisation staffed by people with disabilities, was identified as the beneficiary. An innovative product, branded New Slant, was launched at Design Indaba 2007 and has already secured orders to Norway and Spain.
- Partnerships with the Department of Correctional Services evidenced the participation of ASDY as a significant role-player in the national 16 Days Campaign. ASDY has since put forward a detailed Implementation Plan that encompasses national and international days on which culture-driven interventions will take place.
- The Mosadi wa Konokono campaign, a flagship programme of the DAC, has been successfully launched in eight (8) provinces.
- This year has seen the successful commemoration of the 50th Anniversary of the Women's March to the Union Buildings. ASDY was responsible, as part of these events, for the successful launch of a collection of poetry by marginalised women. The volume is titled Tshimangadzo Mufumakadzi wa Afrika: Age of Hope Poetry Collection.
- ACET campaign.
 - National: The Framework of Collaboration (FoC) is now in the offices of Directors General Hindle (DoE) and Prof. Mosala (DAC) for approval.

Provinces: The roll-out of arts and culture education and training models in the former three SA/Flemish designated provinces is progressing as per agreed-upon milestones.

Free State: Capacity building and placement of arts practitioners within the framework of Artists in School (AiS) project has reached a maturity stage culminating in the AiS exhibition that took

place in October 2006. Approximately fifty (50) arts practitioners, ten (10) schools including the two (2) from Xhariep district municipality, two thousand five hundred (2500) learners and twenty (20) arts and culture learning area educators benefited from the DAC initiated intervention. AiS is a skills development and poverty alleviation programme whose primary beneficiary are unemployed community arts practitioners.

Limpopo: Thirty two (32) arts and culture learning area educators registered and participated in the Advanced Certificate in Education (ACE) arts and Culture programme. This in-service capacity building programme is aimed at the arts and culture learning area educators. In this province thirty two (32) arts and culture district officials also received capacity building intervention within the framework of the Train-the-Trainer programme. As a result of this programme district managers have an increased capacity to render quality and inform leadership in the implementation of the arts and culture learning area. Following on from the previous year, efforts have been maintained to ensure that the fifty (50) arts practitioners in the AiS programme, two thousand (2000) learners and thirty (30) educators have continued to benefit from the DAC initiated intervention.

Kwazulu-Natal: Fifty (50) arts practitioners in the AiS programme, two thousand (2500) learners and thirty (24) educators continued to benefit from the DAC initiated intervention.

- A partnership with youth enrichment organisations is in the process of being formalised. The partnership will be jointly led by DAC through ASDY and OnVision, a youth development organisation that facilitates youth development through dialogue.
- NYACHE- 26 people were trained for the South African production of the Lion King. 1000 candidates were interviewed and 200 were selected to be trained as part of the NYACHE programme.





Programme

2.5.1.3 Programme 3: National Language Services

Purpose:

Develop, promote and protect the 11 official languages through policy formulation, legislation and the implementation of the language policy in order to allow South Africans to realise their language rights.

Measurable objectives:

To provide translation and editing services for official documentation, develop and implement national language policy by engaging on language projects and services such as human language technologies, terminology coordination and literature development.

National Language Service is responsible for the implementation of the National Language Policy Framework. It develops and promotes the official languages of South Africa and enhances the linguistic diversity of the country. The programme provides translation and editing services for official documentation, renders service on human language technologies, terminology and literature development.

The Pan South African Language Board is responsible for creating a conducive environment for developing, using and promoting the 11 official languages as well as the Khoe, Nama, San and South African sign languages.

Service delivery achievements and indicators:

Language Research And Development Centres

The Department of Arts and Culture (DAC) has begun to set up language infrastructure for the smooth implementation of the National Language Policy Framework. Eight out of nine of these centres have been established. One is yet to be established in the province of Mpumalanga where there is no institution of higher learning needed to host the LRDC. Talks are ongoing to charter a way forward. The LRDCs are meant to decentralize the development of the official languages, taking them closer to the speech communities that use them. Focus areas for development include terminology development and language enhancement, literature development, language museums and heritage and research and development for each of the indigenous languages. It is envisaged that by 2010, these centres will be institutionalized, the idea itself having been officially approved already.

Telephone Interpreting Service For South Africa (Tissa)

Forty-seven (47) interpreters have been trained by the University of the Witwatersrand to provide efficient interpreting service in all 11 official languages in South Africa. The training process is now underway to train Sign Language interpreters. To date, three hundred and thirty-seven (337) sites have been connected and are functional in various government departments. The TISSA Project intends to employ more interpreters; extending the service to all government departments and including foreign languages for interpreting by 2010.

Human Language Technologies (Hlt)

DAC HLT Unit within the National Language Service has achieved the following:

Three projects have been commissioned to be completed over the next three years as part of the implementation of the National Language Policy Framework. The development of spellcheckers for languages that do not have spellcheckers, updating existing spellcheckers and the development of a machine-assisted translation system will enhance the quality of documents rendered in the official languages or translated into in terms of consistency and correctness.

The development of a multilingual telephone-based information system for government purposes will enable callers to access government services in the official language of their choice through the use of ordinary telephones as the information medium.

The HLT UNIT has also finalized the compilation of the National Human Language Technologies Strategy

Translation And Editing

The following important documents were translated and/or edited:

Translation and Editing in English:

Acts/Bills

Department of Minerals and Energy:

- Mineral and Petroleum Resources Development Amendment Bill

Regulations

Department of Labour:

- Hazardous Chemical Substances

Department of Minerals & Energy:

- Precious Metals Regulations
- Amendment of Diamonds Regulations

Department of Health

- Rendering of Forensic Pathology Services
- Registration of Radiation Laboratory Technologists Amendments
- Scope of Profession of Optometry and Dispensing Opticians
- Registration of Health Practitioners in Non-Clinical Practice
- Qualifications for Registration of Laboratory Assistants
- Functions and Functioning of Professional Boards
- Registration of Graduate Clinical Technologists
- SA Dental Technicians Council Regulations
- Interim Traditional Health Practitioners' Council
- Qualifications for Registration of Physiotherapy Technicians
- Fortification of Certain Foodstuffs
- Inspections and Investigations Conducted on Foodstuffs
- Maximum Limits of Pesticide Residues in Foodstuffs
- Supplementary Regulations under the International Health Regulations Act

South African Nursing Council Regulations

- Examinations
- Enrolled Nurses and Midwives
- Rolls for Pupils
- Pupil Nursing Auxiliaries
- Nursing Auxiliaries
- Registers for Students

Other major documents

Statistics South Africa:

- Census Handbook (13 documents)

Department of Health:

- Guidelines on Nutrition for People Living with HIV/Aids, TB, etc.
- Food Service Management Vol 4: Specifications for Perishable Foods

Department of Science and Technology:

- Draft Security Policy 2006

Department of Labour:

Bargaining Council Agreements:

- Building Industry, North and West Boland
- Canvas Goods Industry: Extension of Agreement to Non-Parties
- Clothing Industry, KZN: Provident Fund Collective Agreement
- Clothing Manufacturing Industry: Main Collective Agreement
- Clothing Manufacturing Industry: Provident Fund: Western Cape
- Electrical Industry: Main Collective Amending Agreement
- Furniture Industry, Western Cape: Provident Fund Agreement:
- Furniture Manufacturing Industries, South-Western Districts
- Furniture Manufacturing Industry, KZN: Amendment of Main Agreement
- Furniture Manufacturing Industry, KZN Amendment of Provident Fund
- Furniture Manufacturing Industry of the Western Cape
- Hairdressing and Cosmetology, KZN
- Hairdressing and Cosmetology, Pretoria
- Hairdressing Trade, Cape Peninsula
- Leather Industry of SA, Footwear Section
- Leather Industry of SA, General Goods and Handbag Sector
- Leather Industry: Tanning Agreement: Extension to Non-Parties
- Lift Engineering Industry
- Metal and Engineering Industries: Dispute Resolution Agreement
- Metal and Engineering Industries: Amending Main Agreement
- Metal and Engineering Industries: Registration and Administrative Expenses Agreement
- Motor Industry: Extension of Administrative Collective Agreement
- Tearoom, Restaurant and Catering Trade, Pretoria
- Textile Industry: Main Collective Agreement

Letters from members of the public

Presidency:

126 documents

Department of Minerals and Energy:

98 documents

Translation and Editing in Afrikaans

Acts/Bills

Department of Agriculture:

- Genetically Modified Organisms Amendment Bill

Department of Communications:

- Independent Communications Authority of South Africa Amendment Bill
- Postal Services Amendment Bill

Department of Arts and Culture:

- Protected Areas Act

Department of Public Service and Administration:

- Public Service Amendment Bill

Department of Home Affairs:

- Films and Publications Amendment Bill

Department of Health:

- Health Professions Amendment Bill
- Tobacco Products Control Amendment Bill

Department of Housing:

- Less Formal Township Establishment Amendment Bill
- Housing Consumers' Protection Measures Amendment Bill

Department of Justice:

- Promotion of Equality and Prevention of Unfair Discrimination Act

Department of Social Development:

- Older Persons Bill

Department of Sport and Recreation:

- 2010 FIFA World Cup SA Special Measures Bill
- Second 2010 FIFA World Cup SA Special Measures Bill

Department of Transport:

- Convention on the International Interests in Mobile Equipment
- Bill on Convention on the International Interests in Mobile Equipment
- Carriage by Air Amendment Bill

Regulations

Department of Communications:

- Alternative Dispute Resolution Regulations
- Accreditation Regulations: Electronic Communications and Transactions Act

Department of Environmental Affairs and Tourism:

- Threatened or Protected Species Regulations

Department of Trade and Industry:

- Draft Amendments to Intellectual Property Regulations under various Acts

Department of Health:

- Transparent Pricing System for Medicines and Scheduled Substances
- Rendering of Forensic Pathology Services
- Registration of Radiation Laboratory Technologists
- Scope of Profession of Optometry and Dispensing Opticians
- Registration of Health Practitioners in Non-Clinical Practice
- Qualifications for Registration as Laboratory Assistants
- SA Dental Technicians Council Regulations
- Functions and Functioning of Professional Boards
- Interim Traditional Health Practitioners' Council
- Qualifications for Registration as Physiotherapy Technicians
- Maximum Limits of Pesticide Residues in Foodstuffs
- Supplementary Regulations under the International Health Regulations Act
- Inspections and Investigations conducted on Foodstuffs
- Registration of Graduate Clinical Technologists
- Regulations on Food-Grade Salt

South African Nursing Council:

- Examinations
- Enrolled nurses and midwives
- Rolls for pupils
- Pupil Nursing Auxiliaries
- Nursing Auxiliaries
- Registers for students

Department of Justice:

- Regulations Relating to the Attorneys' Fidelity Fund

Department of Minerals and Energy:

- Petroleum Products Act Regulations
- Precious Metals Regulations
- Amendment of Diamonds Regulations

South African Maritime Safety Authority:

- Merchant Shipping: Training and Certification
- Merchant Shipping: Safe Manning
- Ship's Officers' Medical Training
- Merchant Shipping: Fishing and Marine Motorman Qualifications
- Maritime Occupational Safety Amendment Regulations
- Code of Safe Working Practice for Ships Working Cargo in South African Ports
- Code of Safe Working Practice for Fishing Vessels

Department of Water Affairs and Forestry:

- Recreational Water Use Regulations

Other major documents**Department of Health:**

- Guidelines on Nutrition for People Living with HIV/Aids, TB, etc.
- Manual in terms of section 14 of the Public Access to Information Act

Department of Environmental Affairs and Tourism:

- Community-based Natural Resource Management (CBNRM) Guidelines

Department of Sport and Recreation:

- Skills Programme for Sport and Recreation Leaders (3 modules)

Department of Agriculture:

- National Agricultural Marketing Council: Five-year Strategic Plan

Human Rights Commission:

- Manual in terms of section 14 of the Public Access to Information Act

Foreign Languages:

Major documents translated into/from foreign languages

Department of Arts and Culture:

- Arts and Culture Cooperation Agreements with Mali, Senegal and Gabon (French)
- Legislation on Portuguese museums (Portuguese)
- Taxation Regulations pertaining to the Mali Project (French)
- Report on the Clothing Exhibition in Ouagadougou (French)
- Report on the Impact of Construction of the Ahmed Baba Cultural Centre on the Timbuktu World Heritage Site (French)
- Report on African World Heritage Fund (French)
- Record of the Meeting of the International Pan African Archive Committee for the Freedom Park Trust (Spanish)
- Report on the Berlin Mission Archive (German)
- Interpol: 365 documents (French, Spanish, German, Portuguese, Japanese, Arabic, Chinese)

Department of Provincial and Local Government:

- Assistance to the Democratic Republic of Congo: Training, Administration and Decentralisation Support Programmes (11 documents, French)
- Reports on and Records of Meetings of SADC Local Government Ministers' Forum (15 documents, French and Portuguese)

Department of Public Service and Administration:

- Reports on and Records of Meetings of the Pan African Ministerial Bureau (Portuguese and Arabic)
- Memorandum of Understanding between South Africa and Brazil on Public Service Reform Cooperation (Portuguese)
- Memorandum of Understanding between South Africa and Burundi on Public Administration (French)

South African Management Development Institute:

- Constitution of the African Management Development Institute Network (AMDIN)
- Reports on and Records of Meetings of AMDIN (26 documents, French, Portuguese and Arabic)
- Assistance to the Democratic Republic of Congo: Training in Human Resource Management and Project Management (31 documents, French)

International Agreements:

- Agriculture: Gabon and Mali (French)
- Health: Mali, Congo and Gabon (French)
- Science and Technology: Slovak Republic (Slovenian), Peru (Spanish), Oman (Arabic) and Mozambique (Portuguese)
- Sport and Recreation: Argentina (Spanish)
- Trade: Cuba (Spanish), Belarus (Russian), Yemen (Arabic)
- Civil Aviation Safety: Senegal (French)
- Multilateral Maritime Search and Rescue (French and Portuguese)

Legal documents:

- Court documents from Belgium (Flemish), Israel (Hebrew), Brazil (Portuguese), Mozambique (Portuguese), Switzerland (French)
- Free Trade Area in Paraguay (Spanish)
- Plant Health Regulations for the Import/Export of Plant Products into/from countries (Portuguese, Spanish, German, Dutch, Italian, Indonesian)
- Regulations on Pesticides (French, Danish, Italian, German)
- Regulations on Taxation and Customs for Argentina (Spanish)
- Requests for legal assistance: United Arab Emirates (Arabic), Switzerland (German), Greece (Greek) The Netherlands (Dutch), Sweden (Swedish), Korea (Korean), Portugal (Portuguese), Belgium (Flemish), Monaco (French)

Total number of documents translated and edited:

Language	In-house	Outsourced	Total
English	267	115	382
Afrikaans	145	60	205
Foreign languages	535	372	907

African Languages:

Some of the documents that were translated and edited by the Translation and Editing: African languages:

- Civil Union Bill - Department of Home Affairs
- Gas Regulations - Department of Minerals and Energy
- Civil Aviation Regulations - Civil Aviation Authority
- Equality For All - South African Human Rights Commission
- Drought Coping Strategy - Department of Agriculture
- Traditional Health Practitioners - Department of Health
- Meat Safety Act - Department of Agriculture
- The Constitution of South Africa - Department of Justice
- Taxi Recap Project Presentation - Department of Transport

Comparison of the African languages output for 2005/6 and 2006/7:

2005/6

Language	In-house	Outsourced	Total
IsiZulu	59	97	156
IsiXhosa	84	41	125
Sepedi	71	41	104
Sesotho	79	31	110
Setswana	67	45	112
IsiNdebele	51	60	111
SiSwati	90	10	100
Tshivenda	94	20	114
Xitsonga	92	17	109

2006/7

Language	In-house	Outsourced	Total
IsiZulu	66	113	179
IsiXhosa	120	21	141
Sepedi	79	17	96
Sesotho	87	18	105
Setswana	78	12	90
isiNdebele	18	52	70
siSwati	69	3	72
Tshivenda	73	13	86
Xitsonga	80	7	87

Bursaries:

Bursaries were awarded to over 80 students pursuing post graduate and undergraduate studies in African languages in the fields of human language technologies, translation and editing, terminology management, language planning and interpreting in 2005. The period of study for post graduate students has ended in 2006. Remaining are the undergraduates studying Tshivenda and Xitsonga and their period of study is coming to an end at the end of 2007.

Terminology Development:

Ground texts for the HIV/AIDS and Human, Social, Economic and Management Sciences (HSEMS) terminology projects have been finalized. African languages equivalents are now being developed for the two projects by the Language Research and Development Centres.

New terminology projects have been started and are currently in the primary phase. It is expected that this phase will run till the end of 2007. The projects are Life Orientation (intermediary phase), Mathematics (secondary phase) and Natural Sciences (secondary phase)

Finalisation of the ground texts for the HIV/AIDS and Human, Social, Economic and Management Sciences (HSEMS) terminology projects have been finalized.





Programme

2.5.1.4 Programme 4: Cultural Development and International Co-operation

Purpose:

Improve economic and other development opportunities for South African arts and culture, nationally and globally, through mutually beneficial partnerships, thereby ensuring the sustainability of the sector.

Measurable Objective:

Increase the access and participation of grassroots arts practitioners in cultural industries economic activities through training, legislation and international opportunities.

International Co-Operation

Purpose:

To improve the economic and other development opportunities for South African Arts and Culture practitioners, nationally and globally through mutually beneficial partnerships thereby ensuring sustainability of the sector.

Measurable Objective:

The Chief Directorate seeks to increase the access, exposure and participation of Cultural Practitioners in creative cultural industries through collaborations, capacity building opportunities, economic gains, participation in exhibitions, legislation and international opportunities.

Service delivery objectives and indicators:

Critical priority to our service delivery obligations is to ensure that diplomatic cultural relations are maintained and serviced. DAC signed Cultural Agreements during 2006/7 financial year with the following countries namely Mali, Mozambique, Gabon, Mauritius, Botswana, France, Belarus, and China. We signed a programme of cooperation and Co- Production Treaty with UK.

The Department's mandate on Freedom Day as well as the Heritage Day Celebrations cascades further to servicing our embassies on these special days. International Relations supports events held at our embassies. Cultural groups performed at our embassies in Mauritius, Angola, Russia, Kazakhstan, Japan, Indonesia, Malaysia Portugal, Spain and Morocco. In total (53) fifty three artists participated during the Freedom Day Celebrations.

The President in the State of the Nation Address of 2006 impressed upon Government departments to ensure that we continue our engagements on the African Agenda. Therefore the department spearheaded the establishment of the SADC PS/DG's of Culture Forum. We have hosted the forum twice in 2006. The countries within SADC region have started identifying markets for cultural goods through the Framework of Implementation of the DG's forum. SA sent an Art Exhibition and three artists to the Second Triennial Exhibition.

Through the South African/Swedish Partnership Programme of the Department, it allocated funds to 31 South African organisations on the joint projects with Swedish organisations and 15 South African organisations received planning grants for establishing and strengthening partnership with Swedish organisations. The partnership is currently under review; both partners have appointed consultants to undertake this exercise.

Our participation at different multilateral fora such as UNESCO, INCP, Commonwealth Foundation, SADC, and AU is critical for the development, and shaping of Global discussions to project the African Agenda and continental issue. We hosted the Africa and Diaspora Conference on the Cultural Diversity for Social Cohesion and Sustainable Development. The objectives of the conference was to lobby for the ratification of the Promotion and Protection of Cultural Diversity Convention as well as to develop an Africa and Diaspora plan of action post ratification. The outcome thereof was the Sun City Statement and Plan of Action. South Africa ratified the Convention on the Promotion and Protection of Cultural Diversity in 2006 and became the thirty fifth (35) country to have ratified the convention.

The Cabinet approved South Africa's membership to the Commonwealth Foundation and that the Department of Arts and Culture be the leading department within the South African government. On the 14 November 2006, South Africa became the forty sixth (46) member of the Commonwealth Foundation. The key to our membership is the massive opportunities that we shall access through the Foundation for the cultural practitioners, student NGO's and the citizenry of South Africa.

Service delivery achievements:

During the 2006 World Cup in Germany, South Africa showcased Cultural landscape of the country through different programmes which included music and craft exhibitions. (± 200) Two hundred artists from South Africa participated in cultural programmes.

The Department has identified shortage of skill in curatorship hence through our Cultural Agreements with our partner United Kingdom, it was possible to afford and place ten (10) South African curators in internship at the different museums. Three students were supported for internships in Sweden and the Netherlands. In addition, we supported two young artists from previously disadvantaged individuals to transfer their skill to their counterparts in New Zealand through exhibiting the South African concept of Arts in the Park. One of Mr Lungelo Gumede's paintings was bought by Ms O Winfrey. Our artists' international reputation is second to none.

The Government of Japan officially handed over the sound equipment to the Government of South Africa for the use by the State Theatre.

DAC co-hosted with the NFI; a four-member delegation from Museums in China. A cultural troupe of fifteen (15) artists were sent to China for the FOCAC cultural programme.

DAC is currently hosting the China Experience 2006 exhibition at the African Window Museum.

DAC hosted an Indian contemporary Art Exhibition

DAC hosted a Cuban cultural group, architecture and puppetries

DAC supported two South African Jazz groups (32) artists to Cuba to participate in the Cuban Jazz Festival

South Africa participated in the 10th Venice Architecture Biennale

DAC supported Matsamo Cultural Group to tour to 12 international festivals in Europe under the auspices of COFF. The group consisted of 49 members.

Africa And Middle East

- Signed Cultural Agreements during 2006/7 financial year with the following African countries namely Mali, Mozambique, Gabon, Mauritius and Botswana.
- PoC's have been negotiated with Iran, Saudi Arabia and Egypt. The necessary constitutional requirements were adhered to.
- Signed Cultural Agreements during 2006/7 financial year with the following African countries namely Mali, Mozambique, Gabon, Mauritius and Botswana.
- We hosted a cultural group of twenty five (25) artists from Eritrea that ran workshops with SA groups during MACUFE 2006.
- Cultural groups performed at our embassies in Mauritius and Angola during the Freedom Day Celebrations.
- Countries within the SADC region have started implementing the priority related to markets for cultural goods through the Framework of Implementation of the DG's Forum i.e. SA send an Art Exhibition and three artists to Mauritius during the Second Triennial Exhibition
- Four (4) South African writers participated during the International Writers Day in Mauritius
- Currently collaborating with Lesotho on preparations for the Ministers Colloquium to be hosted in Lesotho in 2007
- Facilitated the participation of two (2) SA artists at the 10th Cairo International Biennale in Cairo, Egypt.
- South Africa hosted two of the four organisations of SADC PS/DG's of Culture.

Bi-laterals

- The following South African embassies Russia, Kazakhstan, Japan, Indonesia, Malaysia Portugal, Spain, Morocco, Mauritius and Angola were supported in the form of cultural groups during the Freedom Day Celebrations. A total of (53) fifty three artists participated during the Freedom Day Celebrations
- During the 2006 World Cup in Germany, South Africa showcased an African Cultural programme which included music and exhibitions. (± 200) Two hundred artists from South Africa participated in these cultural programmes.
- United Kingdom: Ten (10) South African curators were offered internship at the different museums in the UK. A Co- production treaty was signed in May 2006 with UK
- Three (3) students were supported by means of internships at exhibitions in Sweden and the Netherlands. In addition, (2) two artists from Kwa-Zulu Natal Province were supported to exhibit and transfer the skill of the Art in the Park exhibition in collaboration with artists from New Zealand
- Signed programme of co-operation with France
- Signed cultural agreement with Belarus

Multilaterals and Resourcing

- The Swedish/South African Partnership Programme of which the Department has contributed an amount of R12 million and the Swedish International Agency (SIDA) SEK45 million for the period 2004 to 2008. The Department has allocated funds to 31 South African organisations on the joint projects with Swedish organisations and, 15 South African organisations have received planning grants for establishing and strengthening partnerships with Swedish organisations. The partnership is currently under review. Both partners have appointed consultants to undertake the exercise.
- The collaboration with the Flanders Ministry of Culture consisted of several arts and culture projects, namely, Local Cultural Policy, Arts Education and Training and Community Arts Centres. The department contributed an amount of R5 million and Flanders contributed R25 million for the period 2003 to 2005. The pilot projects have been successfully concluded at the end of 2005 and the department will negotiate a new partnership that will bring more resources to support the roll-out of the projects.
- South Africa hosted the Africa and Diaspora Conference on Cultural Diversity for Social Cohesion and Sustainable Development. The objectives of the conference were to lobby for the ratification of the Promotion and Protection of Cultural Diversity Convention as well as to develop a Africa and Diaspora plan of action post ratification. The outcome thereof was the Sun City Statement and Plan of Action.
- South Africa ratified the Convention on the Promotion and Protection of Cultural Diversity in 2006 and became the 35th country to ratify the convention
- DAC supported Matsamo Cultural Group to tour to 12 international festivals in Europe under the auspices of COFF. The group consisted of 49 members.
- The Cabinet approved South Africa's membership to the Commonwealth Foundation and that the Department of Arts and Culture be the leading department within the South African government. On the 14 November 2006, South Africa became the fourth member of the Commonwealth Foundation. Key to our membership is the massive opportunities that we shall access through the Foundation for the cultural practitioners, students NGO's and the citizenry of South Africa.
- Three hundred and ninety three were Cultural practitioners supported by DAC at the different international events and from different genre's during the 2006/2007 financial year. This afforded them an opportunity to exchange and showcase South Africa's cultural landscape and create short term international.

Cultural Development

Purpose:

To develop and support economic opportunities of creative industries as well as to facilitate their contribution towards the department's social cohesion and national identity. Creative industries include Books and Publishing, Crafts, Music, Technical Services, Design, Audio-visual as well as Visual Arts.

Measurable objective:

- To develop a Creative Industries strategy as part of the Government's growth and development strategy that opens economic opportunities in Creative Industries.
- To identify, develop and preserve creative industry resources to contribute to economic growth and nation building
- To facilitate development and management of Creative Industries in South Africa.
- To develop an information system that promotes and ensures generation and maintenance of reliable data and indicators

Activities:

Cultural Development supports economic and other development opportunities for South African arts and culture through partnership, thereby ensuring the sustainability of the sector.

National Arts Council supports and promotes Creative Industries Mapping in South Africa

The National Film and Video Foundation channels funding to the Foundation and supports and promotes the film and video industry in South Africa.

Service delivery objectives and indicators:

Cultural Development improves economic and other development opportunities for South African arts and culture through mutually benefit partnerships, thereby ensuring sustainability of the sector. The key activities are to support the creative industries and the development of arts and training.

BOOKS AND PUBLISHING**Service delivery objectives and indicators:**

- Drafting of National Book Policy in progress as a recommendation to develop and support the books and publishing industry.
- Establishment of a Writer's Network, to strengthen the bi-lateral relationship, to increase effective communication and enhance empowerment.
- Resourcing the PICC, providing administrative staff and establish the South African Book Development Council.
- Establish committee to oversee BEE implementation and transformation of the publishing sector.
- Support of Poetry South Africa to promote South African Literature.

Service delivery achievements:

- The first draft National Book Policy was circulated amongst over 800 stakeholders before it was submitted to the Department in December 2005.
- A South African delegation of writers participated at the International Writers' Conference in Mauritius. They presented papers and engaged in discussions with writers and writers' associations from Mauritius, India, Rodrigues, the US, and UK.
- Print Industries Cluster Council (PICC) conducted a national survey on the reading habits of adult South Africans to inform all activities across the book value chain. The report has been completed and will be presented in June 2007 during the Cape Town International Book Fair.
- A commissioned research on the Cost of Books Study outlined the factors contributing to the cost of books with recommendations across the value chain.
- DAC supported the 2006 Time of the Writer and Poetry Africa literary festivals. A Johannesburg leg of Poetry Africa was introduced with a massive turnout of over 800 people gathering to listen to poetry performances.
- Transformation of the Print Industry Cluster Council into a national representative body reflective of the South African society and in line with the principles of Broad Based Black Economic Empowerment (BBBEE). The body is now called the South African Book Development Council (SABDC), and is meant to include all role players across the book value chain.

MUSIC

Service delivery objectives and indicators:

- Moshito is a local music conference and exhibition aimed at promoting collaborations amongst players from both the private sector and the public. The event is designed to provide opportunities for business networking, information exchange, music business education, promotion and product development for national music producers, performers, individuals and entities providing support services, as well as strengthening business opportunities in the music industry and related media.
- MIDEM 2007 took place during January in Cannes. MIDEM is an International Music Market. MIDEM is held annually in France. The event is designed to provide opportunities for business networking and exporting SA music.
- The South African Music Week is an annual project that celebrates South African Music on Radio and TV and through live events in the community. The project is considered as the largest platform for developing the South African live and recording music industry through broadcasting, workshops, awareness and promotion of local music product.
- Implementation of a blank tape levy to combat piracy. Through this system a levy is charged on blank recording carriers (blank tapes or cassettes), and in some cases also on recording equipment. The principles on which these levies have been established and the levels at which they have been set have often been ambiguous. In most countries, the legislation on blank levy included a provision that a proportion of the money collected should be used for collective cultural purposes. A tender was advertised for a service provider to do a research on the feasibility of introducing the levy in SA. The DAC is in a process of developing a research and feasibility study on issues pertaining to blank tape levy for the South African Music Industries.
- Electronic music is one of the strategic platforms for growth of our local music industry. The sector has shown its strength in appealing to the youth market in terms of music sales. Nonetheless, the sector has to a certain extent, received less attention from the main stream developmental agenda. In the past years, development of the sector was left to the mercy of aspiring individual DJs and producers.

Service delivery achievements:

- Moshito 05 was held from 20 - 22 September 2006 at Museum Africa, in Newtown Johannesburg. About 400 delegates attended the event. The 2006 event managed to attract participants from neighbouring countries and key international speakers and participants.
- SA was the first African country to have a stand at MIDEM. In 2005 DAC took a bold step towards elevating the profile of the domestic music industry internationally by hosting the first-ever South African Pavilion at Midem, together with the Moshito Conference and Exhibition. The South African Pavilion at Midem 2007 hosted over 60 delegates from South Africa. The final count tallied over 65 delegates from over 34 companies/associations. Some of the delegates who had not yet registered at the Pavilion, requested that they get advised early in the year so that they can be part of the South African stand. AIRCO co-Chairperson Irfaan Gillan and other members of the Interim Committee were amongst several high profile representatives at MIDEM.
- During the SA Music Week many broadcasters increased airplay of SA music and this provided local artists with a platform to market their products thus providing income in the form of royalties to copyright owners. 2006 SA Music Week was characterised by a number of workshops held in Limpopo (Polokwane) the Western Cape (Cape Town), KwaZulu Natal (Durban), Mpumalanga (Nelspruit) and Free State (Bloemfontein). SA Music Week 2006 was staged during Heritage Month as part of 2006 Heritage Month theme - Celebrating our Music, Our Heritage.

- In 2006 DAC has for the first time entered into a partnership with DJ's Unite, a body formed by individual DJs and music industry practitioners for the purpose of addressing the plight of aspiring practitioners through skills development. The partnership has significantly strengthened the SA Electronic Music Conference by increasing the scale at which the project was pitched and thus allowing many aspiring music producers to be accommodated. The Conference was held from 1 – 4 April 2006 in Newtown, Johannesburg.
- AIRCO is one of the institutions which were established through DAC's leadership with the idea that, among other stakeholders, it will be the driving force for local content development.

CRAFT

Service delivery objectives and indicators:

In 2006, the Beautiful Things Exhibition Design Concept was launched. The brand will be used as a vehicle to promote South African crafts internationally

The establishment of a National Representative Body for the Craft Sector has been on the priority agenda for the DAC for two years now. DAC will spearhead a consultative process in partnership with other key partners like the DTI on constituting a national entity that will oversee the governance and coordination of the Craft Sector in South Africa

Service delivery achievements:

- DAC staged the first edition of the Beautiful Things Craft Super Market, a special ministerial project, aimed at showcasing and promoting South African handmade products (crafts). The exhibition was staged in the gardens of the Presidential Residences, Bryntirion Estate in Pretoria. DAC will stage the 2nd edition of the exhibition in 2007

EVENTS AND TECHNICAL SERVICES

Service delivery objectives and indicators:

DAC and Task Team Office bearers. Taking specifically into account timelines the Team's Executive Officer has driven the process to the point of ensuring that all Team members are not shackled with aspects that will deter the swift progress of their projects from the commencement of 2007. The Task Team will review the report of the event and identify any omission. Similarly, they will review the research report, extract and execute any directives to be carried out by the Task Team.

Service delivery achievements:

The Task Team has established a fundamental road map on which the team can operate.

It has to develop plans for all five themes (projects), to include desired results, goals, implementation plans, time frames and required resources.

It has to develop ways to engage government as a partner to move forward. The team must liaise with DAC as well as other associations and organizations that were not present in order to engage with them over plans and activities being put in place locally, provincially and nationally.

It has to develop position papers working in tandem with DAC and other departments and identify gaps that could lead to the need for legislation.

MULTI MEDIA

AUDIO VISUAL

Service delivery objectives and indicators:

- Continuous partnership through a film incubator program towards film training and skills development.

Service delivery achievements:

- Hosted the African Film Summit that brought film representatives from all over the continent as contribution to the NEPAD Cultural Industries program, particularly the audio-visual section, and creating a shared vision on the continent.
- Participation in key festivals and markets in promoting SA film industry, with a continued partnership in Sithengi, support for Cannes and other important international festivals and markets.
- Commencement of the study in the film industry to check the feasibility of establishing a film school.
- Developed program for collaboration with National Archives regarding Legal Deposit Act.
- Collaboration with Newtown Film and TV School on the Indigenous Language Screen writing project "Script to screen in your mother tongue" contribution to skills.
- Collaboration with DOC/Nemisa on the Animation project to produce new SA animation: ±10 p.a. creating jobs and skills.

VISUAL ARTS

Service delivery achievements:

- DAC funded the Cape Africa initiative that included a conference on contemporary art in Africa, the Diaspora and an exhibition. TRANS CAPE is the first in a series of large-scale arts events organized by the CAPE Africa Platform. The exhibition brings some of the most innovative and challenging contemporary African art to Cape Town. Exhibitions were held at over 20 venues and sites along a cultural route that spans the Cape Metropolitan area.
- DAC funded the exhibition: "In the name of all humanity-the African Spiritual expression of Ernest Mancoba" at the Gold Museum in Cape Town. Apart from the exhibition, an artists workshop was held involving South African artists and artists from Greenland. A catalogue of the exhibition was published.
- DAC/SAPS/SAHRA/INTERPOL worked together on an information session on stolen cultural property held on 13 September 2006 at the University of Pretoria. A live satellite link with the FBI in Washington DC, USA was set up and gave session goers an opportunity to interact with officials from the FBI.

A poster designed and printed by DAC was launched with the images of six stolen South African Art Works in protection of SA's heritage.

A collaboration workshop organized by the German Embassy with gallery and museum professionals from Cologne and Bochum, Germany about curator training and exhibition planning, in Paarl, Western Cape during February 2006, was supported by DAC.

DESIGN

Service delivery objectives and indicators:

- Creation of Design dialogue (discussion forums on design)

Service delivery achievements:

- The design development fusion Workshops addresses the second economy, running in all nine provinces to lift them from the 2nd economy into the mainstream economic contributors.
- Commencement of a process to develop a policy for the design sector that includes an audit of the sector needs analysis and database collation.
- 3rd annual Arts and Culture Design Seminar at the Fashion Week that looks at the business of design.
- Partnered with the Design Indaba on the developmental aspect of the 10th International Design Indaba conference, providing opportunities and opening markets for young rural and developing designers.
- Continued support of the Mzansi Designers incubator, as a program to address skills development and job creation for young new designers

INVESTING IN CULTURE

Service delivery objectives and indicators:

Investing in Culture is aimed at ensuring the realisation of sustainable empowerment opportunities through training, skills development and job creation in arts, culture, cultural tourism and the heritage sector. The department allocates resources to ensure return on investments that will fulfil its key objectives and broader government imperatives like the Expanded Public Works Programme (EPWP), Integrated Sustainable Rural Development, Urban Renewal Programmes (ISRD, URP), Accelerated and Shared Growth Initiative of South Africa (ASGI-SA) and Social Cohesion amongst others.

To magnify the impact of activities on targeted communities, increased technical support is provided to Municipalities (especially nodal municipalities) on arts, culture and heritage issues and a monitoring and evaluation framework for the implemented projects has been developed. In addition, the establishment of meaningful partnerships with other government departments, the private sector and other strategic partners such as the Media, Advertising, Publishing, Printing and Packaging (MAPPP) SETA will form the basis of the 2nd Economy framework, which aims to sustain the activities beyond departmental funding. This is also to ensure realisable exit opportunities to beneficiaries and sources of employment in areas where people live.

Service delivery achievements:

Between 2005/06 and 2006/2007, 5088 jobs have been afforded to the beneficiaries of which, 62 % are women, 53 % youth and 8.5 % disabled. The programme has invested 40% of its allocation in nodal municipalities in support of Integrated Sustainable Rural Development and Urban Renewal programmes.

Through the meaningful partnerships established nationally and internationally as manifested in the exhibitions attended, products developed from several projects were able to enter the mainstream markets. Some of the supported projects as reflected in Appendix 1 have already generated 10% of the allocated project costs (both in revenue accrual and or rand value of recognition of excellence). This is seen as a good lead towards sustainability beyond departmental funding:

Province	Project Name	Revenue Accrued	Recognition of excellence/ Marketing
Free State	Menwana Beads	R 288 900	Beaded chandelier featured in House and Home Magazine for May issues
	Roaheleng Bahahlodi	R162 000	Received 20 computers and training from Telkom, project trains 15 learners a month. Glass making machine with training from Mintek has improved products developed
	Thaba Blinds	R100 000	Participated in Design Indaba and received orders to the value of R100 000. The DAC support is also being complemented by the Department of Social development
Mpumalanga	South African Active Disabled	R176 000	Producing artefacts for Bhundu and Singita Lodges in the Kruger National Park
	Mavhayeye Business Enterprise	R120 000	Producing artefacts for Bhundu and Singita Lodges in the Kruger National Park and warded by South African Women in Business (SAWINA) through Technology of Women in Business (TWIB)
Limpopo	Ifa Craft	R 100 000	International marketing in Italy, Botswana and Namibia
	Greater Giyani Jewellery		Awarded a Nissan LWB Diesel by Technology of Women in Business (TWIB) for technology application in jewellery making. Training by SABS and Mintek on product quality development amongst other identified training needs.
	Gospel Explode		Licensing deal from EMI/CCP and R1 000 000 worth of high rotation air play from SABC Mughana Lonene FM
	Tinhgwazi Art and Craft		R3 000 000 infrastructural development funding from the European Union
Gauteng	Mzansi Designs	R236 067	Staged a Fashion Show during the South African Fashion Week. Established a retail outlet on Cnr Rissik and de Villiers Streets, Johannesburg to sell their products to the public
	Hothouse Film Incubator		Received a Mail and Guardian Merit Award for Investing in Education
KwaZulu-Natal	Ekhaya Creative Industries		Directed and staged two plays at the Playhouse “Bayede Shaka the spear is born” and “One among the many musical” celebrating the life of Inkosi Albert Luthuli.
Western Cape	Busy Bee Craft		Established a retail outlet in Church Street, Tulbagh, the main tourist area
Northern Cape	Disabead		Received two Gold Premier Awards for “Disabled Activist of the Year”, and “Protected workshop for the disabled” (Disabled friendly workshop), respectively
	Crusaders Gospel Group		Recorded two albums
Eastern Cape	Gecko Afrika		Established a retail outlet in Donald Street, Vincent, East London
	Mandlenkosi		Established a retail outlet in Kloof Street, Burgersdorp

Training partnership with MAPPP SETA to ensure an increase in the skills base, increased employability potential elsewhere and a sustainable basis for realisable and meaningful exit opportunities for beneficiaries in the near future are yielding results. To ensure a scaled up and smooth implementation, the Provincial Coordinators have already been trained and qualified as both Assessors and Moderators on Craft Production, Craft Enterprise and Craft Operations Management, NQF 2, 4 and 5, respectively. 60 Project Managers have qualified as Assessors on Craft Production, NQF 2.

Programme

2.5.1.5 Programme 5: Heritage Promotion

Purpose:

Develop and monitor the implementation of policy, legislation and strategic direction for identifying, conserving and promoting cultural heritage.

Measurable Objective:

Ensure the transformation of the heritage landscape as a vehicle for nation-building and social cohesion, through the implementation of heritage policies and legislation.

National Legacy Projects

Service delivery objectives and indicators:

- The Department planned and implemented the commemoration of the 50th anniversary of the 1956 anti-pass march at the Union Buildings on 8 August 2006. The commemoration took the form of a march to the Union Buildings, speeches by veterans of the Anti-Apartheid struggle and a key-note address by President Mbeki.
- The Department, the Mpumalanga Provincial Government and the Government of Mozambique jointly planned and implemented the opening of the Samora Machel/Mbuzini Library and the upgrade of the Samora Machel Monument in October 2006. The library is part of the second phase of the Samora Machel Project. The site of the monument in Mbuzini has been expanded to include a museum and library.
- The Department initiated the second phase of the Sarah Baartmann Legacy Project which entails the upgrading of the grave-site in Hankey, Eastern Cape Province, as well as the development of facilities to support the tourism to the region.
- The Department planned and implemented the commemoration of the anniversary of the Bambatha Rebellion.

Service delivery achievements:

- The Department is working with the provincial governments of the Eastern and Western Cape, as well as the South African Heritage Resources Agency, on a project to commemorate the life of Sarah Baartmann. A Reference Group has been established and the Baviaans Mega Reserve and the Kouga Development Agency are also consulted in order to synchronise the different heritage proposals in the Hankey region. The second phase of the project will entail a monument in Cape Town and an interpretative centre in Hankey in the Eastern Cape.
- The Department is working closely with both the Department of Public Works and the KwaDukuza Municipality on the upgrading of the Nokukhanya road which feeds the Luthuli Museum in Groutville. The upgrading of the road will generally contribute to the upgrading of the environment and contribute to the safety and security of the village.

- The Department is working together with the South African Heritage Resources Agency, the Eastern Cape Department of Sport, Recreation, Arts and Culture and the Bizana Municipality on a project to commemorate the life of O. R. Tambo in Mbizana and Nkantolo in the Eastern Cape. It is envisaged that the commemorations will take the form of two exhibitions on the life of O. R. Tambo, the upgrading of iKhaya in Nkantolo and the development of a statue of O. R. Tambo.
- The Department is cooperating with the Eastern Cape Department of Sport, Recreation, Arts and Culture; the Department of Public Works; the South African Heritage Resources Agency; and the Buffalo City Municipality on the development of the Lock Street Gaol into a Women's Museum. This will be the first museum dedicated to the advancement of women in South Africa. To date, two surveys have been completed on the buildings to determine the extent of the upgrading. The Department of Public Works is in the process of determining the value of the property to enable Government to purchase the property from the private owner.
- The Department is working together with the South African Heritage Resources Agency, the Wilberforce Institute and the AME church to develop a project to commemorate the life of Charlotte Maxeke. It is envisaged that the project will entail the development of a statue of Ms Maxeke and the upgrading of the original Wilberforce Institute.
- The Department serves on the steering committee for the development of a Women's Conference to take place in early April 2007.
- The Department of Arts and Culture has started co-operating with the University of Fort Hare to repair damaged buildings in an effort to preserve the historic character of the university.

Heritage Institutions

Service delivery objectives and indicators:

- The South African Heritage Resources Agency has been tasked by DAC to conduct an audit of the national estate. The audit includes movable and immovable objects, as well as the skills available in South Africa. This project also includes the South African Heritage Information System, which consists of a database of our national estate.
- DAC has developed an improved performance management system for its museums. New councils have been appointed for 11 of its heritage institutions. Induction workshops will clarify the roles and responsibilities of councils and ensure that strategic plans are aligned with government's priorities.
- The Department played a leading role in the establishment of the African World Heritage Fund. This Fund will assist numerous African countries to manage and protect their world heritage sites more effectively.
- The Department is instrumental in improving the safety and security in our museums. It is in the process of implementing initiatives to fight more effectively against the theft and illicit trafficking of our cultural objects. These initiatives include:
 - National Forum for the Law Enforcement of Heritage Related Matters – a platform where DAC and other stakeholders from the heritage and law enforcement sectors discuss the issues and find ways to deal with it;
 - National Inventory – to assist in the protection of our cultural heritage objects by allowing more efficient management of the objects; and,
 - Investigation into the upgrading of the safety and security measures in the museums themselves.

Service delivery achievements:

- The National Inventory project is well under way and audits in numerous state buildings have been completed. This project includes the development of a database which will create broad public awareness of the significance of our heritage resources.
- The African World Heritage Fund was launched on 5 May 2006. It has been registered as a trust (in South Africa) and had its first board meeting on 29-30 November 2006 at the Development Bank of South Africa which will house the Fund.
- The Department appointed councils for the 11 heritage institutions so that the institutional strategic plans can be closer aligned with the governmental imperatives. A service provider was appointed to facilitate the planned induction and strategic planning workshops for the newly appointed council members.
- A poster was launched, containing photographs and information on stolen objects. This will broaden public awareness of the necessity of fighting against the theft and illicit trafficking of our heritage objects.

Geographical Names

Service delivery achievements:

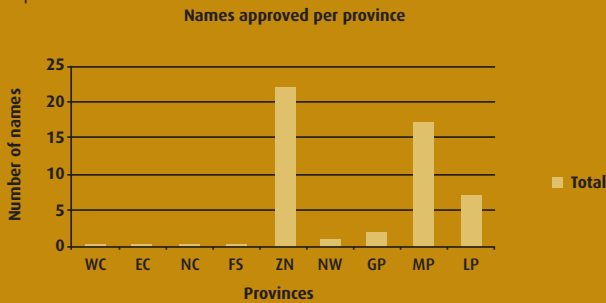
- The past financial year saw the SAGNC recommending to the Minister standardization of some geographical feature and most notably is the name change of the Johannesburg International Airport to O R Tambo International Airport. There were also a number of correction of spelling for a number of geographical features in KwaZulu-Natal e.g. eMhlanganweni, correction of spelling from Mhlanganisi, KwaNkomfe, correction of spelling from Nkomfe, eMabophe, correction of spelling from Mabophe and eMatshamnyama, correction of spelling from Matshamnyama.
- According to Section 2(1) (a) of the South African Geographical Names Act of 1998 (Act No. 118 of 1998), one of the objectives of the South African Geographical Names Council (SAGNC) is to facilitate the establishment of Provincial Geographical Names Committees. The SAGNC has facilitated the establishment of nine provincial committees to bring closer to the people the processes and policies of the SAGNC. Each PGNC will be supported by a small, streamlined team of well-trained, competent, efficient staff that will be attached to the Department of Arts and Culture of the Province. The SAGNC and the Department took upon itself in this financial year to drive capacity building and Human Resource Development for PGNC's in all nine provinces in order to build capacity for provinces to be able to enforce policies of the SAGNC and facilitate the standardization of geographical names at provincial level.
- According to section 1(b) of the South African Geographical Names Act, Act 118 of 1998, the Council must establish and maintain a research section and the necessary infrastructure, incorporating a computerised database, a library, reference material and document archives.
- The system was enhanced to be more user friendly. More columns and file formats were included on the database for extraction purposes making the database easily accessible to the users. Based on comments and requests from the users, the following documents were made available on the system, government gazettes, printable application forms etc. The enhancement included the GIS mapping tool and search facility being altered; e-mail facility being incorporated on the system and duplicate names being traced before capturing.

Table 1: Geographical Names approved per province and language for 2006/2007 Financial Year.

Language	Provinces									Total number of names
	¹ WC	² EC	³ NC	⁴ FS	⁵ ZN	⁶ NW	⁷ GP	⁸ MP	⁹ LP	
Afrikaans	0	0	0	0	0	1	0	0	0	1
English	0	0	0	0	0	0	0	0	0	0
isiNdebele	0	0	0	0	0	0	0	0	0	0
isiXhosa	0	0	0	0	0	0	0	0	0	0
isiZulu	0	0	0	0	22	0	0	0	0	22
Sesotho	0	0	0	0	0	0	0	0	0	0
Sesotho sa Leboa	0	0	0	0	0	0	0	6	5	11
Setswana	0	0	0	0	0	0	0	1	0	1
SiSwati	0	0	0	0	0	0	0	6	0	6
Tshivenda	0	0	0	0	0	0	0	0	0	0
Xitsonga	0	0	0	0	0	0	0	0	0	0
¹⁰ Other languages	0	0	0	0	0	0	2	0	2	4
Total number of names	0	0	0	0	22	1	2	13	7	45

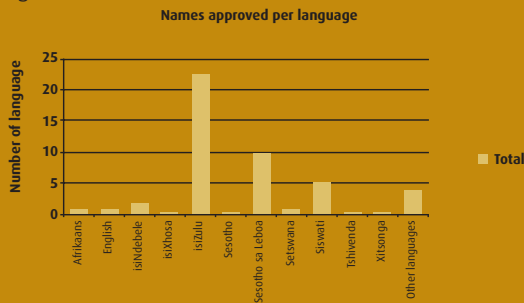
The table above gives an overview of how many geographical names were approved for 2006/2007 Financial Year and the language in which the names were approved.

Total names approved in each province



The chart indicates the number of names approved per province. KwaZulu-Natal has 22 approved names, Mpumalanga with 13, respectively for 2006/2007 Financial Year.

Total names approved per language



For 2006/07 financial year, most names approved were in isiZulu with 22 names, followed by Sesotho sa Leboa with 11, SiSwati with 6, respectively.

(Footnotes)
1 Western Cape Province 2 Eastern Cape Province 3 Northern Cape Province 4 Free State Province 5 KwaZulu-Natal Province
6 North West Province 7 Gauteng Province 8 Mpumalanga Province 9 Limpopo Province 10 Other Languages includes foreign, multiple, san languages etc

Living Heritage

Service delivery achievements:

Partnerships between DAC and the universities of Venda, Fort Hare and Zululand

The Indigenous Music and Oral History Project at the University of Venda, Fort Hare and Zululand mandate is to identify, document, protect, preserve and promote indigenous music, oral history and all forms of Indigenous Knowledge. Providing teaching material for the development of a curriculum for arts and culture in educational institutions, the improvement of the sound quality of indigenous instruments, as well as the use of Indigenous Knowledge for community development are some of the outcomes of the research project. Research findings are amongst other things the identification and documentation of uMnungumabele (assist in cleaning teeth) and Utshangazane (controls and kills cockroaches). Attached is a copy of a brochure that was developed as a result of the research.

Partnership between DAC and the African Heritage Trust

The African Cultural Heritage Trust organizes regional and provincial competitions called “Zindala Zombili African Music and Dance Festival” The festival exposes a colorful and vibrant celebration of African culture and heritage in all provinces that culminate in a National Festival. The National Festival was held in Gauteng in 2006.

This project ensures sustainable development of indigenous music and dance in South Africa, provides a platform to expose local talent and an opportunity for partnerships between local communities, provincial and national departments as well as to affirm traditional dance and music.

Heritage month 2006

The Department of Arts and Culture is responsible for the annual Heritage Month in September. The sub theme for Heritage Month was “Celebrating Our Music, Our Heritage”. The objective of the theme was amongst other things to promote and celebrate South Africa’s music heritage. The National Heritage Day Celebrations were held at the Grand Parade in Cape Town on the 24th September 2006. An exhibition of instruments, gramophones, musical records and other musical artifacts was mounted at the Castle as part of Heritage Month Celebrations. Attached are newspaper clippings about the Heritage Day Celebrations on 24th September 2006 in Cape Town.

Heritage Policy Research and Development

Service delivery objectives and indicators:

- The review of heritage, archives and libraries legislation to address divergence, duplication and inconsistency in relation to the White Paper on Arts, Culture and Heritage, 1996. The review includes the gap analysis of heritage policy and legislation; the identification of viable solutions and necessary amendments to heritage policies and legislation and the consultation of stakeholders.
- The Department started a process for the ratification of two UNESCO conventions, namely the Convention on the Protection of Underwater Cultural Heritage (2001) and the Convention for the Safeguarding of Intangible Cultural Heritage (2003).

Service delivery achievements:

Consultative meetings were held throughout the year with stakeholders in all three spheres of government concerned with arts, culture, heritage, museum and archives on the review of heritage, archives and libraries legislation. Public heritage institutions and academics in the heritage sector were also consulted. The ultimate product of this process will be clear policy and legislative mandates that will lead to efficient performance and delivery by the affected statutory institutions on completion of this project. This project is almost complete and is a pending opportunity to brief political principals before the amendments to legislation are done.

The strategic objective of the ratification of the UNESCO Convention on the Protection of Underwater Cultural Heritage (2001) is to ensure that South Africa’s underwater cultural heritage and maritime archaeological resources are protected, documented and conserved. As part of the process towards ratification, broad consultation was conducted with stakeholders to ensure that there is broad public buy-in for the ratification of the Convention, or to provide justification why South Africa should not ratify the Convention. Consultative meetings were held with academic, professional and public stakeholders on underwater cultural heritage which included a national workshop that was held in Cape Town in October 2006. The aim of the consultative meetings was to obtain public opinion on the implications of ratification of the Underwater Cultural Heritage Convention. A media campaign contributed to the awareness of this unique heritage.

South Africa has a rich history of intangible cultural heritage which manifests itself in oral history, traditional music and dance, social practices and indigenous knowledge systems. The department embarked on a process for the development of a national policy on Intangible Cultural Heritage. This process is linked to the ratification of the UNESCO Convention for the Safeguarding of Intangible Cultural Heritage (2003). In terms of this Convention, countries are encouraged to develop and implement national policies and projects to safeguard and promote Intangible Cultural Heritage. The national policy will, amongst others, cover preservation and promotion of Intangible Cultural Heritage, Living Treasures and inventories of Intangible Cultural Heritage.



Programme

2.5.1.6 Programme 6: National Archives, Records, Meta-Information and Heraldic Services

Purpose:

Guide, sustain and develop the archival, heraldic and information resources of South Africa to empower citizens through full and open access to these resources.

Measurable objective:

Enable transparency and evidenced-based good governance of archives, records, published information, heraldic and symbolic inheritance of the nation through institutional management, regulation and development.

National Archives repository

- To make accessible all archival records that are in the custody of the National Archives.
- Improve the quality of service in terms of the Reading Room Services.
- Create finding aids that will assist researchers to easily and quickly access records
- Refurbishment of research facilities available at NARSA

Service delivery objectives and indicators:

Refurbishment of the reading room and supply centre:

- The reading room was renovated with the aim of having a user friendly public area by creating more space for researchers and new shelves for all finding aids used by researchers. Previously the reading room sat 18 researchers and after renovation it seated 35. Included in the renovations were individual tables with power plugs that enable visitors to use their computers and scanners. The air-conditioners, carpets and cubicle lighting were some of the fittings installed. Photocopying facilities were moved to the Supply Centre where researchers have no access. A photocopying section was put in place, researchers are no longer allowed to make own photocopies. New staff were appointed and trained to handle this task to avoid damaging records by the public. The Strongroom register was updated and will be finalised by the third quarter of 2007, forming part of the finding aids.

Archives week:

- The Archives Week is a national strategy of raising awareness of the archives and the use of archival records, consisting of country wide exhibitions with heritage and related institutions, Oral History programmes, workshops and conferences.

Service Delivery Achievements:

Reading room statistics	
Researcher registered for the first time	507
Daily Visits	2908
Records requested	41742
Telephone enquiries	982
Positive questionnaires on service rendered	308
Negative questionnaires on service rendered	18
Photocopies provided	93126
Sensitive Record Statistics	
PAIA requests received and dealt with	32
Request related to special pension	19
Ministerial requests	2
Court Enquiries Statistics	
Number of visitors	36
Number of Photocopies made	2104
Telephone enquiries	1323
Number of files retrieved	14
Apostles	60
Date Coding	
Number of forms data coded	29 130

The Outreach section participated in the SABC career faire which travelled to all provinces. This platform was used to educate learners in grades 8-12 about the importance of Archives. 223 040 students visited the exhibition stand.

The Deputy Minister launched the Archives Week on 12 June 2006. 450 students, 40 teachers from 15 schools in Pretoria and 70 members of public visited the Archives during the Archive week. The event received media coverage from newspapers based in Pretoria mostly and some other provinces. An exhibition on 2006 commemorations was developed and travelled to Provincial Archives and other heritage institutions.

An annual Oral History conference was organised by the National Archives in Richards Bay KZN, with the aim of sharing knowledge and resources with practitioners in the country. About 150 practitioners from different institutions in the country participated. 34 Papers were given during the conference and a publication of proceedings is being compiled.

Records Management and Information Systems

Information Systems

Service Delivery Achievements:

In terms of the National Archives and Records Service of South Africa Act (No 43 of 1996 as amended), the National Archives is mandated to maintain a National Automated Archival Information Retrieval System (NAAIRS) as the principal means of locating public records in archival custody, whether housed in the National Archives or the various provincial archives. The Act also mandates the National Archives to maintain registers of non-public records as a means of registering information about private archival collections at a central point and these are incorporated in NAAIRS.

- A web-enabled version of NAAIRS is accessible directly by the public via the National Archives' website, providing an important facet in the archival outreach programme. During the report year, members of the public made an average of 51 467 queries on NAAIRS per month and retrieved an average of 423 410 hits per month. These figures represent sustained growth in the public use of NAAIRS.
- A total of 46 795 new records were processed for addition to NAAIRS. The accumulative total of records available on NAAIRS has now reached almost 7,5 million.
- Significant contributions to the national registers of non-public records finalised reflect the oral history and photographic collections of the Alan Paton Centre & Struggle Archives.

Records Management

Service Delivery Achievements:

In terms of the National Archives and Records Service of South Africa Act (No 43 of 1996 as amended), the National Archives plays a vital transversal role in regulating the current record-keeping of government. The interventions to promote sound records management have a number of objectives. Firstly, they seek to ensure efficient administration and service delivery. Secondly, they facilitate the ability of governmental bodies to function in a transparent and accountable manner, and to comply with the requirements of the Promotion of Access to Information Act (No 2 of 2000). And thirdly, they seek to ensure that archival records are identified and preserved for posterity.



These objectives are achieved in the first instance by determining policy and providing published guidelines. During the year, new and substantially enhanced versions of the major policy manuals were published, both in hardcopy and on-line on the National Archives' website. The publications included the Records Management Policy Manual and Performance Criteria for Records Managers in Governmental Bodies. The National Archives has taken pro-active steps to accommodate the changing nature of record-keeping in the electronic environment and one of the substantially revised and re-titled publications is Managing Electronic Records in Governmental Bodies: Policy, Principles and Requirements. In addition, a publication Managing Electronic Records in Governmental Bodies: Metadata Requirements was published. Also in the sphere of policy development, the National Archives is represented in the Archives and Records Management Standing Committee of Technical Committee 46: Information and Documentation of both Standards South Africa and the International Standards Organisation. Secondly, records management services are rendered to governmental bodies to enable them to comply with statutory requirements.

- During the year, 146 draft file plans were examined and commented on, and of these, 10 were approved. Some 166 person hours were spent in discussions with governmental bodies regarding file plans, and 217 reportings of amendments and additions to approved file plans were dealt with.
- A total of 24 applications for disposal authority were received, 11 disposal authorities, usually entailing extensive research, were issued, while 70 applications were still receiving attention at the end of the report year.
- Seven 4-day training courses for records managers of governmental bodies were presented and of the 236 candidates, 210 passed the final test.

Preservation

The purpose of this sub-directorate is to develop and manage strategies for the long term preservation of public and non-public records (in any format) of enduring value to ensure that they are preserved for posterity and to develop, promote and provide strategies for accessing them without further endangering them

Service delivery objectives and indicators:

- Provide Conservation Services through the research and development of curative interventions for all damaged and deteriorating archival records.
- Provide a Strongroom Maintenance service which will ensure that all records are properly stored and measures are put in place to ensure longevity of these records.
- Develop and implement a reformatting strategy which provides information preservation in formats other than the original formats on creation. Reformatting also provide an optional information delivery service which provides surrogates to be used for access purposes in place of the original.
- Develop the Preservation Policy which will guide the systematic and coordinated strategies of the National Archives in the care of the archival records within its repository.
- Contribute to national and international initiatives in heritage preservation

Service Delivery Achievements:

Renovation and upgrading of the Conservation Laboratory:

- The renovation of the Conservation Laboratory was completed at the end of 2006. The work included the installation of a laboratory facility which includes a washing facility for records, a small chemical store, new air-conditioning, new tables, access control, a training room, a computer room, a store room and purchasing of new equipment. The process of procurement of equipment will take longer because it has to be phased in but the immediate needs are being addressed. The Conservation Laboratory has also had two additional staff in the book section although more staff is needed particularly in the area of paper conservation. Production has started slowly because the laboratory has to implement a number of control systems to ensure proper statistical reporting, item tracking and management control.

Strong-room Maintenance:

- This section was implemented in February 2006 and as it was the first time for the National Archives to have a section dedicated to managing the strong-rooms; a lot of research has to be conducted including conducting a survey to determine the overall condition of the collection. Given the retrospective backlog in this area, focus was placed on immediate deliverables such as cleaning of the strong-rooms, assessing the physical conditions of the strong-rooms and mobilizing control measures within the strong-rooms. To date, a strong-room cleaning program has been put in place and a maintenance program has been implemented. The section is also busy looking at introducing Integrated Pest management at the National Archives, involving a lot of research. One of the successes of this section has been that problems are picked up very quickly and reported which also has improved the security of our collections.

Reformatting:

- For the first time the National Archives does not allow members of the public to photocopy the records on their own. A section was formed to provide this service for the users of the repository and this has improved our cost recovery and at the same time increasing the protection of our collections. Another section is being implemented called the Reformatting Section which will be responsible for

microfilming and digitization. Some of the equipment required has been purchased and now the National Archives has to appoint the personnel to carry out this function.

- Digitization could improve service-delivery particularly when the National Archives start relocating to the new building in about five years. The idea is to identify groups that are frequently used and then digitize those. During the relocation process, the public will access the digital copies while we are moving the original.
- The filming of the Estate Files by the D & T Filming cc on behalf of the Genealogical Society of Utah (GSU) continues and the following years have been completed:
1951; 1952 (up to Estate No. 3569); All the Black Estates; 1958; 1959; 1960; 1961; 1962 (up to Estate No. 498); 1970; 1971 (up to Estate No. 9598).

As part of this agreement, the GSU provides the National Archives with preservation copies (Silver Halide) and the National Archives can make user copies from this if there is a need for it. In total 849 rolls have been filmed which amounts to 2 123 000 exposures from 80 800 estates filmed.

Preservation Policy:

- The development of the Preservation Policy has been a slow process due to the structural changes of the National Archives and the envisaged new building. However, a Policy Statement has been drafted and is ready for approval. The research for the actual policy is still underway and has to take into consideration the role of the National Archives as a leader in the archival sector which may mean that Provincial Archives may want to link up in terms of policy development. The policy is in its second draft and consultation has to take place at a very broad level.
- Participation on national and international initiatives:
The SA/Mali Project – Timbuktu Manuscript continues. A fieldwork trip was undertaken which focused on working with the Malian conservators to give them guidance and further instructions on decision-making and performing complex conservation work on the manuscripts.
- An organization known as the South African Preservation and Conservation Group (SAPCON) has elected the Head of Preservation at the National Archives (Mr. A. Motsi) as its National Chairperson. SAPCON started in the mid 1980's as an interest group focusing on paper and book conservation. Members included conservators, curators, preservation practitioners and many other heritage practitioners. The group has since broadened its scope to focus on preservation of heritage and now has a cross section of membership with a diverse pool of skills in heritage management. It has been tasked by the group to do the following:
 - Register the group as a non-profit entity
 - Take the vision of the group forward and make it more focused in the heritage preservation and ensure institutions such as the DAC and its institutions are aware of the group's existence.
 - Ensure that the group adds value to the heritage sector and thereby grow its membership.
- The National Archives through funding from the DAC hosted a Paper Conservation Course last year in October 2006. The course was very successful and with participants from provincial archives, heritage institutions, academic institutions' archives and libraries. The course was an intense hands-on practical course that provided the participants with the basic skills in performing simple repairs; assess damage on records, books, artworks and photographs; and have meaningful discussion with possible conservators to be contracted in to do conservation work for the institution.

Meta Information

The Subdirectorate of Meta-information is the national focal point within Government that handles certain policy matters pertaining to library and information services and related matters, at national level.

Service delivery objectives and indicators:

The Subdirectorate of Meta-information administers the following national LIS Acts, which form part of the legislative framework of the national meta-information system:

the National Council for Library and Information Services Act, 2001(Act no. 6 of 2001)

the National Library of South Africa Act, 1998(Act No. 92 of 1998)

the South African Library for the Blind Act, 1998 (Act no. 91 of 1998)

the Legal Deposit Act, 1997 (Act No. 54 of 1997)

Arising out of the above legislation the subdirectorate is also involved in aspects of institutional governance of the NLSA, BLINDLIB, and BLINDSA and administers the process of reconstituting the Boards of the NLSA and BLINDLIB every three years. The Subdirectorate also acts as Secretariat for the statutory Legal Deposit Committee and the statutory National Council for Library and Information Services and is responsible for their reconstitution as well. The Subdirectorate also does research into certain LIS and related issues, incl. intellectual property rights, preservation, indigenous knowledge and spatial information.

Service delivery objectives and indicators:

Outputs of the institutions funded by the department are covered in the "Public entities and other agencies" section.

Service Delivery Achievements:

- DAC / National Council for Library and Information Service
- Funding model for community libraries.

The Department of Arts and Culture in consultation with the National Council for Library and Information Services appointed consultants to develop a funding model for the management of funding for the public, community library and information services. The investigation is conducted in three phases, which are briefly as follows:

Phase 1: An Impact Assessment Study in all nine provinces to distribute an earmarked allocation of R200 million to provincial and local governments with effect from the 2007/08 financial year in order to expand and transform community library and information services. The impact assessment report was submitted to the Department by 29 September 2006.

Phase 2: The Status Quo Report and the Creation of a funding model. A draft report was submitted to the Department on 28 February 2007.

Phase 3: Development of a plan of action detailing prioritization of needs, implementation, monitoring and evaluation of the funding strategy or model. A final report is due on 31 July 2007.

The Sub-directorate Meta-information coordinated the development of the conditional grant framework and the submission of provincial business plans with the assistance of National Treasury.

Liaison with LIS Stakeholders:

The National Council for Library and Information Services in partnership with the Department organized a stakeholders' workshop on 5 May 2006 to inform the library sector of its objectives and activities and also to ensure the buy-in of all role players and stakeholders.

A consultative conference on Copyright and national library and information services legislation was organized jointly by the Department and NCLIS on 20 July 2006. The purpose of this workshop was to look at the impact of the copyright Act, 1978 (as amended), on the four national library and information services Acts that the Department administers.

The Sub-directorate participated in the departmental Legislative Review meetings where the revision of all heritage legislation is dealt with.

The National Council for Library and Information Services started with the consultation process on the Library Transformation Charter on the 29 and 30 August 2006. The transformation charter is envisaged to be a broad and integrated framework that will guide the development and promotion of libraries in South Africa.

The National Library of South Africa

The Board of the National Library of South Africa was reconstituted during the year under review for the period of 1 September 2006 to 30 October 2009. The inaugural meeting of the newly appointed Board took place in Cape Town on 6 March 2007.

Legal Deposit Committee

The inaugural meeting of the newly appointed Legal Deposit Committee was held in Pretoria on 25 July 2006. Mr John Tsebe, National Librarian, is the Chairperson of the Committee.

The South African Library for the Blind (Blindlib)

A new Director, Mr F Hendrikz, was appointed and took up his new position on 1 October 2006.

Mdantsane and Mbuzini Community Library Projects

A new site for the Mdanstane community library project has been identified and approved by the Minister, the MEC and the Mayor. A consultation process with the community has already begun. The subdirectorate assisted with the preparations and opening of Mbuzini community library on 6 October 2006 in Mpumalanga. Two special exhibitions were arranged through the Nelson Mandela Foundation.

WLIC / IFLA 2007, Durban

The Minister approved that the Department may assist LIASA (Library and Information Association of South Africa) financially to host the World Library and Information Congress (WLIC): 73RD International Federation of Library Associations and Institutions (IFLA) General Conference and Council in Durban, 19 to 23 August 2007. The National Archivist is a member of the National Organising Committee for WLIC/IFLA 2007 and is assisted by staff from Meta-information. It is the first time ever that this prestigious event will be held in South Africa.

Heraldry: Designs and Registrations

The purpose of this sub-directorate is to design and register coats of arms for government, municipalities, schools, associations and persons in such a way as to promote national pride and identity. This activity is carried out as instructed to do so by the Heraldry Act (Act 18 of 1962, as amended). This act is currently also under review. The Bureau of Heraldry is also tasked with the popularisation of the national symbols.

Service delivery objectives and indicators:

- Provide coats of arms to the client base.
- Register coats of arms.
- Ensure that final products are of a high standard.
- Issue a minimum of 40 certificates per annum.
- Assist with the design of National Symbols (Parliament, Presidency etc.)
- To re-dress national symbolism and national identity in coats of arms, especially those of municipalities and schools. This will ensure nation building and cohesion through a sense of mutual pride and knowledge of our symbolic value systems.
- Developing and staging at least 5 informative exhibitions
- Developing at least 4 informative publications on national symbols
- Writing factual documents and articles on symbols in SA

Service Delivery Achievements:

- The design project for Parliament's New Emblem
- The reformatting of all municipal coats of arms.
- The design and registration of coats of arms for schools.
- The design and registration of flags for schools.
- The design and registration of badges and emblems for the forces.
- The design and registration of coats of arms, flags, banners and badges for associations and sport clubs.
- The design and registration of coats of arms, flags, banners and badges for private persons.
- To date 126 municipalities have designed and registered coats of arms with the Bureau of Heraldry.
- To amend the Heraldry Act in order to make it more implementable and current.
- Flag in Every School project.
- Co-production of a book "My Country South Africa – Celebrating Our National Symbols & Heritage" with DoE.
- Putting articles on Classic Feel, Roots and Tribute magazines.
- Executing 5 outreach projects

Projects

- Updating the South African Armorial electronic copy and issue volume nine.
- Resume the production of register drawings by making use of digital printing media.
- There are in total 285 municipalities in South Africa. This leaves the Bureau of Heraldry with 159 coats of arms yet to be designed and registered for current municipalities.
- The Province of KwaZulu-Natal is endeavoring to work closely with the Bureau of Heraldry with a view to ensure that all municipalities of that province registers coats of arms as soon as possible.
- Artistic Paintworks to be updated for the Standing Exhibitions in the Passages of the Bureau of Heraldry.
- Flag in Every School

- Outreach project
- Exhibitions
- Know Your National Symbols

Activities

- Design of the new Parliamentary emblem.
- Attended Heraldic Congress held in Scotland in August 2006.
- National symbol workshop held in each province.
- National symbol exhibition at Grahamstown festival in 2006.
- Attend Heraldry Legislation Review.
- Flag in every school tender and adjudication thereof.

SA-Mali Project

The SA-Mali Project does not directly relate to daily operations at the National Archives. The project also does not have complete autonomy within DAC. It is directed politically by the chairman of the Board of Trustees, Dr. Essop Pahad – Minister in the Presidency. The non-profit Trust Fund, The SA-Mali Trust is controlled by the Development Bank of South Africa and decisions on its spending are taken by a board of trustees that is made up of prominent business leaders such as Tokyo Sexwale, Rick Menell, Mary Slack, Deputy-Minister Botha and Minister E. Pahad. The Trust Fund is mainly concerned with raising funds for the construction of a new museum/archive in Mali that will house the ancient manuscripts of the collection of the Ahmed Baba Institute in Timbuktu that now numbers close to 30,000 manuscripts, with the oldest dating to 1204.

The project is a significant cultural and political one and marks one of the first collaborations between African countries on preserving African heritage. The project was initiated by President Mbeki in 2001 and most decisions continue to come directly from the Presidency. As project manager, I am in daily contact with the Presidency and any decisions on the project are taken in joint consultation with the Presidency.

Various other sponsorships in kind have been forthcoming. BMW (South Africa) recently donated a BMW X5 to the Ahmed Baba Institute in Timbuktu. This vehicle will assist the Ahmed Baba Institute to view manuscripts of private collections in the remote villages of the desert around Timbuktu or potential purchases and additions to the Ahmed Baba Institute collection, which is continually growing. Toyota (South Africa) also donated a Toyota Land Cruiser to the SA-Mali Project for the use of the South African building team in Mali. The vehicle is valued at R230, 000.

While the SA-Mali Project costs is independent, DAC's input to the project has been significant. It has funded the training of Malian conservators in SA and the fieldwork trips of the SA conservation team for short stays in Mali since 2003. The SA conservators from the National Archives, the Library of Parliament, and the National Library have provided consistent support and advice and have developed a good relationship with the Malian conservators over a period of time illustrating the sustained commitment of the SA government to the project.

DAC also pays the salaries of the project manager, who is based at the archives and another consultant to the project, who is based at UCT in Cape Town. DAC has also contributed to the Arabic manuscripts conference held in Cape Town in 2005 and continues to support the project in various ways as the funding for the upcoming exhibition of manuscripts demonstrates.

Research

Through the good work on the project and the good relations shared with the Malian government and the Ahmed Baba Institute, the department has requested digitised copies of selected manuscripts from the Ahmed Baba Institute. These have been in the department's name although the requests have come from Dr. Jeppie at UCT who is also employed by the department as an advisor/consultant on the project. These documents were passed onto Dr. Jeppie via the department.

The Ahmed Baba Institute has given the project privileged access to manuscripts in their collection. This is not normal procedure as many international researchers wanting access to manuscripts at the institute in Timbuktu have been denied access.

Dr. Jeppie's UCT project on the Timbuktu manuscripts is also independent of the department's project and has been funded by the Ford Foundation to the tune of US\$600,000 since 2003/2004. Questions arise over whether the department can claim the UCT research project as part of the SA-Mali Project, which uses the SA-Mali Project to access the manuscripts but then retains intellectual property of the material afterwards.

It is estimated that DAC has contributed R4 million to the project thus far and made noteworthy contributions to the amount of money spent thus far.

3. Report of the Audit Committee

We are pleased to present our report for the financial year ended 31 March 2007.

Audit Committee responsibility

The Audit Committee reports that it has complied with its responsibilities arising from section 38 (1)(a)(ii) of the Public Finance Management Act, Act 1 of 1999 and Treasury Regulations 3.1.13. The Audit Committee also reports that it has complied with the following legislation requirements subject to the qualifications set out below:-

~ Section 38(1) (d) of the Public Finance Management Act of 1999

Qualifications

The matters highlighted by the Auditor-General under paragraph 9 and 10 of his report, read together with his management letter, and have reported the following matters as a qualification:

- (i) Section 38 (i) (d) of the PFMA states that the Accounting Authority is responsible for managing and safeguarding of assets.

The Asset Management Policy that will define the procedures and controls necessary to ensure the above requirements was not in existence by 31 March 2007. There is an urgent need of this Policy to be completed and approved.

- (ii) An audit opinion could not be expressed regarding the accuracy and valuation of the provision for leave in accordance with International Accounting Standard (IAS) 37

The reported control weaknesses are currently being addressed by management.

Audit Committee members and meetings

The audit committee consisted of the members listed hereunder and was scheduled to meet two times as per its charter. During the current year three meetings were held.

Name of Member	Number of meetings attended
Mr S Kajee (specialist member and chairperson)	2
Prof I Mosala (the Director General)	2
Mr P Lourens (specialist member)	3

The Accounting officer of the department of Arts and Culture, Prof I. Mosala (Director-General) was an ex-officio member of the Audit Committee.

The Chairperson of the Audit Committee, Mr S. Kajee resigned in November 2006. Prof I. Mosala's employment contract as the Department's Accounting Officer expired on 31 March 2007 and the committee's term elapsed on the 31 March 2007.

During the current financial year 3 meetings were held. The Audit Committee met on, 6 July 2006, 20 November 2006 and 19 March 2007. In addition to the above members, persons attending committee meetings by standing invitation included the Head of Internal Audit, the Chief Operating Officer, Chief Financial Officer, an official from the Office of the Accountant-General at National Treasury and representatives from the Auditor-General.

The Minister, Dr ZP Jordan has appointed an audit committee on the 5 June 2007. The newly appointed audit committee consists of the members listed hereunder:

Mr K Buthelezi (Chairperson);
Ms EHE Heyn; and
Ms JS Masite

The audit committee meeting under the newly appointed audit committee was held on the 26 July 2007.

Evaluation of Financial Statements

The newly appointed Audit committee has:

- o Reviewed and discussed the audited annual financial statements to be included in the annual report with the Auditor-General and Accounting Officer;
- o Reviewed the Auditor-General's interim report and internal audit quarterly progress reports submitted to the Audit Committee;
- o Reviewed the Auditor-General's management letter and management's response thereto;
- o Reviewed the changes in accounting policies and practices;
- o Reviewed the Annual Audit Committee Report; and
- o Reviewed significant adjustments resulting from the audit.

In the context of our understanding, the Committee is satisfied that the financial statements are a fair reflection of the department's activities in the last fiscal year.

The Audit Committee concurs and accepts the conclusions of the Auditor-General on the annual financial statements and is of the opinion that the audited annual financial statements be accepted and read together with the report of the Auditor-General.

Chairperson of the Audit Committee



Pretoria
26 July 2007

The background of the page is a composite image. The main part shows several wooden tally sticks, which are traditional counting devices, arranged vertically. They are made of wood and have rounded tops. The sticks are set against a dark, textured background. In the bottom right corner, there is a smaller, inset image showing a close-up of a woven basket or a similar textured surface. The overall color palette is warm and earthy, with various shades of brown and tan.

ANNUAL FINANCIAL STATEMENTS

DEPARTMENT OF ARTS AND CULTURE
VOTE 14
ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2007

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Statement of Transfers/Subsidies to Households	Annexure 1C
Statement of Financial Guarantees Issued	Annexure 2
Inter-Government Receivables	Annexure 3

DEPARTMENT OF ARTS AND CULTURE
VOTE 14
REPORT OF THE ACCOUNTING OFFICER
for the year ended 31 March 2007

4.1 Report of the accounting officer

1. General review of the state of affairs

1.1 Spending trends

	2006/07	2005/06
	R	R
Amount voted	1 330 139 000.00	1 108 944 000.00
Actual expenditure	1 329 934 346.18	1 096 948 946.87
Surplus	204 653.82	11 995 053.13

The surplus relates to 0,02% of actual expenditure against the voted funds for the 2006/2007 financial year.

The details of the surplus are as follows:	R'000
Current expenditure	35
Capital Works projects in process	1
Machinery and equipment	89
Transfer payments:	
Ad-hoc transfer - second payments	80
Total	<u>205</u> (0,02%)

1.2 Virement and roll-overs:

1.2.1 Per Programme

Programmes	Main Appropriation R'000	Rollovers and adjustments R'000	Virement R'000	Final Appropriation R'000
1. Administration	93,145	27,270	1,706	122,121
2. Arts and Culture in Society	227,821	(240)	(2,578)	225,003
3. National Language Service	91,036	(22,500)	320	68,856
4. Cultural Development and International Co-operation	183,975	-	14,317	198,292
5. Heritage Promotion	635,225	7,803	(10,208)	632,820
6. National Archives, Records, Meta-Information and Heraldic Services	87,274	(670)	(3,557)	83,047
Total	1,318,476	11,663	-	1,330,139

1.2.2 Per Economical Classification

Economical Classification	Main Appropriation 2006/07 R'000	Rollovers and adjustments R'000	Virement R'000	Final Appropriation R'000
Current payments	232,999	6,995	13,213	253,207
Compensation of employees	101,981	(6,900)	-	95,081
Goods and services	131,018	13,895	13,032	157,945
Financial transactions in assets and liabilities	-	-	181	181
Transfers & subsidies	882,767	4,668	(13,213)	874,222
Provinces & municipalities	77	5	-	82
Departmental agencies & accounts	677,520	11,493	143	689,156
Households	205,170	(6,830)	(13,356)	184,984
Payment for capital assets	202,710	-	-	202,710
Buildings & other fixed structures	197,914	-	2,615	200,529
Machinery & equipment	4,796	-	(2,615)	2,181
Total	1,318,476	11,663	-	1,330,139

DEPARTMENT OF ARTS AND CULTURE
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REPORT OF THE ACCOUNTING OFFICER
for the year ended 31 March 2007

2. Services rendered by the Department

2.1 National Archives

2.1.1 Type of service

The National Archives makes archival material available to the public. Although actual access to archival documentation is free of charge, the public is charged for the reproduction of material for further use, either on film or paper. Publications are also sold, and the public is charged for the transfer of data by magnetic means.

2.1.2 Tariff policy

The National Archivist determines tariffs, taking into account the current market rates.

2.2 National Film, Video and Sound Archives

2.2.1 Type of service

The National Film, Video and Sound Archives collects, preserves and provides access to audio-visual records created both by government and private bodies or individuals. Its aims are as follows:

- To preserve public and non-public audio-visual records or documents, with enduring value, for use by the public and the State.
- To make such records accessible and promote their use by the public.
- To ensure the proper management and care of all public audio-visual records.
- To collect non-public audio-visual and related records with enduring value of national significance, which another institution cannot more appropriately preserve.
- To maintain national registers of non-public records with enduring value, and to promote co-operation and coordination between institutions having custody of such records.
- Generally, to promote the preservation and use of our national archival heritage.

2.2.2 Tariff policy

The National Archivist determines the tariffs, taking into account the current market rates.

2.3 Bureau for Heraldry

2.3.1 Type of service

The Bureau for Heraldry registers the heraldic representations, names, special names and uniforms of individuals, associations and institutions. It also renders advice on heraldic and related matters and provides financial assistance to institutions, boards, committees or other public bodies or persons in order to promote the functional objectives of the Bureau of Heraldry.

2.3.2 Tariff policy

The State Herald determines the tariffs, in consultation with the National Archivist and taking into account the current market rates.

DEPARTMENT OF ARTS AND CULTURE
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REPORT OF THE ACCOUNTING OFFICER
for the year ended 31 March 2007

3. Capacity constraints

The Department has made some inroads in building capacity, however, the exit of personnel has been quite high, having a negative impact on capacity building. The Department has adopted a new structure which will pose to address capacity building and assist the realisation of full capacity.

The Department managed to a large extent to reprioritise its activities within the Medium-Term Expenditure Framework (MTEF) baseline allocation, but some short-term priorities such as funds for the Moral Regeneration (Nation building and Social Cohesion), Cultural development and Language Planning could not be accommodated within these guidelines. To accommodate this capacity constraint, the Department will approach the Medium-Term Expenditure Committee, tabling options for increasing the Department’s overall MTEF baseline allocation.

4. Utilisation of donor funds

DONOR FUNDS UTILISED	OPENING BALANCE R'000	REVENUE R'000	EXPEN-DITURE R'000	CLOSING BALANCE R'000
Flemish Government: Community Arts Centres	-	191	191	-
Swedish Government: SIDA Partnership programme	1,392	3,543	4,935	-
TOTAL	1,392	3,734	5,126	-

DEPARTMENT OF ARTS AND CULTURE
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REPORT OF THE ACCOUNTING OFFICER
for the year ended 31 March 2007

5. Public Entities (Departmental Agencies)

The Department funded the public entities below. Their allocations for the 2006/2007 financial year are indicated.

5.1 Declared cultural institutions

Fifteen institutions were declared cultural institutions by the Minister of Arts and Culture in terms of the Cultural Institutions Act, 1998. The institutions must formulate policy on receiving and preserving all property, of whatever kind, in their care, including specimens, collections or other movable property. They must also manage movable property that belongs to the Government.

INSTITUTION	VOTED 2006/07 R'000	VOTED 2005/06 R'000
Northern Flagship Institution, Pretoria	38,502	34,247
Iziko Museums of Cape Town	38,310	34,160
Natal Museum, Pietermaritzburg	9,678	7,526
National Museum, Bloemfontein	18,421	15,869
Die Afrikaanse Taalmuseum, Paarl	2,665	1,854
The National English Literary Museum, Grahamstown	4,849	3,914
Voortrekker Museum, Pietermaritzburg	7,014	5,968
War Museum of the Boer Republics, Bloemfontein	4,723	3,795
Robben Island Museum, Cape Town	31,029	63,008
William Humphreys Art Gallery, Kimberley	3,432	2,576
Engelenburg House Collection, Pretoria	181	171
Nelson Mandela Museum, Umtata	12,240	7,962
Freedom Park, Pretoria	156,587	57,806
Khoi-San Project	1,239	1,169
Albert Luthuli Museum	4,384	3,758
National Heritage Council	26,673	17,400
Transformation of Cultural Institutions	-	15,122
TOTAL	359,927	276,305

DEPARTMENT OF ARTS AND CULTURE
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REPORT OF THE ACCOUNTING OFFICER
for the year ended 31 March 2007

5.2 South African Heritage Resources Agency

VOTED 2006/07	VOTED 2005/06
R'000	R'000
30,757	24,298

The South African Heritage Resources Agency was established in terms of the National Heritage Resources Act, 1999, in order to -

- introduce an integrated and interactive system for the management of the national heritage resources;
- promote good government at all levels;
- empower civil society to conserve its heritage resources for future generations;
- lay down general principles for heritage resource management;
- introduce an integrated system for the identification, assessment and management of the heritage resources of South Africa;
- establish the South African Heritage Resources Agency, together with its Council, to coordinate and promote the management of heritage resources at national level;
- set norms and maintain essential national standards for the management of heritage resources in South Africa;
- protect heritage resources of national significance;
- control the export of nationally significant heritage objects and the import into South Africa of cultural property illegally exported from foreign countries;
- enable the provinces to establish heritage authorities, which must adopt powers to protect and manage certain categories of heritage resources;
- provide for the protection and management of conservation-worthy places and areas by local authorities.

5.3 Performing arts institutions

The arts institutions assist in creating a sustainable performing arts industry based on access, excellence, diversity and redress. They encourage the development of the full range of performing arts. The institutions are:

INSTITUTION	VOTED 2006/07	VOTED 2005/06
	R'000	R'000
Artscape	27,800	24,434
State Theatre	23,683	20,550
Playhouse Company	23,145	20,042
Performing Arts Council of the Free State	19,646	16,930
Market Theatre	14,492	11,030
Windybrow Theatre	5,581	4,699
TOTAL	114,347	97,685

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5.4 Business Arts South Africa

VOTED 2006/07	VOTED 2005/06
R'000	R'000
4,610	4,349

Business Arts South Africa is a Section 21 Company aimed at encouraging sponsorship of the arts by the business and private sector through the introduction of a matching grant scheme.

5.5 National Film and Video Foundation

VOTED 2006/07	VOTED 2005/06
R'000	R'000
34,086	24,609

In terms of the National Film and Video Foundation Act, 1997, the Foundation develops and promotes the film and video industry. It provides and encourages the provision of opportunities for persons from disadvantaged communities to participate in the industry. The Foundation also promotes local film and video products, supports the development of and access to the industry and addresses historical imbalances in infrastructure, skills and resources in the industry.

5.6 National Arts Council

VOTED 2006/07	VOTED 2005/06
R'000	R'000
62,081	47,894

In terms of the National Arts Council Act, 1997, the Council facilitates opportunities for people to practice and appreciate the arts. The Council also promotes the general application of the arts in the community, fosters the expression of a national identity by means of arts, promotes freedom in the practice of arts, and gives historically disadvantaged people greater access to the arts. Other functions include addressing historical imbalances in the provision of infrastructure and promoting national and international liaison.

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5.7 Pan South African Language Board

VOTED 2006/07	VOTED 2005/06
R'000	R'000
39,095	26,976

The Board actively promotes an awareness of multilingualism as a national resource and supports the previously marginalised languages by developing, administering and monitoring access, information and implementation programmes. These activities are in accordance with the provisions of the Pan South African Language Board Act, 1999.

5.8 Libraries

INSTITUTION	VOTED 2006/07	VOTED 2005/06
	R'000	R'000
National Library	33,358	30,527
South African Library for the Blind	7,501	6,699
Literature for the Visually Handicapped	3,251	2,123
TOTAL	44,110	39,349

Libraries preserve and promote awareness of the national documentary heritage and provide for related matters. They include the South African Library for the Blind, which provides library and information services to blind and print-handicapped readers and related matters.

DEPARTMENT OF ARTS AND CULTURE
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REPORT OF THE ACCOUNTING OFFICER
for the year ended 31 March 2007

6. Other organisations to which transfer payments were made (Households)

The Department supports and promotes projects that aim to promote arts and culture, the functional objectives of the National Archives and language. To this end, the Department makes grant-in-aid payments to institutions, boards, committees and other public bodies or persons. Various funding committees in the Department evaluate project proposals received from the various role players and enter into memorandums of agreements with the parties once decisions have been made to fund particular projects. During the 2005/2006 financial year the various programmes in the Department paid out the following amounts:

PROGRAMME	DIVISION	VOTED 2006/07	VOTED 2005/06
		R'000	R'000
2: Arts, Culture in Society	Promoting arts and culture in SA	29,469	23,903
3: National Language Service	Translating, editing and language planning	9,387	7,217
4: Cultural Development and International Co-operation	Promoting arts and culture internationally	7,533	11,722
	Investing in Culture	57,715	69,732
	Cultural industries	66,027	24,790
5: Heritage Promotion	Promoting heritage	7,380	30,455
	Capital works (Infrastructure development)	200,529	196,282
6: National Archives, Records, Meta-Information and Heraldic Services	National Archives of South Africa	2,280	97
Total		380,320	364,198

DEPARTMENT OF ARTS AND CULTURE
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REPORT OF THE ACCOUNTING OFFICER
for the year ended 31 March 2007

7. Corporate Governance Arrangements

In the 2006/2007 financial year the Audit Committee of the Department was fully functional, executed its duties and responsibilities in accordance with both the Public Finance Management Act (PFMA), 1999, and the Treasury Regulations (TR). The Chairperson of the Audit Committee was Mr S Kajee, a professional consultant, who resigned in December 2006. The other two audit committee members were:

Member	Institution	Position
Prof I Mosala	Department of Arts and Culture	Director-General
Mr P Lourens	ARTSCAPE	Chief Financial Officer

In the 2006/2007 financial year audits were performed by the in-house internal audit team. The Audit Committee met three times during the financial year on, 06 July 2006, 20 November 2006 and 19 March 2007.

As the Department transfers a large percentage of its budget to public entities, and the Minister has an obligation to oversee compliance with the PFMA in terms of section 63(2), a separate unit was established to effect and monitor institutional governance.

8. Asset Management

The Department is currently in the process of exploring the notion of implementing LOGIS as the asset management system for assets and discussions are in an advance stage with National Treasury. The Department is planning to finalise this action by the end of September 2007.

The total of Inventories (Stores on hand) as on 31 March 2007 was R1,271,466.24

9. Performance information

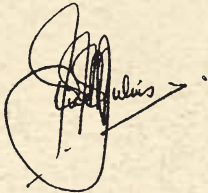
A Strategic Plan has been developed for the Department of Arts and Culture for the period 1 April 2006 to 31 March 2009, which articulates the strategic priorities of the Department. The plan included all statutory requirements as defined in Chapter 5 of the Treasury Instructions. Quarterly reporting was done to the Minister to facilitate effective performance monitoring, evaluation and corrective actions were applicable.

As required by the PFMA, accurate financial reporting was submitted timeously to various role players. Apart from the statutory requirements, the Department also has an effective in-house reporting and cash flow management system. This is evident from the small saving realised in the current reporting period (excluding capital projects over which the Department has no control of owing to construction and contractor influences).

DEPARTMENT OF ARTS AND CULTURE
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REPORT OF THE ACCOUNTING OFFICER
for the year ended 31 March 2007

10. Approval

The annual financial statements as set out on pages 100 to 138 have been approved by the Accounting Officer.

A handwritten signature in black ink, appearing to read 'Victor Julius', with a stylized flourish extending to the right.

Mr Victor Julius

ACTING DIRECTOR-GENERAL

28 May 2007

AUDITOR-GENERAL'S REPORT TO PARLIAMENT ON THE FINANCIAL STATEMENTS AND PERFORMANCE INFORMATION OF THE DEPARTMENT OF ARTS AND CULTURE FOR THE YEAR ENDED 31 MARCH 2007

REPORT ON THE FINANCIAL STATEMENTS

Introduction

1. I have audited the accompanying financial statements of Department of Arts and Culture which comprise the statement of financial position as at 31 March 2007, appropriation statement, statement of financial performance, cash flow statement for the year then ended, a summary of significant accounting policies and other explanatory notes, as set out on pages 100 to 138.

Accounting Officer's responsibility

2. The accounting officer is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis and in the manner required by the Public Finance Management Act, 1999 (Act No. 1 of 1999) (PFMA). This responsibility includes:
 - designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
 - selecting and applying appropriate accounting policies; and
 - making accounting estimates that are reasonable in the circumstances.

Auditor-General's responsibility

3. As required by section 188 of the Constitution of the Republic of South Africa, read with section 4 of the Public Audit Act, 2004 (Act No. 25 of 2004) my responsibility is to express an opinion on these financial statements based on my audit.
4. I conducted my audit in accordance with International Standards on Auditing, *General Notice 647 of 2007*, issued in *Government Gazette no. 29912 of 25 May 2007*. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.
5. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal controls.
6. An audit also includes evaluating the:
 - appropriateness of accounting policies used
 - reasonableness of accounting estimates made by management
 - overall presentation of the financial statements.

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

Basis of accounting

8. The Departments policy is to prepare financial statements on the basis of accounting determined by National Treasury, as set out in note 1.1 to the financial statements.

Basis for Qualified Opinion

9. Asset management

The fixed assets disclosed in note 24 to the annual financial statements are required to be supported by an asset management policy and asset management register as prescribed by National Treasury.

Due to the fact that an Asset Management Policy was only approved on 27 March 2007 and that monthly reconciliations between the assets register and the general ledger were not performed, the following was noted:

- An unexplained difference of R13 415 189 exists between the asset register and the amount disclosed in the financial statements.
- The physical verification of assets from the assets to the register and visa versa could not be performed.
- Inspection of the additions reported revealed that the additions figure was inaccurate as amounts per invoices differed from amounts per the asset register and purchases did not all fall within the 2006-07 financial year.

I was therefore not able to satisfy myself as to the accuracy and completeness of the fixed asset register of the department and the closing balance of assets reflected at R21 498 000 in note 24 of the financial statements.

10. Leave Provision

The department did not perform reconciliations between PERSAL and actual leave as per employee files resulting in incorrect leave balances applied during leave provision calculations.

Qualified Opinion

11. In my opinion, except for the effects of the matters referred to in the Basis for Qualified Opinion paragraphs 9 to 10, these financial statements present fairly, in all material respects, the financial position of the Department of Arts and Culture as at 31 March 2007 and of its financial performance and its cash flows for the year then ended in accordance with adjusted cash basis as prescribe by National Treasury and in the manner required by the PFMA and Companies Act in South Africa.

OTHER MATTERS

I draw attention to the following matters which are ancillary to my responsibilities on the audit of the financial statements.

12. Internal audit

As identified in our preliminary assessments of the internal audit function I could not place reliance on internal audit as planned as the work performed by internal audit on the planned areas of reliance was not reviewed as required by the International Internal Auditing Standards.

13. Matters of Governance

Due to a lack of establishing a control environment the following occurred:

- Section 38(1)(i) of the PFMA: Important policies and procedures were not updated and approved regularly, including the policy to govern the safeguarding and maintenance of the artwork collection. During the audit it was noted that 14 artworks could not be accounted for.
- According to Public Service Regulations 2001, paragraphs VIII B4 and B2 signed performance agreements and formal performance assessments could not be obtained.

14. Material corrections made to the financial statements submitted for audit

The annual financial statements were submitted to this office on 31 May 2007 as required by the PFMA. However, the following material adjustment was made to these financial statements:

Section 40(3) of the PFMA: Performance awards provision was understated by R 5 480 000 in the 2006-07 financial year and by R 5 366 000 in the 2005-06 financial year. This material adjustment had been made to the financial statements to prevent further qualification.

OTHER REPORTING RESPONSIBILITIES

REPORTING ON PERFORMANCE INFORMATION

15. I have audited the performance information as set out on pages 14 to 80.

Accounting Officer's Responsibility

16. The accounting officer has additional responsibilities as required by section 40(3) (a) of the PFMA to ensure that the annual report and audited financial statements fairly present the performance against predetermined objectives of the department, trading entity or constitutional institution.

Auditor-General's Responsibility

17. I conducted my engagement in accordance with section 13 of the Public Audit Act, 2004 (Act No. 25 of 2004) read with General Notice 646 of 2007, issued in Government Gazette No. 29919 of 25 May 2007.

18. In terms of the foregoing my engagement included performing procedures of an audit nature to obtain sufficient appropriate audit evidence about the performance information and related systems, processes and procedures. The procedures selected depend on the auditor's judgement.

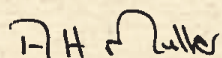
19. I believe that the evidence I have obtained is sufficient and appropriate to provide a basis for the audit findings reported below.

Audit Findings

20. The Department of Arts and Culture does not have a proper policy and procedure framework to manage the process to finalise their performance information for audit purposes and as a result:
- Quarterly reports for the 2006-07 financial year were neither done nor signed within a reasonable time frame from the due date for completion.
 - Achievements in relation to the planned outputs, service delivery indicators, service delivery targets and corrective actions are not specific.
21. Delay in finalisation of audit
- Due to the national public sector strike action during June 2007 the Auditor-General had to delay the finalisation of affected departments. As a result, the Auditor-General's consistency review process of the audit reports could only be conducted subsequent to 31 July 2007, the consequence of which was a delay in the finalisation of the audit of this department for the 2006/07 financial year.

APPRECIATION

22. The assistance rendered by the staff of the Department of Arts and Culture during the audit is sincerely appreciated.



AH Muller *for* Auditor-General

Pretoria

10 August 2007



A U D I T O R - G E N E R A L

DEPARTMENT OF ARTS AND CULTURE
VOTE 14
ACCOUNTING POLICIES
for the year ended 31 March 2007

4.3 Accounting Policies

The Annual Financial Statements have been prepared in accordance with the following policies, which have been applied consistently in all material aspects, unless otherwise indicated. However, where appropriate and meaningful, additional information has been disclosed to enhance the usefulness of the Annual Financial Statements and to comply with the statutory requirements of the Public Finance Management Act, Act 1 of 1999 (as amended by Act 29 of 1999), the Treasury Regulations issued in terms of the Act and the Division of Revenue Act, Act 1 of 2005.

1. Presentation of the Annual Financial Statements

1.1 Basis of preparation

The Annual Financial Statements have been prepared on a modified cash basis of accounting, except where stated otherwise. The modified cash basis constitutes the cash basis of accounting supplemented with additional disclosure items. Under the cash basis of accounting transactions and other events are recognised when cash is received or paid.

1.2 Presentation currency

All amounts have been presented in the currency of the South African Rand (R), which is also the functional currency of the department.

1.3 Rounding

Unless otherwise stated all financial figures have been rounded to the nearest one thousand Rand (R'000).

1.4 Comparative figures

Prior period comparative information has been presented in the current year's financial statements. Where necessary figures included in the prior period financial statements have been reclassified to ensure that the format in which the information is presented is consistent with the format of the current year's financial statements.

A comparison between actual and budgeted amounts per major classification of expenditure is included in the appropriation statement.

DEPARTMENT OF ARTS AND CULTURE
VOTE 14
ACCOUNTING POLICIES
for the year ended 31 March 2007

2. Revenue

2.1 Appropriated funds

Appropriated funds are recognised in the financial records on the date the appropriation becomes effective. Adjustments to the appropriated funds made in terms of the adjustments budget process are recognised in the financial records on the date the adjustments become effective.

Total appropriated funds received during the year are presented in the statement of financial performance.

Unexpended appropriated funds are surrendered to the National/Provincial Revenue Fund, unless approval has been given by the National/Provincial Treasury to rollover the funds to the subsequent financial year. Amounts owed to the National Revenue Fund at the end of the financial year are recognised in the statement of financial position.

2.2 Departmental revenue

All departmental revenue is paid into the National Revenue Fund when received, unless otherwise stated. Amounts owing to the National Revenue Fund at the end of the financial year are recognised in the statement of financial position.

2.2.1 Tax revenue

Tax revenue consists of all compulsory unrequited amounts collected by the department in accordance with laws and or regulations (excluding fines, penalties & forfeits).

Tax receipts are recognised in the statement of financial performance when received.

2.2.2 Sales of goods and services other than capital assets

The proceeds received from the sale of goods and/or the provision of services is recognised in the statement of financial performance when the cash is received.

2.2.3 Fines, penalties & forfeits

Fines, penalties & forfeits are compulsory unrequited amounts, which were imposed by a court or quasi-judicial body and collected by the department. Revenue arising from fines, penalties and forfeits is recognised in the statement of financial performance when the cash is received.

DEPARTMENT OF ARTS AND CULTURE
VOTE 14
ACCOUNTING POLICIES
for the year ended 31 March 2007

2.2.4 Interest, dividends and rent on land

Interest, dividends and rent on land is recognised in the statement of financial performance when the cash is received.

2.2.5 Sale of capital assets

The proceeds received on sale of capital assets are recognised in the statement of financial performance when the cash is received.

2.2.6 Financial transactions in assets and liabilities

Repayments of loans and advances previously extended to employees and public corporations for policy purposes are recognised as revenue in the statement of financial performance on receipt of the funds. Amounts receivable on the reporting date are disclosed as part of the disclosure notes to the annual financial statements.

Cheques issued in previous accounting periods that expire before being banked are recognised as revenue in the statement of financial performance when the cheques becomes stale. When the cheques are reissued, payments are made from Revenue.

2.2.7 Gifts, donations and sponsorships

All cash gifts, donations and sponsorships are paid into the National Revenue Fund and recorded as revenue in the statement of financial performance when received. Amounts receivable on the reporting date are disclosed as part of the disclosure notes to the annual financial statements.

All in-kind gifts, donations and sponsorships are disclosed at fair value in the annexures to the annual financial statements.

DEPARTMENT OF ARTS AND CULTURE
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ACCOUNTING POLICIES
for the year ended 31 March 2007

2.3 Local and foreign aid assistance

Local and foreign aid assistance is recognised in the financial records when the Department directly receives the cash from the donor(s). The total cash amount received during the year is reflected in the statement of financial performance as revenue.

In-kind local and foreign aid assistance is disclosed at fair value in the annexures to the annual financial statements

The cash payments made during the year relating to local and foreign aid assistance projects are recognised as expenditure in the statement of financial performance. A receivable is recognised in the statement of financial position to the value of amounts expensed prior to the receipt of the funds.

A payable is raised in the statement of financial position where an amount has been inappropriately expensed using local and foreign aid assistance. Unutilised amounts are recognised in the statement of financial position.

3. Expenditure

3.1 Compensation of employees

Salaries and wages comprise of payments to employees. Salaries and wages are recognised as expenses in the statement of financial performance when the final authorisation for payments are effected on the system (by no later than 31 March of each year). The expenditure is classified as capital where employees on a full time basis, were involved, on capital projects during the financial year. Capitalised compensation forms part of the expenditure for capital assets categories in the statement of financial performance.

All other payments are classified as current expenses.

Social contributions include entities' contributions to social insurance schemes paid on behalf of employees. Social contributions are recognised as expenses in the Statement of Financial Performance when payments are effected on the system.

DEPARTMENT OF ARTS AND CULTURE
VOTE 14
ACCOUNTING POLICIES
for the year ended 31 March 2007

3.1.1 Short-term employee benefits

Short-term employee benefits comprise of leave entitlements, thirteenth cheques and performance bonuses. The cost of short-term employee benefits is expensed as salaries and wages in the statement of financial performance when the final authorisation for payment is effected on the system (by no later than 31 March of each year).

Short-term employee benefits that give rise to present legal or constructive obligations are disclosed in the notes to the financial statements. These amounts are not recognised in the statement of financial performance.

3.1.2 Long-term employee benefits

3.1.2.1 Termination benefits

Termination benefits such as severance packages are recognised as expenses in the statement of financial performance as transfers when the final authorisation for payment is effected on the system (by no later than 31 March of each year).

3.1.2.2 Post employment retirement benefits

The department provides medical benefits for certain of its employees. Employer contributions to the medical funds are expensed when the final authorisation for payment to the fund is effected on the system (by no later than 31 March of each year).

3.2 Goods and services

Payments made for goods and/or services are recognised as expenses in the statement of financial performance when the final authorisation for payment is effected on the system (by no later than 31 March of each year). The expenses are classified as capital if the goods and services were used on a capital project.

DEPARTMENT OF ARTS AND CULTURE
VOTE 14
ACCOUNTING POLICIES
for the year ended 31 March 2007

3.3 Financial transactions in assets and liabilities

Debts are written off when identified as irrecoverable. Debts written-off are limited to the amount of savings and/or under-spending of appropriated funds. The write-off occurs at year-end or when funds are available. No provision is made for irrecoverable amounts.

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

3.4 Irregular expenditure

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

The amount recovered from the responsible person is recorded as revenue in the statement of financial performance when the funds are received.

3.5 Transfers and subsidies

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

3.6 Expenditure for capital assets

Payments made for capital assets are recognised as expenses in the statement of financial performance when the final authorisation for payment is effected on the system (by no later than 31 March of each year).

4. Assets

4.1 Cash and cash equivalents

Cash and cash equivalents are carried in the statement of financial position at cost.

For the purposes of the cash flow statement, cash and cash equivalents comprise of cash on hand, deposits held, other short-term highly liquid investments and bank overdrafts.

4.2 Prepayments and advances

Amounts prepaid or advanced are recognised in the statement of financial position when the payments are made.

DEPARTMENT OF ARTS AND CULTURE
VOTE 14
ACCOUNTING POLICIES
for the year ended 31 March 2007

4.3 Receivables

Receivables included in the statement of financial position arise from cash payments that are recoverable from another party, when the payments are made.

Revenue receivable not yet collected is included in the disclosure notes. Amounts that are potentially irrecoverable are disclosed as part of the disclosure notes to the annual financial statements.

4.4 Inventory

Inventories on hand at the reporting date are disclosed at cost in the disclosure notes to the annual financial statements.

5. Liabilities

5.1 Payables

Recognised payables mainly comprise of amounts being owed to other governmental entities. These payables are recognised at their nominal amounts in the statement of financial position.

5.2 Lease commitments

Lease commitments represent amounts being owed from the reporting date to the end of the lease contract. These commitments are not recognised in the statement of financial position as liabilities or as expenditures in the statement of financial performance but are however disclosed as part of the disclosure notes.

Operating and finance lease commitments are expensed when the payments are made. Assets acquired in terms of finance lease agreements are disclosed as part of the annexures to the annual financial statements.

5.3 Accruals

Accruals represent goods/services that have been received, but either the invoices involved are still awaited from the suppliers or final authorisations for payments have not been effected.

Accruals are not recognised in the statement of financial position as liabilities or as expenditures in the statement of financial performance but are however disclosed as part of the disclosure notes.

DEPARTMENT OF ARTS AND CULTURE
VOTE 14
ACCOUNTING POLICIES
for the year ended 31 March 2007

5.4 Contingent liabilities

A contingent liability is a possible obligation that arises from past events and which the existence of will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the department; or

A contingent liability is a present obligation that arises from past events but is not recognised because:

- It is not probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation; or
- The amount of the obligation cannot be measured with sufficient reliability.

Contingent liabilities are disclosed as part of the disclosure notes to the annual financial statements.

6. Net Assets

6.1 Capitalisation reserve

The capitalisation reserve comprises of financial assets and/or liabilities originating in a prior reporting period but which are recognised in the statement of financial position for the first time in the current reporting period. Amounts are transferred to the National Revenue Fund on disposal, repayment or recovery of such amounts.

6.2 Recoverable revenue

Amounts are recognised as recoverable revenue when payments are made and recognised in a previous financial year becomes recoverable from a debtor.

7. Key management personnel

Key management personnel are those persons having the authority and responsibility for planning, directing and controlling the activities of the department. Senior management includes the Minister and Deputy Ministers responsible for the department, the Director-General, the Deputy Director-General(s) and the Chief Financial Officer.

Compensation paid to key management personnel, including their family members, where relevant, are disclosed as part of the disclosure notes to the annual financial statements.

Department of Arts and Culture
Vote 14

APPROPRIATION STATEMENT
for the year ended 31 March 2007

Appropriation per Programme

	2006/07					2005/06			
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
1. Administration									
Current payments	117,890	(84)	2,463	120,269	120,269	-	100.0%	64,061	64,059
Transfers and subsidies	25	84	218	327	326	1	99.7%	145	144
Payments for capital assets	2,500	-	(975)	1,525	1,523	2	99.9%	7,352	7,345
2. Arts and Culture in Society									
Current payments	15,143	82	(850)	14,375	14,369	6	100.0%	11,347	11,277
Transfers and subsidies	212,218	(82)	(1,558)	210,578	210,576	2	100.0%	183,387	183,385
Payments for capital assets	220	-	(170)	50	48	2	96.0%	160	54
3. National Language Services									
Current payments	24,467	(5,007)	785	20,245	20,243	2	100.0%	24,020	24,015
Transfers and subsidies	43,286	5,007	200	48,493	48,490	3	100.0%	34,250	34,243
Payments for capital assets	783	-	(665)	118	39	79	33.1%	600	591
4. Cultural Development and International Co-operation									
Current payments	21,592	-	11,139	32,731	32,729	2	100.0%	28,680	28,669
Transfers and subsidies	162,023	-	3,403	165,426	165,425	1	100.0%	130,918	130,897
Payments for capital assets	360	-	(225)	135	133	2	98.5%	245	197
5. Heritage Promotion									
Current payments	22,451	7,017	(160)	29,308	29,298	10	100.0%	16,380	16,346
Transfers and subsidies	422,430	(7,017)	(12,573)	402,840	402,778	62	100.0%	335,580	334,406
Payments for capital assets	198,147	-	2,525	200,672	200,667	5	100.0%	196,635	186,141
6. National Archives, Records, Meta-Information and Heraldic Services									
Current payments	38,451	895	(3,067)	36,279	36,264	15	100.0%	34,804	34,803
Transfers and subsidies	47,453	(895)	-	46,558	46,547	11	100.0%	39,505	39,503
Payments for capital assets	700	-	(490)	210	210	-	100.0%	875	874
Subtotal	1,330,139	-	-	1,330,139	1,329,934	205	100.0%	1,108,944	1,096,949

Statutory Appropriation									
Current payments				-			-		
Transfers and subsidies				-			-		0.0%
Payment for capital assets				-			-		0.0%
Total	1,330,139	-	-	1,330,139	1,329,934	205	100.0%	1,108,944	1,096,949
Reconciliation with Statement of Financial Performance									
Departmental receipts									
Local and foreign aid assistance				3,172				854	
Actual amounts per Statement of Financial Performance (Total Revenue)				3,734				5,952	
Add: Local and foreign aid assistance				1,337,045				1,115,750	
Actual amounts per Statement of Financial Performance Expenditure					5,126				4,628
					1,335,060				1,101,577

Department of Arts and Culture
Vote 14

APPROPRIATION STATEMENT
for the year ended 31 March 2007

Appropriation per Economic classification

- Current payments

Compensation of employees

Goods and services

Financial transactions in assets and liabilities
- Transfers & subsidies

Provinces & municipalities

Departmental agencies & accounts

Households
- Payment for capital assets

Buildings & other fixed structures

Machinery & equipment
- Total

2006/07						2005/06		
Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
95,081	-	-	95,081	95,052	29	100.0%	86,883	86,831
144,913	2,809	10,223	157,945	157,942	3	100.0%	92,216	92,148
-	94	87	181	178	3	98.3%	193	190
82	-	-	82	67	15	81.7%	273	263
689,013	90	53	689,156	689,154	2	100.0%	551,096	549,925
198,340	(2,993)	(10,363)	184,984	184,921	63	100.0%	172,416	172,390
197,914	-	2,615	200,529	200,528	1	100.0%	196,282	185,789
4,796	-	(2,615)	2,181	2,092	89	95.9%	9,585	9,413
1,330,139	-	-	1,330,139	1,329,934	205	100.0%	1,108,944	1,096,949

Detail per programme 1
Administration for the year ended 31 March 2007

2006/07						2005/06		
Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
1,591			1,591	1,591	-	100.0%	1,483	1,483
	3		3	3	-	100.0%	9	9
			-		-			
37,145			37,145	37,145	-	100.0%	30,383	30,383
25	5		30	30	-	100.0%	29	29
1,358			1,358	1,358	-	100.0%	710	703
79,154	(84)	2,463	81,533	81,533	-	100.0%	32,195	32,193
	76	218	294	293	1	99.7%	107	106
1,142		(975)	167	165	2	98.8%	6,642	6,642
120,415	-	1,706	122,121	122,118	3	100.0%	71,558	71,548

2006/07							2005/06	
Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
34,212	-	2,463	36,675	36,675	-	100.0%	31,980	31,979
83,678	(111)		83,567	83,567	-	100.0%	31,923	31,922
-	27	-	27	27	-	100.0%	158	158
25	-	-	25	25	-	100.0%	97	96
-	24	-	24	23	1	95.8%	48	48
-	60	218	278	278	-	100.0%	-	-
2,500	-	(975)	1,525	1,523	2	99.9%	7,352	7,345
120,415	-	1,706	122,121	122,118	3	100.0%	71,558	71,548

Detail per programme 2
 Arts and Culture in Society for the year ended 31 March 2007

2006/07										2005/06	
Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000			
15,143	82	(850)	14,375	14,369	6	100.0%	11,347	11,277			
150,137	(82)	(1,558)	148,497	148,495	2	100.0%	135,493	135,491			
220		(170)	50	48	2	96.0%	160	54			
62,081	-	-	62,081	62,081	-	100.0%	47,894	47,894			
227,581	-	(2,578)	225,003	224,993	10	100.0%	194,894	194,716			

2006/07							2005/06	
Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
6,830	-	(850)	5,980	5,976	4	99.9%	5,000	4,960
8,313	37		8,350	8,349	1	100.0%	6,340	6,310
-	45	-	45	44	1	97.8%	7	7
5	-	-	5	4	1	80.0%	16	15
181,038	66		181,104	181,103	1	100.0%	159,468	159,468
31,175	(148)	(1,558)	29,469	29,469	-	100.0%	23,903	23,902
220	-	(170)	50	48	2	96.0%	160	54
227,581	-	(2,578)	225,003	224,993	10	100.0%	194,894	194,716

Detail per programme 3

National Language Services for the year ended 31 March 2007

2006/07							2005/06	
Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
24,467	(5,007)	785	20,245	20,243	2	100.0%	24,020	24,015
4,191	5,007	200	9,398	9,395	3	100.0%	7,274	7,267
783		(665)	118	39	79	33.1%	600	591
39,095			39,095	39,095	-	100.0%	26,976	26,976
68,536	-	320	68,856	68,772	84	99.9%	58,870	58,849

2006/07							2005/06	
Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
10,590	-	785	11,375	11,374	1	100.0%	11,293	11,290
13,877	(5,007)	-	8,870	8,869	1	100.0%	12,725	12,723
-	-	-	-	-	-	-	2	2
11	-	-	11	8	3	72.7%	41	35
39,095	-	-	39,095	39,095	-	100.0%	26,992	26,992
4,180	5,007	200	9,387	9,387	-	100.0%	7,217	7,216
783	-	(665)	118	39	79	33.1%	600	591
68,536	-	320	68,856	68,772	84	99.9%	58,870	58,849

Compensation of employees

Goods and services

Financial transactions in assets and liabilities

Provinces & municipalities

Dept agencies & accounts

Households

Machinery & equipment

Detail per programme 4

Cultural Development and International Co-operation for the year ended 31 March 2007

2006/07							2005/06	
Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
4,678	-	11,139	15,817	15,815	2	100.0%	9,038	9,038
120,399	-	3,403	123,802	123,801	1	100.0%	94,522	94,522
322	-	(225)	97	95	2	97.9%	48	-
16,914	-	-	16,914	16,914	-	100.0%	19,642	19,631
7,538	-	-	7,538	7,538	-	100.0%	11,787	11,766
38	-	-	38	38	-	100.0%	197	197
34,086	-	-	34,086	34,086	-	100.0%	24,609	24,609
183,975	-	14,317	198,292	198,287	5	100.0%	159,843	159,763

2006/07							2005/06	
Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
13,759	-	1,416	15,175	15,174	1	100.0%	12,602	12,594
7,833	-	9,636	17,469	17,469	-	100.0%	16,075	16,073
	-	87	87	86	1	98.9%	3	2
12	-	-	12	11	1	91.7%	39	39
34,086	-	53	34,139	34,139	-	100.0%	24,635	24,634
127,925	-	3,350	131,275	131,275	-	100.0%	106,244	106,224
360	-	(225)	135	133	2	98.5%	245	197
183,975	-	14,317	198,292	198,287	5	100.0%	159,843	159,763

Detail per programme 5
Heritage Promotion for the year ended 31 March 2007

2006/07							2005/06	
Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
359,927	-	-	359,927	359,927	-	100.0%	276,306	275,136
30,757	-	-	30,757	30,757	-	100.0%	24,298	24,298
22,451	7,017	(160)	29,308	29,298	10	100.0%	16,380	16,346
26,976	(7,017)	(12,573)	7,386	7,324	62	99.2%	30,476	30,472
233		(90)	143	139	4	97.2%	353	352
4,770	-	-	4,770	4,770	-	100.0%	4,500	4,500
197,914	-	2,615	200,529	200,528	1	100.0%	196,282	185,789
643,028	-	(10,208)	632,820	632,743	77	100.0%	548,595	536,893

Detail per programme 5
Heritage Promotion for the year ended 31 March 2007 (continued)

2006/07							2005/06	
Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
7,820	-	(160)	7,660	7,651	9	99.9%	6,519	6,519
14,631	7,011		21,642	21,642	-	100.0%	9,860	9,827
-	6	-	6	5	1	83.3%	1	-
6	-	-	6	6	-	100.0%	21	20
390,684	-	-	390,684	390,684	-	100.0%	300,604	299,434
31,740	(7,017)	(12,573)	12,150	12,088	62	99.5%	34,955	34,952
197,914	-	2,615	200,529	200,528	1	100.0%	196,282	185,789
233	-	(90)	143	139	4	97.2%	353	352
643,028	-	(10,208)	632,820	632,743	77	100.0%	548,595	536,893

Detail per programme 6

National Archives, Records, Meta-Information and Heraldic Services for the year ended 31 March 2007

2006/07							2005/06	
Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
38,451	895	(3,067)	36,279	36,264	15	100.0%	34,804	34,803
3,343	(895)	-	2,448	2,437	11	99.6%	156	154
700	-	(490)	210	210	-	100.0%	875	874
44,110	-	-	44,110	44,110	-	100.0%	39,349	39,349
86,604	-	(3,557)	83,047	83,021	26	100.0%	75,184	75,180

2006/07							2005/06	
Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
21,870	-	(3,654)	18,216	18,202	14	99.9%	19,489	19,489
16,581	879	587	18,047	18,046	1	100.0%	15,293	15,293
-	16	-	16	16	-	100.0%	22	21
23	-	-	23	13	10	56.5%	59	58
44,110	-	-	44,110	44,110	-	100.0%	39,349	39,349
3,320	(895)	-	2,425	2,424	1	100.0%	97	96
700	-	(490)	210	210	-	100.0%	875	874
86,604	-	(3,557)	83,047	83,021	26	100.0%	75,184	75,180

Department of Arts and Culture
Vote 14
Notes to the Appropriation Statement
for the year ended 31 March 2007

1. Detail of transfers and subsidies as per Appropriation Act (after Virement):
Detail of these transactions can be viewed in note 7 (Transfers and subsidies), Annexure 1B and 1C to the annual financial statements.
2. Detail of specifically and exclusively appropriated amounts voted (after Virement):
Detail of these transactions can be viewed in note 1 (Annual Appropriation) to the annual financial statements.
3. Detail on financial transactions in assets and liabilities
Detail of these transactions per programme can be viewed in note 6 (Details of special functions (theft and losses)) to the annual financial statements.
4. Variances from Amounts Voted (after virement):

4.1 Per programme:

	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Variance as a % of Final Approp. %
Programme 1: Administration				
	122,121	122,118	3	0.002%
Programme 2: Arts and Culture in Society				
	225,003	224,993	10	0.004%
Programme 3: National Language Services				
	68,856	68,772	84	0.122%
Programme 4: Cultural Development and International Co-operation				
	198,292	198,287	5	0.003%
Programme 5: Heritage Promotion				
	632,820	632,743	77	0.012%
Programme 6: National Archives, Records, Meta-Information and Heraldic Services				
	83,047	83,021	26	0.031%

4.2 Per economic classification:

	2006/07 R'000	2005/06 R'000
Current expenditure		
Compensation of employees	29	52
Goods and services	3	68
Financial transactions in assets and liabilities	3	3
Transfers and subsidies		
Provinces and municipalities	15	10
Departmental agencies and accounts	2	1,170
Donations and gifts	-	1
Households	63	26
Payments for capital assets		
Buildings and other fixed structures	1	10,493
Machinery and equipment	89	172
	<u>205</u>	<u>11,995</u>

Department of Arts and Culture
Vote 14
Statement of Financial Performance
for the year ended 31 March 2007

	<i>Note</i>	2006/07 R'000	2005/06 R'000
REVENUE			
Annual appropriation	1.	1,330,139	1,108,944
Departmental revenue	2.	3,172	854
Local and foreign aid assistance	3.	3,734	5,952
TOTAL REVENUE		1,337,045	1,115,750
EXPENDITURE			
Current expenditure			
Compensation of employees	4.	95,052	86,831
Goods and services	5.	157,942	92,148
Financial transactions in assets and liabilities	6.	178	190
Local and foreign aid assistance	3.	5,126	4,628
Total current expenditure		258,298	183,797
Transfers and subsidies	7.	874,142	722,578
Expenditure for capital assets			
Buildings and other fixed structures	8.	200,528	185,789
Machinery and Equipment	8.	2,092	9,413
Total expenditure for capital assets		202,620	195,202
TOTAL EXPENDITURE		1,335,060	1,101,577
SURPLUS/(DEFICIT) FOR THE YEAR		1,985	14,173
Reconciliation of Net Surplus/(Deficit) for the year			
Voted funds to be surrendered to the Revenue Fund	12.	205	11,995
Departmental revenue to be surrendered to the revenue fund	13.	3,172	854
Local and foreign aid assistance	3.	(1,392)	1,324
SURPLUS/(DEFICIT) FOR THE YEAR		1,985	14,173

Department of Arts and Culture
Vote 14
Statement of Financial Position
as at 31 March 2007

	<i>Note</i>	2006/07 R'000	2005/06 R'000
ASSETS			
Current assets		230	13,866
Cash and cash equivalents	9.	(947)	13,123
Prepayments and advances	10.	624	177
Receivables	11.	553	498
Local and foreign aid assistance receivable	3.	-	68
TOTAL ASSETS		230	13,730
LIABILITIES			
Current liabilities		230	13,730
Voted funds to be surrendered to the Revenue Fund	12.	205	11,995
Departmental revenue to be surrendered to the Revenue Fund	13.	16	361
Payables	14.	9	50
Local and foreign aid assistance unutilised	3.	-	1,324
TOTAL LIABILITIES		230	13,730
NET ASSETS		-	-

Department of Arts and Culture
Vote 14
Cash Flow Statement
for the year ended 31 March 2007

	<i>Note</i>	2006/07 R'000	2005/06 R'000
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts		1,337,045	1,115,750
Annual appropriated funds received	1.	1,330,139	1,108,944
Departmental revenue received	2.	3,172	854
Local and foreign aid assistance received	3.	3,734	5,952
Net (increase)/ decrease in working capital		(543)	6,600
Surrendered to Revenue Fund		(15,512)	(85,133)
Current payments		(258,298)	(183,797)
Transfers and subsidies paid		(874,142)	(722,578)
Net cash flow available from operating activities	15.	<u>188,550</u>	<u>130,842</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for capital assets		(202,620)	(195,202)
Net cash flows from investing activities		<u>(202,620)</u>	<u>(195,202)</u>
Net increase/ (decrease) in cash and cash equivalents		(14,070)	(64,360)
Cash and cash equivalents at beginning of period		13,123	77,483
Cash and cash equivalents at end of period	16.	<u>(947)</u>	<u>13,123</u>

Department of Arts and Culture
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Notes to the Annual Financial Statements
for the year ended 31 March 2007

1. Annual Appropriation

1.1 Annual Appropriation

Included are funds appropriated in terms of the Appropriation Act for National Departments (Voted Funds)

	Final Appropriation	Actual Funds Received	Funds not requested/ not re- ceived	Appropriation Received 2005/06
Programmes	R'000	R'000	R'000	R'000
Administration	120,415	120,415	-	71,558
Arts and Culture in Society	227,581	227,581	-	194,894
National Language Services	68,536	68,536	-	58,870
Cultural Development and International Co-operation	183,975	183,975	-	159,843
Heritage Promotion	643,028	643,028	-	548,595
National Archives, Records, Meta-Information and Heraldic Services	86,604	86,604	-	75,184
Total	1,330,139	1,330,139	-	1,108,944

	Note	2006/07 R'000	2005/06 R'000
2. Departmental revenue to be surrendered to Revenue Fund			
Sales of goods and services other than capital assets	2.1	3,172	854
Total		3,172	854

2.1 Sales of goods and services other than capital assets

Sales of goods and services produced by the department

Other sales

	3,172	854
Total	3,172	854

3. Local and foreign aid assistance

3.1 Assistance received in cash from RDP

Foreign

Opening Balance	1,392	68
Revenue	3,734	5,952
Expenditure	5,126	4,628
Current	5,126	4,628
Capital	-	-
Closing Balance	-	1,392

Analysis of balance

Local and foreign aid receivable

Local and foreign aid unutilised

	-	68
	-	1,324
Closing balance	-	1,392

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	<i>Note</i>	2006/07 R'000	2005/06 R'000
4. Compensation of employees			
4.1 Salaries and wages			
Basic salary		62,424	58,140
Performance awards		5,774	4,730
Service Based		138	223
Compensative/circumstantial		2,519	1,657
Periodic payments		-	2
Other non-pensionable allowances		13,644	12,205
Total		84,499	76,957
4.2 Social contributions			
4.2.1 Employer contributions			
Pension		7,353	6,754
Medical		3,187	3,107
Bargaining council		13	13
Total		10,553	9,874
Total compensation of employees		95,052	86,831
Average number of employees		401	384
5. Goods and services			
Advertising		4,758	5,601
Bank charges and card fees		33	41
Bursaries (employees)		332	110
Communication		7,989	7,415
Computer services		3,645	4,239
Consultants, contractors and special services		45,308	18,503
Courier and delivery services		-	517
Entertainment		612	388
External audit fees	5.1	1,435	1,086
Equipment less than R5 000		2,898	1,003
Firearm handling fees		5	4
Inventory	5.2	8,029	6,389
Legal fees		168	521
Municipal Services		7,642	-
Operating leases		25,702	-
Personnel agency fees		2	-
Printing and publications		17	-
Resettlement costs		131	87
Translations and transcriptions		3,130	2,382
Travel and subsistence	5.3	40,828	37,797
Venues and facilities		2,829	5,208
Protective, special clothing & uniforms		6	26
Training & staff development		2,443	831
Total		157,942	92,148

The expenditure for accommodation charges and leases was devolved to user departments from 1 April 2006. The comparatives for the period 2005/2006 are as follows: Accommodation Charges/Municipal Services – R 6,523 million and Leases/Operating Leases – R 23,123 million.

Department of Arts and Culture
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Notes to the Annual Financial Statements
for the year ended 31 March 2007

		2006/07	2005/06
	<i>Note</i>	R'000	R'000
5.1 External audit fees			
Regulatory audits		1,435	1,086
Total external audit fees		1,435	1,086
5.2 Inventory			
Domestic Consumables		2,324	1,661
Other consumables		59	95
Parts and other maintenance materials		5	23
Stationery and Printing		5,641	4,610
Total Inventory		8,029	6,389
5.3 Travel and subsistence			
Local		27,285	21,870
Foreign		13,543	15,927
Total travel and subsistence		40,828	37,797
6. Financial transactions in assets and liabilities			
Other material losses written off	6.1	173	190
Debt of untraceable ex-employees written off	6.2	5	-
Total		178	190
6.1 Other material losses written off			
Nature of losses			
Damage to hired vehicles		173	190
Total		173	190
6.2 Debts written off			
Nature of debts written off			
Debt of untraceable ex-employees written off in terms of internal policy		5	-
Total		5	-
7. Transfers and subsidies			
Provinces and municipalities	ANNEXURE 1A	67	263
Departmental agencies and accounts	ANNEXURE 1B	689,154	549,925
Households	ANNEXURE 1C	184,921	172,390
Total		874,142	772,578
8. Expenditure on capital assets			
Buildings and other fixed structures	24.	200,528	185,789
Machinery and equipment	24.	2,092	9,413
Total		202,620	195,202

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	<i>Note</i>	2006/07 R'000	2005/06 R'000
9. Cash and cash equivalents			
Consolidated Paymaster General Account		(982)	13,089
Cash receipts		-	4
Cash on hand		35	30
Total		(947)	13,123
The negative amount of the consolidated Paymaster Account is due to an amount of R 1,391,643.13, in respect of foreign aid assistance (Donor finds) that was rolled over from the previous financial year as indicated in Note 3 above.			
10. Prepayments and advances			
Description			
Travel and subsistence		624	177
Total		624	177
11. Receivables			
		2006/07 Total R'000	2005/06 Total R'000
		Less than one year R'000	One to three years R'000
Households and non-profit institutions	11.1	403	50
Staff debtors	11.2	66	24
Intergovernmental Receivables	ANNEXURE 3	10	-
Total		479	74
11.1 Households and non-profit institutions			
Possible amounts recoverable in terms of losses incurred		442	168
Other		11	2
Total		453	170
11.2 Staff debtors			
Travel and Subsistence Debts		45	64
Bursary Debts		-	17
Other		45	63
Total		90	144
12. Voted funds to be surrendered to the Revenue Fund			
Opening balance		11,995	84,631
Transfer from Statement of Financial Performance		205	11,995
Paid during the year		(11,995)	(84,631)
Closing balance		205	11,995
13. Departmental revenue to be surrendered to the revenue fund			
Opening balance		361	9
Transfer from Statement of Financial Performance		3,172	854
Paid during the year		(3,517)	(502)
Closing balance		16	361
Detail of the amounts paid during the year: R3 527 780.17 into South Africa Revenue Service: National Revenue Fund account and R4 949.82 into the South African Revenue: First National Bank account.			

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			2006/07 R'000	2005/06 R'000
14. Payables – current	Note			
Description		30 Days R'000	2006/07 Total R'000	2005/06 Total R'000
Amounts being owed to:				
Other payables	14.1	9	9	50
Total		9	9	50
14.1 Other payables				
Description				
Tax RSA			2	49
Pension deduction			7	1
Total			9	50
15. Net cash flow available from operating activities				
Net surplus/(deficit) as per Statement of Financial Performance			1,985	14,173
Add back non-cash/cash movements not deemed operating activities			186,565	116,669
(Increase)/decrease in receivables – current			(55)	6,525
(Increase)/decrease in prepayments and advances			(447)	15
(Increase)/decrease in other current assets			(68)	68
Increase/(decrease) in payables – current			(41)	60
Expenditure on capital assets			202,620	195,202
Surrenders to revenue fund			(15,512)	(85,133)
Other non-cash items			68	(68)
Net cash flow generated by operating activities			188,550	130,842
16. Reconciliation of cash and cash equivalents for cash flow purposes				
Consolidated Paymaster General Account			(982)	13,089
Cash receipts			-	4
Cash on hand			35	30
Total			(947)	13,123

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These amounts are not recognised in the financial statements and are disclosed to enhance the usefulness of the financial statements.

		<i>Note</i>	2006/07 R'000	2005/06 R'000
17. Contingent liabilities				
	Liable to	Nature		
	Motor vehicle guarantees	Employees	828	567
	Housing loan guarantees	Employees	913	978
	Total		1,741	1,545
18. Accruals				
	Goods and services		-	231
	Total		-	231
	Listed at programme level			
	Programme 1		-	114
	Programme 2		-	7
	Programme 3		-	2
	Programme 4		-	47
	Programme 5		-	49
	Programme 6		-	12
	Total		-	231
19. Employee benefit provisions				
	Leave entitlement		4,318	4,205
	Thirteenth cheques		2,510	2,215
	Performance awards		5,500	5,700
	Total		12,328	12,120

The 2005-2006 figure for Performance Awards had been adjusted.

20. Lease Commitments

		Machinery and equipment R'000	Total R'000
20.1 Operating leases			
	2006/2007		
	Not later than 1 year	3,108	3,108
	Later than 1 year but not later than 5 years	11,421	11,421
	Total present value of lease liabilities	14,529	14,529
	2005/2006		
	Not later than 1 year	888	888
	Later than 1 year but not later than 5 years	543	543
	Total present value of lease liabilities	1,431	1,431

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	2006/07 R'000	2005/06 R'000
21. Irregular expenditure		
21.1 Reconciliation of irregular expenditure		
Opening Balance	3,351	-
Irregular expenditure – current year	-	3,351
Less: Amounts condoned	3,351	-
Current expenditure	3,351	-
Irregular expenditure awaiting condonement	-	3,351
Analysis of awaiting condonement per age classification		
Current	-	3,351
Total	-	3,351

A contract that was entered into between the Department and an external party for the period ending 30 September 2005 was not renewed in time. Due to the fact that the Department did receive value for money for the full amount that was reported as irregular and no officials currently in the service of the Department were negligent, the amount had been condoned on 13 February 2007.

22. Related party transactions
22.1 Public Entities reporting to the Minister of Arts and Culture

22.1.1 Arts Institutions

The arts institutions assist to create principles of access, excellence, diversity and redress. The institutions receive annual transfers from the department, but also generate their own revenue through ticket sales, donor assistance, sponsorships and rental income. The details of the transfers to these institutions are as follows:

	2006/07 R'000	2005/06 R'000
Artscape	27,800	24,434
State Theatre	23,683	20,550
Playhouse Company	23,145	20,042
Performing Arts Center of the Free State	19,646	16,930
Market Theatre Foundation	14,492	11,030
Windy Brow Theatre	5,581	4,699
Business Arts South Africa	4,610	4,349
	118,957	102,034

22.1.2 National Arts Council

In terms of the National Arts Council Act (1997), the NAC facilitates opportunities for people to practice and appreciate the arts. The council also promotes the general application of the arts in communities, fosters the expression of national identity through the arts, promotes freedom in practising the arts, and gives historically disadvantaged people greater access to the arts. Other functions include addressing historical imbalances in the provision of infrastructure and promoting opportunities for artists nationally and internationally.

	2006/07 R'000	2005/06 R'000
	62,081	47,894
	62,081	47,894

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Disclosure Notes to the Annual Financial Statements
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22.1.3 Cultural institutions

In terms of the Cultural Institutions Act (1998), the Minister of Arts and Culture declared the entities listed below as cultural institutions. Their role is to formulate policy, receive, preserve and manage all cultural property, of whatever kind. The details of the transfers to these institutions are as follows:

	2006/07 R'000	2005/06 R'000
Northern Flagship Institute	38,502	34,247
Iziko Museum	38,310	34,160
Natal Museum, Pietermaritzburg	9,678	7,526
National Museum, Bloemfontein	18,421	15,869
Die Afrikaanse Taalmuseum, Paarl	2,665	1,854
The National English Literature Museum, Grahamstad	4,849	3,914
Voortrekker Museum, Pietermaritzburg	7,014	5,968
War Museum of the Boer Republics, Bloemfontein	4,723	3,795
Robben Island Museum, Cape Town	31,029	63,008
William Humpheys Art Gallery, Kimberley	3,432	2,576
Engelenburg House Art Collection, Pretoria	181	171
Nelson Mandela Museum, Umtata	12,240	7,962
Khoi-San Project	1,239	-
Albert Luthuli Museum	4,384	3,758
	176,667	184,808

22.1.4 Freedom Park Trust

Freedom Park is a national government project, approved by Cabinet in June 1998 and executed via the Freedom Park Trust. Freedom Park is situated on a 52ha site on Salvokop Hill in Pretoria and on completion will be a national monument and museum. Construction is divided into Phase 1, an intermediate phase and phase 2. The park has three elements: a garden of remembrance; commemorative spaces; and hapo, which includes information resources and hospitality facilities. The objective of Freedom Park is to establish visible cultural structures that celebrate and commemorate diverse and important South African events, spanning prehistory both to the colonisation and the struggle for democracy and ending with a vision for the future.

2006/07 R'000	2005/06 R'000
156,587	57,806
156,587	57,806

22.1.5 South African Heritage Resource Agency (SAHRA)

SAHRA is a statutory body established in terms of the National Heritage Resources Act (1999) as the national administrative management body for the protection of South Africa's cultural heritage. SAHRA co-ordinates the identification, conservation, assessment and management of the National Estate. It aims to encourage partnerships with other bodies to promote an integrated heritage resources management system.

2006/07 R'000	2005/06 R'000
30,757	24,298
30,757	24,298

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22.1.6 The National Film and Video Foundation (NFVF)

The (NFVF) was established in terms of the National Film and Video Foundation Act (1997) to develop and promote the film and video industry in South Africa. It provides for and encourages the creation of opportunities for people from disadvantaged communities to participate in the industry. The Foundation also promotes local film and video products; supports the development of and access to the industry and addresses historical imbalances in infrastructure, skills and resources in the film and video industry.

2006/07 R'000	2005/06 R'000
34,086	24,609
34,086	24,609

22.1.7 National Heritage Council

The National Heritage Council was officially constituted in February 2004 in terms of the National Heritage Council Act (1999). The Council creates an enabling environment for the preservation, protection and promotion of South African heritage. Its other objectives are: to protect, preserve and promote the content and heritage which reside in orature (oral heritage) and to make it accessible and dynamic; to integrate living heritage into the council and all other heritage authorities and institutions at national, provincial and local level; to promote and protect indigenous knowledge systems and to intensify support for promoting the history and culture of all South Africans, particularly research and publication on slavery in South Africa.

2006/07 R'000	2005/06 R'000
26,673	17,400
26,673	17,400

22.1.8 Libraries

The National Library of South Africa aims to revitalise and transform the institution in alignment with the goals of the new democracy. It was established in November 1999. The Department also oversees smaller libraries serving sectors of society that have special needs in terms of accessing public information. Included are the South African Library for the Blind and the South African Blind Workers' Organisation (section 21 company), also known as Literature for the Visually Handicapped. The details of the transfers to these institutions are as follows:

	2006/07 R'000	2005/06 R'000
National Library	33,358	30,527
SA Library for the Blind	7,501	6,699
Literature for the visually handicapped	3,251	2,123
	44,110	39,349

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22.1.9 Constitutional Institutions

The Pan South African Language Board (PanSALB) is a constitutional institution that actively promotes an awareness of multilingualism as a national resource and supports previously marginalised languages. It is mandated to investigate complaints about language rights violations from any individual, organisation or institution. The institution received an annual transfer of R39,095 million.

2006/07 R'000	2005/06 R'000
39,095	26,976
39,095	26,976

22.1.10 Summary

	2006/07 R'000	2005/06 R'000
Revenue paid		
Transfers	689,013	525,174
Total	689,013	525,174

23. Key management personnel

Description	No of Individuals	2006/07 Total R'000	2005/06 Total R'000
Political Office Bearers (provide detail below)	2	1,591	1,483
Officials:			
Level 15 to 16	5	2,519	2,022
Level 14 (incl CFO if at lower level)	1	159	-
Total		4,269	3,505

24. Tangible Capital Assets

24.1 Movement in tangible capital assets per asset register for the year ended 31 March 2007

	Opening balance at Cost R'000	Additions at Cost R'000	Disposals at Cost R'000	Closing balance at Cost R'000
Building and other fixed structures	574,315	200,528	-	774,843
Heritage assets	574,315	200,528	-	774,843
Machinery and equipment	19,406	2,092	-	21,498
Computer equipment	12,092	1,225	-	13,317
Furniture and Office equipment	6,060	398	-	6,458
Other machinery and equipment	1,254	469	-	1,723
Total tangible assets	593,721	202,620	-	796,341

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24.2 Additions to tangible capital assets per asset register for the year ended 31 March 2007

	Cash at Cost R'000	Non-Cash Fair Value at Cost R'000	(Capital work in progress - current costs) at Cost R'000	Received current year, not paid (Paid current year, received prior year) at Cost R'000	Total at Cost R'000
Building and other fixed structures	200,528	-	-	-	200,528
Heritage assets	200,528	-	-	-	200,528
Machinery and equipment	2,092	-	-	-	2,092
Computer equipment	1,225	-	-	-	1,225
Furniture and Office equipment	398	-	-	-	398
Other machinery and equipment	469	-	-	-	469
Total capital assets	202,620	-	-	-	202,620

24.3 Movement in tangible capital assets per asset register for the year ended 31 March 2006

	Opening balance R'000	Additions R'000	Disposals R'000	Closing Balance R'000
Building and other fixed structures	388,526	185,789	-	574,315
Heritage assets	388,526	185,789	-	574,315
Machinery and equipment	9,993	9,413	-	19,406
Computer equipment	8,766	3,326	-	12,092
Furniture and Office equipment	924	5,136	-	6,060
Other machinery and equipment	303	951	-	1,254
Total tangible assets	398,519	195,202	-	593,721

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Annexures to the Annual Financial Statements
for the year ended 31 March 2007

ANNEXURE 1A

STATEMENT OF CONDITIONAL GRANTS TO MUNICIPALITIES

NAME OF MUNICIPALITY	GRANT ALLOCATION				TRANSFER		SPENT			2005/06
	Division of Revenue Act R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	% of Available Funds Transferred %	Amount received by municipality R'000	Amount spent by municipality R'000	% of available funds spent by municipality %	Division of Revenue Act R'000
Provinces and Municipalities (Regional Services Council Levy)	-	-	67	67	67	100%	-	-	0%	263
	-	-	67	67	67		-	-		263

for the year ended 31 March 2007

STATEMENT OF TRANSFERS TO DEPARTMENTAL AGENCIES AND ACCOUNTS

DEPARTMENT / AGENCY / ACCOUNT	TRANSFER ALLOCATION			TRANSFER		2005/06 Appropriation Act R'000			
	Adjusted Appropriation Act R'000	Roll-Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000		% of Available Funds Transferred %		
Performing Arts Councils:	Artscape	27,800	-	-	27,800	27,800	100%	24,434	
	State Theatre	23,683	-	-	23,683	23,683	100%	20,550	
	Playhouse Company	23,145	-	-	23,145	23,145	100%	20,042	
	Performing Arts Center of the Free State	19,646	-	-	19,646	19,646	100%	16,930	
	Market Theatre Foundation	14,492	-	-	14,492	14,492	100%	11,030	
	Windy Brow Theatre	5,581	-	-	5,581	5,581	100%	4,699	
	Kwazulu-Natal Philharmonic Orchestra	-	-	-	-	-	-	3,180	
	Cape Philharmonic	-	-	-	-	-	-	3,180	
	Gauteng Orchestra	-	-	-	-	-	-	3,180	
	Business Arts South Africa	4,610	-	-	4,610	4,610	100%	4,349	
	National Arts Council	62,081	-	-	62,081	62,081	100%	47,894	
	Arts, Culture and Heritage Institutions:	Northern Flagship Institute	38,502	-	-	38,502	38,502	100%	34,247
		Iziko Museum	38,310	-	-	38,310	38,310	100%	34,160
		Natal Museum, Pietermaritzburg	9,678	-	-	9,678	9,678	100%	7,526
		National Museum, Bloemfontein	18,421	-	-	18,421	18,421	100%	15,869
		Die Afrikaanse Taalmuseum, Paarl	2,665	-	-	2,665	2,665	100%	1,854
The National English Literature Museum, Grahamstad		4,849	-	-	4,849	4,849	100%	3,914	
Voortrekker Museum, Pietermaritzburg		7,014	-	-	7,014	7,014	100%	5,968	
War Museum of the Boer Republics, Bloemfontein		4,723	-	-	4,723	4,723	100%	3,795	
Robben Island Museum, Cape Town		31,029	-	-	31,029	31,029	100%	63,008	
William Humpheys Art Gallery, Kimberley		3,432	-	-	3,432	3,432	100%	2,576	
Engelenburg House Art Collection, Pretoria		181	-	-	181	181	100%	171	
Nelson Mandela Museum, Umtata		12,240	-	-	12,240	12,240	100%	7,962	
Khoi-San Project		1,239	-	-	1,239	1,239	100%	-	
Freedom Park, Pretoria		156,587	-	-	156,587	156,587	100%	57,806	

Albert Luthuli Museum	4,384	-	-	4,384	3,758	100%
South African Heritage Resource Agency	30,757	-	-	30,757	24,298	100%
National Film and Video Foundation	34,086	-	-	34,086	24,609	100%
National Heritage Council	26,673	-	-	26,673	17,400	100%
Transformation	-	-	-	-	15,122	
Libraries:						
National Library	33,358	-	-	33,358	30,527	100%
SA Library for the Blind	7,501	-	-	7,501	6,699	100%
Literature for the visually handicapped	3,251	-	-	3,251	2,123	100%
Pan SA Language Board	39,095	-	-	39,095	26,976	100%
Other:						
Gifts and Donations	-	-	143	143	89	99%
	689,013	-	143	689,156	549,925	
				689,154		

Department of Arts and Culture
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Annexures to the Annual Financial Statements
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ANNEXURE 1C

STATEMENT OF TRANSFERS/SUBSIDIES TO HOUSEHOLDS

HOUSEHOLD	TRANSFER ALLOCATION			EXPENDITURE		2005/06 Final Appropriation Act R'000
	Adjusted Appropriation Act R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	% of Available Funds Transferred %
Transfers Financial Assistance:						
Promote Arts and Culture in South Africa	29,469	-	-	29,469	29,469	100%
Promote Arts and Culture International	7,533	-	-	7,533	7,533	100%
Promote Heritage in South Africa	6,210	1,170	-	7,380	7,318	99%
National Language Service	9,387	-	-	9,387	9,387	100%
National Archives	2,280	-	-	2,280	2,280	100%
Cultural Industries	66,027	-	-	66,027	66,027	100%
Investing in Culture	57,715	-	-	57,715	57,715	100%
SA Geographical Names Council	4,770	-	-	4,770	4,770	100%
Severance Packages	-	-	423	423	422	100%
Total	183,391	1,170	423	184,984	184,921	172,390

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ANNEXURE 2
STATEMENT OF FINANCIAL GUARANTEES ISSUED AS AT 31 MARCH 2007 - LOCAL

Guarantor institution	Guarantee in respect of	Original Guaranteed capital amount R'000	Opening Balance 01/04/2006 R'000	Guarantee drawdowns during the year R'000	Guarantee repayments/ cancelled/ reduced/ released during the year R'000	Currency Revaluations R'000	Closing Balance 31/03/2007 R'000	Guaranteed interest outstanding 31/03/2007 R'000	Realised losses not recoverable, i.e. claims paid out R'000
Motor Vehicles									
Stannic	Motor Vehicles	613	567	621	360	-	828	-	-
		613	567	621	360	-	828	-	-
Housing									
ABSA Bank	Housing Loans	382	382	-	34	-	348	-	-
First National Bank	Housing Loans	154	154	-	-	-	154	-	-
Future Bank	Housing Loans	25	25	-	-	-	25	-	-
Nedbank	Housing Loans	268	268	-	31	-	237	-	-
Standard Bank	Housing Loans	149	149	-	-	-	149	-	-
		978	978	-	65	-	913	-	-
Total		1,591	1,545	621	425	-	1,741	-	-

Department of Arts and Culture
Vote 14
Annexures to the Annual Financial Statements
for the year ended 31 March 2007

ANNEXURE 3
INTER-GOVERNMENTAL RECEIVABLES

Government Entity	Confirmed balance outstanding		Unconfirmed balance outstanding		Total	
	31/03/2007	31/03/2006	31/03/2007	31/03/2006	31/03/2007	31/03/2006
	R'000	R'000	R'000	R'000	R'000	R'000
Department:						
Department of Transport	-	-	-	7	-	7
Department of Education	-	14	-	-	-	14
Department of Agriculture	-	-	-	13	-	13
Department of Communication	-	-	-	7	-	7
Department of Social Development	-	-	-	108	-	108
Department of Home Affairs	-	-	-	14	-	14
National Prosecuting Authority	-	-	-	21	-	21
Other	10	-	-	-	10	-
TOTAL	10	14	-	170	10	184

The background is a collage of images. The top half shows a close-up of a woven basket made of dark, horizontal reeds or sticks. The bottom half shows a large pile of smooth, dark, rounded stones. The entire image has a warm, orange-brown color cast. A white rectangular box with a thin black border is centered horizontally, containing the text 'HUMAN RESOURCE MANAGEMENT' in white, bold, sans-serif capital letters.

HUMAN RESOURCE MANAGEMENT

TABLE 1.1 – Personnel costs by programme, 2006/07

Programme	Total Expenditure (R'000)	Personnel Expenditure (R'000)	Training Expenditure (R'000)	Professional and Special Services (R'000)	Personnel cost as a percentage of total expenditure	Average personnel cost per employee (R'000)	Employment
Admin	122,567	37,141	0	0	30.3	89	148
Arts and Culture in Society	225,194	6,176	0	0	2.7	15	17
Cultural Dev and Inter Cooper	198,287	15,174	0	0	7.7	37	47
Heritage Promotion	631,911	7,968	0	0	1.3	19	25
Nat Arch, Rec, Meta, Herald	83,209	18,390	0	0	22.1	44	125
National Language Service	68,772	11,374	0	0	16.5	27	52
Z=Total as on Financial Systems (BAS)	1.329,941	96,223	0	0	7.2	231	414

TABLE 1.2 – Personnel costs by salary bands, 2006/07

Salary bands	Personnel Expenditure (R'000)	% Of total personnel cost	Average person-nel cost per em- ployee (R'000)	Total Personnel Cost (R'000)	Number of Employees
Lower skilled (Levels 1-2)	2,223	2.3	50,523	96.341	44
Skilled (Levels 3-5)	4,297	4.5	87,694	96.341	47
Highly skilled production (Levels 6-8)	18,000	18.7	146,341	96.341	137
Highly skilled supervision (Levels 9-12)	36,661	38.1	275,647	96.341	142
Senior manage- ment (Levels 13-16)	25,265	26.2	574,205	96.341	44
Contract (Levels 1-2)	366	0.4	73,200	96.341	5
Contract (Levels 3-5)	988	1	988,000	96.341	1
Contract (Levels 6-8)	517	0.5	172,333	96.341	3
Contract (Levels 9-12)	4,403	4.6	314,500	96.341	14
Contract (Levels 13-16)	692	0.7	0	96.341	0
Periodical remuneration	329	0.3	21,933	96.341	15
Abnormal Appointment	115	0.1	0	96.341	0
Total	93856	97.4	217763	96.341	431

The following tables provide a summary per programme (Table 1.3) and salary bands (Table 1.4), of expenditure incurred as a result of salaries, overtime, home owners allowance and medical assistance. In each case, the table provides an indication of the percentage of the personnel budget used for these items.

TABLE 1.3 – Salaries, Overtime, Home Owners Allowance and Medical Assistance by programme, 2006/07

Pro-gramme	Salaries		Overtime		Home Owners Allow- ance		Medical Assistance		
	Amount (R'000)	Salaries as a % of person- nel cost	Amount (R'000)	Overtime as a % of person- nel cost	Amount (R'000)	HOA as a % of person- nel cost	Amount (R'000)	Medical Assist- ance as a % of person- nel cost	Total Person- nel Cost (R'000)
Admin	23004	63.4	580	1.6	622	1.7	1165	3.2	36305
Arts + Culture in Society	4034	62.4	147	2.3	72	1.1	164	2.6	6429
Cultural Develop- ment Interna- tional Coopera- tion	9583	61.6	107	0.7	455	2.9	421	2.7	15559
Heritage Promo- tion	4966	61.4	183	2.3	91	1.1	237	2.9	8092
Nat Arch Rec Meta Heral	12311	66.3	131	0.7	287	1.5	729	3.9	18569
National Language Service	7795	68.5	67	0.6	102	0.9	431	3.8	11387
Total	61693	64	1215	1.3	1629	1.7	3147	3.3	96341

TABLE 1.4 – Salaries, Overtime, Home Owners Allowance and Medical Assistance by salary bands, 2006/07

Salary Bands	Salaries		Overtime		Home Owners Allowance		Medical Assistance		
	Amount (R'000)	Salaries as a % of personnel cost	Amount (R'000)	Overtime as a % of personnel cost	Amount (R'000)	HOA as a % of personnel cost	Amount (R'000)	Medical Assistance as a % of personnel cost	Total Personnel Cost (R'000)
Lower skilled (Levels 1-2)	1569	69.8	17	0.8	45	2	129	5.7	2248
Skilled (Levels 3-5)	2964	68.6	69	1.6	65	1.5	286	6.6	4321
Highly skilled production (Levels 6-8)	12481	67	339	1.8	208	1.1	998	5.4	18617
Highly skilled supervision (Levels 9-12)	24989	66.7	732	2	558	1.5	1239	3.3	37482
Senior management (Levels 13-16)	14192	54.4	0	0	651	2.5	4638	1.8	26089
Contract (levels 1-2)	357	96.7	7	1.9	0	0	0	0	369
Contract (levels 3-5)	956	96.5	24	2.4	0	0	0	0	991
Contract (levels 6-8)	506	96	11	2.1	0	0	0	0	527
Contract (levels 9-12)	3189	70.1	16	0.4	57	1.3	29	0.6	4548
Contract (levels 13-16)	489	69.4	0	0	45	6.4	3	0.4	705
Periodical remuneration	0	0	0	0	0	0	0	0	330
Abnormal Appointment	0	0	0	0	0	0	0	0	115
Total	61692	64	1215	1.3	1629	1.7	3147	3.3	96342

2. Employment and Vacancies

The following tables summarise the number of posts on the establishment, the number of employees, the vacancy rate and whether there are any staff that are additional to the establishment. This information is presented in terms of three key variables: - programme (Table 2.1), salary band (Table 2.2) and critical occupations (Table 2.3). Departments have identified critical occupations that need to be monitored. Table 2.3 provides establishment and vacancy information on the key critical occupations of the department. The vacancy rate reflects the percentage of posts that are not filled.

TABLE 2.1 – Employment and vacancies by programme, 31 March 2007

Programme	Number of posts	Number of posts filled	Vacancy Rate	Number of posts filled additionally to the establishment
Admin, Permanent	217	148	11%	2
Arts and Culture in Society, Permanent	47	17	4.7%	0
Cult Devel Internat Cooper, Permanent	70	47	3.7%	1
Heritage Promotion, Permanent	36	25	1.8%	0
Nat Arch Rec Meta Heral, Permanent	167	125	6.7%	1
National Language Service, Permanent	89	52	5.9%	0
Total	626	414	33.9%	4

TABLE 2.2 – Employment and vacancies by salary bands, 31 March 2007

Salary band	Number of posts	Number of posts filled	Vacancy Rate	Number of posts filled additionally to the establishment
Lower skilled (Levels 1-2) Permanent	63	44	3%	0
Skilled (Levels 3-5) Permanent	75	47	5,27%	0
Highly skilled production (Levels 6-8), Permanent	236	137	16%	0
Highly skilled supervision (Levels 9-12), Permanent	197	142	9%	0
Senior management (Levels 13-16), Permanent	55	44	2%	4
Total	626	414	33.9%	4

TABLE 2.3 – Employment and vacancies by critical occupation, 31 March 2007

Nil

The information in each case reflects the situation as at 31 March 2007. For an indication of changes in staffing patterns over the year under review, please refer to section 5 of this report.

3. Job Evaluation

The Public Service Regulations, 1999 introduced job evaluation as a way of ensuring that work of equal value is remunerated equally. Within a nationally determined framework, executing authorities may evaluate or re-evaluate any job in his or her organisation. In terms of the Regulations all vacancies on salary levels 9 and higher must be evaluated before they are filled. This was complemented by a decision by the Minister for the Public Service and Administration that all SMS jobs must be evaluated before 31 December 2002.

The following table (Table 3.1) summarises the number of jobs that were evaluated during the year under review. The table also provides statistics on the number of posts that were upgraded or downgraded.

TABLE 3.1 – Job Evaluation, 1 April 2006 to 31 March 2007

Salary band	Number of filled posts	Number of Jobs Evaluated	% Of posts evaluated by salary bands	Posts Upgraded		Posts downgraded	
				Number	% Of posts evaluated	Number	% Of posts evaluated
Lower skilled (Levels 1-2)	63	4	6.3%	0	0%	0	0%
Skilled (Levels 3-5)	75	5	6.7%	3	21.4%	0	0%
Highly skilled production (Levels 6-8)	236	14	5.9%	5	36%	0	0%
Highly skilled supervision (Levels 9-12)	197	16	8.1%	4	25%	0	0%
Senior Management Service Band A	33	0	0%	0	0%	0	0%
Senior Management Service Band B	15	1	6.7%	0	0%	0	0%
Senior Management Service Band C	6	0	0%	0	0%	0	0%
Senior Management Service Band D	1	0	0%	0	0%	0	0%
Total	626	40	6.4%	12	30%	0	0%

The following table provides a summary of the number of employees whose salary positions were upgraded due to their posts being upgraded. The number of employees might differ from the number of posts upgraded since not all employees are automatically absorbed into the new posts and some of the posts upgraded could also be vacant.

TABLE 3.2 – Profile of employees whose salary positions were upgraded due to their posts being upgraded, 1 April 2006 to 31 March 2007

Beneficiaries	African	Asian	Coloured	White	Total
Female	3	0	0	4	7
Male	7	0	0	2	9
Total	10	0	0	6	16
Employees with a disability	0	0	0	0	0

The following table summarises the number of cases where remuneration levels exceeded the grades determined by job evaluation. Reasons for the deviations are provided in each case.

TABLE 3.3 – Employees whose salary levels exceeded the grades determined by job evaluation, 1 April 2006 to 31 March 2007 (in terms of PSR 1.V.C.3)

Total Number of Employees whose salaries exceeded the level determined by job evaluation in 2006/07	None
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Table 3.4 summarises the beneficiaries of the above in terms of race, gender, and disability.

TABLE 3.4 – Profile of employees whose salary levels exceeded the grades determined by job evaluation, 1 April 2006 to 31 March 2007 (in terms of PSR 1.V.C.3) None

Total Number of Employees whose salaries exceeded the grades determined by job evaluation in 2006/ 07	None
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4. Employment Changes

This section provides information on changes in employment over the financial year. Turnover rates provide an indication of trends in the employment profile of the department. The following tables provide a summary of turnover rates by salary band (Table 4.1) and by critical occupation (Table 4.2).



TABLE 4.1 – Annual turnover rates by salary band for the period 1 April 2006 to 31 March 2007

Salary Band	Number of employees per band as on 1 April 2006	Appointments and transfers into the department	Terminations and transfers out of the department	Turnover rate
Lower skilled (Levels 1-2), Permanent	31	15	8	5.8
Skilled (Levels 3-5), Permanent	45	9	9	2.4
Highly skilled production (Levels 6-8), Permanent	132	17	24	15.4
Highly skilled supervision (Levels 9-12), Permanent	132	10	7	9
Senior Management Service Band A, Permanent	23	2	1	1
Senior Management Service Band B, Permanent	12	1	0	9
Senior Management Service Band C, Permanent	2	1	0	60
Senior Management Service Band D, Permanent	1	0	0	0
Total	378	55	49	17.3

TABLE 4.2 – Annual turnover rates by critical occupation for the period 1 April 2006 to 31 March 2007

Occupation:	Number of employees per occupation as on 1 April 2005	Appointments and transfers into the department	Terminations and transfers out of the department	Turnover rate
Nil				
Total	None			

Table 4.3 identifies the major reasons why staff left the department.

Table 4.3 – Reasons why staff left the department

Termination Type	Number	% Of total	% Of total employment	Total	Total employment
Death, Permanent	1	2	0.24	49	414
Resignation, Permanent	4	8.1	0.9	49	414
Discharged due to ill-health, Permanent	0	0	0	49	414
Retirement, Permanent	1	2	0.24	49	414
Transfers to other Public Service Departments	43	88	10	49	414
Total	49	100	11.8	49	414
Total number of employees who left as a % of the total employment 11,8					

Table 4.4 – Promotions by critical occupation

Occupation	Employees as at 1 April 2006	Promotions to another salary level	Salary level promotions as a % of employees by occupation	Progressions to another notch within a salary level	Notch progressions as a % of employees by occupation
Nil					
Total	None				

Table 4.5 – Promotions by salary band

Salary Band	Employees as at 1 April 2006	Promotions to another salary level	Salary bands promotions as a % of employees by salary level	Progressions to another notch within a salary level	Notch progressions as a % of employees by salary band
Lower skilled (Levels 1-2), Permanent	31	0	0	19	61.2%
Skilled (Levels 3-5), Permanent	45	6	13.3%	26	58%
Highly skilled production (Levels 6-8), Permanent	132	8	6%	68	52%
Highly skilled supervision (Levels 9-12), Permanent	132	4	3%	70	53%
Senior management (Levels13-16), Permanent	38	2	5.2%	26	68.4%
Total	378	20	5.2%	209	55.3%

5. Employment Equity

The tables in this section are based on the formats prescribed by the Employment Equity Act, 55 of 1998.

5.1 – Total number of employees (including employees with disabilities) in each of the following occupational categories as on 31 March 2007

Occupational categories (SASCO)	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Legislators, senior officials and managers, Permanent	22	2	1	4	14	0	1	0	44
Professionals, Permanent	47	3	0	11	54	6	2	19	142
Clerks, Permanent	52	5	3	12	70	6	2	34	184
Elementary occupations, Permanent	19	0	0	0	24	1	0	0	44
Total	140	10	4	27	162	13	5	53	414
Employees with disabilities	2			1		1		1	5

5.2. Total number of employees (including employees with disabilities) in each of the following occupational bands as at 31 March 2007

Occupational Bands	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management, Permanent	10	1	0	1	5	0	0	0	17
Senior Management, Permanent	12	1	1	3	9	0	1	0	27
Professionally qualified and experienced specialists	47	3	0	11	54	6	2	19	142
Skilled technical and academically qualified workers	36	3	3	10	48	5	2	30	137
Semi-skilled and discretionary and decision making, Permanent	16	2	0	2	22	1	0	4	47
Unskilled and defined decision making, Permanent	19	0	0	0	24	1	0	0	44
Total	140	10	4	27	162	13	5	53	414

5.3 – Recruitment for the period 1 April 2006 to 31 March 2007

Occupational Bands	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Senior Management, Permanent	2	0	0	0	2	0	0	0	4
Professionally qualified and experienced specialists	5	0	0	0	4	0	1	0	10
Skilled technical and academically qualified workers	4	1	1	0	10	1	0	0	17
Semi-skilled and discretionary decision making, Perm	4	0	0	0	5	0	0	0	9
Unskilled and defined decision making, Permanent	9	0	0	0	5	1	0	0	15
Total	26	1	1	0	26	2	1	0	55

5.4 – Promotions for the period 1 April 2006 to 31 March 2007

Occupational Bands	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management, Permanent	1	0	0	0	0	0	0	0	1
Senior Management, Permanent	0	0	0	0	1	0	0	0	1
Professionally qualified and experienced specialists	1	0	0	2	0	0	0	1	4
Skilled technical and academically qualified workers	3	0	0	1	2	1	0	1	8
Semi-skilled and discretionary decision making, Permanent	3	1	0	0	1	1	0	0	6
Unskilled and defined decision making, Permanent	0	0	0	0	0	0	0	0	0
Total	8	1	0	3	4	2	0	2	20
Employees with	0	0	0	0	0	0	0	0	0

5.5 – Terminations for the period 1 April 2006 to 31 March 2007

Occupational Bands	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Senior Management, Permanent	0	0	0	0	1	0	0	0	1
Professionally qualified and experienced specialists	2	0	0	0	2	0	0	2	6
Skilled technical and academically qualified workers,	3	3	0	4	8	1	0	6	25
Semi-skilled and discretionary and decision making, Permanent	3	3	0	0	2	0	0	1	9
Unskilled and defined decision making, Permanent	2	3	0	0	2	1	0	0	8
Total	10	9	0	4	15	2	0	9	49
Employees with disabilities	0	0	0	0	0	0	0	0	0

5.6 – Disciplinary action for the period 1 April 2006 to 31 March 2007

	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Disciplinary action	1	0	0	0	0	0	0	0	1

5.7 – Skills development for the period 1 April 2006 to 31 March 2007

Occupational categories	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Legislators, senior officials and managers	3	0	0	1	6	1	0	3	14
Professionals	3	2	0	1	8	1	1	4	20
Technicians and associate professionals	6	0	1	5	2	2	1	0	17
Clerks	6	1	0	8	11	1	3	4	34
Elementary occupations	0	0	0	0	0	0	0	0	0
Total	18	3	1	15	27	5	5	11	85
Employees with disabilities	1	0	0	0	0	0	0	0	1



6. Performance Rewards

To encourage good performance, the department has granted the following performance rewards during the year under review. The information is presented in terms of race, gender, disability (Table 6.1), salary bands (table 6.2) and critical occupations (Table 6.3).

TABLE 6.1 – Performance Rewards by race, gender, and disability, 1 April 2006 to 31 March 2007

	Beneficiary Profile			Cost	
	Number of beneficiaries	Total number of employees in group	% Of total within group	Cost (R'000)	Average cost per employee
African					
Male	78	140	55.7%	1,671	21,425
Female	96	162	59.3%	1,703	17,740
Asian					
Male	2	4	50%	55	51,957
Female	3	5	60%	156	27,599
Coloured					
Male	6	10	60%	143	19,781
Female	11	13	85%	218	23,912
White					
Male	27	27	100%	586	21,710
Female	45	53	85%	772	17,154
Total	268	414	65%	5,304	19,793
Employees with a disability		5			

TABLE 6.2 – Performance Rewards by salary band for personnel below Senior Management Service, 1 April 2006 to 31 March 2007

Salary Bands	Beneficiary Profile			Cost	
	Number of beneficiaries	Number of employees	% Of total within salary band	Total Cost (R'000)	Average cost per employee
Lower skilled (Levels 1-2)	21	44	48%	131	6,238
Skilled (Levels 3-5)	25	47	53.1%	191	7,640
Highly skilled production (Levels 6-8)	98	137	72%	1,329	13,561
Highly skilled supervision (Levels 9-12)	91	142	64.1%	2,200	24,176
Total	235	370	64%	325,529	51,615

TABLE 6.3 – Performance Rewards by critical occupations, 1 April 2006 to 31 March 2007

Critical Occupations	Beneficiary Profile			Cost	
	Number of beneficiaries	Number of employees	% Of total within occupation	Total Cost (R'000)	Average cost per employee
Nil					
Total	None				

TABLE 6.4 – Performance related rewards (cash bonus), by salary band, for Senior Management Service

Salary Band	Beneficiary Profile			Total Cost (R'000)	Average cost per employee (R'000)
	Number of beneficiaries	Number of employees	% Of total within band		
Band A	20	26	77%	816	4,080
Band B	8	13	62%	350	4,375
Band C	2	4	50%	210	10,500
Band D	0	1	0%	0	0
Total	30	44	68%	1376	4586,7



7. Foreign Workers

The tables below summarise the employment of foreign workers in the department in terms of salary band and by major occupation. The tables also summarise changes in the total number of foreign workers in each salary band and by each major occupation.

TABLE 7.1 – Foreign Workers, 1 April 2006 to 31 March 2007, by salary band

Salary Band	1 April 2003		31 March 2006		Change	
	Number	% Of total	Number	% Of total	Number	% change
Lower skilled (Levels 1-2)						
Skilled (Levels 3-5)						
Highly skilled production (Levels 6-8)	1	100	1	100	0	0
Highly skilled supervision (Levels 9-12)						
Senior management (Levels 13-16)						
Total	1	100	1	100	0	0

TABLE 7.2 – Foreign Workers, 1 April 2006 to 31 March 2007, by major occupation

Major Occupation	1 April 2003		31 March 2006		Change	
	Number	% Of total	Number	% Of total	Number	% change
Admin Office Workers						
Professionals and managers	1	100	1	100	0	0
Total	1	100	1	100	0	0



8. Leave utilisation for the period 1 January 2006 to 31 December 2006

The Public Service Commission identified the need for careful monitoring of sick leave within the public service. The following tables provide an indication of the use of sick leave (Table 8.1) and disability leave (Table 8.2). In both cases, the estimated cost of the leave is also provided.

TABLE 8.1 – Sick leave, January 2006 to December 2006

Salary Band	Total days	% Days with medical certification	Number of Employees using sick leave	% Of total employees using sick leave	Average days per employee	Estimated Cost (R'000)	Total number of employees using sick leave	Total number of days with medical certificates
Lower skilled (Levels 1-2)	113	81.4	21	8	5	18	271	92
Skilled (Levels 3-5)	164	76.2	35	13	5	36	271	125
Highly skilled production (Levels 6-8)	586	77	102	37.6	6	214	271	451
Highly skilled supervision (Levels 9-12)	529	80.5	93	34.3	6	441	271	426
Senior management (Levels 13-16)	71	74.6	20	7.4	4	138	271	53
Total	1463	78.4	271	100	26	847	271	1147



TABLE 8.2 – Disability leave (temporary and permanent), January 2006 to December 2006

Salary Band	Total days taken	% Days with medical certification	Number of employees using disability leave	% Of total employees using disability leave	Average days per employee	Estimated Cost (R'000)	Total number of days with medical certification	Total number of employees using disability leave
Lower skilled (Levels 1-2)	0	0	0	0	0	0	0	0
Skilled (Levels 3-5)	0	0	0	0	0	0	0	0
Highly skilled production (Levels 6-8)	85	100	7	77.8	12	33	85	7
Highly skilled supervision (Levels 9-12)	28	100	2	22.2	14	23	28	2
Total	113	100	9	100	13	56	113	9

Table 8.3 summarises the utilisation of annual leave. The wage agreement concluded with trade unions in the PSCBC in 2000 requires management of annual leave to prevent high levels of accrued leave being paid at the time of termination of service.

TABLE 8.3 – Annual Leave, January 2006 to December 2006

Salary Bands	Total days taken	Average per employee	Employment
Lower skilled (Levels 1-2)	852	19	45
Skilled (Levels 3-5)	891	16	55
Highly skilled production (Levels 6-8)	3160,08	20	156
Highly skilled supervision(Levels 9-12)	2825	20	141
Senior management (Levels 13-16)	794	20	39
Total	8522,08	19.5	436

TABLE 8.4 – Capped leave, January 2006 to December 2006

Salary Bands	Total days of capped leave taken	Average number of days taken per employee	Average capped leave per employee as at 31 December 2005	Number of employees	Total number of capped leave	Number of employees
Lower skilled (Levels 1-2)	9	5	51	2	822	16
Skilled (Levels 3-5)	8	4	38	2	376	10
Highly skilled production (Levels 6-8)	79	6	31	13	1822	58
Highly skilled supervision (Levels 9-12)	76	5	32	14	2251	70
Senior management (Levels 13-16)	19	4	47	5	930	20
Total	191	5	36	36	6201	174

9. HIV/AIDS & Health Promotion Programmes

TABLE 9.1 – Steps taken to reduce the risk of occupational exposure

Units/categories of employees identified to be at high risk of contracting HIV & related diseases (if any)	Key steps taken to reduce the risk
N/A	



TABLE 9.2 – Details of Health Promotion and HIV/AIDS Programmes (tick the applicable boxes and provide the required information)

Question	Yes	No	Details, if yes
1. Has the department designated a member of the SMS to implement the provisions contained in Part VI E of Chapter 1 of the Public Service Regulations, 2001? If so, provide her/his name and position.	*		Director: HRM Ms Mandy Matyila
2. Does the department have a dedicated unit or has it designated specific staff members to promote the health and wellbeing of your employees? If so, indicate the number of employees who are involved in this task and the annual budget that is available for this purpose.		*	The responsibility for the Health and well-being of employees lies within the HRM. The responsible person is the DD: Special Programmes who also deals with Disability, HIV/AIDS, EAP and Gender
3. Has the department introduced an Employee Assistance or Health Promotion Programme for your employees? If so, indicate the key elements/services of this Programme.	*		HIV/AIDS Addiction Loss & Trauma Dissability and wellness
4. Has the department established (a) committee(s) as contemplated in Part VI E.5 (e) of Chapter 1 of the Public Service Regulations, 2001? If so, please provide the names of the members of the committee and the stakeholder(s) that they represent.	*		Provisioning: Mr Abisiah Mtakwende Archives: Mr Francis Moloji Ms Seipati Malope Mr Nkwenkwezi Languza Frans Sesedyane (NEHAWU) Ms Ntsoaki Msindo (National Language Services) Ms Beauty Makaya (PSA) Ms Kgomotso Mahapa (Special Programmes)
5. Has the department reviewed its employment policies and practices to ensure that these do not unfairly discriminate against employees on the basis of their HIV status? If so, list the employment policies/practices so reviewed.		*	
6. Has the department introduced measures to protect HIV-positive employees or those perceived to be HIV-positive from discrimination? If so, list the key elements of these measures.	*		Training Information sessions HIV/AIDS Policy
7. Does the department encourage its employees to undergo Voluntary Counselling and Testing? If so, list the results that you have you achieved.	*		The response has not been that good, because less than 7% of people who attended voluntary counselling eventually tested. Few of those tested collected their results.
8. Has the department developed measures/indicators to monitor & evaluate the impact of its health promotion programme? If so, list these measures/indicators.		*	

10. Labour Relations

The following collective agreements were entered into with trade unions within the department.

TABLE 10.1 – Collective agreements, 1 April 2006 to 31 March 2007

Subject Matter	Date
Nil	

If there were no agreements, then use the following table

Total collective agreements	None
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The following table summarises the outcome of disciplinary hearings conducted within the department for the year under review.

TABLE 10.2 – Misconduct and disciplinary hearings finalised, 1 April 2006 to 31 March 2007

Outcomes of disciplinary hearings	Number	% Of total
Correctional counselling	0	0
Verbal warning	1	20%
Written warning	3	60%
Final written warning	0	0
Suspended without pay	0	0
Fine	0	0
Demotion	0	0
Dismissal	1	20%
Not guilty	0	0
Case withdrawn	0	0
Total	5	100%

If there were no disciplinary hearings, then use the following table

TABLE 10.3 – Types of misconduct addressed at disciplinary hearings

Type of misconduct	Number	% Of total
N/A		
Total	None	

TABLE 10.4 – Grievances lodged for the period 1 April 2006 to 31 March 2007

	Number	% Of Total
Number of grievances resolved	9	69.2
Number of grievances not resolved	4	30.8
Total number of grievances lodged	13	100

TABLE 10.5 – Disputes lodged with Councils for the period 1 April 2006 to 31 March 2007

	Number	% Of Total
Number of disputes upheld	3	100
Number of disputes dismissed	0	0
Total number of disputes lodged	3	100

TABLE 10.6 – Strike actions for the period 1 April 2006 to 31 March 2007

Total number of working days lost	None
Total cost (R'000) of working days lost	None
Amount (R'000) recovered as a result of no work no pay	None

TABLE 10.7 – Precautionary suspensions for the period 1 April 2006 to 31 March 2007

Number of people suspended	None
Number of people whose suspension exceeded 30 days	None
Average number of days suspended	None
Cost (R'000) of suspensions	Nil



11. Skills development

This section highlights the efforts of the department with regard to skills development.

11.1 – Training needs identified for the period 1 April 2006 to 31 March 2007

Occupational Categories	Gender	Number of employees as at 1 April 2006	Training needs identified at commencement of reporting period			
			Learnerships/ Internships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female	15	18	35	17	70
	Male	29	0	10	10	20
Professionals	Female	81	0	0	0	0
	Male	61	0	0	0	0
Technicians and associate professionals	Female	85	0	0	0	0
	Male	52	0	0	0	0
Clerks	Female	27	0	0	0	0
	Male	20	0	0	0	0
Elementary occupations	Female	25	0	0	0	0
	Male	19	0	0	0	0
Sub Total	Female	233	18	35	17	70
	Male	181	0	10	10	20
Total		414	18	45	37	90

11.2 – Training provided 1 April 2006 to 31 March 2007

Occupational Categories	Gender	Number of employees as at 1 April 2005	Training provided within the reporting period			
			Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female	15	0	9	0	9
	Male	29	0	7	0	7
Professionals	Female	81	0	20	0	20
	Male	61	0	7	0	7
Technicians and associate professionals	Female	85	0	24	0	24
	Male	52	0	12	0	12
Clerks	Female	27	0	7	0	7
	Male	20	0	0	0	0
Elementary occupations	Female	25	0	0	0	0
	Male	19	0	0	0	0
Sub Total	Female	233	0	0	0	60
	Male	181	0	0	0	26
Total		414	0	0	0	86

12. Injury on duty

The following tables provide basic information on injury on duty.

TABLE 12.1 – Injury on duty, for the period 1 April 2006 to 31 March 2007

Nature of injury on duty	Number	% of total
Required basic medical attention only	0	0
Temporary Total Disablement	1	100
Permanent Disablement	0	0
Fatal	0	0
Total	1	100

