



LIMPOPO

PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

**DEPARTMENT OF
SPORT, ARTS AND CULTURE
DOMAIN SERVICE STANDARDS
2012-13**

1. VISION

A champion of Sport, Arts, Culture and Heritage services for socio-economic development in Limpopo.

2. Mission

To enhance unity in diversity through the provision of sport, arts, culture and heritage services for sustainable development.

3. CORE VALUES

Our organizational vision and mission calls for a new way to look at ourselves, in terms of transparency, work ethics, morals, integrity, and beliefs. Therefore, the Department has committed itself to the following core values:

- Honesty & Integrity
- Accountability
- Transparency & Fairness
- Discipline and respect
- Team work and commitment
- Appreciation & Recognition.

4. STRATEGIC GOALS AND OBJECTIVES

4.1 STRATEGIC GOALS

- Good corporate governance
- Increased social cohesion and national identity
- Increased access to information

- Increased participation and excellence in sport

4.2 STRATEGIC OBJECTIVES

4.2.1 Programme One: Administration

- To improve citizen participation and involvement through implementation of 14 outreach programmes by 2014.
- To maintain achievement of an unqualified audit report annually
- Implement four human resource development strategy interventions annually

4.2.2. Programme Two: Cultural Affairs

- To increase the number of participants in social cohesion and national identity programmes from 0.24 % (12 797) to 4% (209 088) by 2014 in Limpopo.
- To contribute towards job creation and sustainability of the cultural industries by increasing the number of marketing opportunities for Artists in the next 5 years by 80%
- To sustain three existing provincial museums infrastructure annually
- To increase translated documents from 106 to 156 by 2014
- To expand the range of literature programmes that redress and develop previously marginalised languages by implementing two literature promotion projects annually.

4.2.3. Programme Three: Library and Archives

- To provide sixteen (16) public library infrastructure by 2014
- To provide 62 000 reading library material to 56 libraries by 2014
- To render records management services to 66 institutions annually.
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4.2.4 Programme Four: Sport and Recreation

- To establish and support transformed institutional and physical structures annually till 2014.
- mobilization programmes and supporting 291 clubs by 2014.
- To increase the number of high performance athletes supported to excel by 40% annually
- To increase the number of skilled officials by training 1% of the population as coaches, technical officials, sport administrators and volunteers by 2014.

4.2.4.1. CULTURAL AFFAIRS

KEY SERVICE	QUANTITY	QUALITY	TARGET GROUP	TARGET AREA	TIME PERIOD	FULL STATEMENT/ STANDARDS
Develop human resource	100	Skilled human resource	Musicians and Film and video practitioners	Capricorn, Mopani, Sekhukhune, Waterberg and Vhembe	Annually	Capacity building for 100 cultural artists in all districts annually.
Celebration of national and provincial significant days	2 (Freedom day, Africa day,	37905 participants attracted in social cohesion and national identity programmes.	Provincial citizenry	Capricorn ,Sekhukhune, Vhembe and Mopani	April & May	We will contribute to social cohesion through celebration of two national significance days in April, May, and September every year in two districts.
Widens access to arts and cultural services	8	Appropriate support to arts and culture structures	Statutory and non-statutory bodies and cultural groups	Capricorn, Mopani, Sekhukhune, Waterberg and Vhembe	Annually	Provision of support to statutory and all non statutory bodies of arts and culture established by the Department i.e. 5 district forums, LACC, MRM, , PLC,LIHRA,G NC, Limpopo Language Forum, Limpopo Writers Association, annually.
Translation of official documents	142	According to South Africa Translators Institute	Government departments and municipalities	Limpopo provincial government and municipalities	Annually	Translation of 142 official documents to Governments departments and municipalities within the province annually.
Establish, upgrade and maintain museum and heritage	3	In accordance with approved	Tourists, School groups		Annually	Establish, upgrade and maintain 3 museums in

KEY SERVICE	QUANTITY	QUALITY	TARGET GROUP	TARGET AREA	TIME PERIOD	FULL STATEMENT/ STANDARDS
infrastructure.		facility management.				accordance with approved facility management standards annually.
Heritage education	3 educational programmes	In accordance to White Paper on Arts and Culture	Learners, disabled persons	Vhembe and Mopani District	Quarterly	Conduct three (3) heritage education awareness programmes in public schools targeting Vhembe and Mopani district annually.

4.2.4.2. LIBRARY AND ARCHIVES

4.2.4.2.1 LIBRARY & INFORMATION SERVICES

KEY SERVICE	QUANTITY	QUALITY	TARGET GROUP	TARGET AREA	TIME PERIOD	FULL STATEMENT/ STANDARDS
Provide ,upgrade and maintain library facilities	24	Accessible, convenient, & safe library facilities	Disabled, women, youth, students and general community members	Community library facilities in all local municipalities	Annually	Provide four (4), upgrade two (5) and maintain eight (15) community libraries at identified local municipality annually.
Provision of books and other library materials.	18 000 books and 40 periodical titles	Up to date and relevant materials available in libraries for use based on the needs of users	Library users	Community library facilities in local municipalities	Annually	18 000 books and 40 periodical titles
Promotion of use of libraries and culture of reading	7 library marketing events	According to set standards	Community members	Public libraries	Annually	Promotion of library usage and reading culture through 7 marketing events are celebrated annually

KEY SERVICE	QUANTITY	QUALITY	TARGET GROUP	TARGET AREA	TIME PERIOD	FULL STATEMENT/ STANDARDS
Monitor and support community library service	360 monitoring visits conducted	Regular monitoring and reporting and resolution of service shortcomings	Community library staff	Public and district libraries	Quarterly	360 monitoring visits conducted
Capacity building for library staff	50	Skilled workforce	Community library staff and departmental staff	Community and district libraries	Annually	Capacity building for 50 community library staff and departmental staff conducted annually.

4.2.4.2.2 ARCHIVE SERVICES

KEY SERVICE	QUANTITY	QUALITY	TARGET GROUP	TARGET AREA	TIME PERIOD	FULL STATEMENT/ STANDARDS
Ensure sound records management services within governmental bodies and municipalities	14	In accordance with the National Archives Act	Records managers and staff in Government departments	Five districts offices in the Province	Annually	Governmental bodies' records systems are approved within 14 working days quarterly.
Issuing of disposal authorities	7	In accordance with the National Archives Act	Records Staff	Provincially/ district offices and municipalities	Within one (1) month	Disposal authorities are issued within one (1) month of receipt of request.
Develop, upgrade and maintain archive facilities	3	Well maintained facilities and existence of a provincial archive facility	Officials in charge of repositories	Archive repositories	Annually	Three (3) repositories are maintained on a continuous basis.
Provide archival information	110 researchers	Speed and easy retrieval of information	Researchers, students and citizens	Vhembe and Sekhukhune	Within 5 working days	Information is made available to requesters within 5 working days of request
Capacity	40	Appropriate	Records	Departments	Annually	Capacity

KEY SERVICE	QUANTITY	QUALITY	TARGET GROUP	TARGET AREA	TIME PERIOD	FULL STATEMENT/ STANDARDS
building for records managers.		skills acquired by identified officials.	managers and staff in departments and municipalities, archivists, records management forum members.	and municipalities.		building is provided to 40 records staff, archivists, municipalities and forum members annually.
Promotion and marketing of archive services.	1	Adequate information provided to identified institutions.	Staff and managers responsible for records	Departments and municipalities	Annually	1 awareness programme is implemented to promote the use of archive services to members of the public.
Monitoring of record management practices in governmental institutions.	66	Proper records management practices in assessed institutions.	Staff handling records	Departments and municipalities.	Quarterly	Monitoring of records management practices is conducted on a quarterly basis.

4.2.4.3. SPORTS AND RECREATION

4.2.4.3.1 SPORT DEVELOPMENT

KEY SERVICE	QUANTITY	QUALITY	TARGET GROUP	TARGET AREA	TIME PERIOD	FULL STATEMENT/ STANDARDS
Promotion of sport development programmes	8	In accordance with the White Paper on Sports & recreation	Identified athletes , women , teams and clubs	Local municipalities District Municipalities	Annually	Annual promotion, identification and implementation of 8 sport development programmes in all districts as per White Paper on Sport and Recreation.
Sports development capacity building	2400	Accreditation in line with the National Qualification framework	Coaches, managers, administrators and athletes	Local Municipalities District Municipalities	Quarterly	Capacity building by accredited service providers is offered to 2400

KEY SERVICE	QUANTITY	QUALITY	TARGET GROUP	TARGET AREA	TIME PERIOD	FULL STATEMENT/ STANDARDS
						athletes, coaches and administrators on a quarterly basis.
Funding of the provincial recreation council, federations and macro bodies	13 federations	Compliance to PFMA	Disabled	All District Municipalities	Annually	Funding of 13 sport federations in accordance with Public Finance Management Act at all districts annually.
Honor athletes who participated nationally and internationally	100	Recognition of excellence in line with the provincial excellence policy	Selected athletes	Local and District Municipalities	Annually	100 athletes are recognized through excellence awards annually.

4.2.4.3.1 RECREATION AND SCHOOL SPORT

KEY SERVICE	QUANTITY	QUALITY	TARGET GROUP	TARGET AREA	TIME PERIOD	FULL STATEMENT/ STANDARDS
School Mass Participation-Sport	2700 schools	Sporting codes as per prescribed prescripts	Learners in public and special schools	Capricorn, Mopani, Sekhukhune, Waterberg and Vhembe	Annually	Implementation of school sport mass participation programme annually to 2700 public and special schools.
Training	1954 coaches, technical officials, administrators, volunteers and educators	Accredited trainers in line with the National Qualification framework	teacher coaches, sport assistants and cluster coordinators	Capricorn, Mopani, Sekhukhune, Waterberg and Vhembe	Annually	1954 coaches, technical officials, administrators, volunteers are trained by accredited service providers on an annual basis.
Promotion of sport and recreation activities.	60 inter-games, 49 recreational events and	Participation by all enrolled schools and communities	Athletes in participating schools and hubs	All participating hubs/schools in Capricorn,	Annually	171 games, intra-games and festivals for athletes in participating

KEY SERVICE	QUANTITY	QUALITY	TARGET GROUP	TARGET AREA	TIME PERIOD	FULL STATEMENT/ STANDARDS
	62 school competitions			Mopani, Sekhukhune, Waterberg and Vhembe		schools /community are held annually
Community Mass Participation Programme	62 communities.	Availability of high standard programmes worthy of public support and reflecting community values and ethics	Athletes in participating hubs	Capricorn, Mopani, Sekhukhune, Waterberg and Vhembe	Annually	Mass participation in sport activities is implemented in 62communities annually.

Head of Department

Date

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