

GOVERNMENT OF SEYCHELLES

NATIONAL ARTS COUNCIL OF SEYCHELLES

Specific Matters Referred to the Organisation (by the Cabinet) for Action

Cabinet Meeting Reference	Date of Cabinet Meeting	Decision or Paragraph Number	Subject	Actions Taken

Quarterly Report on Plans and Targets for Period *January to March 2018*

#	Statement of Goal		
Reference	Objectives	Anticipated outcomes	Progress of Activities Undertaken/Constraints/Notes
1. IFACCA (International Federation of Arts Councils and Cultural Agencies).	To enable the National Arts Council to take an integrated universal approach towards Seychelles arts and culture.	Through the affiliation the NAC seeks to more effectively deliver on its mandate. The Federation establishes connection with other National Arts Councils and Cultural Agencies.	The National Arts Council is an official member of the IFACCA. The NAC hopes to be able to build capacity in both its workers and artists while simultaneously promoting arts and culture.
2. Memorandum of Partnership between CINEA Moshito Conference NAC, and Music	To develop the Seychelles creative industry. The partnership agreement sets the pace for collaborative projects, for both countries.	The partnership is aimed at not only creating exposure for Seychelles arts and culture but to furthermore provide opportunities in terms of capacity building for both the organisation and artists.	There have been exchanges between the NAC and the Moshito Music Conference. The Tripartite agreement will target the whole Seychelles creative industry. Moshito has already submitted their commitments. The National Arts Council has consulted with the Ministry of Foreign Affairs and has drafted the reciprocal agreement taking into consideration the social and economic

			development of the Seychelles, in comparison to South Africa. It is to be noted that both the NAC and CINEA with the aim of promoting cultural exchanges is yet cautious of the impact that such will create on the Seychelles economy, given its size in comparison to South Africa.
3. Memorandum of Understanding with Bayimba Cultural Foundation	To develop the Seychelles creative industries. The partnership agreement sets the pace for collaborative projects, for both countries.	The partnership is aimed at not only creating exposure for Seychelles arts and culture but to furthermore provide opportunities in terms of capacity building for both the organisation and artists.	The National Arts Council has submitted the draft MoU to the Ministry of Foreign Affairs. A meeting has confirmed that there are minor changes, which needs to be attended to. We wait for submission of such at the earliest possible. The Seychelles is aiming to partake in the Bayimba Cultural Festival in May 2018.
4. Senior Officials Meeting, Pretoria 8-9th March	To consolidate and create new opportunities for both countries.	The SOM ensures that both countries benefit through collaboration and exchanges.	The delegation of the National Arts Council consisted of the CEO, Mr. Jimmy Savy and the Director for Liaison and Communication, Mrs. Manuella Amesbury. The NAC delegation was active in providing the progress of the last SOM and furthermore to negotiate new ventures with the purpose of developing the Seychelles creative industry yet taking into consideration aspects of our uniqueness as a nation that despite the effects of globalisation need to be maintained.
5. Collaboration with University of South Africa (UNISA)	To establish the link with UNISA and other postgraduates' establishments, in South Africa that will assist towards the development of the creative industries.	The National Arts Council aims to establish link that will build capacity; at the same time promote the academic aspects of the arts and the specific needs of the Seychelles in terms of arts and culture.	The collaboration is still at discussion stage. The NAC is anticipating that Seychellois will have access to appropriate training to ensure that art is clearly understood, practiced and furthermore represented academically. The UNISA provides online training that will assist in terms of cost in delivering training.
6. Collaboration with Southern African	To assist in the development of a framework, with the	The Strategic Plan of the National Arts Council is lucid on the NAC's	The Seychelles delegation which attended the meeting with SAMRO comprised of both NAC and CINEA. The

Music Rights Organisation (SAMRO)	appropriate structures aiming towards the development and protection of artists and art works.	position on the protection of intellectual properties (intangible and tangible). The association with SAMRO will furthermore assist Seychelles in the development of a legal framework, which is presently lacking.	two entities are committed towards the implementation of joint ventures which will be of benefit to the country.
7. Collaboration with Academy of Sound Engineering, South Africa	To identify the right training for technicians.	Ensuring that expertise sought takes into consideration the demand and supply element of the Seychelles creative industry. Sustainability is of prime importance and must be applicable to the present needs of the country.	NAC and CINEA are collaborating on this project. The formers' prime objective is to ensure that talents once identified are nurtured and developed.
8. Arts Festival 2018 Preparation	To ensure that the Arts Festival is a success through activities that will promote all aspects of the arts.	The celebration of Arts is the celebration of life; therefore, creativity and innovation. The Festival aim to capture the components of arts and the Seychellois culture.	Initial stage whereby the setting of appropriate committees is essential for a smooth process.
9. Bling Bling Nod	To celebrate poetry.	The Festival of Poetry was a success. Bling Bling association in collaboration with the NAC transmitted the importance of poetry and furthermore its impacts on a society.	The activities targeted the different segments of the society. There were success stories of the power of poetry and how it has changed lives.
10. Prize giving Ceremony for Arts Award and Biennale Winners 2017, January 2018.	Presenting the winners with the cash prize.	An opportunity for artistes to meet with sponsors which assisted towards the success of the events.	The ceremony was aimed at creating an atmosphere which allowed for interaction with those involved in the projects.
11. Arts Award 2019	An academic and merit award	Preparation stage.	Meetings are being set to the preparation of the event.

	which acknowledges the importance of Arts to the cultural development of the Seychelles and the society. The Arts Award 2017 took a holistic approach in identifying, recognising and rewarding artists from all disciplines.		
12. Biennale of Contemporary Arts 2019	The Biennale Seychelles 2017 had the participation of both local and international artists. The artworks are on display until 31 st January 2018.	The Committee met for the post mortem of the event.	Preparation stage for Biennale 2019.
13. NAC Strategic Plan Completed	To develop a strategic plan based on the reality of the Seychelles Arts Industry, with the aim of ensuring outputs hence anticipated impacts.	Completed.	Copies of such will be forwarded to all stakeholders. The NAC management will ensure that all staff is conversant with the Strategic Plan through in house ongoing training.
14. Maintenance Works on Kiosk	Renovation and pest control works on the two kiosks.	The tenants should have a decent working environment, so that they can operate in a safe and healthy environment.	Maintenance/repair work has been scheduled to be done during the second quarter. Three Contractors are being called in for a site visit. Quotations would be sought and the works will start. Estimated to be completed in less than one month. This will be the first maintenance works which will be undertaken on the kiosks.
15. Training Plan	To ensure that NAC attains a high level of professionalism in all work aspects.	To enhance capacity building and prepare for succession planning	The Training plan for 2018 has been completed. We can only undertake mainly local trainings this year. Unfortunately we only received SR 23, 000 for training.

	<p>Refresher courses to update the knowledge of our employees.</p> <p>New trainings to upgrade skills and capabilities.</p>		<p>We will opt for group trainings to maximise the number of staff who can be trained and to use this budget wisely and make it become efficient.</p>
<p>16. Accounting & Finance</p>	<p>To ensure that payments of invoices and collection of revenues are done in a timely manner</p>	<p>To retain suppliers who will be willing to serve us in the future.</p> <p>To refrain from accumulating interests on payments; those are not made on a timely basis.</p>	<p>To continuously monitor payments of invoices, we schedule meetings with the accounting officer to make sure that we are on track with all payments.</p> <p>To work on the backlog of outstanding bills, and to clear out by fourth quarter if possible.</p>
<p>17. New Policies and Procedures</p> <p>Grants</p> <p>Rental of Chairs and Tables</p>	<p>To operate based on clearly defined sequence of guidelines that to be followed in a consistent manner.</p> <p>To issue grants in a manner of transparency, accountability and by following the rules of good governance.</p> <p>To rent out the agency's asset in a more structured and defined manner, where all respective employees knows their roles in the process</p>	<p>All grants will be disbursed based on a set of criteria; there will be more control and due diligence.</p> <p>A committee will be making the decisions and giving the approvals. Hence, there will be more transparency and accountability.</p> <p>Senior Customer Services Officer will take the reservations. Which will be submitted to Admin to process. The DHRBM will recommend the rental and the CEO will be approving same on a daily basis. The Admin will raise invoices, and keep receipts and cash collected for banking the next day.</p>	<p>The Grant policy and procedures has been drafted, the first draft has been amended and the management team is yet to complete the discussions and amendments for the second draft.</p> <p>The rental of chairs procedure will enable all the parties involved to play their roles respectively. This will be monitored and reported on.</p>

<p>18. PPBB Budget preparation & management</p>	<p>To monitor the budget line and ensure spending is in line with budget ceiling</p> <p>To prepare the new budget for 2019-2022</p>	<p>Better planning and management of financial resources.</p> <p>We can properly identify our needs early, make amendments, and cater for all events and training needs in the next budget</p>	<p>PPBB process is ongoing and MTES documents is being compiled. We are now in the first preparation stages.</p> <p>The new DHRM will need assistance from MOFTEP to properly compile the MTES and for submission.</p>
<p>19. Scheme of Service</p>	<p>Implementation of a new scheme of service for Arts Development and Liaison and communications sections new scheme of service for Arts Development and Liaison and communications sections</p>	<p>The employees will be properly compensated for their qualifications, and same will give them a clear idea of how they will progress in their positions.</p>	<p>The Scheme of service has been drafted and forwarded to DPA for their attention.</p>
<p>20. Renovation of the National Theatre</p>	<p>To complete the prioritised works that will need to be done in this budget.</p>	<p>To agree on the scope of work with the consultant and compile the Bill of Quantity.</p>	<p>The amended scope of work was submitted by Ahtime Consultancy. We met with Mr Edmond, and have finalised what we wanted out of the scope, and now the consultant will submit the designs.</p>
<p>21. Adverts (Ongoing)</p>	<p>To ensure that stakeholders are informed of NAC's activities and hence the opportunity for them to participate. It is the responsibility of the Arts Development Section to prepare adverts for the radio, television and the Nation newspaper.</p>	<p>Providing the public with information.</p> <p>To ensure transparency in primarily the information provided and secondly the selection of artists to participate in both local and international event.</p>	<p>This is an ongoing activity. The NAC is active in ensuring that such adverts are made with the purpose of ensuring maximum participation.</p>
<p>22. Assistance to individual artists and associations</p>	<p>To encourage arts at both individual and associations level.</p>	<p>The enhancement of the Seychelles creative industry.</p> <p>Furthermore, it will allow for identification and support of</p>	<p>Artists/ Art Associations are actively seeking this type of assistance from the NAC. The assistance varies in forms; assistance to complete their CDs/ DVDs, TV adverts graphics unit is instrumental in attending to such</p>

		emerging and existing artistic talents.	requests. The NAC on some occasions have to outsource in order to ensure that assistances requested are provided.
23. Exhibitions (Ongoing)	To enable artists to exhibit their art works and simultaneously share their experiences.	To promote the development of arts both locally and internationally. To assist the artists in exhibiting, marketing and selling their works.	Artists are exhibiting their works at the Carrefour des Arts.
24. Chairperson Forum's (Ongoing)	A setting where NAC management and representatives of associations meet quarterly to discuss any issues pertaining to the effective functions of the associations.	To ensure collaboration between artists and the NAC. To provide support for the associations. To brief the associations on projects undertaken by NAC.	An effective activity which provides the associations with opportunities to voice their concerns and share their achievements. Furthermore it also allows for the synergy between NAC and arts associations.
25. Arts Associations Meetings (Ongoing)	NAC desk officer attend meetings which are held every fortnight, to ensure effective communication.	Effective flow of information pertaining to the proper functions of the associations. Ensuring a healthy relationship with stakeholders; arts associations and artists.	Through the meetings the NAC and the associations had and are collaborating on several projects.
26. Artists Profile (Ongoing)	To ensure that NAC have the required details of all artists.	Regular updates of artists details to ensure that the NAC has information of artists and their respective disciplines.	A major constraint which the NAC is experiencing is to ensure that artists are constantly updating their profiles. The effectiveness of such will ensure that in the event of any artistic project request, artists can be contacted. This is a joint project between the NAC and Mr. Patrick Victor.
27. The creation of NAC Website(Ongoing)	Promote e- governance for the NAC.	To allow for interactions amongst stakeholders, local and international. Allow for the NAC to promote its mandate and also the art works of	Working with the company responsible to create the website. Providing materials to be incorporated and also all other details pertaining to its creation. The website will create more visibility for both the NAC and artists.

		different artists/ associations.	This is ongoing. The NAC experience a delay in the creation of such given that the Section responsible for such was taken up in other activities pertaining to the Biennale and the Arts Award.
28. Documentation (Ongoing)	To maintain record of activities. Furthermore providing employees and artists with relevant information pertaining to the art world.	Ensuring an up to date documentation unit. Investing in literature that will benefit both the internal and external stakeholders. The information collected will in the future be uploaded to the website with the aim of marketing the services of the NAC.	Record is being stored manually and in files. The creation of website will permit this section to primarily digitally update its record system and furthermore to promote its function. Personnel will have to undergo training in order to become effective once website is implemented. This is an immense step towards e-services. However the implementation of such requires the appropriate training for those manning the section.
29. Facebook Page (Ongoing)	Regular updates of NAC activities. A mean through which the NAC informs artists and other external stakeholders of art opportunities.	Creating more visibility. To encourage local and international interactions.	The page is being updated regularly.