

# **ANNUAL REPORT OF THE MUSEUM SERVICE 2002/2003**

## **1 VISION**

To preserve and promote the heritage of the people of the Western Cape.

## **2 MISSION STATEMENT**

To provide management support and professional services to museums and associated community organisations.

## **3 LEGISLATIVE MANDATE**

The Museum Service operates within the following legislative mandate:

### **3.1 National**

Constitution of the Republic Of South Africa, Act No. 108 of 1996

Public Service Act, Proclamation No. 103 of 1994

Employment Equity Act, Act No. 55 of 1998

Skills Development Act, Act No. 97 of 1998

Public Finance Management Act, Act No. 1 of 1999

National Treasury Regulations

Skills Development Levies Act, Act No. 9 of 1999

National Heritage Resources Act, Act No. 25 of 1999

Public Service Regulations, No. R.1 of 5 January 2001

### **3.2 Provincial**

Western Cape Exchequer Law, Law No. 4 of 1994

Western Cape Provincial Tender Board Law, Law No. 8 of 1994

Western Cape Law on the Powers and Privileges of the Provincial Legislature, Law No. 3 of 1995

Constitution of the Western Cape, Act No. 1 of 1998

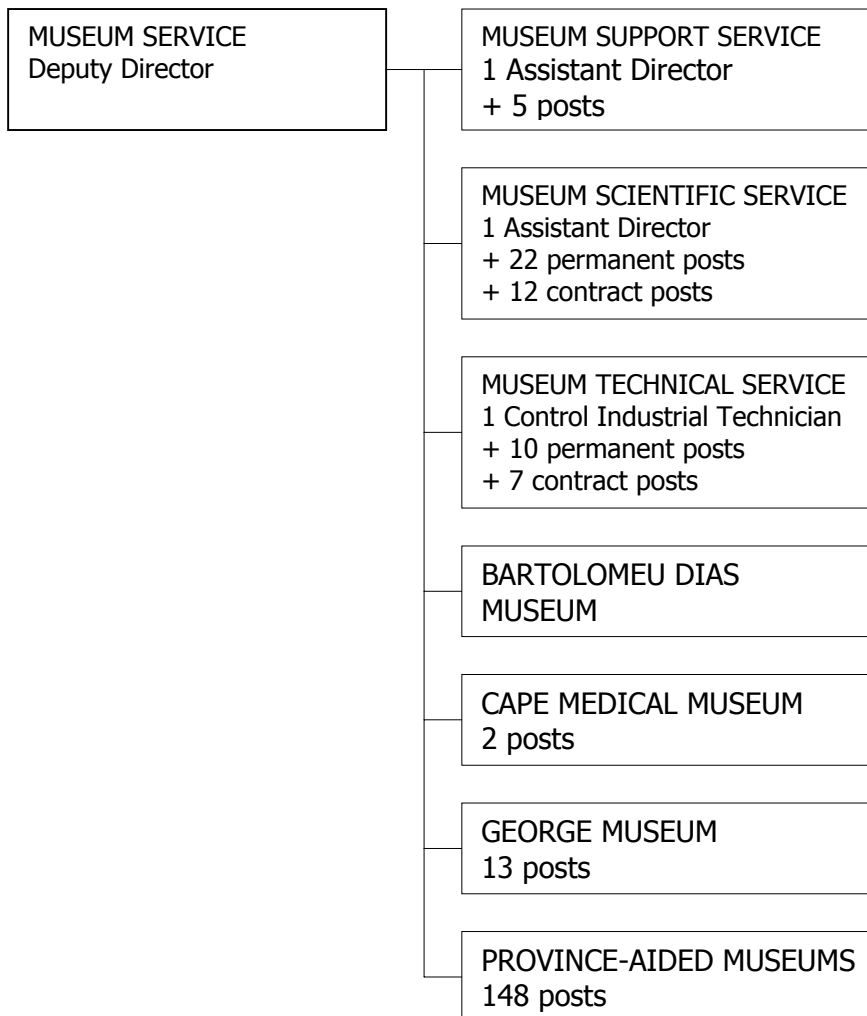
Western Cape Provincial Languages Act, Act No. 13 of 1998

### **3.3 Ordinances**

Museums Ordinance, Ordinance No. 8 of 1975

Oude Kerk Volksmuseum van 'T Land van Waveren' (Tulbach) Ordinance, Ordinance No. 11 of 1979

## 4 ORGANISATIONAL STRUCTURE



## 5 HUMAN RESOURCES

### 5.1 Head of the Museum Service

#### *Deputy Director*

Eureka Barnard was acting in a higher position for the entire period of this report

#### *Beverley Thomas (Acting)*

01.04.2002 - 30.06.2002

01.12.2002 - 31.03.2003

#### *Douw Briers (Acting)*

01.07.2002 - 30.11.2002

### 5.2 Museum Management and Support Service

#### *Assistant Director*

Vacant

*Administrative Officer*  
Yolanda Bosman

*Senior Administration Clerk*  
Elzana Ritter

*Senior Administration Clerk*  
John Williams

*Administration Clerk*  
Vacant

*Administration Clerk*  
Annaline Schuller

### **5.3 Museum Scientific Service**

Assistant Director  
Beverley Thomas

Principal Museum Natural Scientist  
Amanda Human

Marine biology and palaeontology  
Museum Human Scientist  
Lefa Mokoena

Anthropology  
New appointment 01.05.2002

Principal Museum Human Scientist  
Jolie de Villiers

Museum Human Scientist  
Michael Jonas

Community history  
Political science

Principal Museum Human Scientist  
Juna Malherbe

Genealogy  
Museum Human Scientist  
Vacant

Principal Museum Human Scientist  
Leon Vorster

Regional history: Boland  
Principal Museum Human Scientist  
Pieter Schoonees

Regional history: Breede River  
Principal Museum Human Scientist Linda Labuschagne

Regional history: Southern Cape  
Principal Museum Human Scientist Geila Wills

Education  
Development Officer

New appointment 01.02.2003  
Principal Museum Natural Scientist  
Vacant

Chief Auxiliary Services Officer  
Vacant

#### **5.4 Museum Technical Service**

Control Industrial Technician  
Douw Briers

Chief Industrial Technician  
Bradley Mottie

Conservator

Chief Industrial Technician  
Huntly Reid

Conservator  
Industrial Technician  
Johann van Zyl

Industrial designer  
Chief Industrial Technician  
Barbara Benjamin

Graphic design and display artist  
Industrial Technician  
Vos du Toit

Graphic design and display artist  
Chief Industrial Technician  
Ré Roux

Graphic design and display artist  
Chief Industrial Technician  
Pierre Rossouw

Graphic design and display artist  
Auxiliary Services Officer  
Lorraine Alexander

Senior Artisan

Yusuf Smith

General Foreman  
Malibongue Kutuka

New appointment 01.04.2005

## 6 SKILLS DEVELOPMENT

The head of Museum Management and Support Service plans all the functional training initiatives presented by the sub-directorate and co-ordinates the training of individuals at the Cape Administrative Academy, by the appointed IT training service provider as well as any other service providers.

Staff attended the following professional or museum-related conferences and workshops:

- Suid-Afrikaanse Vereniging vir Kultuurgeskiedenis Nasionale Kongres; Stellenbosch, 01-02.04.2002;
- International Conference on the VOC. The VOC Foundation and the History Department of the University of Stellenbosch; Stellenbosch, 03-05.04.2002;
- SAMA WC Museum Forum. Debate about Saartjie Baartman. SA Museum; 18.05.2002;
- SAMA WC Accreditation Workshop presented by Liz Voight at the Stellenbosch Museum; 15.05.2002;
- SAMA Exhibition Design Workshop, Durban; 29-31.05.2002;
- SAMA 2002 National Conference "Rousing the silent giant: New paradigms for the heritage sector in the 21<sup>st</sup> century". Durban, 03-07.06.2002;
- Robben Island Museum Education Department. "Consultative Workshop on Access to Information and other Robben Island Museum Programmes"; 23.07.2002;
- SAMA WC Museum Forum. Wendy Yapi, "Challenges at the SA Sendinggestig Museum". SA Museum; 25.07.2002;
- SAMA WC Workshop "Museum ethics and professional conduct" presented by Nancy Teitz at the Education Museum, Aliwal Road, Wynberg, Cape Town, 26.09.2002 and at the Bartolomeu Dias Museum, Mossel Bay, 08.10.2002;
- SAMA Western Cape Conference, Beaufort West; 23-25.10.2002; and
- Human Genome Conference. Spier, Stellenbosch; 19-22.03.2003.

## 7 VOTED FUNDS

<b>2002/2003: BUDGET VOTE 14: PROGRAMME 2: SUB PROGRAMME 3: MUSEUM SERVICE</b>	
<b>ITEM</b>	<b>AMOUNT</b>
Personnel expenditure	R 13 702 749
Administrative expenditure	R 655 644
Stores and livestock	R 345 300
Equipment (capital)	R 103 600
Equipment (current)	R 101 700
Professional and specialist services	R 928 007
Transfer payments: Grants-in-aid	R 25 000
Current	R 2 724 000
Capital	R 75 000
<b>TOTAL</b>	<b>R 18 660 000</b>

## **8 AIM**

To execute numerous constitutional responsibilities, administer legislation and give effect to the mission and vision of the Museum Service.

## **9 FUNCTION**

The Museum Service renders management support and professional services to 28 affiliated museums in the Western Cape.

## **10 HIGHLIGHTS/CHALLENGES**

A good record has been established with the travelling exhibitions programme. The challenge that lies ahead for the 2003/2004 financial years is to complete more permanent exhibitions for museums.

The functional investigation of museums undertaken in the first half of the year was rolled out to include the evaluation of the recommended new posts. The challenge of implementing the new structures on the revised establishments still lies ahead.

Clarity regarding the division of legislative functions and the possible transfer of functions and funds between national, provincial and local government regarding services in Schedule 4 and 5 of the Constitution of the Republic of South Africa, 1996 (Act 108 of 1996) must still be obtained. Until this is resolved, new provincial museum legislation cannot be finalized. Nevertheless, a working group was established to review all current legislation applicable to the Museum Service and to gather all appropriate information which could influence new museum legislation.

Despite many years of expansion and successful operation, during the last few years Worcester Museum has been under extreme financial pressure exacerbated by an increasing debt burden. An additional R1 824 00 was transferred to Worcester Museum during 2002/03 to relieve that burden. In order to safeguard the collections and ensure the continued preservation of a very important aspect of the Province's heritage, as well as maintaining Worcester Museum as a premier tourist destination in the region, the museum will be deproclaimed as a province-aided museum early in the 2003/04 financial year and reproclaimed as a Provincial Museum.

Our affiliated museums drew just under a million visitors between April 2002 and March 2003. A challenge for the forthcoming year is to track the number of people who get to see travelling exhibitions in community centres, libraries and other venues.

## **11 OUTPUTS AND SERVICE DELIVERY TRENDS**

### **11.1 The development of dynamic and socially responsible museums in local communities**

The provision of administrative, financial, human resource and professional support and advice to affiliated museums was provided on an ongoing basis so that they could provide quality services to participative communities and visitors.

- Considerable information was gathered that will inform the new Museums Bill;
- Subsidies were paid to Province-aided museums;

- Grants-in-aid were paid to affiliated local museums; and
- Professional standards and directives for the Scientific Service were drafted as well as graphic design specifications and directives.

### **11.2 Co-ordination or provision of appropriate training of museum personnel, governing bodies and volunteers**

The Museum Service organised the following functional training sessions:  
An introduction to museum management and governance for museum managers and section heads was presented in June 2002;

- A labour relations workshop for museum managers and section heads was held in September 2002;
- Workshops dealing with museum maintenance, for maintenance staff of museums, were held in October 2002;
- A workshop on reporting procedures and working methods for staff of Museum Scientific Service and Museum Technical Service was held in November 2002;
- The annual symposium for museum managers and section heads was held in November 2002; and
- Workshops in textile conservation for museum staff and volunteers were held throughout the year.

### **11.3 Provision of professional collections management services to affiliated museums**

The investigation and development of a possible new documentation database for affiliated museums was deferred because the appointment of a Collections Manager did not materialise during the 2002/03 financial year.

A report on human remains in the collections of affiliated museums was compiled.

### **11.4 Provision of professional conservation services to affiliated museums**

Significant progress was made in assisting affiliated museums to implement preventive conservation plans for their collections. A textile conservator was also appointed on contract to undertake an audit of the textile collections in the 28 affiliated museums. From this audit, specific textile conservation plans are already being implemented at three museums.

Site inspections and reports to assist museums in implementing preventive conservation plans undertaken at:

- Beaufort West Museum
- C P Nel Museum
- Fransie Pienaar Museum
- Wellington Museum
- Paarl Museum;
- George Museum;
- Bartolomeu Dias Museum;
- Caledon Museum
- Shipwreck Museum and
- SA Mission Church Museum.

### **11.5 Undertaking or co-ordinating systematic research on various themes and material objects reflecting the history of the Western Cape**

- The Huguenot families database for the Huguenot Memorial Museum was maintained and 325 genealogy enquiries from the public were answered;

- Research on “The people of Franschoek” is underway for the Huguenot Memorial Museum;
- The research for phase 1 of new exhibitions for Robertson Museum, “Robertson and its people”, dealing with those who participated in World War II was completed in July 2002;
- Phase 1 of “Over the mountains - The story of Ceres” for the Togryers Museum was completed in July 2002;
- The research for “Het lieve Wellington” for the Wellington Museum has been completed and the exhibition text, captions and labels will be finalised in the coming year;
- A new project plan for “Outeniqualand from the past to the present/from the present to the past” at George Museum was developed and presented to the management committee and the research for phase 1 completed;
- The research, text and selection of artefacts and specimens for “Mollusc and Man” at the Bartolomeu Dias Museum was completed;
- A project plan for the development of new local history exhibitions at Stellenbosch Museum was completed and presented to the board of trustees in August 2002 and considerable research has already been done;
- A new project plan for the redevelopment of the Culture Museum at the Bartolomeu Dias Museum - where previously marginalised groups will be brought into the mainstream – was presented to the management committee in November 2002;
- Research on the education and missionary training institutions in Wellington for a new exhibition, “Missionaries and Myths” at the Wellington Museum, continues;
- A project plan for the redevelopment of the exhibitions at Paarl Museum was completed;
- The first site visit to Beaufort West Museum to revise the exhibitions on Chris Barnard, hopefully in conjunction with the Groote Schuur Heart Transplant Museum, was undertaken in March 2003;
- Following a site visit to the Drostdy Museum in February 2003 the requested project was changed to the redevelopment of existing Drostdy-related exhibitions;
- Research for “Disease and history” at the Cape Medical Museum was completed and the exhibition text, captions and labels will be finalised in the coming year;
- Research for new exhibitions in the Whale House at the Old Harbour Museum was completed;
- Research for the final Anglo-Boer War travelling exhibition, “Consequences of the war”, was completed; and
- Research for two travelling exhibitions on the Griqua people - “Servant of God. The early years of The Reformer - Andrew Abraham Stockenström le Fleur” and “‘Come oh come while Christ is calling’ - The settlement of the Griqua people under The Reformer” was completed in collaboration with the Western Cape Language Unit.

The following articles written by Scientific Service staff were published:

- Chantelle de Kock, “Die VOC in Suidelike Afrika 1652-1795” appeared in the *Kaapse Biblioteekaris/Cape Librarian*, March/April 2002, vol. 46, no. 2. June; and
- Amanda Human. “St James and the shell motif” appeared in *Jornal*, newsletter of the Bartolomeu Dias Museum, Winter 2002.
- Scientific Service staff presented the following conference papers/talks:
- Leon Vorster. “Die VOC-kruithuis en sy kanonne”. Suid-Afrikaanse Vereniging vir Kultuurgeskiedenis Nasionale Kongres; Stellenbosch, 02.04.2002;
- Chantelle de Kock. “VOC Quo Vadis? A debate about the commemoration of the VOC”. SAMA WC Museum Forum, SA Museum; 25.04.2002;
- Chantelle de Kock. “The world of the VOC” at a reception at the Paarl Museum; 07.06.2002;



- Pieter Schoonees. “New exhibitions for the Robertson Museum”. AGM of the Friends of the Robertson Museum, Robertson Museum; 28.05.2002;
- Leon Vorster. “Die Kultuur van Stellenbosch, Somerset-Wes, die Strand, Paarl en Franschhoek aan die einde van die 19de eeu”. VLV Boland Region; 08.08.2002;
- Leon Vorster. “The History of Pniel, Johannesdal, Kylemore and Lanquedoc”. Dwars River Valley Tourism Forum; 22.08.2002;
- Linda Labuschagne. “Transportation and Wheels”. Wheels Carnival, George Museum; 19.09.2002;
- Amanda Human. “Mollusc and Man with specific reference to the Shell Motif on the Way to Santiago”. Public gathering at the Bartolomeu Dias Museum; 19.10.2002;
- Linda Labuschagne. “The Rescue of Huijs te Marquette”. South African Museums Association Conference (Western Cape), Beaufort West; 23-25.10.2002;
- Pieter Schoonees. “Geskiiedenis of Fabel: die bydrae van mondelinge oorlewering tot ons geskiedskrywing”. South African Museums Association Conference (Western Cape), Beaufort West; 23-25.10.2002; and
- Leon Vorster. “The Story of the Café cat”. South African Museums Association Conference (Western Cape), Beaufort West; 23-25.10.2002.

#### **11.6 Encouraging educators and learners to use museums as an educational resource**

Plans to develop and implement curriculum-based education programmes, based on the collections and exhibitions at affiliated museums, could not be realised because the appointment of the Education Development Officer did not take place until February 2003.

#### **11.7 Assistance in the sustainable development of heritage assets in the Western Cape**

Professional advice, guidance and operational support was provided to the following government departments and/or associated organisations involved in cultural and heritage tourism development:

- Western Cape Nature Conservation Board  
Signage and interpretive aid were developed and installed at Gamkaskloof;
- Chief Directorate Cultural Affairs Poverty alleviation project: “Cultural tourism Mission and Slave Route at Goedverwacht”  
Guidelines for community oral history research were developed;
- Research for a tourism pamphlet/brochure “Remember me when you pass by - Places of slave remembrance in the Western Cape” was completed; and
- Research for a tourism pamphlet/brochure on VOC heritage sites in the Western Cape received considerable attention.

#### **11.8 Provision of professional industrial and graphic design, display, manufacturing and production services**

- Phase 1 of the exhibition “Robertson and its people” for the Robertson Museum was completed and installed in March 2003;

The first room of the exhibition “Over the mountains - The story of Ceres” was completed and installed in March 2003;

- Design concepts and layouts for phase 1 of the exhibition “Mollusc and Man” at the Shell Museum, Bartolomeu Dias Museum, were completed; and
- A concept for the utilisation of the exhibition space at the Whale House at the Old Harbour Museum was developed.

The travelling exhibition “The war in the Cape Colony” (Anglo-Boer War II) was launched at the Stellenbosch Museum in May 2002 and then exhibited at the following venues:

- Olyfrkans College, Swellendam
- Drostdy Museum
- Malmesbury Museum
- Wellington Museum
- George Museum
- Piketberg Museum
- Beaufort West Museum
- Togyers Museum
- Bartolomeu Dias Museum
- Hartenbos Museum
- Fransie Pienaar Museum
- Caledon Museum
- Great Brak River Museum
- Knysna Museum
- Swartland Herdenkingskomitee, Piketberg.

The final Anglo-Boer War travelling exhibition, “Consequences of the war”, was launched at the Drostdy Museum in November 2002 then exhibited at:

- Great Brak River Museum
- Posthuis, Kalk Bay
- Caledon Museum
- Hartenbos Museum
- Paarl Museum
- Bartolomeu Dias Museum.

The travelling exhibitions, “The VOC in Southern Africa” and “VOC legacy at the Cape” were exhibited at the following venues:

- Military Museum, Castle of Good Hope
- George Museum
- Stellenbosch Museum
- Groote Kerk
- SAMA Forum (SA Museum)
- Table View Primary School
- Malmesbury Museum
- Knysna Museum
- Paarl Museum
- Wellington Museum
- Outeniqua Railway Museum
- Oudekerk Volksmuseum
- CP Nel Museum
- Huguenot Memorial Museum
- Old Harbour Museum
- Beaufort-West Museum
- Posthuis, Kalk Bay
- Togyers Museum
- Drostdy Museum
- Bartolomeu Dias Museum
- Hartenbos Museum.

“Servant of God. The early years of The Reformer - Andrew Abraham Stockenström le Fleur” and “‘Come oh come while Christ is calling’ - The settlement of the Griqua people under The Reformer” was launched at the KKNK in March 2003.

### 11.9 Marketing, advertising and promotion of affiliated museums to the public

Museums were assisted in developing their own marketing plans; and Advertisements were placed in the tourist media for the forthcoming year.

## 12 VISITORS TO MUSEUMS

MUSEUMS	ADULTS	CHILDREN	LEARNER PROGRAMMES	OTHER	TOTAL
Bartolomeu Dias Museum					227 364
Beaufort West Museum	8 923	8 976			17 899
Caledon Museum					16 404
Cango Caves			12 253		238 270
Cape Medical Museum	1 433		2 638		4 071
CP Nel Museum	10 617			21 200	31 817
Drostdy Museum	25 026	1 566		7 845	34 437
Fransie Pienaar Museum	3 584	505			4 089
Genadendal Mission Museum	2 380*		2 330		3 800
George Museum			3 775		23 174
Great Brak River Museum					2 903
Hout Bay Museum	825	4 086		1 080	5 991
Huguenot Memorial Museum			3 098		75 157
Jan Dankaert Museum					600
Montagu Museum	8 369	1 608		67	10 044
Old Harbour Museum	11 352	3 129		63 014	77 495
Oudekerk Volksmuseum	9 632	832			10 464
Paarl Museum			3 241		7 073
Robertson Museum	701	107			808
SA Fisheries Museum	2 190	1 200	1 380		4 770
SA Sendinggestig Museum					9 371
Shipwreck Museum	7 740	1 740			9 480
Simon's Town Museum	20 040	11 404	8 919	1 792	42 155
Stellenbosch Museum	54 547	2 579	4 375	331	61 850
Togryers Museum	1 550	180	748	129	2 607
Wellington Museum	3 912	4 011			7 923

Wheat Industry Museum					4 792
Worcester Museum	13 889	14 386	12 573	5 145	33 420
	186 710	56 309	55 330	100 603	968 228

\* Exact figures not supplied.

### 13 TRANSFER PAYMENTS

In the 2002/03 financial year the pro rata formula for subsidising province-aided museums was again applied. Genadendal Mission Museum received an additional R198 484 in lieu of public service staff appointments and Worcester Museum received an additional R1 824 00 to relieve their debt burden. Transfer payments were thus made as follows:

#### 13.1 Financial assistance current

PROVINCE-AIDED MUSEUMS	AMOUNT
Beaufort-West Museum	R 31 147
Caledon Museum	R 21 782
CP Nel Museum	R 45 437
Drostdy Museum	R 86 174
Genadendal Mission Museum	R 213 889
Hout Bay Museum	R 13 336
Huguenot Memorial Museum	R 53 399
Montagu Museum	R 20 204
Old Harbour Museum	R 17 706
Oudekerk Volksmuseum	R 31 624
Paarl Museum	R 26 377
SA Sendinggestig Museum	R 10 586
Shipwreck Museum	R 16 444
Simon's Town Museum	R 28 222
Stellenbosch Museum	R 92 628
Togryers Museum	R 8 587
Wellington Museum	R 10 881
Wheat Industry Museum	R 16 191
Worcester Museum	R 1 979 386
TOTAL	R 2 724 000

#### 13.2 Financial assistance capital

PROVINCE-AIDED MUSEUMS	AMOUNT
Caledon Museum	R 23 534
Old Harbour Museum	R 6 226
Worcester Museum	R 45 240
TOTAL	R 75 000

#### 13.3 Grants-in-aid

LOCAL MUSEUMS	AMOUNT
Fransie Pienaar Museum	R 8 333

Great Brak Museum	R 6 667
Jan Dankaert Museum	R 3 333
Robertson Museum	R 6 667
TOTAL	R 25 000

#### **14 PREVIEW FOR 2003/04**

It is our intention to improve on the previous year's service delivery record and in the coming year we aim to do the following:

- Offer at least five functional training programmes aimed at strengthening management capacity and professional standards at affiliated museums;
- Appoint a Collections Manager who will be able to assist museums in developing collections management policies and possibly procuring a new information management system for museum collections;
- Assist museums in developing preventive conservation plans - another six museums will be helped to achieve this important objective;
- Undertake new research on the local history of Paarl, including early settler history, a section on "dispossession and resistance", Xhosa migrant labour as well as research on their special collections - Cape-Dutch armoires and cabinets, Cape silver, porcelain and textiles;
- Prepare a project plan to define the areas of specialisation between the Hout Bay Museum and the SA Fisheries Museum. These two museums are currently negotiating amalgamation;
- Upgrade all existing education programmes offered by museums to comply with Curriculum 2005;
- Manage the implementation of education programmes based on new exhibitions at museums;
- A start will be made in assisting museums to develop education policies;
- Complete and install all outstanding panels for phase 1 of the "Over the mountains" exhibitions at the Togyers Museum;
- Manage the completion of the new exhibition "Disease and history" at the Cape Medical Museum;
- Complete and install in phases the exhibition "Mollusc and Man" at the Shell Museum, Bartolomeu Dias Museum;
- Prepare, produce and launch a new travelling exhibition on infectious diseases and HIV/AIDS, along with education programmes;
- Assist Worcester Museum in developing a new corporate identity; and
- Focus on special days like International Museum Day and Heritage Day when co-ordinating the collective marketing of affiliated museums, developing and distributing publicity material, managing media releases and keeping the Museum Service's website updated.