

**DEPARTMENT OF
CULTURE AND THE ARTS**

2003-2004 ANNUAL REPORT

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DIRECTOR GENERAL'S FOREWORD

I often talk about how culture and arts benefit people and our society. While the benefits delivered by some Government agencies, such as health, education and law and order, are obvious, the role of culture and arts is not so apparent.

Imagining our lives without music, books, films or paintings gives us insight into the importance of culture and arts in shaping who we are, as a person, as a community and society and our place in the world. When we think about what it is to be a West Australian, what we read, listen to, watch and what engages and entertains us, are key factors in shaping our identity.

This year's new annual reporting framework clearly demonstrates that culture and the arts makes a significant contribution to people and communities, the economy, the environment and the regions.

In carrying out the programs of Government, the Department of Culture and the Arts works to develop culture and the arts in Western Australia. Through policy development and implementation, the Department has set a framework for culture and arts throughout the State.

The operations of ArtsWA, a division of the Department, continue to be central to the effective delivery of grants programs and support for artists and arts organisations.

The Department's contribution to culture and arts development included the release of a five-year strategy, developed in partnership with the Western Australian Tourism Commission, to build and strengthen Western Australia's unique arts and cultural tourism; the ongoing ArtsEdge partnership with the Department of Education and Training; the percent for Arts Scheme; and the regional arts and culture policy released in July 2003.

The total recurrent budget for culture and the arts in 2004-2005 is nearly \$116 million, with an additional \$22.6 million for capital works. This included an additional \$10 million over four years for public libraries.

Planning got underway in September 2003 for a new performing arts venue, to be built by 2008. This will be the first purpose built facility for the arts in Perth since the Perth Concert Hall, which was opened in 1973.

The *State Records Act 2000* required all State and local Government organisations to submit draft record keeping plans by 8 March 2004. All plans had been submitted by June 2004, which is a tremendous effort by the Government organisations and the State Records Office.

This year a number of changes were made within the Department to improve its efficiency. This included a strategic review of processes across the portfolio; the transfer of the Financial Management Information System to a supported platform; extending the shared information services model to cover all agencies in the portfolio; and introducing a fully integrated, web-based human resources information system for human resources, payroll and employee self service.

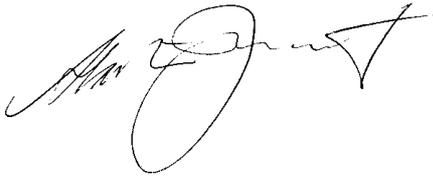
There have also been some unique challenges, such as moving the Museum staff and collections out of the Francis Street Building because of the inherent risk of contamination and disease from structural asbestos in the building.

The divisions of the Department; ArtsWA, the State Records Office, Planning and Policy, Human Resources, Information Technology, Finance, Procurement and Facilities Management, Corporate Affairs and Organisational Performance have all played their part individually and collectively within the Department, with the portfolio agencies, across the public sector and with the community to achieve the significant results recorded in this report.

All of the achievements of Government and the Department, in fact in any enterprise, occur through people and it is to all those people who have worked to produce these results that I now thank, and I encourage them to prepare for the exciting challenges that are ahead of us.

I acknowledge the wisdom and leadership of the Minister, the Honourable Sheila M^cHale MLA, and thank her for her generous and enthusiastic support.

We have achieved much and there remains much to achieve.

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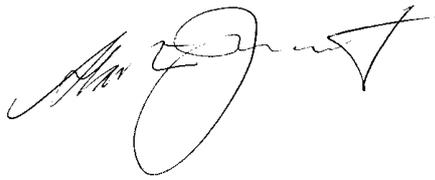
Alastair Bryant
Director General

LETTER OF TRANSMITTAL

To the Hon Sheila M^cHale MLA, Minister responsible for the Department of Culture and the Arts

In accordance with Section 62 of the *Financial Administration and Audit Act 1985*, I am pleased to submit, for your information and presentation to Parliament, the annual report of the Department of Culture and the Arts for the year ending 30 June 2004.

This report has been prepared in accordance with the provisions of the *Financial Administration and Audit Act 1985*.

A handwritten signature in black ink, appearing to read 'Alastair Bryant', written in a cursive style.

ALASTAIR BRYANT
DIRECTOR GENERAL

31 August 2004

CORPORATE IDENTITY

The Department of Culture and the Arts (*The Department*) was formally established on 20 May 1997 under section 35 of the *Public Sector Management Act 1994* and forms part of the Culture and the Arts portfolio with the agencies of the portfolio being the:

- Art Gallery of Western Australia;
- State Library of Western Australia;
- Western Australian Museum;
- Perth Theatre Trust; and
- ScreenWest Inc.

ArtsWA and the State Records Office are divisions of the Department.

MISSION

The Department's mission is to provide leadership, support and services to ensure that current and future Western Australians are informed and have access to a diverse range of innovative ideas, knowledge and cultural experiences.

VISION

The Department of Culture and the Arts has a vision of a Western Australian society which is culturally rich, artistically inspired and intellectually stimulated.

Guiding Principles

Underpinning the mission and vision of the Department are the following principles:

Access and equity

Access to and participation in the arts are basic rights and all arts and cultural programs should be underpinned by the principles of access and equity. In particular this principle focuses on the needs of people in regional Western Australia and those from special interest groups.

Participation for all people

The statement that arts and culture contribute to a vibrant community underpins this principle. All West Australians should be provided with access to opportunities to actively engage in a range of creative pursuits.

Creativity and innovation

A vibrant and creative local environment is supported by access and exposure to ideas, events and debates. This principle firmly acknowledges the ongoing research and development needed for a sustainable arts and cultural life.

Artistic excellence

This principle commits to the pursuit and recognition of artistic excellence. It ensures that we value the work of West Australian artists and performers and build excellence in artistic qualities into all strategies.

Preservation and development of Indigenous cultures

It is fundamentally important to support the preservation and development of Indigenous art and culture as an integral part of Western Australia's cultural heritage and contemporary arts activity. The Department commits to involving and working with Indigenous communities in all stages of the development of policies and projects.

Preservation, development and expression of Western Australia's unique identity

This principle builds on a number of the other principles. Western Australia has a unique cultural and artistic life and the work of the Department is to promote, preserve and develop this.

Capacity building

This principle commits to working with communities in a way that is sustainable. The Department works towards building on the strengths and skills within communities to support the development of a vibrant arts and cultural life. The Department commits to undertaking consultation and achieving cooperation with communities at all stages of the development of relevant policies and projects.

Government strategic goals

The operations and outcomes of the Department contribute specifically to the Government strategic goal to enhance the quality of life and wellbeing of all people throughout Western Australia. The operations report in this annual report documents the Department's achievements towards all five of the Government's strategic goals.

OUTCOME

All agencies within the Culture and the Arts portfolio contribute towards an outcome for culture and the arts of a community that is informed of, and has access to, a diverse range of innovative ideas, knowledge and cultural experiences.

OUTPUTS

The outputs for the agencies of the Culture and Arts portfolio are listed in the budget papers for the Department of Culture and the Arts. The budget papers show that the funding for these outputs is primarily provided by Parliament through the Department, although some agencies within the portfolio also receive part of the appropriation directly. All agencies of the portfolio have the same outcome statement as outlined above.

The listed outputs under the budget papers are:

1. Art Gallery Services;
2. Library and Information Services;
3. Museum Services;
4. Arts Industry Support;
5. Screen Production Industry Support;
6. Venue Management Services; and
7. Record Keeping and Archival Services.

Notwithstanding the clustering of outputs under the Department in the budget papers, the Department is only responsible for producing outputs (4) and (7), the rest being the responsibility of the Art Gallery of Western Australia (1), State Library of Western Australia (2), Western Australian Museum (3), ScreenWest Inc. (5) and the Perth Theatre Trust (6). Each of these agencies will separately report on their performance with respect to these outputs in their own annual report.

THE FUNCTIONS OF THE DEPARTMENT OF CULTURE AND THE ARTS

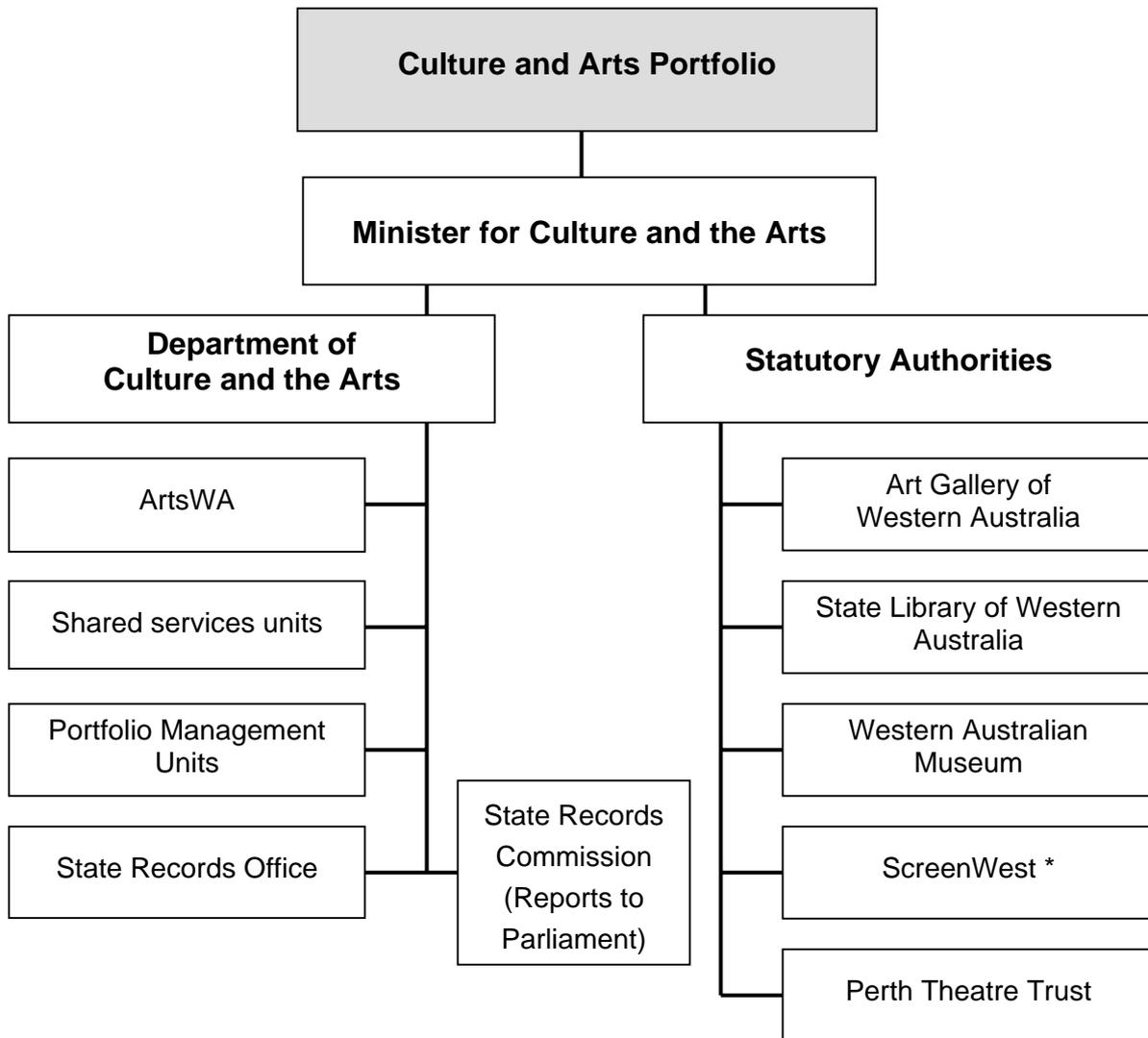
The Department has identified four major functions, each with a number of strategies, to help it achieve its outcome.

1. Leadership and advocacy – assisting the Minister with setting the strategic direction for culture and the arts in the State and promoting the value and benefit to the community.
 - Capital planning and provision of arts facilities.

- Undertaking research, developing and implementing arts and culture policy and aligning the functions of the agencies in the Culture and the Arts portfolio with Government priorities and outcomes and the arts and culture principles.
 - Setting up strategic partnerships to explore the potential for arts and culture in the community.
2. Recordkeeping – administering the *State Records Act 2000* and providing access to the State's official records and archives collection.
- Identifying, collecting, processing and preserving the State's official records and archives collection.
 - Providing access to the State's archives collection.
3. Funding and development – supporting the development of the arts sector in Western Australia.
- Administration of an arts grants program for the provision of funding for arts projects, programs, and the base funding for the operations of key arts organisations.
 - Arts policy development, advocacy, publications and partnerships.
 - Business development support including the development, publication and implementation of good practice management guidelines and the conduct of operational, financial and artistic reviews.
4. Resourcing and administrative support – to the agencies of the Culture and the Arts portfolio in the delivery of their outputs and outcomes.
- Provision of shared corporate services to the agencies of the Culture and the Arts portfolio enabling them to access expert strategic advice and benefit from shared resourcing.
 - To act as the main contact point to and from the Minister, adding value to Ministerial communications, and providing a main point of contact for the Minister through the Director General.
 - Providing issues management and strategic communications advice and services.
 - Coordinating and implementing machinery of government reforms across the Culture and the Arts portfolio and assisting all portfolio agencies with effective corporate governance.

During 2003-2004, a number of strategic planning workshops with senior management were held to facilitate the development of a new strategic plan for the Department. It is anticipated that the strategic plan will be implemented in 2004-2005.

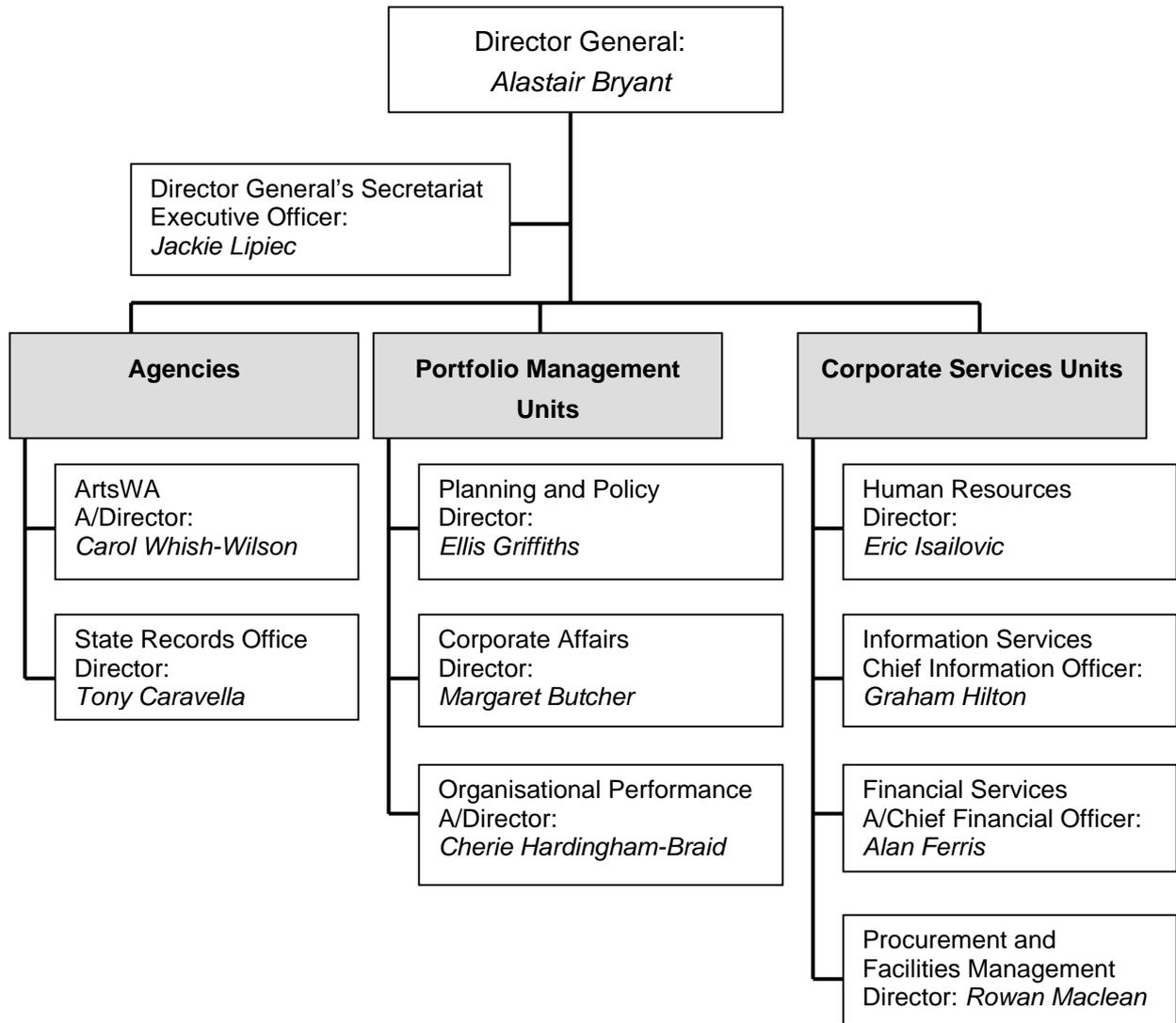
STRUCTURE OF THE CULTURE AND ARTS PORTFOLIO



*Whilst ScreenWest is an Incorporated Association, it has been listed above as a statutory authority by virtue of its inclusion in Schedule 1 of the *Financial Administration and Audit Act 1985*.

The Department coordinates, integrates and oversees the activities of the portfolio and acts as the main contact point to and from the Minister and for the central government agencies including the Auditor General, Department of Premier and Cabinet and Department of Treasury and Finance.

STRUCTURE OF THE DEPARTMENT OF CULTURE AND THE ARTS



PROFILES OF UNITS

AGENCIES

ArtsWA

ArtsWA supports the development of the arts sector in Western Australia through the administration of arts funding, policy development, advocacy, research and information.

State Records Office

The State Records Office administers the *State Records Act 2000* and provides access to the State's official records and archives.

PORTFOLIO MANAGEMENT UNITS

Office of the Director General

The Director General is appointed by the Minister for Public Sector Management and is accountable to the Minister for Culture and the Arts for all outputs and outcomes of the Culture and Arts Portfolio. The secretariat provides executive support to the Director General through the Executive Officer and manages the liaison between the Minister's office and the Culture and Arts portfolio. The unit also provides administrative support to corporate affairs, organisational performance and planning and policy.

Planning and Policy

Planning and Policy undertakes research and advocacy to promote the value of the arts; develops strategic partnerships across State Government agencies; and carries out coordination work across the portfolio in relation to policy development, capital works and international cultural relations.

Corporate Affairs

Corporate Affairs provides strategic communication planning, counsel and advice across the Department. Corporate Affairs is responsible for three priority areas: strategy and communication; promoting the value of the arts; and business and the arts.

Organisational Performance

Organisational Performance is responsible for the implementation of government reforms across the culture and the arts portfolio and the review and enhancement of corporate governance structures and systems. Organisational Performance also includes the Audit and Risk Management Unit, which provides an independent, objective assurance and consulting service, designed to add value and improve Culture and Arts portfolio operations.

CORPORATE SERVICES

Human Resources

Human Resources provides strategic and operational advice and services to line management within the Culture and Arts portfolio.

Financial Services

The unit provides financial services to the Department and portfolio agencies. These services include financial reporting, processing service, budget management and financial policy and advice. The unit also provides processing services to three external clients: the Pilbara Development Commission, Industrial Relations Commission and the Swan Bells Foundation Incorporated.

Procurement and Facilities Management

The unit provides procurement and facilities management services to the Department and portfolio agencies. This broad range of functions includes activities as diverse as the project management of the relocation of staff and collection from the West Australian Museum Francis Street building to a facility at Kew Street to the coordination of energy policy across the portfolio.

Procurement and Facilities Management also manages the Perth Cultural Centre; Perth Institute of Contemporary Arts and Arts House in Northbridge; the King Street Arts Centre; the Kew Street facility; and the Old Customs House and Spare Parts Puppet Theatre in Fremantle. It is also responsible for the Law Chambers building tenancy.

Information Services

Information Services delivers information technology and information management services to the Department and portfolio agencies.

ACHIEVEMENTS AND HIGHLIGHTS

- The Department released policies on regional arts and cultural development and cultural tourism and completed development of policies for release in 2004-2005 including an Indigenous action plan.
- The Department coordinated cross-portfolio responses to the consultation processes undertaken by other State Government departments in the development of policies on regional development, sustainability, industry development and trade and export.
- Planning commenced and/or continued on a number of capital works projects including a new Museum, Arts House upgrade, new performing arts venue, WASO relocation and Subiaco Arts Centre.

- In response to the whole of Government Procurement Reform, the Department's procurement team conducted a program of procurement policy and procedures awareness sessions, across the Department and portfolio agencies. The information sessions were supported by an update of the Department's procurement policy and procedures manual online.
- The 2003 State Arts Sponsorship Awards attracted a record number of 253 nominations, representing corporate support of arts and cultural projects in excess of \$11 million; more than double the previous year.
- The Department was awarded the 2003 Premier's Award for Social and Community Development, with the Department of Housing and Works, for the Percent for Art Scheme and also the inaugural 2003 Premier's Award for Excellence in Public Sector Management (Innovation Category) for the Indigenous Arts Showcase.
- Launch of ArtsEdge calendar of arts and cultural events and a comprehensive online calendar.
- The Department and portfolio agencies began a strategic review of processes, aimed at establishing better ways of working and delivering services.
- A fully integrated, web-based human resource information management system (Concept) was implemented, offering full HR and payroll functionality, employee self-service and workflow and strategic reporting capabilities.
- The Financial Management Information System (FMIS) was successfully transferred onto a support platform and stabilised with minimum disruption to the provision of financial services.
- The Western Australian Museum, State Library of Western Australia, State Records Office and BOCS Ticketing function of the Perth Theatre Trust were all successfully integrated into a new shared information services model.
- The State Records Office made a significant contribution to *Looking West*, a guide to Aboriginal records in Western Australia, produced by the Records Taskforce which was set up under Recommendation 23 of the *Bringing them Home* report.
- The launch of the 1973 State Cabinet Papers was held on 7 June 2004, attracting significant media coverage.
- The inaugural Margaret Medcalf Award was instituted in 2003 – an annual award for the best work using the State archives collection made by the SRO.
- The Arts Development Policy *Championing Creativity* was finalised for launch in July 2004.

- Completion of negotiation and implementation of the National Visual Arts and Craft Strategy (resulting from the Myer Inquiry into the Australian Visual Arts and Crafts).
- The Theatre Forum was held in March 2004 to identify sector endorsement for the development of professional theatre and informing the development of the Theatre Strategy.
- Through a mix of funding initiatives, ArtsWA supported a number of Western Australian bands to ensure the State was well-represented at the SxSW (South By Southwest music conference) in Austin Texas.

STATEMENT OF COMPLIANCE

The Department of Culture and the Arts was established on 20 May 1997 under Section 35 of the *Public Sector Management Act 1994*.

The Department of Culture and the Arts, which includes ArtsWA and the State Records Office, services the Minister for Culture and the Arts and forms part of the coalition of agencies in the Culture and the Arts portfolio. The other members are the Art Gallery of Western Australia, Western Australian Museum, State Library of Western Australia, ScreenWest Inc and the Perth Theatre Trust. The efforts of each agency contribute to the effectiveness of the Department and will help the Department achieve its vision for the arts, in all its forms, to be universally recognised and respected as an essential element in creating our society.

The Department of Culture and the Arts operates under the provisions of the *Public Sector Management Act 1994*. In the performance of its functions, the Department complies with the following relevant written laws:

Disability Services Act 1993

Equal Opportunity Act 1984-1992

Financial Administration and Audit Act 1985

Freedom of Information Act 1992

Industrial Relations Act 1979

Lotteries Commission Act 1990

Minimum Conditions of Employment Act 1993

Occupational Health, Safety and Welfare Act 1984

Public Sector Management Act 1994

State Records Act 2000

State Supply Commission Act 1991

Workers Compensation and Rehabilitation Amendment act (No.2) 1992

The Minister for Culture and the Arts also administers the following Acts relating to the statutory authorities within the Culture and the Arts portfolio: the *Art Gallery Act 1959*; the *Perth Theatre Trust Act 1979-1981*; *The Library Board of Western Australia Act 1951*; the *State Records Act 2000* and the *Museum Act 1969-1984*.

The Department complied with the requirements of the law, including the *Financial Administration and Audit Act 1985*, and exercised controls to provide reasonable assurance that the receipt and expenditure of moneys, the acquisition and disposal of public property, and incurring of liabilities have been in accordance with legislative provisions. There were no circumstances that render the particulars included in this statement misleading or inaccurate.

The 2003-2004 annual report incorporates a full financial report for the appropriation under Division 69 of the 2003-2004 State Budget.

Compliance with Public Sector Standards and Code of Ethics

Human Resources provides services to each of the following:

- The State Library of Western Australia;
- Western Australian Museum;
- Art Gallery of Western Australia;
- ScreenWest;
- ArtsWA;
- Perth Theatre Trust;
- State Records Office; and
- Department of Culture and the Arts.

In the administration of the Department of Culture and the Arts, including ArtsWA and the State Records Office, I have complied with Public Sector Standards in Human Resource Management, the Public Sector Code of Ethics and the organisation's Code of Conduct.

There are sufficient internal controls and processes to provide a reasonable assurance of compliance with the Public Sector Standards in Human Resource Management for the recruitment, selection and appointment; transfer; secondment; performance management; redeployment; termination; discipline; temporary deployment (acting) and grievance resolution standards to satisfy me that the above statement is correct.

A rolling internal audit program will commence in 2004-2005 with a review of the performance management and grievance resolution standards. All other standards will be reviewed in subsequent years as part of this program.

There were no breaches of Public Sector Standards in Human Resource Management during 2003-2004.

The portfolio agencies – the Art Gallery of Western Australia, The Library Board of Western Australia, Perth Theatre Trust, ScreenWest and the Western Australian Museum – have reported their level of compliance in their 2003-2004 annual reports, in accordance with the *Public Sector Management Act 1994* and their existing legislation or instruments.

A handwritten signature in black ink, appearing to read 'Alastair Bryant', with a large, stylized flourish at the end.

ALASTAIR BRYANT
DIRECTOR GENERAL
31 August 2004

AGENCIES OF THE DEPARTMENT OF CULTURE AND THE ARTS

ARTSWA

MISSION

ArtsWA's mission is to facilitate, for the diverse Western Australia community, a vibrant and viable environment for the arts through advocacy, grants, arts development initiatives and policy development.

OBJECTIVES

In reporting against the performance measure for agreed outputs, ArtsWA has identified three key strategic areas in which it operates to achieve its mission.

1. Increasing Participation

Contemporary Music

The Contemporary Music grants program is being implemented. A Contemporary Music panel, comprising industry leaders and representatives endorsed by the Minister, assesses applications in the following categories:

Category 1: Industry Development Grants

- (i) Commercial Development;
- (ii) Touring;
- (iii) Mentorships and Skills Development; and
- (iv) Production.

Category 2: Music Industry Fellowship

Category 3: Quick Response Program

By the end of the reporting year, grants totalling \$970,404 had been allocated through the program. The pilot All Ages Events program (RAMMPAAGE) has been completed. Of a total allocation of \$900,000 over four years, \$216,567 has been spent on completing the programs in 2003-2004. \$683,433 is committed to the delivery of the program in 2004-2005 and 2005-2006. The Contemporary Music grants budget for 2004-2005 is \$440,000.

In 2003-2004, funding was provided to the Music Managers Forum (MMF) for up to eight young managers to attend the MMF short course series in Melbourne. The Western Australian Music Industry Association (WAM) also completed a partnership with MMF to

provide a series of marketing, business development and management workshops in 2003.

WAM has been supported to develop a website and contemporary music database, including Indigenous contemporary music.

Through a mix of funding initiatives, ArtsWA supported a number of Western Australian bands to ensure the State was well represented at SxSW (South By Southwest music conference) in Austin, Texas. The total cost of the investment was \$28,200 and reports following the event demonstrated that it was effective in creating opportunities and raising the profile of Western Australian contemporary musicians.

New Media

In recognition of the value of the event in showcasing new media art, the Biennale of Electronic Art Perth (BEAP) received additional funding of \$40,000 per annum, as well as an additional \$50,000 to support a grants program for the development of art projects for the event.

Touring

Funding for schools touring, managed by Country Arts WA on behalf of ArtsWA, was \$15,000 in 2003-2004 and will be increased to \$30,000 for 2004-2005.

Residencies

Funding delivered through the "Short Term Artist in Residence Program", totalled \$140,703 and was provided to 25 regional and outer metropolitan projects.

Indigenous Arts

ArtsWA continues to support Indigenous arts and culture through the ongoing work of its Indigenous Arts Officer and Indigenous Arts Assistant, and the projects supported through the Indigenous Arts panel, which is made up of Indigenous artists and arts and cultural leaders. Reconciliation and the Arts fora undertaken by Community Arts Network WA continue to be supported by ArtsWA.

Visual Arts and Crafts

Negotiations for the National Visual Arts and Crafts Strategy (VACS) have been completed, with implementation ongoing since commencing in October 2002. ArtsWA is a

member of the VACS Implementation Review Committee, with additional programs for the support of the visual arts and crafts sector to be implemented over the next three years.

ArtsWA undertook research and consultation with the visual arts sector for development of a Western Australian Living Artists Week in 2005.

Theatre

A theatre forum was held on 13 and 14 March 2004 with the professional theatre sector and consensus was reached for a vision for theatre in Western Australia. A Theatre Strategy will be finalised in 2004-2005 for implementation.

Music

ArtsWA will be engaged in the Review of Australian Symphony and Pit Orchestras in 2004-2005. The review commenced during the reporting year.

2. Engaging in Best Practice

Research and Reviews

ArtsWA undertook the following independent research and reviews:

- Peter Alexander - \$11,000 to assist finalisation of the Fremantle Arts Centre's Business Plan 2004-2005, 2005-2006.
- Strategic Know How - \$31,392 for modelling and implementation of pilot programs for the support of Indigenous Contemporary Music.
- Strategic Know How - \$24,640 to undertake benchmarking research for contemporary arts organisations.
- Manifest - \$14,400 for the production of a CD-ROM of West Australian arts organisations for promotional purposes.
- Teamworks - \$10,000 to facilitate and draw ArtsWA's framework for the devolution of programs.
- Alan Nelson - \$3,300 to undertake mentoring for ArtsWA's Peer Assessment Panel Chairs.

Sector Development

Yirra Yaakin Noongar Theatre was supported in the development of its business plan for 2005-2007, reflecting the organisation's repositioning and confirmation of new strategic direction.

Support was provided under the Contemporary Music Strategy for the business and strategic development of key Indigenous festivals. Support was provided for one festival, to the Bloodwood Tree Association for the Ninji Ninji Festival in Port Hedland.

ArtsWA will be undertaking Governance support and market research projects regarding the Major Performing Arts Companies pursuant to the Major Performing Arts Inquiry in 2004-2005.

ArtsWA supported workshops with Austrade, the Department of Foreign Affairs and Trade and the Department of Industry and Resources for key arts organisations and artists involved in international arts and arts export.

ArtsWA has supported the Awesome International Arts Festival's hosting of the Asia Pacific Producers Network (APPN) in Perth in November in 2004 with funding, liaison and advice.

Policy Development

ArtsWA undertook extensive consultation with the arts and cultural sector in development of the Arts Development Policy, for launch in July 2004. There has been significant ongoing consultation in the development of options for the support of theatre following the Theatre Conference in 2002; including publication of the *Theatre Discussion Paper 2003* and facilitation of the Theatre Forum 2004. Consultation has been undertaken in the development of the Indigenous Arts Policy (Draft), to be launched in 2004-2005 and the development of the Indigenous Contemporary Music Strategy, to be finalised and implemented in 2004-2005.

ArtsWA's four peer assessment panels – Indigenous Arts, Arts Development, Young People and the Arts, and Contemporary Music – continue to serve as ArtsWA's core advisory consultative mechanism for the Arts Grants Program and major policy development.

ArtsWA has published its *Framework for Triennial Funding* and *Framework for the Devolution of Programs*. Application of the *Framework for the Devolution of Programs* will be applied against existing devolved programs in 2004-2005. An assessment of programs devolved to other organisations and managed on behalf of ArtsWA will be undertaken in 2004-2005.

ArtsWA was represented on the Cultural Ministers' Council Committee on National Touring.

Preliminary evaluation of the Contemporary Music strategy will commence in July 2004, pending completion of the first four-year term of the strategy in 2005.

3. Forming Strategic Alliances

ArtsWA entered into partnership with the Office of Aboriginal Economic Development for a feasibility study into the development of an Indigenous Contemporary Music Business Unit.

ArtsWA worked with the Office of Multicultural Interests and the Australia Council to present a seminar on audience development and the multicultural sector. ArtsWA will continue to collaborate with the Office of Multicultural Interests on audience development projects.

Strategic relationships were also established during 2003-2004 with the following organisations and are reported in detail under Regional Development:

- Australia Council Audience and Market Development Division;
- Perth International Arts Festival (PIAF);
- Department of Local Government and Regional Development;
- Gascoyne Development Commission;
- Shire of Exmouth;
- Shire of Shark Bay; and
- Shire of Carnarvon.

Youth Outcomes

ArtsWA's Young People and the Arts Grants Program continues to be managed through the Young People and the Arts panel, made up of young artists and artswomen from across Western Australia for the support of projects by, for or with young people.

The pilot All Ages Events program (RAMMPAAGE) has been completed. Of a total allocation of \$900,000 over four years, \$216,567 has been spent on completing the programs to date. \$683,433 is committed to the delivery of the program in 2004-2005 and 2005-2006.

Funding for schools touring, managed by Country Arts WA on behalf of ArtsWA, was increased by \$15,000 in 2003-2004 and will receive \$30,000 for 2004-2005.

In support of Young People and the Arts, the Young People and the Arts Grants Program has been increased by \$60,000.

Annual scholarships to WA Youth Jazz Orchestra, WA Youth Orchestra and STEPS Youth Dance Company were increased to \$3,000 each.

ArtsWA has committed to establishing an annual, high profile scholarship/award of up to \$30,000 to be presented to an outstanding young artist to study at a prestigious overseas arts institution for 2005.

Regional Development

28 grants totalling \$191,588 have been approved to groups and individuals for promotional touring within Australia and overseas. Liaison with the newly appointed Touring Coordinator at the Western Australian Music Industry Association (WAMI) is a condition of touring grants, to encourage the sharing of knowledge and information.

An Indigenous Contemporary Music Strategy has been completed for implementation in 2004-2005, with funding of \$500,000. Strategies for implementation include the development of an Indigenous Contemporary Music Business Unit. A feasibility study for the Unit is being completed with the Office of Aboriginal Economic Development. Proposals have been sought from key Indigenous organisations, including two organisations based in Broome and WAMI, for professional workshops, mentorships and Indigenous music skills development in schools. Funding is also available to support the strategic and business development of key Indigenous Festivals. During the reporting year, support was provided to one festival, to the Bloodwood Tree Association, for the development of the Ninji Ninji Festival in Port Hedland.

ArtsWA has undertaken to provide Magabala Books Aboriginal Corporation based in Broome with an increase in funding of \$13,000 per annum commencing in 2004. Total funding for the reporting year was \$160,000. This is in recognition of the higher costs of professional publishing in regional Western Australia, and is in support of Australia's only totally owned and managed Indigenous publisher.

Pursuant to a development review in 2003, the State Literature Centre received an increase in program funding of \$13,000 per annum. One-off funding to a maximum of \$25,000 is also being negotiated for development of a website and extension of regional services to support Western Australia's professional writers.

ArtsWA consulted with regional communities in the development of the Arts Development Policy – *Championing Creativity*, the Indigenous Arts Policy and the Indigenous Contemporary Music Strategy. ArtsWA's four peer assessment panels: Indigenous Arts, Arts Development, Young People and the Arts, and Contemporary Music all include regional representation.

The assessment of programs devolved to other organisations and managed on behalf of ArtsWA to be undertaken in 2004-2005, include significant community and regional programs.

Support for intrastate travel by regional artists continues to be a priority for the Artflight program.

Commencing with the 2004 Perth International Arts Festival (PIAF), ArtsWA has entered into a partnership with PIAF with \$50,000 to support the development and inclusion of West Australian Indigenous artists and work in the PIAF program. ArtsWA continues to work closely with PIAF and its major funding partner, LotteryWest.

ArtsWA recruited a Regional Arts Development Officer based in the Gascoyne. The Department of Local Government and Regional Development, the Gascoyne Development Commission and the Shires of Exmouth, Shark Bay and Carnarvon have supported this position.

ArtsWA established a partnership with the Australia Council Audience and Market Development Division in 2000 to appoint an Audience Development Officer in the Pilbara. The Australia Council contributed \$239,500 to this position and ArtsWA \$80,000. This initiative, which is now in its second year, has been highly successful and ArtsWA is in the process of negotiating with the Australia Council to extend the position for a further twelve months.

ARTSWA GRANTS PAYMENTS 2003-2004**SHORT TERM ARTIST IN RESIDENCE****Boddington Old School**

An artist in residence program delivered from the Boddington Old School Gallery \$6,067

Ellenbrook Cultural Foundation Inc.

An artist in residence program to develop design and stained glass skills leading to the creation of six feature windows \$7,500

Esperance Theatre Guild

An artist in residence program led by Paul McKay and with emphasis on youth participation \$6,750

Exmouth Cultural Arts Centre Inc.

An artist in residence program to develop knowledge of contemporary arts practice informed by the unique environment of Exmouth \$7,657

Looma Remote Community School

An artist in residence program featuring Sue Codee at Looma Remote School and community for a period of five weeks \$8,000

Parnngurr Aboriginal Community Inc.

An artist in residence program featuring Galliano Fardin at the Parnngurr and Kunawarritji communities in the Western Desert \$8,243

Printmakers Association of WA Inc.

An artist in residence program for a WA printmaker to showcase work and impart skills \$7,200

Total Short Term Artist in Residence \$51,417

MUSIC**Club Zho**

Monthly new music events focussing on young and emerging composers and performers \$22,750

The Giovanni Consort

A series of concerts with the aim of developing the artistic and professional skills of young performers \$15,000

Mr Reuben Gosfield

Recording, manufacture, launch and promotion of a CD of original instrumentals for the pedal steel guitar \$8,990

Mr Dominik Karski

Composition of a new work for Claire Edwardes and The Zephyr Kwartet \$5,250

Nova Ensemble Incorporated

A program of new music in 2004 \$32,146

Pipe Organ Plus

A concert of new music for pipe organ and instrumental ensemble \$3,926

Mr Paul Tanner

Development of a suite by four WA composers - for a quintet of jazz and classical musicians \$8,000

Tetrafile Percussion

Two weeks of intensive workshops and writing to produce new material \$7,768

Mr Lindsay Vickery

Establish and publication of the WA online new music magazine, *Earwax* \$9,240

Vision Events Management Pty Ltd

A festival of classical music in locations throughout the Perth CBD \$15,000

Mr Timothy White

Commission a work for percussion quartet from Paul Tanner, to be workshopped and performed by the Defying Gravity ensemble \$2,200

Total Music \$130,270

DANCE**Ms Claudia Alessi**

Creation of four duets with four male dancers from various dance and physical performance genres \$18,390

Ms Phillipa Clarke

A dance project integrating choreography and visual imagery entitled *Merge* \$13,994

Mr Paul Gazzola

Creation of a dance solo linked in presentation to a video installation, entitled *Situations 2003* \$15,965

Ms Margrete Helgeby

Creative development of two new works by Jon Burt and Paea Leach, for *Co Loaded* \$20,691

Ms Olivia Millard

Creative development of a new dance work entitled *Celandine* \$16,660

Ms Susan Peacock

Creation of two new dance and video works, the last two in a series of four, entitled *Swallow/Pith/Court/Crow* \$17,988

Ms Joanna Pollitt

Production and performance of 'Room', a new solo dance work for presentation at PIAF \$12,547

Creative development of a new dance work *...and she danced* performed by Jo Pollitt and Olivia Millard in collaboration with Rosalind Crisp \$15,988

STRUT dance inc

Creation of a work with *Co Loaded* and choreographer Natalie Weir (Auspiced for Margrete Helgeby) \$33,491

A program of activities for independent Western Australian choreography and dance \$35,000

Total Dance \$200,714

WRITING**Mr Wayne Ashton**

Creation of a novel, *The Equator* set in Perth and the Maldives \$8,000

Mr Norman Jorgensen

An historical novel about the experiences and adventures of two young boys, set on Rottneest Island during World War II \$8,000

Katherine Susannah Prichard Foundation Inc.

Annual program of activities for the Western Writers Centre \$50,161

Ms Nicole Lobry de Bruyn

Creation of a work of literary fiction \$7,800

Dr Chris McLeod

Completion of a novel \$6,100

Mr Mark Reid

Rewriting and development of a collection of poetry \$6,000

The School of Social and Cultural Studies

Readings by WA writers at events functions associated with the Biennial Symposium on Culture and Society in the Asia-Pacific Region \$1,800

Ms Carolyn Wadley Dowley	
Completion of the non-fiction literary manuscript <i>Too Much Running</i>	\$6,000
Walking On Water	
Provision of a venue for writers and musicians to showcase new works	\$5,425
The Westerly Centre	
Publication of <i>Westerly</i> in 2004	\$25,500
Mrs Dianne Wolfer	
Research and write the first draft of a fantasy novel for younger readers	\$9,000
Ms Morgan Yasbincek	
Research and development for a third collection of poetry	\$11,800
WA State Literature Centre Inc.	
An intensive professional skills development program for members of <i>Out Of The Asylum</i> (Auspiced application)	\$12,950
Total Writing	\$158,536
VISUAL ARTS AND CRAFTS	
Mr Hans Arkeveld	
A retrospective exhibition to be curated by Dr Robyn Taylor	\$11,750
Art Monthly Australia	
Employment of Western Australian writers in 2004	\$5,000
Ausglass	
An initiative to produce an exhibition, trade fair and the WA Glass Artists Directory	\$6,000
Ms Maggie Baxter	
Research into traditional textile techniques of Kutch, north west India leading to an exhibition	\$9,790
Mr Peter Bowles	
Development of a series of glass panels, exploring the architectural possibilities of glass in a contemporary context	\$9,384
Craftwest Centre for Contemporary Craft Inc.	
A residency by WA jeweller, Helen Britton at Central TAFE, Fremantle Campus (Auspiced grant)	\$14,100
Ms Jo Darbyshire	
Research and development to produce paintings for an exhibition	\$11,500
Denmark Arts Council Inc.	
A showcase of new contemporary fine wood works developed in a collective group process for an exhibition (Auspiced for 'designXchange')	\$15,000
Mrs Alexandra Devitt-Lansom	
A workshop, public forum and exhibition called <i>LIMBNESS</i> produced in collaboration with people living without a limb(s)	\$9,000
Ms Tania Ferrier	
Research and development in landscape painting through a residency at the Vancouver Art Centre in Albany	\$2,000
June Moorhouse Consulting	
Development of an exhibition with eight Fremantle based artists	\$16,000
Ms Jillian Kempson	
A one-month visit to Paris, to study the classical techniques of the Old Masters	\$7,430
Ms Minaxi May	
Development of artworks for a first solo exhibition	\$5,110

Mr Tom Mueller

A supermarket inspired group exhibition (*SUPERMART*) presenting works of aspiring and established contemporary West Australian artists \$15,755

Mundaring Arts Centre Inc.

A special edition catalogue to celebrate ten years of the *Mine Own Executioner* exhibition \$7,065

Photography Gallery of WA Inc.

A program of photographic exhibitions and related activities \$13,850

Mr Stewart Scambler

Development of new wood-fired forms and surfaces to express notions of Australian desert landscape \$12,000

Textile Exchange Project

Promotion of *the space between* conference and associated events in 2004 \$20,000

West Australian Guild of Woodcarvers Inc.

A series of skills development masterclasses and workshops \$4,850

Mrs Malgorzata Gosia Wlodarczyk-Sarnecka

Attendance at the opening of a solo exhibition at Helen Maxwell Gallery in Canberra \$3,039

Ms Lisa Wolfgramm

Production of new works leading to an exhibition in Sydney in 2004 \$7,625

Total Visual Arts and Crafts \$206,248

THEATRE**Agelink Reminiscence Theatre Inc.**

A remount of the 2001 production of Ronald Harwood's *Quartet* for a national tour in 2005 \$11,405

Australian National Playwrights' Centre

Attendance of West Australian artists at the 2004 National Playwrights' Conference \$11,433

Great Southern Community Partnership Inc.

Development and production of the comedy drama *Beckett's Last Breath* (Auspiced for the S.A.L.T Writers Group) \$14,200

Ms Claire Hooper

A theatrical production of *Hamlet* in 90 minutes, with three performers in the round \$14,777

Ms Marta Kaczmarek

A six week season of the play *Happy Days* by Samuel Beckett \$24,311

last seen imagining

Research and development of a stage adaptation of the novel *Wish* by Australian writer Peter Goldsworthy \$7,665

Ms Elizabeth Spencer

A co-production with Perth Theatre Company of the play *Tango* at the Rechabites Hall \$25,783

Steamworks Arts Productions

Rehearsal and production of *Nocturne* by Adam Rapp, a solo work to be performed by Gibson Nolte \$19,363

Theatre West

A WA premiere production of a new Australian play, *What Men Love* by Graham Pitts \$13,265

Mrs Pippa Williamson

Creation and development of a solo performance provisionally titled *Virginia Who?* \$14,250

Yirra Yaakin Noongar Theatre

Workshopping and development of a dramatic work incorporating new technological concepts and techniques (Auspiced for Alan Surgener) \$21,100

Total Theatre \$177,552

MULTI-ARTFORMS**Arts Law Centre of Australia**

Annual program of activities of the Arts Law Centre \$5,000

Bizircus Association Inc.

Production and rehearsal of *Servo*, a dynamic and comic outdoor production (Auspiced for Eleanor Davies) \$25,000

Fairbridge Festival Inc.

Development of cross-cultural jazz/folk/world music compositions for performance at the 2004 Fairbridge Festival \$16,600

The Performance Space

Time_Place_Space (T_P_S) a national hybrid arts development laboratory \$3,990

Poets of the Machine

A residency in Basel to continue a collaboration with Swiss artists Martin Blum and Haimo Ganz \$10,000

pvi partners

Site specific tour to four Australian cities of tactical media live artwork tts: australia \$35,326

SymbioticA - Art and Science Collaborative Research Laboratory

BioDifference - an exhibition dealing with the juncture between science and art, at Lawrence Wilson Gallery \$25,000

Ms Anne Walton

A research presentation at the International Symposium for Electronic Arts in Tallin, Estonia and attendance at other events in Stockholm and Helsinki \$15,598

Ms Ionat Zurr

Intensive research and development towards the production of a garment constructed and grown from living tissues \$10,000

Total Multi-Artforms \$146,514

YOUNG PEOPLE AND THE ARTS**Applecross Senior High School**

Presentation and distribution of high school students' poetry in a small magazine publication \$3,149

Ms Eva Asmussen

Creation of a range of clothing combining contemporary textile techniques and surface manipulation processes, and launch of the range with a fashion show \$8,448

Bunbury Regional Entertainment Centre

A year-long program of workshops for young people, culminating in an end-of-year showcase of students' work \$9,900

City of Bunbury

The *Kids Helping Kids* project, for young people to gain events coordination skills through to staging an event to showcase regional young performers \$4,567

City of Joondalup

Creation of street theatre performance using giant articulated puppets and aerial performance to end the 2004 Joondalup Festival \$9,940

City of Rockingham

Development and performance of a new work entitled *somewhere else unfolds* by the participants of the youth theatre workshop program, *ActUp/ActOut* \$5,960

Ms Thea Costantino

Research and development towards production of cabaret in 2005 \$11,000

Ms Samara Cunningham

Research into contemporary choreography and traditional Argentine tango in Buenos Aires \$7,740

Earthwise Community Association

Conduct open community vocal and beatbox workshops, aimed at young people, to complement Junkadelic percussion music and performances \$7,008

ericaamerica

Inaugural solo parade at Mercedes Australian Fashion Week Summer Collections \$9,000

Film Media Group

A documentary showcasing the talents of young Perth artists at three public expression events \$8,700

Mr Samuel Fox

Undertake a two-part mentorship and creative development project with STEPS Youth Dance Company \$5,000

Headquarters Inc.

On the Edge, a workshop with young video and sound artists, musicians, actors and members of the skateboarding community involving Rose Myers, Artistic Director of Arena Theatre Company \$8,560

Jazz Co-ordination Association of W.A.

Development of the *Where Is Jazz?* improvisation camp concept for young musicians (Auspiced for the *Where Is Jazz?* Collective) \$5,920

Leeming Senior High School

A program of artists working with students, leading to creation of works for exhibition at Government high schools in Perth \$9,000

Mr Matthew Lutton

The world premiere theatre production of Brendan Cowell's play *Bed* \$9,610

Mullewa Youth Centre

Arts development workshops in the Mullewa and Yalgoo districts, with three professional artists teaching skills in dance and music \$3,880

Mundaring Arts Centre Inc.

Weekly music workshops for young people, run by the *Rip It Up* team culminating in a concert to showcase skills learned (Auspiced grant) \$9,600

Narembeen Spring Festival

Assistance towards costs of a puppet show and clown for the inaugural Springorama Festival in October, 2004 \$2,943

North Fremantle Community Association Inc.

A string ensemble rehearsal and performance for children including chamber music for more advanced players \$8,260

Mr Brody Rahaley

Staging of a cultural event showcasing the talent of aerosol artists, DJs and MCs \$5,862

Ms Pearl Rasmussen

Print production of a comic book catalogue for the solo exhibition, *slip* a collaborative effort by three emerging practitioners \$8,000

STEPS, Youth Dance Company	
Dance scholarships for young people 2003-2004	\$6,000
STRUT dance inc.	
A six week creative development of a new dance work (Auspiced for Paea Leach)	\$12,004
Town of Bassendean	
A multi-artform youth festival to showcase and promote the work of young local artists in Bassendean	\$2,500
Visual Arts Foundation of WA Inc.	
Residencies by professional artists in regional schools and communities under the VAF Artist-In-Residence program	\$8,000
WA Young Dancers	
Showcasing the talent of 10-18 year olds by providing young ballet dancers the opportunity to perform in a full length ballet	\$8,000
Ms Jessica Watson-Galbraith	
Attendance at a series of professional development workshops offered by danceWEB Europe, Vienna 2004	\$4,023
West Australian Youth Jazz Orchestra	
Music scholarship for young people, 2004	\$3,000
Western Australian Youth Orchestra Association (Inc.).	
Music scholarship for young people, 2004	\$3,000
Western Australian Youth Theatre	
Production of <i>Our Town</i> to tour to Merredin and Northam	\$5,800
Young People and the Arts Australia	
Inclusion of a WA representative at two national meetings to be held Canberra and Melbourne	\$1,000
Total Young People and the Arts	\$215,374
YOUNG PEOPLE AND THE ARTS QUICK RESPONSE	
Mr Matthew Chrulew	
Attendance at the Clarion South Workshop in Brisbane, January 2004	\$2,474
Mr Christian de Vietri	
A six month residency in Marseille, France, to create new work	\$3,000
Ms Nicola Eddington	
Participation in a creative development project with a performance outcome in dance and physical theatre, in Sydney with a leading arts practitioners	\$2,700
James Morrison Enterprises Pty Ltd	
Contribution towards the costs of Perth musicians touring to Europe with the James Morrison group	\$2,500
Jebediah Pty Ltd	
Further development of the international profile of Jebediah through a tour of the United Kingdom	\$5,000
Ms Helen Kruger	
Study of the Baroque violin under specialist Howard Davis, in London	\$3,000
Ms Tess McNamara	
An exhibition at the Hudson Bar and Gallery for the Poolside Collective	\$1,154
Ms Alison Miller	
Staging of an exhibition at the Bus Gallery in Melbourne (Auspiced for Bennett Miller)	\$2,000

Ms Kate Neylon	
Participation in Richard Layzell's <i>Deprivation and Overload</i> workshop as part of the National Review of Live Art Winter School in Glasgow	\$3,000
Mr George Stefanetti	
Participation in the Tamworth Camerata by young musician Danni Stefanetti	\$2,700
Miss Talhy Stotzer	
Juxtaposition of images of traditional healing methods in Madagascar (possession rituals) with the modern medical practices of Perth	\$2,500
Ms Molly Tipping	
Presentation of the work <i>molly and the light</i> at the Melbourne Fringe Festival	\$3,000
Town of Kwinana	
Creative development workshops and materials for a group of local urban artists invited to participate in an exhibition at PICA	\$2,880
Ms Poppy van Oorde-Grainger	
Production of a stop-motion animation as a work of art and as research and development for commissioned and solo projects	\$3,000
Ms Jessica Watson-Galbraith	
Performance at the Adelaide Fringe Festival and attendance at master classes and performances in dance	\$1,899
Total Young People and the Arts Quick Response	\$40,807
INDIGENOUS ARTS	
Aboriginal Urban Services Inc.	
Further research and development of a family history, leading to preparation of a manuscript for publication (Auspiced for Leisha Eatts)	\$8,000
Bloodwood Tree Association Inc.	
Staging of the fifth Nindji Nindji Family Cultural Festival	\$20,000
City of Fremantle	
A major thematic exhibition of contemporary Nyoonga art, through expression of Wyalup Dreaming	\$10,500
Ms Kerriane Cox	
Production of a new CD including original songs, some in language, continuing the introduction of the world to Indigenous people and culture	\$12,000
Jiriki Management	
Stage two of the development of a dance troupe and the development of new material including song, music and dance (Auspiced for Robert Dann)	\$12,000
Jiriki Management	
Production of an album to commercial international industry standards (Auspiced for Alice Haines)	\$14,250
KEEDAC	
A group exhibition by six women from the central south - paintings, glass and sculpture	\$8,000
Kimberley Language Resource Centre	
Music workshops for writing and recording songs in five Kimberley Aboriginal languages	\$10,000
Ms Jean Latham	
Writing of a life story and family history, and preparation of the manuscript for publication	\$6,000

Magabala Books Aboriginal Corporation

Attendance at the Bologna Book Fair - an international trade fair held annually with a focus on books for young people \$17,014

Mainstreet Pinjarra on the Murray Inc.

A community art project entitled *Spirit of the Town Bridge* aimed at highlighting the Pinjarra Town Bridge as a place of community significance and cultural value \$5,775

Mangkaja Arts Resource Agency

Continuation of the pilot phase of the Skudda Arts *Powerhouse* initiative \$8,000

Marra Aboriginal Corporation

A series of art workshops in Geraldton for the local Aboriginal community, delivered by local Aboriginal artists \$10,100

Mr Mack Mourambine

Attendance at the 2004 Tamworth Country Music Festival and performance in two Indigenous showcases attached to the festival \$3,600

Mulan Aboriginal Corporation

Mulan artists to complete a series of painted panels that will be combined to form a mural around the exterior walls of the community store \$11,500

Mundaring Arts Centre Inc.

Employment of Indigenous artist Jeanette Garlett to work with local Indigenous primary school students to paint four bus shelters in Koongamia \$3,800

Ngarinyin Aboriginal Corporation

International promotion of the *Wanjina Art Project* through an exhibition at the Hall Des Pas Perdus of the Palais, United Nations, Geneva, 2004 \$10,000

Roebourne Aboriginal Healing Art Centre

A series of visual arts workshops over a period of six months, targeted at Indigenous people, for the purpose of artistic skills development \$9,000

Shire of Wiluna

A dance mentoring program for an Indigenous person or group in order to develop and retain community skills \$10,000

Mr Alfred Taylor

Editing, rewriting and preparation of two manuscripts: a memoir and a collection of poems \$6,000

Wadumbah Aboriginal Dance Group

Creation of a website primarily for the purpose of marketing the Wadumbah Dance Group \$7,760

Wandalgu Arts Aboriginal Corporation

Costs of the Wandalgu Band travelling to Perth for the recording and production of a CD \$6,228

Warburton Community Inc.

Remounting of the *TRUST* exhibition at the Mining Hall of Fame as a regional element of the Perth International Arts Festival \$5,500

Waugal Aboriginal Corporation

NAIDOC Week celebration - art and performance exhibition \$5,000

Yowarliny Singers

An interstate tour to South Australia and Victoria \$12,000

Mr Reynold Indich

Travel to the United States for recording sessions with American country musicians \$1,500

Total Indigenous Arts \$233,527

CREATIVE DEVELOPMENT FELLOWSHIPS**Mr Rodney Glick**

Creative Development Fellowship \$40,000

Ms Jane Whiteley

Creative Development Fellowship \$25,000

Ms Tess Williams

Creative Development Fellowship \$10,000

Ms Sarah Contos

Youth Creative Development Fellowship \$10,000

Ms Samara Cunningham

Youth Creative Development Fellowship \$10,000

Mr Desmond White

Youth Creative Development Fellowship \$10,000

Total Creative Development Fellowships \$105,000**ARTFLIGHT****Mr Richard Alderson**

Participation in poetry workshop program run by Five Islands Press in Wollongong, NSW \$540

Artplace

Participation in the 2004 Melbourne Art Fair \$9,000

Mr Yunnkurru (Billy) Atkins

Travel to Darwin to attend the 20th Telstra National Aboriginal and Torres Strait Islander Art Award Opening Night \$3,000

Ms Cynthia Baker

Attendance at the biennial seminar of the Quilt Study Group of Australia in Sydney \$535

Ms Heather Claire Beauseine

Solo exhibition at Beatty Gallery in Sydney \$2,000

Mr Jacob Berson

A spoken word performance at the National Young Writers' Festival in Newcastle, NSW \$450

Mr Thomas BrownriggA Victorian tour to promote *Local Pricks'* three CD releases and a performance at the Esplanade Hotel New Year's Eve Festival \$2,038**Mr Christopher Byrne**

Presentation of a paper at the European Federation of City Farms international conference in Oslo, Norway \$2,320

Cahoots

Attendance and performances at the Bellingen Global World Music Festival in Bellingen, NSW \$3,000

Mr Philip ChannellsAssistant directorship with Restless Dance Company for the performance *Shortly There After* as part of the High Beam Festival in South Australia \$675**Composite Design**

Participation in an international exhibition in Milan, Italy \$3,000

Mr Ollivier Cuneo

Participation in a conducting masterclass with Sir Charles Mackerras and the Sydney Symphony Orchestra \$400

Mrs Laurel de Vietri	
Participation and performances of French folk dance at the French Festival in Adelaide	\$3,000
Desert Child	
Performances at the 2003 WAMI Festival and at the Illawarra Festival at Jamberoo NSW	\$2,000
Mrs Alexandra Devitt-Lansom	
Artist in residency at University of South Australia and attendance at a hot glass sand casting workshop at the Jam Factory	\$1,798
Ms Annabel Dixon	
Attendance at an exhibition opening at Mori Gallery in Sydney	\$2,400
Ms Moira Doropoulos	
Attendance at the RMIT INTERMESH Symposium and 5th International Shibori Symposium in Melbourne as an invited presenter	\$724
Ms Pippin Drysdale	
Attendance at a solo exhibition opening at the V&A (Victoria and Albert) Museum, London in conjunction with the British Crafts Council, represented by the Gallerie Heller	\$3,000
Ms Gabrielle Everall	
Participation in a panel at the National Young Writers' Festival	\$450
Mr Leon Ewing	
Participation in a collaborative residency at the Performance Space, Sydney	\$600
Fremantle Children's Literature Centre	
Attendance by Lesley Reece at the National Children's Book Council conference Island Journeys, Hobart, Tasmania	\$1,000
Full of Ink	
Mount the West Australian production <i>Smoke</i> at the National Showcase 2003 Melbourne Fringe Festival	\$2,000
Galerie Dusseldorf	
Participation in the 2004 Melbourne Art Fair	\$9,000
Gallery East	
Participation in the 2004 Melbourne Art Fair	\$9,000
Mr Philip Michael Gamblen	
Participation and presentation at Ciber@RT Bilbao 2004: International Festival of New Technologies Art + Communication - Challenges for a Ubiquitous Identity	\$3,000
Miss Meagan Lee Gardiner	
Participation in the San Francisco International Gift Fair	\$1,500
Mr Patrick Giles	
Attendance by Patrick Giles and Tim Ruse (HiRO? and the freak radicals m.c's) at the conference, and performance at the 2003 Fuse Festival in Adelaide	\$254
Mrs Nicki Gillis	
Live performances of original music at Toyota Country Music Muster, Gympie, QLD	\$1,772
Goddard de Fiddes Gallery	
Participation in the 2004 Melbourne Art Fair	\$9,000
Mr Philip Gray	
Performances by <i>Loaded Dog</i> at the Illawarra Festival at Jamberoo, NSW	\$1,250
Mr Miik Wardman Green	
Exhibition at Dianne Tanzer Gallery in Fitzroy, Melbourne	\$1,314

Mr Scott Henman	
Participation in the Nelson International Street Performance Festival in Canada	\$1,500
Hidden Veil Bellydancers	
Attendance of two instructors at Middle Eastern dance workshops in Perth, to enhance skills	\$1,737
Mr Scott Hitchcock	
Freight costs and airfares towards an exhibition at the Our Spot Gallery in Darlinghurst, Sydney	\$3,000
Mr Bevan Honey	
Production, transportation and presentation of the opening solo exhibition at the new Tin Sheds Gallery, University of Sydney	\$2,600
Ms Catherine Hope	
Travel to Wagga Wagga, NSW to participate in the <i>Time_Place_Space</i> workshop	\$900
Mr David Horn	
Attendance at the opening ceremony of the Helen Lempriere National Sculpture Award 2004 as an award finalist	\$792
Ms Michelle Hovane	
Tour of <i>Sybil in a Suitcase</i> to Feast, Adelaide's Lesbian and Gay Cultural Festival, and performances at other events in the festival	\$1,000
Mr Barbara Howard	
Participation in the Vancouver International Children's Festival, Vancouver, Canada	\$2,500
Ms Sylvia Heuge de Seville	
Attendance at a two day printmaking workshop in Darwin specialising in printmaking for Aboriginal artists and to the Telstra Art Awards as a finalist	\$1,054
Indigenart	
Attendance at <i>The Art of Dreaming</i> in the United States of America	\$1,500
Japingka Gallery	
Attendance by three Wangkatjungka artists at an exhibition of works in Sydney, June 2004	\$3,000
Jiriki Management	
Performance by Trevor Jamieson and Ryan Narkle at the Rock and Royal Concert in Denmark during the wedding celebrations of Crown Prince Frederick and Mary Donaldson	\$5,000
Jiriki Management	
Participation of Indigenous Australian performers in the UK premiere of Thomas Keneally's play, <i>Bullie's House</i>	\$3,000
Mr David Johnson	
Showcase performances in Broome and Derby and workshops and performances at the Moonrise Festival in Derby, 2004	\$630
Mr Leon Kalamaras	
Attendance at an exhibition of sculpture and painting at the Vaphopoulio Cultural Centre in Thessaloniki, Greece	\$3,000
Ms Desmonda Kearney	
Participation in the Newcastle Young Writers' Festival	\$450
Kimberley Aboriginal Law and Culture Centre	
Preliminary discussions in Korea by two members of Bardi Aboriginal Dancers, prior to the group performing at a festival in Korea in 2004	\$2,250

Kulcha Inc.

Performances at the Sergey Kuryokhin International Festival (SKIF-8) in St Petersburg, Russia \$3,000

Mr Timothy Daniel Willunga Leaversuch

Travel to Munich with work selected for *Talente* - an exhibition of new designers at the International Trade Fair \$2,528

Mr Garry Lee

Perform at the Thredbo Jazz Festival and launch a new CD entitled *Retrospective Lee* \$600

Mr Richard Lenz

Presentation of a lecture, recital and clinic on historical guitars at the Frankston Guitar and Music Festival, Melbourne \$840

Mrs Suzanne Lindhorst

A solo exhibition of new artworks in Hong Kong and participation in Festival Australia \$1,050

Ms Miriam Lo

Attendance at a ten day poetry workshop in Wollongong, NSW, for the purpose of developing a manuscript \$564

Ms Wendy Lugg

Attendance at a gallery reception at Art Center Waco in Texas USA for *Pojagi and Beyond*, and give associated lectures and gallery talks \$2,935

Ms Clare Mannion

Travel to Feast, Adelaide's Lesbian and Gay Cultural Festival, to perform six artistic works which comprise the Debby project \$2,000

Marra Aboriginal Corporation

Performance by *Red Ochre* at the 2004 Tamworth Country Music Festival \$3,000

Ms Helen Matthews

Performance at the Melbourne Women's International Festival as part of a WA featured performance with pianist Graham Wood \$940

Ms Christina McGuinness

Participation in *South 1 - The Gathering* project hosted by Craft Victoria at the Sidney Myer Centre, University of Melbourne \$600

Ms Jane McKay

To take the group exhibition concept *VAST* by four WA artists to the Span Gallery, Melbourne, February 2004 \$3,000

Mr Mal McKimmie

Attendance and readings as an invited performer at two major poetry reading events in Melbourne, July 2004 \$485

Mr David Miller

Performances by invitation in Paris and Hamburg, with prominent exponents of contemporary experimental electronic music \$2,000

Mr Jonathan Mustard

Attendance at a premier performance of a new dance work by TasDance at the Earle Arts Centre, Launceston \$660

Mr Janis Nedela

A solo exhibition of work at the Art Gallery Bastejs, Riga, Latvia \$2,000

Ms Jane Neville

Participation in the On The Axis national conference for youth arts and cultural development workers and artists \$1,100

Dr Claire Pannell

Attendance at the 11th Annual International Contemporary Dance Conference and Performance Festival in Bytom, Poland \$2,300

Perth Galleries Pty Ltd

Participation in the 2004 Melbourne Art Fair \$9,000

Mrs Rachael Petridis

Participation in a poetry workshop program run by Five Islands Press in Wollongong, NSW \$540

PIXEL Enterprises Pty Ltd

Contribution towards the cost of the laser/video installation *Essentiliser* to be exhibited at the Luminous Image IV in New York, USA \$3,000

Mr Danilo Pravica

A series of solo exhibitions in Western Australia, Yugoslavia and Germany, spanning the period August 2004 - April 2005 \$3,000

pvi partners

Attendance at the opening of the *primavera* exhibition at the Museum of Contemporary Art in Sydney \$2,500

Mr James Quinton

Participation in the Melbourne Emerging Writers' Festival \$615

The Salamander Collective

Performances at the Morpeth Jazz Festival and other events in the Eastern States \$2,500

Ms Nalda Searles

Attendance and participation in the *South 1: The Gathering* conference, Melbourne, July 2004 \$600

Mr Kevin Shaw

Attendance at the launch of *Mates: Images and Stories of the Kimberley* in Melbourne, March 2004 \$3,000

Mr Craig Silvey

Participation in the Sydney Writers' Festival \$624

Ms Anna Sleptsova

Performance in the *Friends of TSO* concert, and participation in the Churchill Fellows' annual gathering, in Hobart, Tasmania \$902

Spellart

Performance of *Lifeboat* at the International Symposium of Electronic Arts, Europe 2004 \$3,000

Steamworks Arts Productions

Attendance by Sally Richardson at the 2004 Australian Performing Arts Market in Adelaide \$540

Storytelling Guild of Australia (WA) Inc.

Attendance by delegates at the National Storytelling Conference *Cross Currents* in Brisbane \$2,000

STRUT dance inc.

Attendance by Sue Peacock and Gabrielle Sullivan at the 2004 Australian Performing Arts Market in Adelaide \$1,080

Ms Gabrielle Sullivan

Attendance and participation in *Dance Rebooted: Initializing the Grid*, to develop strategies for touring independent dance \$875

Mr Boguslaw Szczepaniak

Participation in the World Double-Bass Festival in Poland, August 2004 \$2,370

Mr Flynn Talbot	
Participation in the Milan Salone Satellite exhibition, Italy, April 2004	\$3,000
Ms Jan Teagle Kapetas	
Performance and participation on panels at the Northern Territory Wordstorm Writers' Festival	\$5,080
Terrasphere Productions	
Performances by Kerriane Cox and Lorrae Coffin at the Michigan Womyn's Festival in the USA	\$3,000
Tetrafile Percussion	
Attendance and performances at various festivals in the UK and Ireland, and promotion of the group's new CD	\$3,000
Tripinc	
Participation in three Canadian street theatre festivals in August 2004	\$3,000
Dr Rosemary van den Berg	
Participation in a conference in New Delhi, India and presentation of a lecture on Aboriginality	\$2,000
Mr Rick Vermeij	
Participation in the <i>Sculpture By The Sea</i> exhibition at the Bondi to Tamarama coastal walk, Sydney NSW, October 2003	\$2,500
Mr Lindsay Vickery	
Participation in the New West Electro-Acoustic Music Organization (NWEAMO) Festival in the United States with the group SQUINT	\$2,000
Ms Kay Walley	
Participation in the <i>Wordstorm</i> Festival, Northern Territory, May 2004	\$510
Mr Simon Reed Walsh	
Attendance at the 12th Annual New Zealand Juggling Festival	\$1,000
Mr Timothy White	
Performance by <i>Defying Gravity</i> ensemble in two concerts of WA percussion music at the Australian Percussion Symposium in Canberra	\$2,000
Ms Rebecca Jenny Wilson	
Participation in the Nelson International Street Performance Festival in Canada, July 2004	\$1,500
Mr Jurek Wybraniec	
Attendance at exhibitions of the artist's work in Sydney and Melbourne	\$1,500
Yarliyil Art Centre Aboriginal Corporation	
Attendance at the Willy Billabong art exhibition opening in Perth, April 2004	\$2,500
	Total Artflight
	\$212,271
PARTNERSHIP INITIATIVES	
Artists' Foundation of WA	
Engagement of a Regional Indigenous Arts Skills Development Officer	\$45,000
Artlink Australia	
Feature articles and exhibition reviews about West Australian artists and exhibitors in each issue of Artlink in 2004	\$5,000
Association of Northern, Kimberley and Arnhem Aboriginal Artists	
Contribution towards the costs of artists and arts workers of the Kimberley Aboriginal Art Centres to attend two ANKAAA forums	\$7,500
Australian Script Centre Inc.	
Towards programs and projects of the Australian Script Centre in 2004	\$5,000

Biennale of Electronic Art (BEAP)	
Contribution to the employment of an administrator	\$40,000
Carclew Youth Arts Centre	
Contribution towards the production of six issues of <i>Lowdown</i> magazine in 2004, and one issue of <i>Directions</i>	\$5,000
Community Arts Network WA Ltd	
Support towards the engagement of an Indigenous Cultural Development Manager for two years July 2003 - June 2005	\$25,000
Country Arts (WA) Inc.	
Attendance by representatives of Country Arts WA at governance seminars being conducted by Margaret Seares in December 2003	\$2,000
Craftwest Centre for Contemporary Craft Inc.	
Design and production of a catalogue for the exhibition <i>Splinter</i> at the WA Wood Show, Claremont, August 2003	\$10,000
Dashvisual	
Production of a DVD presentation profiling the youth arts sector in Western Australia, for showing at the <i>On The Axis</i> youth arts conference in Queensland, 2003	\$1,540
Department of Industry and Resources	
Contribution towards the costs of sending three Indigenous artists to the Milan Aboriginal Arts and Handicrafts Expo, October, 2003	\$7,100
Dynamic Orange	
A feasibility study into securing the 2006 Australian National Playwrights' Conference for Western Australia	\$5,000
Fly By Night Musicians' Club Ltd	
Rental assistance for the period January to December 2004	\$20,000
Gotham Studios Inc.	
Rental assistance for the period November 2003 to October 2004	\$2,820
Katharine Susannah Prichard Foundation Inc.	
Financial support towards a collaborative review of the structure of the WA Writers' Centre	\$2,000
Ms Jennifer Lowe	
An Internship for an emerging West Australian curator at the Biennale of Sydney, 2004	\$1,000
Magabala Books Aboriginal Corporation	
Attendance by representatives of Magabala Books at governance seminars being conducted by Margaret Seares in December 2003	\$2,000
Manifest Productions	
Development of strategies to progress three projects to benefit arts practitioners and organisations in WA	\$11,400
Pen and Paint Pty Ltd	
The <i>Dido Fellowship</i> 2004	\$10,000
Perth International Arts Festival	
Towards costs of the <i>Indigenous Arts Showcase</i> - Project Manager salary and on-costs	\$27,000
Southern Edge Arts Inc.	
Attendance by representatives of Southern Edge Arts at governance seminars being conducted by Margaret Seares in December 2003	\$1,000
Terrasphere Productions	
Co-ordination of music and songwriting workshops in remote Kimberley communities	\$5,600

WA Music Industry Association Inc.

Support for the pilot West Australian drug and alcohol free all-ages events funding program	\$5,157
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WA Music Industry Association Inc.

Rental assistance	\$8,400
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WA Music Industry Association Inc.

Staging a WA music showcase at the <i>South by Southwest</i> music conference, trade fair and festival in Austin, Texas, March 2004	\$10,000
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WA State Literature Centre Inc.

Consultancy fees for a strategic review of the WA State Literature Centre	\$5,000
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Yirra Yaakin Noongar Theatre

Rental assistance	\$33,900
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Total Partnership Initiatives	\$303,417
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MAJOR ORGANISATIONS FUNDING**Art On The Move**

General Purpose Funding	\$244,400
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Touring Funding	\$100,000
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Artists' Foundation of WA

General Purpose Funding	\$303,260
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Australian Dance Council

General Purpose Funding	\$140,000
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Barking Gecko Theatre Company

General Purpose Funding	\$354,000
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Black Swan Theatre Company

General Purpose Funding	\$511,949
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Buzz Dance Theatre Limited

General Purpose Funding	\$223,200
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Community Arts Network WA Limited

General Purpose Funding	\$449,853
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Country Arts (WA) Inc.

General Purpose Funding	1,137,200
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Craftwest Centre for Contemporary Craft Inc.

General Purpose Funding	\$200,000
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Deckchair Theatre Inc.

General Purpose Funding	\$241,000
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Festival Fringe Society of Perth

General Purpose Funding	\$191,060
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Fremantle Arts Centre

General Purpose Funding	\$554,500
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Fremantle Arts Centre Press

General Purpose Funding	\$243,750
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Kulcha Multicultural Arts of WA Inc.

General Purpose Funding	\$145,600
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Magabala Books Aboriginal Corporation

General Purpose Funding	\$155,592
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Performing Arts Centre Society Inc.	
General Purpose Funding	\$140,000
Perth Institute of Contemporary Arts	
General Purpose Funding	\$554,800
Perth Theatre Company	
General Purpose Funding	\$390,000
Spare Parts Theatre (Inc.)	
General Purpose Funding	\$295,400
WA Music Industry Association Inc.	
General Purpose Funding	\$239,166
West Australian Ballet Company	
General Purpose Funding	\$1,204,659
West Australian Opera Company	
General Purpose Funding	\$1,255,650
West Australian Symphony Orchestra	
General Purpose Funding	\$1,606,186
Western Australian Youth Orchestra Association (Inc.)	
General Purpose Funding	\$103,525
Yirra Yaakin Noongar Theatre	
General Purpose Funding	\$254,750
	Total Major Organisations Funding \$11,239,501
OTHER TRIENNIAL AND MULTI-YEAR FUNDED ORGANISATIONS	
Australian Writers' Guild (WA)	
Annual Program Funding	\$24,000
Awesome Arts Australia Ltd	
Annual Program Funding	\$145,000
Children's Book Council Of Australia (WA Branch) Inc.	
Annual Program Funding	\$20,000
Disability in the Arts, Disadvantage in the Arts Australia	
Annual Program Funding	\$60,000
Effie Crump Theatre	
Annual Program Funding	\$52,937
Fremantle Children's Literature Centre	
Annual Program Funding	\$35,000
Hole in the Wall Theatre Company	
Annual Program Funding	\$14,000
International Art Space Kellerberrin	
Annual Program Funding	\$40,000
Jazz Co-ordination Association of W.A	
Annual Program Funding	\$22,000
Musica Viva Australia	
Annual Program Funding	\$25,000
Perth Jazz Society	
Annual Program Funding	\$15,000

Propelarts	
Annual Program Funding	\$195,000
Skadada	
Annual Program Funding	\$40,000
Southern Edge Arts Inc.	
Annual Program Funding	\$45,500
STEPS, Youth Dance Company	
Annual Program Funding	\$45,000
Tura Events Company Ltd	
Annual Program Funding	\$140,000
WA Playwrights' Consortium Inc.	
Annual Program Funding	\$44,000
WA State Literature Centre Inc.	
Annual Program Funding	\$90,000
West Australian Youth Jazz Orchestra	
Annual Program Funding	\$30,000
Western Australian Youth Theatre	
Annual Program Funding	\$25,000
Total Other Triennial and Multi-Year Organisations	\$1,107,437
CONTEMPORARY MUSIC	
Buzz Dance Theatre Limited	
Commission Joseph Mansell to compose and perform original contemporary music for <i>Beat Cake</i> , a dance/theatre production for children	\$2,265
Mr Morgan Gasseng	
Creation of a series of video and DVD productions that promote Australian skateboarding and contemporary WA musicians	\$7,770
Goolarri Media Enterprises Pty Ltd	
Establish the first phase of the <i>Gimme Music</i> strategy for the development of a sustainable Indigenous music industry in the North West	\$30,000
Mr Peter Carroll	
Business development overseas and in Australia, setting up effective marketing/promotional networks, overseas touring and licensing opportunities	\$6,000
North Metro Music Club	
<i>Warp Factory</i> TV show - a music TV series focussing on WA contemporary music, with reviews, live performances, and coverage of local music	\$20,245
Mr Steve Parkin	
Master, manufacture, release and distribute a debut solo album nationally in May 2004	\$7,240
Mr Alex Roper	
Establishment of an infrastructure, reporting mechanisms, and development of the strategic direction of <i>Rip-It-Up Music</i>	\$25,000
Tottle Partners	
Development of an on-line resource of information on legal issues affecting the contemporary music industry	\$5,500
Westlink Multimedia Pty Ltd	
Funding towards the employment of an Export Development Manager	\$16,570

Mr Michael Wylie

A photographic exhibition of West Australian musicians, taken over the last ten years, to coincide with the tenth anniversary of the Kiss My WAMI festival \$3,990

Mr Steve Tallis

Contemporary Music Fellowship \$40,000

Deuce Productions

Development of a program to enhance the performance and collaborative skills of local contemporary musicians \$9,950

Mr Peter Grandison

Mentorship - contemporary music mastering and production \$8,160

Kidlink Early Intervention Program (Inc.)

Mentor five young Indigenous women (17-20) to develop, perform and record music for the Kwinana-based documentary film *Koorliny Together* \$4,150

Margaret River Arts Council

Train established local musicians in the process of recording, producing and marketing a CD, resulting in a compilation package \$16,830

Mr Sam McCluskey

Participation in a mentorship program with Guy Ghouse \$6,350

Mr Daniel Moore

Work experience at two recording studios in Oslo, Norway \$2,942

Mr Allan Boyd

Participation by a group of West Australian audio artists in the *This Is Not Art* festival in NSW, October 2003 \$7,610

Mundaring Arts Centre Inc.

Weekly music workshops for young people at the Swan View Youth Centre run by the *Rip-It-Up* team. \$27,200

Mr Ryan Grieve

Creative development and collaboration with musicians, producers, DJ's and sound engineers to produce a body of innovative works \$14,000

Miss Sarah-Jane Hansen

Production of *The Tricks'* 6-track CD at Revolver Sound Studios, as the basis of a nationwide promotional strategy (Auspiced grant) \$4,915

The Honeyriders

National tour to promote the release of *The Honeyriders* full length album \$9,925

Hoop Culture Publishing

Recording, promotion and marketing of *Crimes of the Primary's* album release \$8,560

Mr Gregory Lawrence

Nationwide release of a compilation CD featuring electronic music artists from Western Australia \$2,305

Little Birdy Pty Ltd

A national tour with the *Dissociatives* \$5,000

Mr Glyn MacDonald

Recording of an album of original and accessible jazz music featuring top young WA jazz musicians, launch and marketing \$5,730

Mr Gerard Maunick

Recording and production of a second CD entitled *Voodoo Brew* and reprint of *Soul Kreol* \$7,000

Mr Bernard Carney	
A CD production celebrating 175 years of Western Australian history in song	\$8,000
Semikazi	
Production and manufacturing of the second <i>Semikazi</i> CD compilation	\$2,180
Streetcar Productions	
Production and marketing of <i>Blanche DuBois'</i> second full-length album	\$14,457
Subtruck	
Recording, manufacture and distribution of a new CD release	\$7,830
Australian Music Collective	
Assistance with costs in respect of the Australian Music Showcase at the <i>South by Southwest</i> conference, fair and festival, Austin, Texas 2004	\$3,200
The Honeyriders	
Recording and production of a full length album by <i>The Honeyriders</i>	\$9,334
Mr David Hyams	
A national tour to perform at two festivals and promote the group's second CD	\$10,000
LAST YEARS HERO	
A national tour to promote the band's debut album, <i>Tell You When</i>	\$10,000
Mr David Mann	
A two band original music tour of regional Western Australia	\$6,597
Mr Domenic Mariani	
A national tour by Dom Mariani and his band <i>The Majestic Kelp</i> , in support of the recently released album <i>Underwater Casino</i>	\$7,590
Maximum Perversion	
A tour to the east coast of Australia to promote <i>Maximum Perversion's</i> recent release and to enhance the group's national profile	\$5,540
Mr Brad Miller	
A tour of the Eastern States to promote the <i>M16's</i> debut CD album	\$6,870
Mr Steven Collett	
Promotional tour of NSW to launch <i>Moriarty's</i> second album	\$7,000
Jazz Co-ordination Association of W.A.	
Development of relationships with regional communities in the south-west in advance of a tour by <i>Salamander</i>	\$1,080
Naked Ape Management	
Travel to Sydney and Melbourne to promote <i>El Horizonte's</i> debut album, <i>Signatures at the Crossroads</i>	\$6,505
Mr Pete Stone	
Tour of Victoria and New South Wales by <i>Pete Stone and the Assistance</i>	\$2,744
Undercover Music Pty Ltd	
A national tour to promote the release of debut album of Nyalgodi-Scotty Martin (Auspiced grant).	\$10,000
Mr Aaron von Bergheim	
Production, promotion, marketing and distribution of a showcase of original Western Australian rock-n-roll bands	\$7,000
End of Fashion	
Performances at the <i>South By South West</i> festival in Austin, Texas	\$5,000

Fourth Floor Collapse

Travel to Sydney to perform as the headline act at the Music Managers Forum, Night Sessions event \$3,825

The Hampdens International

An Australian tour promoting the band and the release of the *Even World* EP \$4,929

Little Birdy Pty Ltd

An east coast tour in support of Alex Lloyd, and performances at the Livid Festival in all cities \$5,000

Little Birdy Pty Ltd

Production of a debut full length album of original music \$14,000

Ms Emily Barker

Conduct a tour and record with the band *The Low Country* in the UK to enhance the profile of the band internationally \$5,000

The Sleepy Jackson

A two-month promotional tour of the United States \$5,000

Spencer Tracy

Performances as the national support act for the international band *The Super Furry Animals* \$5,000

Mr Carus Thompson

A three-week tour to the eastern states, to the Port Fairy Folk Festival and performances in Melbourne \$4,982

Tucker B's

Showcase tour to the *South by Southwest* music festival in Austin, Texas. \$5,000

Mr Cain Turnley

A promotional tour by the group *The Avenues*, to Sydney, Canberra and Melbourne, March 2004 \$5,000

Mr Mike Wafer

Showcase performances in Melbourne \$2,660

Total Contemporary Music \$496,530

BIENNALE OF ELECTRONIC ART PERTH (BEAP)

Mr Mark Cypher - BEAP 2004 - *Biophilia* \$7,000

Ms Catherine Hope - BEAP 2004 - *Pickpocket* \$6,618

Ms Jo Law - BEAP 2004 - *re-* \$9,986

Mr Cameron Merton - BEAP 2004 - *The Little Optimum* \$9,958

Ms Nina Sellars - BEAP 2004 - *Creation* \$10,000

Ms Cynthia J. Verspaget - BEAP 2004 - *Sinderworld* \$5,000

Ms Cynthia J. Verspaget - BEAP 2004 - *Anarchy Cell Line* \$10,000

Total BEAP \$58,562

GRAND TOTAL ALL FUNDING

\$15,083,676

STATE RECORDS OFFICE

MISSION

The State Records Office (SRO) mission is to:

- facilitate the improvement of current records management systems in Government so as to ensure that State records of continuing value are available for use by Government agencies and the public;
- achieve an excellent collection of State archives that can easily be accessed by the community; and
- support efficient, effective and accountable open Government.

OBJECTIVES

1. Progress the implementation of the recordkeeping requirements under the *State Records Act 2000*

Recordkeeping Plans

Under Part 3 of the *State Records Act 2000* (the Act), all State and local Government organisations that were in existence on 30 November 2001 were required to submit draft Recordkeeping Plans to the Director of State Records within two years of the gazettal of State Records Commission (SRC) standards and principles, namely by 8 March 2004. Section 73 of the Act requires the Director of State Records to advise Government organisations on the preparation of, and compliance with, Recordkeeping Plans.

The SRO conducted a series of workshops, two training sessions and 15 information sessions for more than 300 State and local Government employees and local Government councillors in the metropolitan and regional areas and developed Recordkeeping Plan templates, checklists, guidelines and other tools to assist with the preparation of the Recordkeeping Plans. Throughout the year, substantial individual guidance was also provided to help Government organisations to meet the minimum requirements as specified in the SRC Standard No. 2.

By the 8 March 2004 deadline, 289 of the total of 307 Government organisations had submitted draft Plans. Nine organisations submitted draft Plans before the end of March, three in April, five in May and the last arrived in June 2004. Each draft Plan is examined by the SRO in accordance with the Act and submitted to the SRC with a recommendation as to whether or not it should be approved.

As at 30 June 2004, 124 Recordkeeping Plans were approved, or cleared pending approval of the associated retention and disposal schedule, by the SRC.

Additional documentation was sought from some agencies to ensure that the Plans met the minimum requirements to enable them to be recommended to the SRC for approval. Some Plans highlighted inadequacies in the agencies' recordkeeping practices and procedures that could not be rectified in the immediate future. To assist these agencies, the SRC approved an assessment matrix that allows the Plans to be approved for one or three years, rather than the statutory maximum of five years, provided the agencies met minimum requirements. This enables the agencies to have an operational Recordkeeping Plan while continuing to make improvements.

The Recordkeeping Plan regime of the Act is increasing awareness of the importance of good recordkeeping. The SRO intends to review recordkeeping processes and tools to streamline the process as much as possible and will continue to provide whole-of-government advice, training and research.

Digital Records Management

The *State Records Act 2000* applies to all Government records, including digital records. The Act requires Government records to be kept for as long as required, and where they are designated as State archives, they must be preserved permanently.

The draft Recordkeeping Plans assessed to date have identified the need for improvements in the management of digital records, which are, by their nature, at greater risk of loss or unauthorised changes than hard copy records.

The SRO has recently joined the Digital Records Initiative (DRI) coordinated by the National Archives of Australia and comprising all Australian jurisdictions and New Zealand. The DRI is to investigate practical strategies for long-term digital records management and digital archive preservation and identify reliable solutions for adoption within Australia and New Zealand. The SRO is establishing a Digital Records Working Group to provide a State forum for sharing ideas and to maximise the benefits from the national initiative.

State Records Advisory Committee

As part of their Recordkeeping Plans, all State Government organisations are required to have a retention and disposal schedule approved by the SRC. The retention and disposal schedules provide a comprehensive listing of categories of Government records and prescribe how long different records must be kept, when they can be destroyed or if they have to be retained permanently as State archives. The State Records Advisory Committee (SRAC), established under section 62 of the Act, provides advice to the SRC on draft retention and disposal schedules. In 2003-2004, the SRAC met six times, and recommended the approval of 39 retention and disposal schedules for individual agencies.

2. Improve access to records in the State archives collection

Section 73 of the Act requires the Director of State Records:

- to provide an information service about State archives;
- to provide public access to unrestricted archives;
- to provide facilities and services to enable archives to be effectively used for administrative requirements and for study and research; and
- to create and maintain a register of all State archives, including those that are not in the State archives collection.

In 2003-2004, 4,265 clients used the SRO Search Room, including the microfilm area. These clients requested 7,835 items from the State archives collection, of which 1,235 were maps. Clients also used 10,405 microforms. The SRO answered 2,640 telephone enquiries and 4,275 reference desk queries, while 520 reference/research queries were received by other means.

The SRO presently holds approximately 15km of State archives that were created by over 1000 government (and Colonial) agencies since the foundation of the Swan River Colony in 1829. This collection covers all facets of Government activity and is a vitally important historical resource to the State.

The SRO is in the process of purchasing a new on-line system to replace the existing archives database which will allow Government and members of the public to access it through the SRO website. The new on-line archives search system will also support the viewing of digitised images of State archives. A program to incrementally add large volume of archival documents as digitised images will be developed.

Four lunchtime seminars called “sandwich seminars” were held during the year. These seminars are designed to inform researchers about the SRO and its collections. Guest speakers included staff of the National Archives of Australia, a native title researcher and SRO staff.

The 1973 Cabinet papers were officially released on 7 June 2004, and the launch received extensive media coverage.

The SRO and the National Archives of Australia have been exploring opportunities to share resources and to provide improved access services to their clients through a co-located and central search room.

In January 2004, the SRO completed a 14-month project to organise and make accessible all archival records of the Royal Commission into Commercial Activities of Government and Other Matters (the WA Inc Royal Commission). The majority of the Commission’s records were transferred to the SRO in 1999, following the termination of legal proceedings by the Director of Public Prosecutions.

The SRO has embarked on a project investigating how Government photographs held in agencies and those in the custody of the Battye Library are managed as Government records. An important aim of this research is to prepare the photograph collection for recording in the SRO’s new archives management system, thereby fulfilling the legislative obligation to create a register of State archives regardless of format or location.

Since July 2001, the SRO has been unable to accept the transfer of State archival records to the State archives collection due to the lack of adequate storage space. As a consequence, more than two thirds of State archives are stored with individual Government agencies or in commercial storage facilities. De-centralised storage also makes it difficult to compile a complete register of State archives (including those in agencies custody) as required under section 73 of the *State Records Act 2000*. The SRO and the Department of Culture and the Arts will continue to investigate suitable solutions for an archive repository.

OPERATIONS OF THE DEPARTMENT OF CULTURE AND THE ARTS

The Department of Culture and the Arts supports *Better Planning: Better Services* and contributes to the Government strategic goals, listed below, through its outcomes, outputs and strategies:

- People and Communities;
- The Economy;
- The Environment;
- The Regions; and
- Governance.

In particular, the Department's budget papers are linked to the Government strategic goal to enhance the quality of life and wellbeing of all people throughout Western Australia.

The operations, initiatives and projects of the Department during 2003-2004 are reported against the five Government strategic goals. These initiatives are primarily the responsibility of Planning and Policy, but are also supported by Corporate Affairs, Organisational Performance and the Office of the Director General.

GOAL 1: PEOPLE AND COMMUNITIES

To enhance the quality of life and wellbeing of all people throughout Western Australia

Cultural Tourism Strategy

The strategic partnership between the Department and the Western Australian Tourism Commission (WATC) continued in 2003-2004. The aim of the partnership is to develop and implement a cultural tourism strategy and foster relationships in order to better integrate the arts, culture and tourism industries.

In February 2004, the Minister for Culture and the Arts and the Minister for Tourism launched a five-year strategy to build and strengthen Western Australia's unique arts and cultural tourism. *Journey Further: An Arts and Cultural Tourism Strategy for Western Australia* acknowledges the economic importance of strategic and collaborative planning by the arts and tourism sectors.

It articulates a coordinated approach to the marketing of West Australian culture and outlines the following key objectives in establishing Western Australia as a leading cultural destination:

- ensuring that Government's tourism and arts departments work together and more closely with the private sector;
- better promotion of existing arts and cultural events to national and international audiences; and
- capitalising on State arts and cultural images through their use in promotional campaigns.

Indigenous Policy and Action Plan

During 2003-2004, Planning and Policy led the development of *Cultural Commitments: Indigenous Policy Statement and Action Plan*. All of the agencies within the culture and the arts portfolio, in consultation with Indigenous peoples, contributed to this policy statement and its action plan, which outlines tangible targets. *Cultural Commitments*, to be launched in July 2004, will underpin the portfolio's future relationships with Indigenous peoples and inform its research activities, public programs, planning and decision-making processes, interpretation of Indigenous culture, protocols and employment practices.

Cultural Commitments acknowledges that it is fundamentally important to maintain Indigenous cultural knowledge and to support and nurture the development of contemporary Indigenous art and culture, which in itself, makes a vibrant contribution to Western Australia's culture and artistic life.

Museums' Policy

The Department, in association with Museums Australia WA, has undertaken to develop a policy for museum development in Western Australia. This will focus on independent and small museums across the State and be linked to the work of the National Collections Advisory Forum of the Cultural Ministers' Council.

In May 2003, the Minister announced the appointment of a Museum Policy Reference Group, chaired by Mr Peter Watson MLA. It will examine support and development issues for local and independent museums, art galleries and Indigenous keeping places, and explore the role these play in maintaining the distributed national material heritage. The Reference Group continued to meet throughout 2003-2004.

Related activities include:

- development and distribution of a survey to more than 250 community museums, art galleries and Indigenous keeping places throughout Western Australia;
- visits to museums;
- ongoing dialogue with Museums Australia;
- participation in national and State conferences presented by Museums Australia;
- familiarisation visits within Western Australia, South Australia and Victoria, for the Reference Group Chair; and
- workshops, in partnership with the Western Australian Museum and the Museum Assistance Program.

Whole-of-Government Statement on Arts and Culture

Work has continued on a major policy document that promotes the value of arts and culture, collates the research and policy work undertaken by the Department, and highlights how State Government departments use arts and culture to deliver core services. The document is expected to be completed in late 2004.

ArtsEdge

ArtsEdge is a partnership between the Department of Culture and the Arts and the Department of Education and Training. ArtsEdge seeks to assist schools to deliver cultural and arts education that is engaging, accessible, excellent, applicable and economic. It encourages and facilitates teachers and students to express their creativity, creates partnerships between schools, artists and arts organisations, and develops curriculum resources for the arts learning area. The following activities took place during 2003-2004:

- new branding and marketing plan devised;
- artists and administrators workshop delivered to 42 attendees;
- four arts workshops presented in District Education Offices in regional and metropolitan locations;
- launch of ArtsEdge calendar of arts and cultural events;
- launch of comprehensive online calendar;
- provision of extensive consultancy and brokerage service;
- establishment of the Arts Companies' Education and Marketing Officers network, currently with 40 members;
- establishment of the ArtsEdge Districts Advocates Network; and

- Contemporary Music Education Pack launched and professional development strategy devised.

Creative Connections – An Arts in Education Partnership Framework

The Department of Culture and the Arts and the Department of Education and Training have formed a partnership to develop an arts in education framework for Western Australia. Extensive consultation was undertaken in 2002-2003 via surveys, fora, interviews and comment on *Creative Connections: An Arts in Education Consultation Paper*.

Feedback was received from the arts and cultural sector, the education sector, local and State government and young people. This has been used to formulate a draft framework that will be released in August 2004 for public comment. The draft outlines the objectives for the framework and strategies and actions to progress each objective. The final framework is expected to be released in late 2004, together with an implementation plan that assigns responsibility, timeframes and allocation of resources for implementation.

Education Arts Partnership Initiative Grant

The Department of Culture and the Arts, in partnership with the Department of Education and Training and the University of Western Australia, has been involved in a research proposal funded through the Australia Council's Education and the Arts Partnership Initiative (EAPI). The exploratory study maps how arts education programs establish the foundations for long-term motivation and engagement with overall learning experiences. It seeks to contribute to evidence documenting how the arts connect with those students who are more difficult to reach. The report on this project will be finalised in August 2004.

Arts and Culture Research Monitor

Planning and Policy commissioned Patterson Market Research to conduct the 2004 chapter of an annual survey to monitor key elements and indicators of the arts and culture industries in Western Australia. The purpose of the arts and culture monitor is to provide a quick snapshot and track changes in community understanding and attitudes regarding arts and culture over a three-month period. Surveying 400 people throughout Western Australia, the monitor provides information on attendance at arts events, amounts spent on arts and culture and attitudes to the arts. The report is available on the Department's website at www.dca.wa.gov.au.

Cultural Advocacy

In February 2004, Planning and Policy organised two cultural advocacy seminars to promote the value of the arts. The seminars were presented as part of the 2004 Perth International Arts Festival's *Words and Ideas* program and attracted large audiences.

The first seminar focused on collecting Indigenous art. The second explored the importance of cultural vitality to Western Australia's sustainability and featured eminent Australian writer and social and cultural commentator Professor Donald Horne, AO, as a guest speaker. This seminar highlighted the role that arts and culture play in developing a more vital and sustainable community and investigated their contribution across varied fields such as health and disability, justice, local government planning and Indigenous culture.

Website

The Department's website (www.dca.wa.gov.au) provides information about the business and activities of the Department and the portfolio agencies. The website provides information about the role and structure of the Department, its policies, projects, publications and initiatives being developed. Current vacancies are advertised on the website and people can apply for positions online. There were 4,696,364 hits to the Department's website during 2003-2004.

GOAL 1: OBLIGATORY REPORTING**Disability Service Plan Outcomes**

The Department is committed to improving access and equity for all its customer groups and ensuring that people who have a disability or impairment are included and participate in, shaping the range of services and objectives the Department delivers.

To achieve this commitment, the Department has a disability services plan encompassing: ArtsWA; Organisational Performance; Procurement and Facilities Management; Finance; Information Services; Human Resources; Planning and Policy; Corporate Affairs; and the State Records Office.

The Art Gallery of Western Australia, Perth Theatre Trust, State Library of Western Australia and Western Australian Museum are statutory authorities, each implementing their own disability services plan.

To develop, evaluate and implement its plan, the Department established a Disability Services Planning Committee in 1998. The committee continued to meet quarterly in 2003-2004 to evaluate, improve and implement the disability services plan.

The committee has representatives from the Department, Western Australian Museum, Perth Theatre Trust, State Library of Western Australia and Art Gallery of Western Australia. Additional representatives include ScreenWest, for information sharing purposes, Disability in the Arts Disadvantage in the Arts Australia (WA) Inc., the Disability Services Commission and two customer representatives who have a disability or impairment.

The Department will continue to be proactive and adaptable in raising the awareness of potential, and actual, barriers experienced by West Australians who have a disability or impairment. The inclusion and participation of people who have a disability in arts and cultural activities is a priority. During 2003-2004 the Department continued to deliver services within the framework of the disability services plan, achieving key outcomes.

As part of the Department's 2003-2004 capital works program, improvements in access to venues and facilities continued to be implemented at the Department's cultural venues. The Department facilitated a needs assessment process for the Stage 3 access improvements for the ArtsHouse venue, which incorporates lift access to the Blue Room Theatre. The design and contracting for these works is now underway.

The Department continued to support the inclusion and participation of people who have a disability or impairment in decision-making processes by conducting all community consultations at accessible venues, and with the inclusion of two customer representatives on the Department's Disability Services Planning Committee.

The Department conducted six disability awareness training sessions, with 108 portfolio employees receiving an introduction or update to their awareness and understanding of the needs of people with disabilities. The sessions were co-facilitated by people with a disability.

The Disability Services Planning Committee increased its focus on improving the provision of information and services to people with disabilities. Key examples being the development of a special access day for deaf and hearing impaired students to the *SPIN!* contemporary music exhibition at the Western Australian Museum and the Department partnering new research into investigating ways to develop multimedia displays that are more accessible in museums and galleries.

Youth Outcomes

The Department's commitments in this area and its achievements are included under the "Youth outcomes" activities report of ArtsWA.

Cultural Diversity and Language Services Outcomes

The Department is committed to ensuring that clients can access services fairly and equitably and that service delivery is responsive to clients' needs and is of a high quality.

Staff are encouraged to use plain English and to provide essential information in alternative formats on request. Information on translating and interpreting services is available for staff.

GOAL 2: THE ECONOMY

To develop a strong economy that delivers more jobs, more opportunities and greater wealth to Western Australians by creating the conditions required for investment and growth

State Arts Sponsorship Scheme Awards

The State Arts Sponsorship Scheme Awards aim to recognise and encourage progressive partnership approaches to supporting arts and culture and to promote the benefits business-arts partnerships can offer to both the business and arts sectors, in an aim to encourage new partnership initiatives.

The 2003 State Arts Sponsorship Awards attracted a record number of 253 nominations, representing corporate support of arts and cultural projects in excess of \$11million: more than double the previous year. The winners of the ten prestige awards were:

- Best New Sponsor – AngloGold and Carey Mining for the partnership with the Art Gallery of Western Australia.

- Outstanding Commitment to Regional Arts and Culture – Rio Tinto for its partnership with Disability and the Arts Disadvantage and the Arts (DADAA) and Industry for the project Northern Exposure.
- Most Innovative Sponsorship – BHP Billiton Iron Ore for supporting the feature film, *Japanese Story*.
- Outstanding Long-term Partnership with the Arts – Hyde Park Hotel for its 20-year partnership with the Perth Jazz Society.
- Best Cross-Partnering Initiative – Sealanes and the WA Fishing Industry Council for partnering with the Western Australian Museum.
- Best Media Partnership – Australian Broadcasting Commission for its partnership with ScreenWest and the Film and Television Institute.
- Best Sponsorship by a Small or Medium-sized Business – Java Juice for supporting Perth Theatre Company.
- Arts Development – Western Power for its partnership with ARTRAGE.
- Community Investment – Sons of Gwalia for its support of Barking Gecko Theatre Company.
- Lifetime Commitment Award – Joint winners Mrs Janet Holmes à Court and Ron and Terrie Gomboc for their personal commitment to arts and culture.

The Awards presentation event was co-hosted by WesTrac CAT (through Australian Capital Equity) and event partners: *WA Business News*; Qantas; Goundrey Fine Wine; Mounts Bay Waters Apartment Hotel; AngloGold Australia; BankWest; BHP Billiton; Burswood International Resort Casino; Rio Tinto WA Future Fund; Wesfarmers Arts; and His Majesty's Theatre.

Over 600 guests attended the awards presentation event in November 2003 at His Majesty's Theatre. Leading West Australian feature film and accomplished theatre actor Marcus Graham was the guest speaker at the event.

Creative Industries

Planning and Policy has collated available data on the current economic impact and future growth potential of the cultural and creative industries in Western Australia. Findings have informed the development of the State Industry Policy, entitled *Building Future Prosperity: Creating Jobs and Wealth through Industry Development* and the Western Trade and Investment Strategy, entitled *Going Global*, both of which were released by the

Department of Industry and Resources in 2004. The policy and the strategy acknowledge the important economic contribution of the cultural and creative industries and their growing significance to the development of a competitive West Australian economy.

Planning and Policy is currently collaborating with the departments of Industry and Resources and Education and Training to share information and investigate linkages towards facilitating sustainable growth in the creative industries sector in Western Australia.

Australia-US Free Trade Agreement

The Department has followed the development of the Australia-US Free Trade Agreement (FTA) throughout 2003-2004 and monitored arts and cultural sector concerns, specifically in relation to local content regulations and intellectual property extensions. The Department communicated these concerns to the Commonwealth and outlined the potential impact of the FTA on Western Australia via input into the West Australian Government submissions to the Department of Foreign Affairs and Trade (DFAT), and directly via participation in public hearings held by the Joint Standing Committee on Treaties and the Senate Select Committee. In addition, liaison with DFAT has resulted in a meeting being arranged for July 2004, to enable members of Western Australia's arts and entertainment sectors to discuss their concerns directly with Mr Steve Deady, Australia's chief negotiator on the FTA.

GOAL 2: OBLIGATORY REPORTING

Interests of Senior Officers

In accordance with Treasurer's Instruction 903 on the disclosure of interests of senior officers, senior officers have confirmed that they have no interest in any contracts made or proposed with the Department of Culture and the Arts.

GOAL 3: THE ENVIRONMENT

To ensure that Western Australia has an environment in which resources are managed, developed and used sustainably, biological diversity is preserved and habitats protected

Percent for Art Scheme

In November 2003, the Percent for Art scheme, which is a 14-year partnership between the Department of Culture and the Arts and the Department of Housing and Works (DHW),

won the Social and Community Development category of the Premier's Awards for Excellence in Public Sector Management. The allocation of a percentage for art component, up to one percent, is encouraged in all State Government capital works projects. The Percent for Art scheme improves the quality of our built environment and enhances the distinctiveness and special features of our many communities.

In 2003-2004, the Department continued to work with DHW to advocate, develop, implement and deliver the Percent for Art scheme.

A number of new Percent for Art scheme projects were completed or commenced, developing new opportunities for West Australian artists and expanding the scheme and its benefits for the built environment throughout the State. A review of the scheme was completed in October 2003 (see evaluations section).

Dialogue with the City

The Department has participated in the development of strategies and implementation plans for the Perth metropolitan region through its membership of the Planning for Liveable Communities Working Party. It has consolidated a partnership with the Department for Planning and Infrastructure to introduce cultural planning and development of cultural infrastructure into future State planning strategies.

GOAL 3: OBLIGATORY REPORTING

Waste Paper Recycling

The Department continues to recycle waste paper used in its activities. All staff are encouraged to recycle paper.

Energy Smart Government Policy

The Department is co-ordinating implementation of Energy Smart Government across the Culture and the Arts portfolio.

The focus on energy efficiency started well before the commencement of the Energy Smart program with the State Library of Western Australia already having achieved efficiencies in the order of 20 per cent.

These efficiencies were notified to the Sustainable Energy Development Office (SEDO) who granted the portfolio a credit for past achievements of 2.9 per cent towards the five-year target of 12 per cent under the program.

Energy Smart Government program	Baseline Data	2003-2004 Actuals	Variation %
Energy Consumption (MJ)	83,240,078	98,443,366	18.26%
Energy Cost (\$)	2,073,484	2,214,764	6.81%
Greenhouse Gas Emissions (tonnes of CO ₂)	16,031	17,335	8.13%

As the above table demonstrates, energy consumption across the portfolio has increased by 18.3 per cent over the 2001/02 baseline.

This dramatic increase can be attributed to the new Maritime Museum at Victoria Quay which accounted for more than one-fifth of all energy consumed by DCA portfolio agencies in 2003/04 but was not included in baseline figures because it was commissioned shortly after the baseline was established; The balance of the portfolio achieved a reduction of 7.3 per cent (target 6 per cent).

The following initiatives have been undertaken:

- Appointment of a new Energy Executive – Rowan Maclean;
- Establishment of an Energy Management Committee;
- SEDO funding approved for energy audits to be undertaken during 2004/2005

GOAL 4: THE REGIONS

To ensure that regional Western Australia is strong and vibrant

Regional Arts and Culture Policy

The Minister launched *Cultural Signposts - Directions for Arts and Culture in Regional Western Australia* on 25 July 2003 at the *Horizons* Regional Arts Conference in Karratha. *Cultural Signposts*, which was developed through extensive consultation with stakeholders, aims to improve access to arts and culture for people living in regional, rural and remote communities.

Cultural Signposts builds on the Government's existing commitments to arts and culture in the regions and sets directions for the Government's efforts in this area for the next five years. It reflects both Government and community aspirations for the future and outlines strategies to achieve these aspirations, including some new initiatives for Government across four key areas:

1. Sustainability and engagement - ensuring access to a rich cultural environment;
2. Developing the individual - ensuring access to skills development;
3. Buildings, people and technology - expanding and improving infrastructure; and
4. Coordination, networks and partnerships - developing a coordinated arts and cultural sector.

The policy has been well received by Government and community. For the first time, it provides a comprehensive and strategic set of desired outcomes to aim for with regard to regional arts and cultural development.

An action plan was released with the policy to guide implementation of nine priority strategies. Implementation will be undertaken by the portfolio agencies as part of core business and through the establishment of partnerships and liaison with other sectors. The regional services committee (see below) will be a key reference point for the Department during implementation of *Cultural Signposts*.

A subcommittee has met several times throughout 2003-2004 to progress the priority strategy concerned with establishing a statewide network of regionally based cultural development officers.

Regional Services Committee

The Department convenes the Regional Services Committee (RSC) to assist in coordinating arts and cultural services in regional areas. The RSC has representation from portfolio agencies that work in the regions, arts organisations that manage funding programs of behalf of the State, the WA Local Government Association and the Department of Local Government and Regional Development. In late 2003, the RSC agreed to amend its terms of reference to focus on regional coordination at a strategic and policy level, leaving coordination of more operational matters to the Regional Roundtable convened by ArtsWA. The RSC will be the key reference point for the Department in relation to implementation of the *Cultural Signposts* policy.

Geraldton Regional Hub

The Department of Communications, Information Technology and the Arts, the Western Australian Museum and the Department have jointly funded a pilot project to document and evaluate cross-sectoral outreach activities within the Geraldton Mid West Region as a basis for planning future development. The outreach services will span the collections sector including museums, libraries, galleries and archives.

As part of this initiative, the Department has employed a Heritage Collections Extension Officer to be based in Geraldton for eight months, commencing in June 2004. The Western Australian Museum's Museums Assistance Program will provide management support and the position will be based at the Western Australian Museum Geraldton. One of this officer's key tasks will be to conduct a case study into outreach services covering the heritage collection services in the Geraldton region.

Regional Consultation

The Department is committed to ensuring that people living in regional communities participate in its policy development processes. Comment from people living in the regions was sought during development of the following policy documents:

- *Cultural Signposts – Directions for Arts and Culture in Regional Western Australia;*
- *Integrating Views – A Review of the State Government's Percent for Art Scheme;*
- *Championing Creativity – An Arts Development Policy Framework for Western Australia;* and
- *Creative Connections – An Arts in Education Partnership Framework.*

Regional Infrastructure

The Department has continued to work with the Shire of Broome in relation to the development of the Broome Arts Centre; and with the City of Bunbury with regards to the development of the Bunbury History Museum.

GOAL 4: OBLIGATORY REPORTING

State Government Regional Development Policy

The Department worked closely with the Department of Local Government and Regional Development during the development of the regional development policy entitled *Regional Western Australia: A Better Place to Live*.

This policy was released in November 2003 and acknowledges the vital role of arts and culture in regional development, with specific references in outcomes related to:

- quality of regional lifestyles;
- regional economies;
- cohesive communities; and
- conservation of the State's heritage.

The outcomes are linked to those in the Department's *Cultural Signposts* policy to ensure an integrated approach to regional arts and cultural development across Government.

The Department will report against relevant whole-of-government strategies contained in *Regional Western Australia: A Better Place to Live*, and against the following strategies outlined at Outcome 12: Enhanced Quality of Regional Lifestyles of the policy:

- provide greater support for performing arts and festival tours to the regions;
- increase opportunities for regional communities to be involved in locally based arts and cultural activities; and
- recognise and support the role of local culture and history in enhancing the quality of regional lifestyles.

The Department has progressed the third strategy through its work with the Department of Premier and Cabinet in relation to the State Sustainability Strategy, and through promoting the value of the arts initiatives such as the cultural advocacy seminars held in February 2004.

GOAL 5: GOVERNANCE

To govern for all Western Australians in an open, effective and efficient manner that also ensures a sustainable future

Government Art and Cultural Heritage Collection Database

This collection database was first introduced in 1998 as a result of a Cabinet approved decision. The Department is responsible for documenting all artworks owned by the West Australian Government. These artworks and heritage items are housed in various Government agencies throughout the State. The database currently records over 1000 items that are valued at more than \$140,000. Work continued throughout 2003-2004 to ensure that all database records pertaining to the West Australian Government Art Collection are up to date and accurate.

Disability Services Planning Committee

The Disability Services Planning Committee is convened by Planning and Policy to improve access across the portfolio, principally through advising on implementation of the Disability Services Plan (see People and Communities section). Membership of the Committee comprises all of the units in the Department and portfolio agencies, together with Disability in the Arts Disadvantage in the Arts Australia (WA) Inc., the Disability Services Commission and two customer representatives who have a disability or impairment.

The committee monitors and reports on achievements against the four main outcome areas of the Disability Services Plan annually to the Disability Services Commission.

International Arts Development Coordinating Committee

The Department convenes the International Arts Development Coordinating Committee (IADCC) that brings together a number of State and Commonwealth Government departments involved in overseas trade and promotion. Members include ArtsWA, the Department of Industry and Resources, the Western Australian Tourism Commission, Austrade and the Department of Foreign Affairs and Trade. The Committee meets several times a year to share information on international development strategies, explore potential for arts and cultural involvement in those strategies, and encourage a greater awareness of the State's cultural resources.

At each meeting a 'guest client' is invited to meet with the committee members and give a presentation about their current international activities and future plans.

Cultural Centre Stakeholders Committee

This committee is comprised of those arts and cultural organisations that are based in the Perth Cultural Centre. Chaired by the Department's Director General, the Committee meets regularly to share areas of common concern.

The Department in consultation with the committee during 2003-2004 undertook the following initiatives:

- comprehensive refurbishment of street furniture; and
- landscaping and additional lighting for aesthetic and community safety reasons.

Noise Abatement

Following on from the recommendations of the Contemporary Music Ministerial Taskforce report (2002), the Department has convened an across-government Noise Abatement Working Group. This working group comprises representatives from the Department of Planning and Infrastructure, the Department of Environment, the Department of Local Government and Regional Development and the Department of Racing, Gaming and Liquor.

The aim of the group is to find ways to assist the West Australian contemporary music industry by addressing noise abatement issues and ensuring live performance venues continue to operate in inner city areas, suburban Perth and regional centres. Consultation has been undertaken with the City of Perth, the East Perth Redevelopment Authority, representatives of the Western Australian Music Industry Association and the Western Australian Local Government Association, which also facilitated a meeting with key local government representatives.

The working group continues to develop guidelines to ensure noise abatement, residential and mixed use planning processes can exist alongside a contemporary music industry to create a vibrant urban environment for all.

Sustainability

During 2003, the Department worked closely with the Department of Premier and Cabinet to ensure that the central role of culture and the arts in sustainable development was acknowledged and supported in *Focus on the Future – The Western Australian State Sustainability Strategy*. During 2004, the Department participated in the Premier's Sustainability Roundtable, which has a community focus. It has also assisted in implementation of the State Sustainability Strategy and worked with portfolio agencies on the development of sustainability action plans.

Indian Ocean Territory Service Delivery Arrangement

A three-year Service Delivery Arrangement (SDA) was finalised in May 2003 between the Department and the Department of Territories and Regional Services for the provision of services to the Indian Ocean Territories (IOTs), including Christmas and Cocos (Keeling) Islands.

The SDA aims to provide arts and cultural services to the IOT communities to a level comparative with a similarly remote West Australian community. 2003-2004 was the first year of the SDA and consequently several key agencies visited the IOTs to introduce their services.

Cultural Ministers' Council

The Department supports Western Australia's participation in the Cultural Ministers' Council (CMC), the CMC Standing Committee and its working parties. The Council and Standing Committee meetings were hosted in Perth in 2003-2004.

At its February 19 meeting, the CMC agreed to the following:

- A joint review of performing arts touring;
- A review of Australia's symphony and pit orchestras;
- To establish the Collections Council of Australia to represent the shared interests of galleries, libraries archives and museums;
- To continue to promote the value of arts in education;
- Endorsed the continued development of a national Branding the Arts communications strategy by the Australia Council; and

- Noted progress on the implementation of the Contemporary Visual Arts and Craft Inquiry.

Strategic Review of Processes

In September 2003, the Department and portfolio agencies began a strategic review of processes, facilitated by Stamfords, aimed at establishing better ways of working and delivering services. Senior staff at the Department have participated in numerous training and other sessions to help identify strategies and processes for review.

It is anticipated that the strategic review of processes, which is due for completion in 2004-2005, will help identify savings to offset the savings required as a result of the Functional Review, as well as improve the way the Department does business.

Ministerial Services

The Office of the Director General is responsible for coordinating and tracking all Ministerial correspondence to and from the Department and portfolio agencies.

	2001-2002	2002-2003	2003-2004
Number of Ministerials administered by the Department	1785	1809	1873
Number of Ministerials requiring a written response by the Minister	494	714	457
Percentage responded to on time (up to 7 days)	70%	81%	80%
Percentage less than 5 days overdue	22%	17%	16%
Percentage more than 5 days	8%	3%	4%

GOAL 5: OBLIGATORY REPORTING

Equal Employment Opportunity Outcomes

During 2003-2004, the Department continued to progress the initiatives within the Department's equity and diversity plan 2003-2005. The equity and diversity plan's initiatives focus on key diversity groups including people from culturally and linguistic diverse backgrounds, Indigenous people, people with disabilities, youth, and women in management.

Strategies that have been implemented during the year include:

- disability awareness training for employees;
- including a selection criteria in JDFs assessing commitment to an equitable and diverse work environment;
- revising the information provided to new and current employees with respect to equity and diversity;
- introduction of a Diversity and EEO section on the Department's intranet;
- continued support to work experience opportunities which particularly assist in developing youth;
- continued support of the Department's traineeship program; and
- recruiting Indigenous people through both targeted and routine selection processes.

The Department was a finalist in the Leadership in Equity and Diversity category of the 2003 Premier's Awards for its Culture and the Arts Portfolio Equity and Diversity Plan.

Evaluations

ArtsWA reviews

ArtsWA has initiated a number of independent reviews, the details of which are listed under 'Engaging in Best Practice' in ArtsWA's report.

Review of the Percent for Art Scheme

The Department completed a review of the Percent for Art scheme during 2003-2004 with the support of the Department of Housing and Works. The Minister for Culture and the Arts launched *Integrating Views: A Review of the State Government's Percent for Art Scheme* in October 2003. The report examines the success of the scheme against its objectives, makes recommendations to address challenges in realising the potential of the scheme, and proposes a plan for the development of the scheme into the future. Work has commenced on implementing the recommendations contained in the report.

Machinery of Government Reforms

The review of statutory authorities in the Culture and Arts portfolio was completed with Cabinet decisions on 21 October 2002 and 30 June 2003.

Legislation is being drafted to abolish the Perth Theatre Trust and transfer its functions and assets to the Department and establish ScreenWest as a statutory authority.

A review of the executive level positions in entities comprising the Culture and Arts portfolio was completed in 2003. The review was aimed at achieving consistency in the processes for recruitment and salary determination for Chief Executive positions.

Functional Review

During 2003-2004, the Department has participated in the Whole of Government review of corporate services and procurement (FRIT) aimed at optimising the quality and cost effectiveness of human resources and finance, through the establishment of shared services centres, and procurement. The Department is part of the Cluster Four shared services centre and the Director General, Alastair Bryant, is chair of the Cluster.

Information Statement

Freedom of Information

The Department supports Freedom of Information (FOI) services to all aspects of the community, including the public, the media and Members of Parliament. Five FOI applications were received during 2003-2004. Two FOI applications went to internal review and two applications went to external review with the Office of the Information Commissioner. There were no outstanding FOI requests at 30 June 2004.

Publications available to the public

2003-2004

- *Annual Report 2002-2003/Department of Culture and the Arts - Perth, WA: Department of Culture and the Arts, 2003* <http://www.dca.wa.gov.au>
- *Arts Grants Handbook Western Australia 2004 - Perth, WA: ArtsWA, 2004*
<http://www.dca.wa.gov.au/DepartmentofCultureandtheArts/PortfolioAgencies/ArtsWA/ArtsWAGrants.asp>
- *Contemporary Music Grants Handbook Western Australia 2004 - Perth, WA: ArtsWA, 2004*
<http://www.dca.wa.gov.au/DepartmentofCultureandtheArts/PortfolioAgencies/ArtsWA/ArtsWAGrants.asp>
- *Artsline - ArtsWA's Magazine Issue No 16 Winter 2004*
<http://www.dca.wa.gov.au/images/alldocuments/artswa/artslines-16.pdf>
- *Cultural Signposts - Directions for Arts and Culture in Regional Western Australia - July 2003/Department of Culture and the Arts - Perth, WA: Department of Culture and the Arts, July 2003* <http://www.dca.wa.gov.au>

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- Music Education Pack/Department of Culture and the Arts in partnership with the Department of Education and Training - Perth, WA: Department of Culture and the Arts, September 2003 <http://www.dca.wa.gov.au>
 - *Integrating Views: a Review of the State Government's Percent for Art Scheme*/Department of Culture and the Arts; Department of Housing and Works - Perth, WA: Department of Culture and the Arts, October 2003
<http://www.dca.wa.gov.au>
 - *Vital Statistics: Western Australian Arts and Cultural Statistics Summary Report*/Australian Bureau of Statistics for the Western Australian Department of Culture and the Arts - Perth, WA: Department of Culture and the Arts, November 2003
<http://www.dca.wa.gov.au>
 - *ArtsEdge Calendar November 2003*/Department of Culture and the Arts; Department of Education and Training - Perth, WA: Department of Education; Department of Culture and the Arts, November 2003
 - *West Australian State Arts Sponsorship Awards 12 November 2003 His Majesty's Theatre* - Perth, WA: Department of Culture and the Arts, November 2003
 - *Journey Further: An Arts and Cultural Tourism Strategy for Western Australia 2004-2008*/Department of Culture and the Arts; Western Australian Tourism Commission - Perth, WA: Department of Culture and the Arts, February 2004
<http://www.dca.wa.gov.au>
 - *ArtsEdge Calendar June 2004*/Department of Culture and the Arts Department of Education and Training - Perth, WA: Department of Education and Training; Department of Culture and the Arts, June 2004
 - *General Disposal Authority for Administrative Records*/State Records Office of Western Australia, 2003 <http://www.sro.wa.gov.au/pdfs/gdaadmin.pdf>
 - *State of the Record*/State Records Office of Western Australia Quarterly Newsletter, volume 1, issue 1 - volume 3, issue 3, 2001-2004
<http://www.sro.wa.gov.au/sotr/index.html>
 - *Records Disposal – A Handbook for Government Agencies 2000*, State Records Office of Western Australia
 - *General Disposal Authority for Human Resource Management Records (revised) 1999*, State Records Office of Western Australia
 - *General Disposal Authority for Financial and Accounting Records 1996*, State Records Office of Western Australia
 - *General Disposal Authority for Local Government Records (revised) 1999*, State Records Office of Western Australia
 - *How to design a Records Management Procedure Manual 1995*, State Records Office of Western Australia

- *Policies and Standards Manual (incremental) launched 1992*, State Records Office of Western Australia

2002-2003

- *Arts Grants Handbook Western Australia 2003* - Perth, WA: ArtsWA, 2003.
- *Contemporary Music Grants Handbook Western Australia 2003* - Perth, WA: ArtsWA, 2003.
- *Artsline*, ArtsWA's Magazine, Issue No 15 Winter 2003.
- *ArtsWA's Arts Development Policy 2003-2005*, Draft June 2003 - Perth, WA: ArtsWA, June 2003.
- *Arts in Education Research Bibliography*/Department of Culture and the Arts - Perth, WA: Department of Culture and the Arts, 2003.
- *Creative Connections: An Arts in Education Policy Consultation Paper*/Department of Culture and the Arts; Department of Education and Training - Perth, WA: Department of Culture and the Arts, 2003.
- *Cultural Signposts: Directions for Arts and Culture in Regional Western Australia Draft Policy* - November 2002/Department of Culture and the Arts - Perth, WA: Department of Culture and the Arts, 2002.
- *Cultural Signposts: Directions for Arts and Culture in Regional Western Australia Draft Policy* - Summary - November 2002/Department of Culture and the Arts - Perth, WA: Department of Culture and the Arts, 2002.
- *Making Music: Findings and Recommendations of the Ministerial Taskforce into Contemporary Music*/Contemporary Music Ministerial Taskforce - Perth, WA: Department of Culture and the Arts, 2002.
- *Annual Report 2001-2002*/Department of Culture and the Arts – Perth, WA: Department of Culture and the Arts, 2002.

2001-2002

- *Arts Development Discussion Paper Western Australia 2002*, ArtsWA, Department of Culture and the Arts, May 2002.
- *Artsline*, ArtsWA's Magazine, Issue No 14 Winter 2002.
- *A Response by the Department of Culture and the Arts to the Future Perth Working paper No 12 - Can Perth be more Creative?* Planning and Policy Division, Department of Culture and the Arts, March 2002.
- *Cultural Capital: a Response from the Department of Culture and the Arts to focus on the Future; Opportunities for sustainability in Western Australia*, Planning and Policy Division, Department of Culture and the Arts, March 2002.
- *A Review of the Percent for Art Scheme Background Paper*, The Department for Culture and the Arts, July 2002.
- *Annual Report 2000-2001*/Department of Culture and the Arts – Perth, WA: Department of Culture and the Arts, 2001.

Report on Recordkeeping Plans

Department

The Department, including ArtsWA, submitted its Recordkeeping Plan to the State Records Office in March 2004 and was approved for five years on 22 April 2004. This plan identified the steps that will be taken to improve recordkeeping in the Department.

During 2003-2004, records management policies and procedures were reviewed and updated and four recordkeeping training sessions were held to raise staff awareness of recordkeeping. Further sessions are planned for 2004-2005. An assessment of the efficiency and effectiveness of the Department's recordkeeping systems, along with enhancements to the induction program to ensure that it addresses employee's roles and responsibilities in regard to their compliance with the Recordkeeping Plan, are planned for 2004-2005.

State Records Office

Section 26 of the *State Records Act 2000* requires the State Records Office to have a Recordkeeping Plan approved by the State Records Commission. The Commission approved the plan on 1 July 2002.

The State Library of Western Australia's Corporate Information Unit and Information Systems Branch carry out most of the SRO's records management functions. Development of performance indicators to assess the effectiveness of the State Library's corporate records management services has commenced and will continue in 2004-2005.

The State Library has awarded a tender for the preparation of a records management disaster recovery plan under *State Records Commission Standard 2, Principle 4, Preservation*, that requires Government organisations to ensure that records are protected and preserved. The contract to prepare the plan will begin in 2004-2005 and will incorporate the SRO's records.

Public Interest Disclosure Act

Public Interest Disclosure Officers have been appointed by the Director General and documentation of guidelines and procedures relating to the obligations of the authority under the *Public Interest Disclosure Act 2003* (the Act) implemented. The Department has

adopted the Code of Conduct setting out minimum standards of conduct and integrity. There were no disclosures made under the Act for the annual reporting period.

Advertising and Sponsorship**Treasurer's Instruction 903****Department of Culture and the Arts****2003-2004**

Expenditure related to advertising and market research organisations

In accordance with Section 175ZE of the *Electoral Act 1907* expenditure by the Department of Culture and the Arts on advertising and related costs is listed below

a)	Advertising agencies	Nil
b)	Market research organisations Patterson Market Research	\$11,253.00
c)	Polling organisations	Nil
d)	Direct mail organisations	Nil
e)	Media advertising organisations - Job vacancies	
	Museums Australia	\$75.00
	Gary Martin	\$103.64
	National Geographic Society	\$172.36
	Country Arts WA	\$178.41
	Department of Premier and Cabinet	\$2,744.96
	Southside Personnel Services	\$5,077.80
	Marketforce Productions	\$15,060.71
	Total - Job Vacancies	\$23,412.88

Other

WA Local Government Association	\$645.45
WA Genealogical Society	\$200.00
The Dramatic Group Pty Ltd	\$400.00
RTR FM	\$1,800.00
Media Decisions WA	\$16,830.39
Marketforce Productions	\$4,702.07
Marketforce Ltd	\$744.54
Manifest Productions	\$1,375.00
Josie Mitchell Art/Music Industry Consultant	\$830.00
Josie Mitchell	\$830.00
Groove Magazine	\$1,212.73
Dessein Graphics Pty Ltd	\$3,330.00
Department of Premier & Cabinet	\$177.88
Brad Coleman	\$400.00
Australian Music Industry Directory	\$60.00
Artists Chronicle	\$350.00
Goolarri Media Ent	\$70.00
Spotless Facilities Management	\$937.80

\$34,895.86**Total Media Advertising****\$ 69,561.74**

CAPITAL WORKS

Cultural facilities such as libraries, theatres, galleries and museums are highly valued by residents, visitors and those who market Western Australia as a destination for business or pleasure. Over 2.5 million visits to culture and arts venues are made annually in Western Australia.

The appropriate planning, building and maintenance of cultural venues and infrastructure is essential. The Department's building portfolio consists of 28 high profile public venues with a replacement value of some \$350 million. There are many challenges associated with maintaining and developing this portfolio including:

- complex requirements including sophisticated plant and equipment and a high standard of public amenities;
- adaptive re-use of heritage buildings;
- the need to keep pace with technical innovation;
- the need to ensure broad access by the community, both physically and financially; and
- requirement to operate seven days a week and for extended hours.

The Department is responsible for the planning and development of the State Government's capital works program for culture and arts in Western Australia. Over the past five years, the Department has consulted broadly with the arts sector and general community, commissioning a number of studies and reports on capital works issues. Significant work has been done to determine how to best meet the physical requirements of the culture and arts sector.

The allocation of global asset management funds of \$14 million per annum in 2005-2006, 2006-2007 and 2007-2008 provides the Department with the capacity to move forward on a number projects. Projects in planning throughout 2003-2004 were:

- Arts House Upgrade – Improvements and access upgrades to the building and the Blue Room Theatre.
- Contemporary Theatre Project – Planning for a new performing arts venue to replace the Playhouse Theatre in 2008 began. A feasibility report by Graham Walne was commissioned and completed for release in 2004-2005.
- Subiaco Arts Centre – Improvements and upgrade to the Subiaco Theatre Centre for development of the Subiaco Arts Centre concept.

- WASO Relocation – The Department, City of Perth and the West Australian Symphony Orchestra worked in partnership to progress planning and site selection, with assistance from the Department of Housing and Works.
- Broome Arts Centre – The Department continued to work with the Shire of Broome to define the scope of works for this project and to finalise site selection.
- Bunbury History Museum – The Department continued to work with the City of Bunbury to define the scope of this project.
- New Museum – The Department has provided support to the WA Museum in developing concept proposals for the new Museum for the 21st Century.

The Department has provided executive support to the Ministerial Steering Committee, which was formed to provide recommendations on the future strategic and operational needs at the Museum.

Whole of Government

The Department works with other State Government agencies and local governments to plan and develop facilities that jointly meet the needs of all parties. In 2003-2004 the Department was represented on the following committees:

- State Sporting Facilities Plan External Reference Group
- Youth Spaces Planning Group and Assessment Panel
- Northbridge Arts Business Incubators Committee
- Northbridge, Shaping the Future, Crime Prevention Liaison Group
- Year of the Built Environment Advisory Committee
- Capital City Perth Steering Committee
- Cultural Centre Stakeholders Group
- Multipurpose Indoor Entertainment and Sports Stadium Steering Committee and Working Group

OUR PEOPLE

The more than 800 people who work for the portfolio are its most valuable asset. They contribute skills, knowledge and commitment to ensure that the Department is able to meet its objectives.

Human Resources provides strategic and operational advice and services to line management within the Culture and Arts portfolio.

During 2003-2004, focus was on:

- partnering with line managers on various project initiatives;
- aligning Human Resources priorities with business strategy;
- improving Human Resources operational management;
- developing better processes and systems;
- introducing new technology;
- providing employee self service; and
- ensuring compliance with legislative requirements.

Employee Relations

The portfolio has a broad portfolio mix with a diverse range of occupational groups, covered by a range of different awards and agreements. This provides challenges as well as opportunities for the Department in relation to workforce relations.

The re-establishment of enterprise bargaining and awards and wage parity across government has been a Government priority since being elected in 2001. Since then, the Department, in conjunction with the Department of Consumer and Employment Protection (DOCEP), has been involved in the implementation of up to date and relevant agreements for all employees across the portfolio. Additionally the modernisation of the awards is underway, with progress towards all awards being modernised in line with Government's objectives and current legislation.

A review of the Department's practices has also been undertaken to comply with the Government's modes of employment policy. The Department has reduced their use of fixed term and casual contracts in line with the policy.

Workforce Planning and Management

During the latter half of 2003, a fully integrated, web-based human resource information management system (Concept) that offers full HR and payroll functionality, employee self-service and workflow and strategic reporting capabilities was implemented. In November 2003, the new system was successfully launched and where possible, employees were given access to their payslip and personal details on line via an 'employee kiosk'.

Work has continued throughout 2004 to ensure that the system meets operational requirements.

Planning is underway to provide employees with access to their leave balances via the employee kiosk. The next functionality to be implemented will be the ability to apply for leave on line via this facility.

Recruitment

During 2003-2004, Human Resources undertook a review of the recruitment area. Based on feedback from line managers who had accessed the recruitment service, changes were made to recruitment templates to facilitate improved understanding of the recruitment process, streamline the process further and reduce the length of time required to recruit.

In addition, the structure of the area was assessed and roles re-aligned so that line managers now contact one recruitment officer who can provide a 'one stop shop' service from commencement to completion of the recruitment process.

Workforce Demographics as at 30 June 2004

Employment Type	Total	Women	Men
Permanent Full-time	453	259	194
Permanent Part-time	172	144	28
Fixed Term Full-time	77	39	38
Fixed Term Part-time	38	32	6
Casual paid on 30 June	84	61	23
Other	10	6	4
Trainee	4	3	1
Total	838	544	294

Employee Assistance Program

The Department's Employee Assistance Program is provided to employees at all metropolitan and regional sites.

The services provided by OSA Group include:

- brief therapy counselling for employees and immediate family members;
- consultation available for managers and supervisors to discuss job-related situations;
- 24 hour, seven days per week critical incident stress debriefing and crisis counselling; and
- workplace mediation.

OSA Group has also provided support to the Department's managers and employees on significant change management issues that have arisen during the year. The utilisation rate for the Department has increased slightly from the previous year to 5.9% based on 830 employees.

Occupational Safety Health

The occupational safety and health (OSH) committee continues to operate and now includes an OSH representative from the Perth Theatre Trust. A revised OSH manual containing relevant policies and procedures has been made available on the Department's Intranet site.

Workers Compensation and Rehabilitation (Law Chambers Building)

	2000-2001	2001-2002	2002-2003	2003-2004
Frequency rate	5.82	0	10.31	2.94
LTI*/Disease claims	11.64	0	1.8	0.45
Estimated cost of claims/\$100 wage roll	\$0.08	\$0.00	\$1.34	\$0.10
Contribution (premium rate)	2.11	1.51	0.44	0.65
Rehabilitation success rate	N/A	N/A	N/A	N/A

(*LTI – Lost Time Injuries)

Intranet

A new, enhanced Intranet site for the Department was established in 2003-2004. The objective of the site is:

- for all staff to have equal access to current and timely information in order to do their jobs eg Department policies, staff contact details;
- to improve the quality and consistency of communication across the portfolio;
- to reduce duplication;
- to unify the Department; and
- to support other communication channels.

The site will complement existing agency Intranet sites. The Intranet site will be used as a source of Departmental information sharing and as a repository for policies, standard forms and employee contact information. The site is managed through a content management system and administrators have been nominated to maintain their division's site.

CORPORATE SERVICES

The shared services of human resources, financial services, information management, procurement and facilities management and audit and risk management provide services across the portfolio. This section provides an overview of the major achievements of 2003-2004.

Human Resources

The achievements of Human Resources are outlined in the "Our People" report.

Financial Services

The implementation of a quality assurance program for the annual financial statements was introduced in the reporting year. This included use of best practice working papers, and a review of the financial statements by internal audit prior to submission to the Auditor General. This resulted in unqualified opinions for all of the financials statements with no changes to any figures.

The Financial Management Information System (FMIS) was successfully transferred onto a supported platform and stabilised in September 2003, with minimum disruption to the provision of financial services.

During 2003-2004, Financial Services undertook the development of an accounting manual for the Department. The final version is due for release early 2004-2005.

Information Services

During 2003-2004, the focus was on extending the shared information services model to cover all agencies in the portfolio. The Western Australian Museum, State Library of Western Australia, State Records Office and BOCS Ticketing function of the Perth Theatre Trust were all successfully integrated into the new model during 2003-2004. With all of these agencies operating different and unique systems, the process of integration has been complex and challenging. The rationalisation of disparate systems across the portfolio has resulted in cost reductions and streamlined delivery of information services to portfolio agencies.

Information Services prepared a record keeping plan during 2003-2004 and in keeping with the *State Records Act 2000* has reviewed and improved records management processes.

Procurement and Facilities Management

The reporting year saw significant change to procurement in the Western Australian public sector through the *Procurement Reform* initiative. Key strategies proposed include reviewing procurement policy, increasing the number and maximising the use of mandatory common use contracts, streamlining buying processes and increasing opportunities for standardisation.

The Department's procurement team responded to these significant changes by conducting a program of procurement policy and procedures awareness sessions across the Department and portfolio. The information sessions were supported by an update of the Department's procurement policy and procedures manual. Access to the Department's procurement policies and procedures documentation is now available online ensuring up to date, consistent information to all officers.

A strategic procurement program across the portfolio has commenced with the aggregation of contracts in the facilities management area to deliver savings of up to an estimated 10%.

Audit and Risk Management

Audit and Risk Management completed its first year of operations. A risk-based annual audit plan for 2003-2004 was developed and was successfully discharged. Audit recommendations made throughout the year are expected to substantially improve the internal control environment in the Department for 2004-2005.

A risk management implementation strategy was developed and is being executed with a framework for managing risks in the Department. This strategy will be introduced incrementally during 2004-2005.

PERFORMANCE INDICATORS

OPINION OF THE AUDITOR GENERAL



AUDITOR GENERAL

INDEPENDENT AUDIT OPINION

To the Parliament of Western Australia

DEPARTMENT OF CULTURE AND THE ARTS
PERFORMANCE INDICATORS FOR THE YEAR ENDED JUNE 30, 2004

Audit Opinion

In my opinion, the key effectiveness and efficiency performance indicators of the Department of Culture and the Arts are relevant and appropriate to help users assess the Department's performance and fairly represent the indicated performance for the year ended June 30, 2004.

Scope

The Director General's Role

The Director General is responsible for developing and maintaining proper records and systems for preparing performance indicators.

The performance indicators consist of key indicators of effectiveness and efficiency.

Summary of my Role

As required by the Financial Administration and Audit Act 1985, I have independently audited the performance indicators to express an opinion on them. This was done by looking at a sample of the evidence.

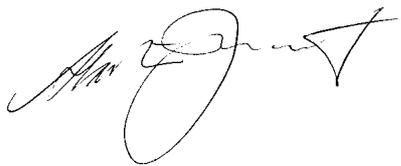
An audit does not guarantee that every amount and disclosure in the performance indicators is error free, nor does it examine all evidence and every transaction. However, my audit procedures should identify errors or omissions significant enough to adversely affect the decisions of users of the performance indicators.

A handwritten signature in black ink, appearing to read 'D D R Pearson'.

D D R PEARSON
AUDITOR GENERAL
September 27, 2004

CERTIFICATION OF PERFORMANCE INDICATORS
DEPARTMENT OF CULTURE AND THE ARTS
FOR THE YEAR ENDED 30 JUNE 2004

I hereby certify that the performance indicators are based on proper records, are relevant and appropriate for assisting users to assess the Department of Culture and the Arts performance, and fairly represent the performance of the Department for the financial year ended 30 June 2004.

A handwritten signature in black ink, appearing to read 'Alastair Bryant', written in a cursive style.

ALASTAIR BRYANT
DIRECTOR GENERAL
15 August 2004

KEY PERFORMANCE INDICATORS

Outcome: A community that is informed of, and has access to, a diverse range of innovative ideas, knowledge and cultural experiences.

Description

This outcome preserves and provides access to Western Australia's natural and social heritage, supports our artistic development and provides a link to information and culture nationally and internationally. This outcome is provided by the Department of Culture and the Arts (including ArtsWA and the State Records Office), the Art Gallery of Western Australia, the State Library of Western Australia, the Perth Theatre Trust, ScreenWest Inc and the Western Australian Museum.

EFFECTIVENESS INDICATORS 2003-2004

These performance indicators address the effectiveness with which the Department of Culture and the Arts undertakes work associated in achieving its Outcome as approved by the Government. The performance indicators have been designed to reflect the achievement of the Outcome statement.

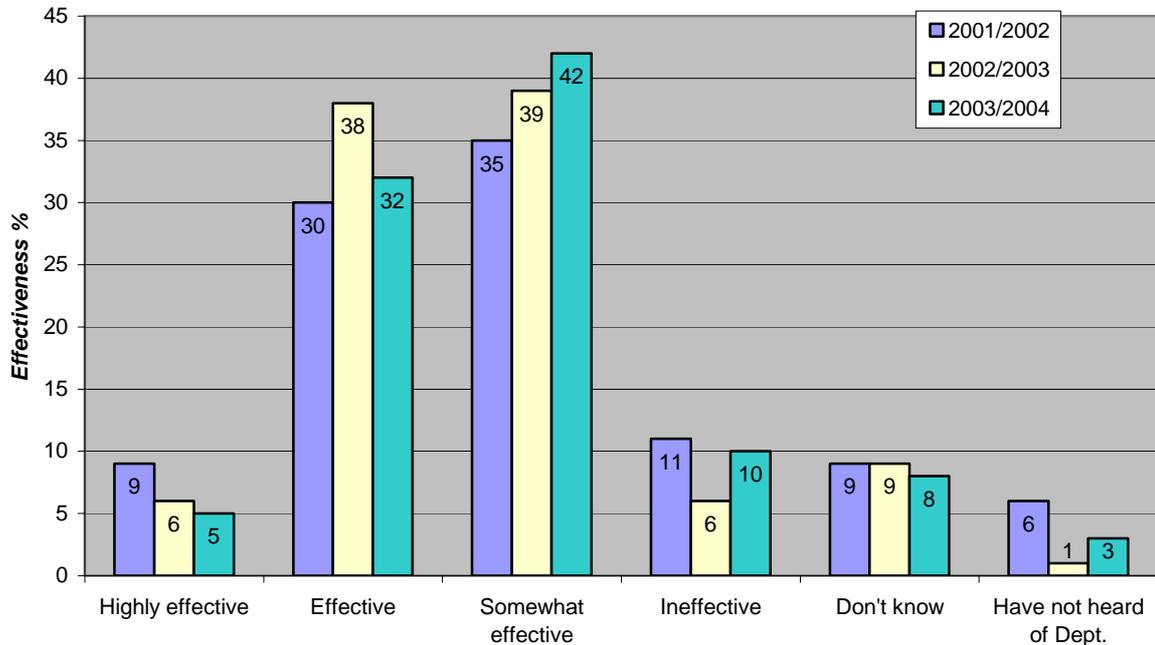
To measure effectiveness indicators one and two, the Department of Culture and the Arts commissioned a survey from Patterson Market Research for the second consecutive year, covering a number of areas relevant to culture and the arts, including perceptions of the effectiveness of the Department in achieving its outcome. Hides Consulting Group Pty Ltd conducted the survey for the first time in November 2001.

A total of 400 interviews, drawn randomly from the population of WA (1.9m), were undertaken in March 2004. 300 interviews completed with respondents in the Perth metropolitan area and the remaining 100 conducted with respondents from regional areas in Western Australia. Respondents interviewed were aged 16 years or over and were randomly selected within each household by using the "closest birthday" method. The final response rate for the survey was 21%.

The data was weighted to reflect Australian Bureau of Statistics population statistics for WA. The population statistics used for calculating these weights were based on the 2001 Census data, which has a statistical error rate of 4.9%.

Key effectiveness indicator (1): The extent to which the Department of Culture and the Arts is perceived to be effective in achieving its outcome.

Extent to which the Department of Culture and the Arts is perceived to be effective in achieving its outcome



Rationale

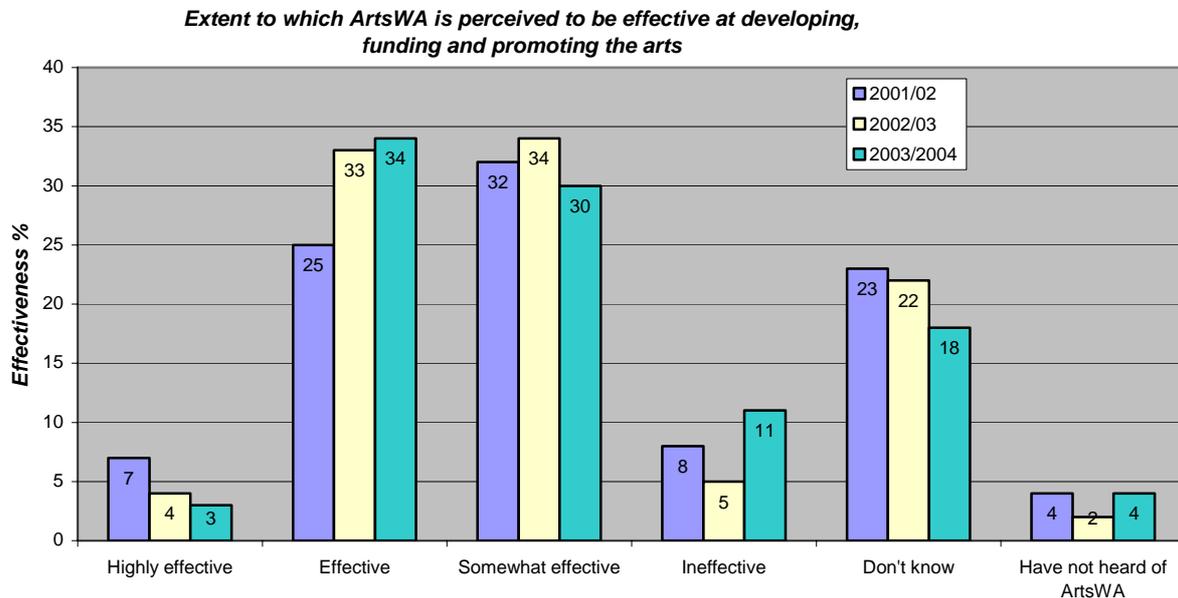
Survey respondents were asked “How effective do you think the Department of Culture and the Arts is in achieving its outcome of a community that is informed of, and has access to, a diverse range of innovative ideas, knowledge and culture experiences”. 79% of respondents felt that the Department had been effective to some degree in achieving its aims. This graph reflects an overall decrease in effectiveness from the previous year of 5%.

Key effectiveness indicator (2): The extent to which the ArtsWA Division of the Department of Culture and the Arts is perceived to be effective at developing, funding and promoting the arts.

Rationale

The arts grants and development programs contribute significantly to the development of Western Australian artists and arts organisations. The Department relies on the artists and the arts organisations to provide access to arts experiences and activities enabling the community to engage in the arts. Without subsidy through ArtsWA, it would be difficult for artists and arts organisations to operate. The consequences would be a reduction in the

quality and range of innovative ideas and creative experiences available to the Western Australian community.



Survey respondents were asked, “How effective do you think ArtsWA is at developing, funding and promoting the arts?” 67% of respondents perceived ArtsWA to be at least somewhat effective in developing funding and promoting the Arts. The result is a decrease of 4% compared to 2003.

Key effectiveness indicator (3): The diversity of arts events funded through the ArtsWA division of the Department of Culture and the Arts.

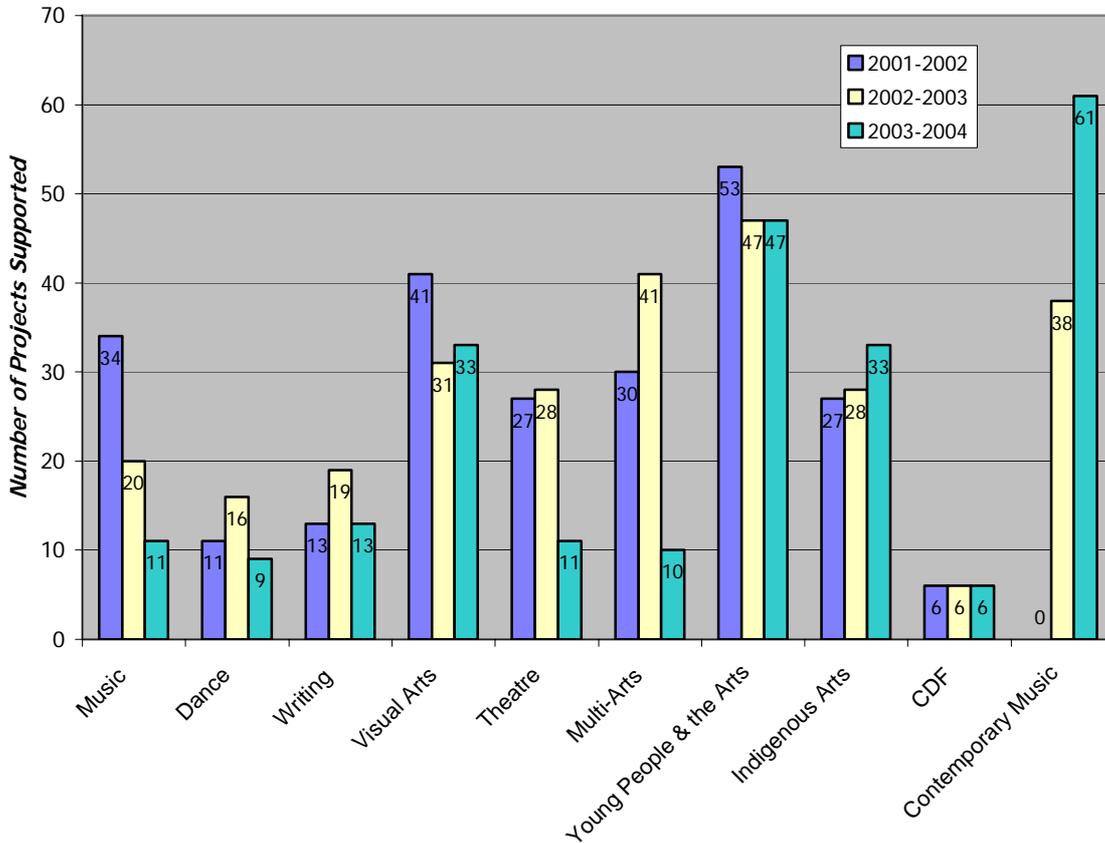
Rationale

This performance indicator reports on the diversity of the arts projects events that are made possible through the ArtsWA grants process. Fluctuations or variations from year to year are dependent on the number of applications made to ArtsWA and those granted funding in the different artforms and programs. The funding of arts projects links directly to the outcome of the Department: A community that is informed of, and has access to, a diverse range of innovative ideas, knowledge and cultural experiences.

Through the funding programs, a broad range of art forms are supported, including music, dance, literature, visual arts, theatre, multi-arts, young people and the arts, Indigenous

arts, creative development fellowships and contemporary music, which supports diversity in the range of ideas, knowledge and cultural experiences is provided to the community.

Measures of Diversity in the Arts



The graph illustrates the continued diversity of the projects funded.

The number of applications, and subsequent approvals, through the Minister's *Contemporary Music* initiative continued to show strong growth during this financial year. This is reflected in the above graph, as is the corresponding decline in the number of approvals through ArtsWA's existing music panel.

The grants are assessed by independent peer panels. There has been a trend over the past twelve months for the panels to provide increased funding to each application to make the grants process more effective by providing the artists with more realistic budgets. This has resulted in fewer projects being funded. The average value of each grant awarded in dance, theatre and multi-arts increased by nearly 36% on the previous year.

EFFICIENCY INDICATORS 2003-2004

Efficiency indicator (1): The efficiency with which the Department for Culture and the Arts undertakes Arts Industry Support

This performance measure addresses the efficiency with which the Department for Culture and the Arts, through ArtsWA, undertakes work associated in providing Arts Industry Support, which consists primarily of development, funding and promotion of the arts industry.

Efficiency indicator	Actual 2001-2002 \$	Actual 2002-2003 \$	Target 2003-2004 \$	Actual 2003-2004 \$
Cost per arts project and organisation supported	52,652	50,866	39,293	45,067
Cost per industry development initiative	19,600	22,804	13,245	13,590
Average cost of grant application processed	333	309	234	279
Average cost per industry interaction	124	*47	159	**22

*The substantial decrease in cost per industry interaction is attributable to the enhancement of the ArtsWA website in October 2002, resulting in increased functionality, information and responsiveness.

**The methodology used to calculate industry interactions was revised for 2003-2004. The new methodology provides a more accurate indication of industry interactions, based on the average number of contacts for administering grant applications, partnership initiatives and general contacts.

Efficiency indicator (2): The efficiency with which the Department for Culture and the Arts, through the State Records Office, delivers its recordkeeping and archival services to government agencies and the community.

This performance measure addresses the efficiency with which the Department for Culture & the Arts, through the State Records Office, delivers its recordkeeping and archival services to government agencies and the community.

Efficiency Indicator	Actual 2001- 2002 \$	Actual 2002- 2003 \$	Target 2003- 2004 \$	Actual 2003- 2004 \$
Average cost per recordkeeping plan (and R&D) submitted and approved.			1,431	3,990
Policies, standards, guidelines produced	16,171	24,757	23,850	27,267
Hours of training and consultancies provided	113	211	143	*14
Access to State archives	16	22	17	20

*This measure has been extended to more accurately reflect the work of the State Records Office, including its legislative requirement to administer the *State Records Act 2000*, and includes hours spent on training programs, information sessions, presentations, community programs, consultancies and significant and other recordkeeping advice.

OUTPUT BASED MANAGEMENT PERFORMANCE MEASURES

Introduction

A summary of the Output Based Management (OBM) measures is reported here for the Department of Culture and the Arts and the portfolio agencies as they appear in the 2003-2004 Budget Statements. *The Performance Measures listed below are not audited.*

Outcome: *A community that is informed of, and has access to, a diverse range of innovative ideas, knowledge and cultural experiences.*

Description

This outcome preserves and provides access to Western Australia's natural and social heritage, supports our artistic development and provides a link to information and culture nationally and internationally. This outcome is common to the Department of Culture and the Arts, the Art Gallery of Western Australia, State Library of Western Australia, the Perth Theatre Trust, ScreenWest and the Western Australian Museum.

Outputs

As previously indicated, the Department of Culture and the Arts and the statutory authorities associated with it receive their annual appropriation from Parliament for the purpose of a single outcome and all activities are organised into seven output groups.

- Output 1:** Art Gallery of Western Australia - *Art Gallery services.*
- Output 2:** State Library of Western Australia - *Library, archival and information services.*
- Output 3:** Western Australian Museum - *Museum services.*
- Output 4:** Department of Culture and the Arts (ArtsWA division) - *Arts industry support.*
- Output 5:** ScreenWest Inc. - *Screen production industry support.*
- Output 6:** Perth Theatre Trust - *Venue management services.*
- Output 7:** Department of Culture and the Arts (State Records Office Division) - *Recordkeeping and Archival Services.*

Although each of the above outputs are listed in the budget papers for the Department of Culture and the Arts, the Art Gallery of Western Australia, the Perth Theatre Trust, ScreenWest, The Library Board of Western Australia and the Western Australian Museum

produce their own output based performance measures and publish them in their respective annual reports. This report and these performance indicators relate only to the ArtsWA and State Records Office divisions of the Department under outputs four and seven respectively. It should be noted that Output 7 relating to the State Records Office was introduced in the 2002-2003 budget papers after the State Records Office became an operating division of the Department in November 2001 (transferred from the State Library of Western Australia) after the proclamation of the *State Records Act 2000*.

Output 4: Arts industry support

Description: Development, funding and promotion of the arts industry

	2002-2003 Actual	2003-2004 Target	2003-2004 Actual
Quantity			
Grants applications processed	736	850	755
Arts projects and organisations supported	399	450	416
Industry development initiatives	20	30	31
Industry interactions (internet hits, meetings and consultations)	38,540	35,000	77,675
Quality			
Client satisfaction with services	80%	90%	-
Grant applications processed	100%	100%	100%
Grant contracts met	58%	80%	60%
Industry development contracts met	70%	80%	38%
Industry meetings and events represented	59%	70%	59%
Timeliness			
Hours per week that the public has access to advisory and development services	40	40	40
Days between acceptance of application and notification of outcome	28	75	31
Grant payments made within 28 days of receipt of signed contract	100%	100%	100%
Cost (efficiency)			
Average cost per grant application processed	\$310	\$234	\$279
Average cost per project and organisation supported	\$53,550	\$39,293	\$45,067
Average cost per industry development initiative	\$22,804	\$13,245	\$13,590
Average cost per industry interaction	\$47	\$159	\$22

Output 7: Recordkeeping and Archival Services

Description: Delivery of recordkeeping services to State and local Government agencies, improving the quality of current records management systems and provision of access to the State archives collection by Government agencies and the community.

Performance Measures	2002-2003 Actual	2003-2004 Target	2003-2004 Actual
Quantity			
Recordkeeping Plans and Retention and Disposal Schedules developed and evaluated, and approved or cleared	N/A	400	164
Recordkeeping plan monitoring - hours			
Policies, standards and guidelines produced	7	3	3
Hours of training and consultancies provided	2,460	500	5,950
Access provided to State archives collection	47,433	42,850	40,200
Quality			
Client Satisfaction with Services	95%	95%	95%
Proportion of the State archives collection that is catalogued	97%	97%	98%
Timeliness			
	Actual	Target	Actual
Hours per week public has access to the collection in the search room	35	35	35
Cost (Efficiency)			
Average cost per Recordkeeping Plan and Retention and Disposal Schedule submitted and approved.		\$1,431	\$3,990
Recordkeeping plan monitoring	N/A	N/A	N/A
Policies, standards, guidelines produced	\$24,757	\$23,850	\$27,267
Hours of training and consultancies provided	\$211	\$143	\$14
Access to State archives	\$22	\$17	\$20

FINANCIAL STATEMENTS

OPINION OF THE AUDITOR GENERAL



AUDITOR GENERAL

INDEPENDENT AUDIT OPINION

To the Parliament of Western Australia

DEPARTMENT OF CULTURE AND THE ARTS
FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2004

Audit Opinion

In my opinion,

- (i) the controls exercised by the Department of Culture and the Arts provide reasonable assurance that the receipt and expenditure of moneys, the acquisition and disposal of property, and the incurring of liabilities have been in accordance with legislative provisions; and
- (ii) the financial statements are based on proper accounts and present fairly in accordance with applicable Accounting Standards and other mandatory professional reporting requirements in Australia and the Treasurer's Instructions, the financial position of the Department at June 30, 2004 and its financial performance and cash flows for the year ended on that date.

Scope

The Director General's Role

The Director General is responsible for keeping proper accounts and maintaining adequate systems of internal control, preparing the financial statements, and complying with the Financial Administration and Audit Act 1985 (the Act) and other relevant written law.

The financial statements consist of the Statement of Financial Performance, Statement of Financial Position, Statement of Cash Flows, Output Schedule of Expenses and Revenues, Summary of Consolidated Fund Appropriations and Revenue Estimates, and the Notes to the Financial Statements.

Summary of my Role

As required by the Act, I have independently audited the accounts and financial statements to express an opinion on the controls and financial statements. This was done by looking at a sample of the evidence.

An audit does not guarantee that every amount and disclosure in the financial statements is error free. The term "reasonable assurance" recognises that an audit does not examine all evidence and every transaction. However, my audit procedures should identify errors or omissions significant enough to adversely affect the decisions of users of the financial statements.

Handwritten signature of D D R Pearson in black ink.

D D R PEARSON
AUDITOR GENERAL
September 27, 2004

CERTIFICATION OF FINANCIAL STATEMENTS
DEPARTMENT OF CULTURE AND THE ARTS
FOR THE YEAR ENDED 30 JUNE 2004

The accompanying financial statements of the Department of Culture & the Arts have been prepared in compliance with the provisions of the *Financial Administration and Audit Act 1985* from proper accounts and records to present fairly the financial transactions for the financial year ending 30 June 2004 and the financial position as at 30 June 2004.

At the date of signing we are not aware of any circumstances, which would render any particulars included in the financial statements misleading or inaccurate.



Alastair Bryant
Director General
13 August 2004



Alan Ferris
Principal Accounting Officer
13 August 2004

FINANCIAL STATEMENTS

DEPARTMENT OF CULTURE AND THE ARTS
Statement of Financial Performance
for year ended 30 June 2004

	Note	2003/04 \$000	2002/03 \$000
COST OF SERVICES			
Expenses from ordinary activities			
Employee expenses	4	35,192	33,828
Supplies and services	5	1,703	1,175
Depreciation expense	6	570	665
Administration expenses	7	546	479
Accommodation expenses	8	760	642
Grants & subsidies	9	17,554	17,522
Capital user charge	10	30,701	28,375
Appropriation transferred	11	28,345	26,307
Net revaluation decrement	19	0	2,349
Refund of previous years' revenue	12	438	2
Other expenses from ordinary activities		33	5
Total cost of services		115,842	111,349
Revenue from ordinary activities			
<i>Revenue from operating activities</i>			
User charges and fees	13	431	402
Sale of goods		40	26
Grants and subsidies		204	70
<i>Revenue from non-operating activities</i>			
Other revenues from ordinary activities		181	626
Total revenues from ordinary activities		856	1,124
NET COST OF SERVICES		114,986	110,225
REVENUES FROM STATE GOVERNMENT			
Output Appropriation		113,128	107,252
Liability assumed by Treasurer	14(II) & 12	0	612
Assets assumed / (transferred)		622	413
Initial recognition of assets not previously recognised		40	134
Resources received free of charge		57	99
Total revenues from State Government	14	113,847	108,510
CHANGE IN NET ASSETS		(1,139)	(1,715)
Net increase / (decrease) in asset revaluation reserve	24	1,681	(170)
Total revenues, expenses and valuation adjustments recognised directly in equity		1,681	(170)
Total changes in equity other than those resulting from transactions with WA State Government as owners		542	(1,885)

The Statement of Financial Performance should be read in conjunction with the accompanying notes

DEPARTMENT OF CULTURE AND THE ARTS
Statement of Financial Position
as at 30 June 2004

	Note	2003/04 \$000	2002/03 \$000
Current Assets			
Cash assets	25(a)	6,374	1,447
Restricted cash assets	15	1,084	2,953
Receivables	16	1,968	1,855
Amounts receivable for outputs	17	166	292
Other assets	18	47	56
Total Current Assets		9,639	6,603
Non-Current Assets			
Amounts receivable for outputs	17	1,065	738
Property, plant and equipment	19	30,078	20,334
Works of art	20	185	139
Total Non-Current Assets		31,328	21,211
TOTAL ASSETS		40,967	27,814
Current Liabilities			
Payables		182	261
Provisions	21	3,900	3,782
Grants Payable	22	16,722	14,393
Other liabilities	23	1,532	842
Total Current Liabilities		22,336	19,278
Non-Current Liabilities			
Provisions	21	2,974	2,834
Total Non-Current Liabilities		2,974	2,834
Total Liabilities		25,310	22,112
Equity			
Contributed equity		13,320	3,907
Reserves		3,201	1,520
Accumulated surplus / (deficiency)		(864)	275
Total Equity	24	15,657	5,702
TOTAL LIABILITIES AND EQUITY		40,967	27,814

The Statement of Financial Position should be read in conjunction with the accompanying notes

DEPARTMENT OF CULTURE AND THE ARTS
Statement of Cash Flows
for year ended 30 June 2004

	Note	2003/04 \$000	2002/03 \$000
CASH FLOWS FROM STATE GOVERNMENT			
Output appropriations		98,522	94,479
Capital contributions		19,056	7,502
Holding account drawdowns		8,774	7,704
Net Cash provided by State Government		126,352	109,685
Utilised as follows:			
CASH FLOWS FROM OPERATING ACTIVITIES			
Payments			
Employee costs		(34,526)	(32,544)
Supplies and services		(2,811)	(2,095)
Grants and subsidies		(15,162)	(17,250)
Capital user charge		(30,701)	(28,375)
Appropriation transferred		(32,484)	(27,939)
GST payments on purchases		(2,515)	(2,019)
Other payments		(3)	(6)
Receipts			
Sale of goods and services		34	21
User charges and fees		220	314
Grants and subsidies		207	70
GST receipts on sales		37	41
GST receipts from taxation authority		2,321	2,081
Other receipts		138	473
Net cash used in operating activities	25(b)	(115,245)	(107,228)
CASH FLOWS FROM INVESTING ACTIVITIES			
Purchase of non-current physical assets		(8,059)	(1,728)
Net cash used in investing activities		(8,059)	(1,728)
Net increase in cash held		3,048	729
Cash assets at the beginning of the financial year		4,400	3,671
Cash assets transferred from other sources		10	0
CASH ASSETS AT THE END OF THE FINANCIAL YEAR	25(a)	7,458	4,400

The Statement of Cash Flows should be read in conjunction with the accompanying notes

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**DEPARTMENT OF CULTURE AND THE ARTS
OUTPUT SCHEDULE OF EXPENSES AND REVENUES
FOR THE YEAR ENDED 30 JUNE 2004**

	Art Gallery Services		Library, Archival and Information Services		Museum Services		Arts Industry Support		Recordkeeping and Archival Services		Screen Production Industry Support		Venue Management Services		Total	
	2004 \$'000	2003 \$'000	2004 \$'000	2003 \$'000	2004 \$'000	2003 \$'000	2004 \$'000	2003 \$'000	2004 \$'000	2003 \$'000	2004 \$'000	2003 \$'000	2004 \$'000	2003 \$'000	2004 \$'000	2003 \$'000
COST OF SERVICES																
Expenses from ordinary activities																
Employee expenses	4,120	3,681	12,082	12,175	11,684	11,576	2,166	1,820	1,340	1,500	771	661	3,029	2,415	35,192	33,828
Supplies and services	162	115	312	223	216	155	707	461	112	83	32	23	162	115	1,703	1,175
Depreciation expense	80	72	154	138	107	95	88	238	45	36	16	14	80	72	570	665
Administration expenses	65	53	127	102	87	71	148	152	41	37	13	11	65	53	546	479
Accommodation expenses	103	87	200	165	138	114	167	151	28	20	21	18	103	87	760	642
Grants, subsidies and sponsorship	15	23	31	46	20	31	17,464	17,388	6	6	3	5	15	23	17,554	17,522
Capital User Charge	10,261	9,551	10,332	10,168	7,557	6,098	122	104	67	51	45	111	2,317	2,292	30,701	28,375
Appropriation transferred	3,633	3,623	14,437	14,989	5,873	4,437	255	140			2,350	1,806	1,797	1,312	28,345	26,307
Net revaluation decrement								2,349								2,349
Refund of previous years' revenue	-52		-9	2	591		-57		-4		-4		-27		438	2
Other expenses from ordinary activities	5	1	8	1	8	1	5	1	1		1		5	1	33	5
Total cost of services	18,392	17,206	37,674	38,009	26,281	22,578	21,065	22,804	1,636	1,733	3,248	2,649	7,546	6,370	115,842	111,349
Revenues from ordinary activities																
User charges and fees	53	53	100	101	70	70	71	53	73	61	11	11	53	53	431	402
Sale of Goods									40	26					40	26
Grants and Subsidies	3	7	5	14	4	9	181	31	7	1	1	1	3	7	204	70
Other revenues from ordinary activities	23	34	53	277	38	163	29	96	23	19	4	8	11	29	181	626
Total revenues from ordinary activities	79	94	158	392	112	242	281	180	143	107	16	20	67	89	856	1,124
NET COST OF SERVICES	18,313	17,112	37,516	37,617	26,169	22,336	20,784	22,624	1,493	1,626	3,232	2,629	7,479	6,281	114,986	110,225
REVENUES FROM STATE GOVERNMENT																
Output Appropriation	18,478	16,971	37,498	37,293	25,324	21,759	19,772	20,721	1,445	1,541	3,206	2,588	7,405	6,379	113,128	107,252
Liability assumed by the Treasurer		48		175		371		4		1		1		12	612	612
Initial recognition of assets not previously recognised	2		4		2		2		610	413			2		622	413
Assets assumed / (transferred)	6	20	12	39	8	27	6	20	1	4	1	4	6	20	40	134
Resources received free of charge	9	15	15	28	11	20	9	15	2	3	2	3	9	15	57	99
Total revenues from State Government	18,495	17,054	37,529	37,535	25,345	22,177	19,789	20,760	2,058	1,962	3,209	2,596	7,422	6,426	113,847	108,510
Change in net assets	182	-58	13	-82	-824	-159	-995	-1,864	565	336	-23	-33	-57	145	-1,139	-1,715

The Output Schedule of Expenses and Revenues should be read in conjunction with the accompanying notes.

DEPARTMENT OF CULTURE AND THE ARTS

Summary of Consolidated Fund Appropriations and Revenue Estimates

for the year ended 30 June 2004

	2004 Estimate	2004 Actual	2004 Variance Over/ (Under \$'000	2004 Actual	2003 Actual	Variance Over/ (Under \$'000
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
DELIVERY OF OUTPUTS						
Item 108 - Net amount appropriated to deliver outputs	77,421	77,308	(113)	77,308	72,972	4,336
Item 109 Art Gallery of Western Australia	3,450	3,633	183	3,633	3,623	10
Item 110 Library Board of Western Australia	15,191	14,437	(754)	14,437	14,989	(552)
Item 111 Perth Theatre Trust	1,286	1,797	511	1,797	1,312	485
Item 112 Western Australian Museum	4,186	5,873	1,687	5,873	4,437	1,436
Amount Authorised by Other Statutes						
- Lotteries Commission Act 1990	9,251	9,532	281	9,532	9,381	151
- Salaries and Allowances Act 1975	548	548	0	548	538	10
Total appropriations provided to deliver outputs	111,333	113,128	1,795	113,128	107,252	5,876
CAPITAL						
Item 171 - Capital Contribution	2,380	9,430	7,050	9,430	1,344	8,086
Item 172 Art Gallery of Western Australia	827	837	10	837	910	(73)
Item 173 Library Board of Western Australia	2,496	2,573	77	2,573	3,548	(975)
Item 174 Perth Theatre Trust	383	383	0	383	500	(117)
Item 175 Western Australian Museum	8,183	5,833	(2,350)	5,833	1,200	4,633
Total appropriations provided as capital contributions	14,269	19,056	4,787	19,056	7,502	11,554
GRAND TOTAL OF APPROPRIATIONS	125,602	132,184	6,582	132,184	114,754	17,430
Details Of Expenses by Outputs						
Outputs:						
Art Gallery Services	17,169	18,478	1,309	18,478	16,971	1,507
Library and Information Services	39,492	37,498	(1,994)	37,498	37,293	205
Museum Services	24,032	25,324	1,292	25,324	21,759	3,565
Arts Industry Support	19,609	19,772	163	19,772	20,721	(949)
Screen Production Industry Support	3,248	3,206	(42)	3,206	2,588	618
Venue Management Services	6,463	7,405	942	7,405	6,379	1,026
Recordkeeping and Archival Services	1,320	1,445	125	1,445	1,541	(96)
Total appropriations provided to deliver outputs	111,333	113,128	1,795	113,128	107,252	5,876
Capital Expenditure						
Purchase of non-current physical assets	14,269	19,056	4,787	19,056	7,502	11,554
Capital Contribution (appropriation)	14,269	19,056	4,787	19,056	7,502	11,554
DETAILS OF REVENUE ESTIMATES						
Revenues	9,251	9,532	281	9,532	9,381	151
Total Revenue Estimates	9,251	9,532	281	9,532	9,381	151

The Summary of Consolidated Fund Appropriations, Variance to Budget and Actual should be read in conjunction with the accompanying notes.

This Summary provides the basis for the Explanatory Statement information requirements of TI 945, set out in note 29.

NOTES TO THE FINANCIAL STATEMENTS

1. Departmental mission and funding

The Department's mission is to provide leadership, support and services to ensure that current and future Western Australians are informed and have access to a diverse range of innovative ideas, knowledge and cultural experiences.

The Department is predominantly funded by Parliamentary appropriations. The financial statements encompass all funds through which the Department controls resources to carry out its functions.

In the process of reporting on the Department as a single entity, all intra-entity transactions and balances have been eliminated.

2. Significant accounting policies

The following accounting policies have been adopted in the preparation of the financial statements. Unless otherwise stated these policies are consistent with those adopted in the previous year.

General Statement

The financial statements constitute a general purpose financial report, which has been prepared in accordance with Accounting Standards, Statements of Accounting Concepts and other authoritative pronouncements of the Australian Accounting Standards Board, and Urgent Issues Group (UIG) Consensus Views as applied by the Treasurer's Instructions. Several of these are modified by the Treasurer's Instructions to vary application, disclosure, format and wording. The Financial Administration and Audit Act and the Treasurer's Instructions are legislative provisions governing the preparation of financial statements and take precedence over Accounting Standards, Statements of Accounting Concepts and other authoritative pronouncements of the Australian Accounting Standards Board, and UIG Consensus Views. The modifications are intended to fulfil the requirements of general application to the public sector together with the need for greater disclosure and also to satisfy accountability requirements.

If any such modification has a material or significant financial effect upon the reported results, details of that modification and where practicable, the resulting financial effect, are disclosed in individual notes to these financial statements.

Basis of accounting

The financial statements have been prepared in accordance with Australian Accounting Standard AAS 29.

The statements have been prepared on the accrual basis of accounting using the historical cost convention, except for certain assets and liabilities, which, as noted are measured at fair value.

Administered assets and liabilities, expenses and revenues are not integral to the Department in carrying out its functions and are disclosed in the notes to the financial statements, forming part of the general purpose financial report of the Department. The administered items are disclosed on the same basis as is described above for the financial statements of the Department. The administered assets and liabilities, expenses and revenues are those which the Government requires the Department to administer on its behalf. The assets do not render any service potential or future economic benefits to the Department, the liabilities do not require the future sacrifice of service potential or future economic benefits of the Department, and the expenses and revenues are not attributable to the Department.

As the administered assets and liabilities, expenses and revenues are not recognised in the principal financial statements of the Department, the disclosure requirements of Australian Accounting Standard AAS 33, Presentation and Disclosure of Financial Instruments, are not applied to administered transactions.

(a) Output Appropriations

Output Appropriations are recognised as revenue in the period in which the Department gains control of the appropriated funds. The Department gains control of appropriated funds at the time those funds are deposited into the Department's bank account or credited to the holding account held at the Department of Treasury and Finance. Refer to Note 14 for further commentary on output appropriations.

The Department receives funding from the Lotteries Commission under the provisions of Section 22 of the Lotteries Commission Act (1990). This provides for receipts based on five per cent of the net lotteries and games subscriptions received by the Lotteries Commission. Accordingly, funds are received in arrears, and at 30 June the portion relating to lotteries turnover for June remained outstanding. This amount is recognised as an asset in the Statement of Financial Position, and as Appropriations in the Statement of Financial Performance.

(b) Contributed Equity

Under UIG 38 "Contributions by Owners Made to Wholly-Owned Public Sector Entities" transfers in the nature of equity contributions must be designated by the Government (owners) as contributions by owners (at the time of, or prior to transfer) before such transfers can be recognised as equity contributions in the financial statements. Capital contributions (appropriations) have been designated as contributions by owners and have been credited directly to Contributed Equity in the Statement of Financial Position. Capital appropriations which are repayable to the Treasurer are recognised as liabilities. Refer to Note 24 for further commentary on the application of UIG 38 and TI 955.

(c) Net Appropriation Determination

Pursuant to Section 23A of the Financial Administration and Audit Act, the net appropriation determination by the Treasurer provides for retention of the following moneys received by the Department:

- proceeds from fees and charges;
- Commonwealth specific purpose grants and contributions; and
- other Departmental revenue.

In accordance with the determination, the Department retained \$0.856m in 2004 (\$1.124m in 2003). Retained revenues may only be applied to the outputs specified in the 2003-2004 Budget Statements.

(d) Grants and Other Contributions

Grants, donations, gifts and other non-reciprocal contributions are recognised as revenue when the Department obtains control over the assets comprising the contributions. Control is normally obtained upon their receipt.

Contributions are recognised at their fair value. Contributions of services are only recognised when a fair value can be reliably determined and the services would be purchased if not donated.

(e) Revenue Recognition

Revenue from the sale of goods and disposal of other assets and the rendering of services is recognised when the Department has passed control of the goods or other assets or delivery of the service to the customer.

(f) Acquisition of assets

The cost method of accounting is used for all acquisition of assets. Cost is measured as the fair value of the assets given up or liabilities undertaken at the date of acquisition plus incidental costs directly attributable to the acquisition.

Assets acquired at no cost or for nominal consideration, are initially recognised at their fair value at the date of acquisition.

Assets costing less than \$1,000 are expensed in the year of acquisition (other than where they form part of a group of similar items which are significant in total.)

(g) Depreciation of non-current assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner that reflects the consumption of their future economic benefits.

Depreciation is calculated on the straight line basis, using rates which are reviewed annually. Expected useful lives of each class of depreciable assets are:

Buildings/Improvements	40 years
Plant and equipment	4 to 10 years
Computer hardware and software	4 years

Works of art controlled by the Department are classified as heritage assets. They are anticipated to have very long and indeterminate useful lives. Their service potential has not, in any material sense, been consumed during the reporting period. As such, no amount for depreciation has been recognised in respect of them.

(h) Revaluation of Land, Buildings and Infrastructure

The Department has a policy of valuing land, buildings and infrastructure at fair value. The annual revaluations of the Department's land and buildings undertaken by the Valuer General's Office are recognised in the financial statements. Infrastructure assets are being progressively revalued to fair value under the transitional provisions in AASB 1041 (8.12)(b) (see notes 19 and 20).

(i) Leases

The Department has entered into a number of operating lease arrangements for the rent of the office building and motor vehicles where the lessor effectively retains all of the risks and benefits incident to ownership of the items held under the operating leases. Rent for office accommodation is paid to the Department of Housing and Works and motor vehicles to LeasePlan through the Department of Treasury and Finance. Equal instalments of the lease payments are charged to the Statement of Financial Performance over the lease term, as this is representative of the pattern of benefits to be derived from the leased property.

(j) Cash

For the purpose of the Statement of Cash Flows, cash includes cash assets and restricted cash assets.

(k) Accrued Salaries

The accrued salaries suspense account (refer note 15) consists of amounts paid annually into a suspense account over a period of 10 financial years to largely meet the additional cash outflow in each eleventh year when 27 pay days occur in that year instead of the normal 26. No interest is received on this account.

Accrued salaries (note 23) represent the amount due to staff but unpaid at the end of the financial year, as the end of the last pay period for that financial year does not coincide with the end of the financial year. Accrued salaries are settled within a few days of the financial year end. The Department considers the carrying amount of accrued salaries to be equivalent to the net fair value.

(l) Receivables

Receivables are recognised at the amounts receivable, as they are due for settlement no more than 30 days from the date of recognition.

Collectability of receivables is reviewed on an ongoing basis. Debts which are known to be uncollectable are written off. A provision for doubtful debts is raised where some doubt as to collection exists.

(m) Licences

Licences held by the Department are valued at cost, and they are depreciated on a straight line basis over their estimated useful life.

(n) Software

Significant software costs associated with the acquisition or development of computer software are capitalised and depreciated on a straight line basis over the periods of the expected benefit, which is 4 years.

(o) Web site costs

Costs in relation to web sites controlled by the Department are charged as expenses in the period in which they are incurred unless they relate to the acquisition of an asset, in which case they are capitalised and amortised over the period of expected benefit. Generally, costs in relation to feasibility studies during the planning phase of a web site, and ongoing costs of maintenance during the operating phase are considered to be expenses. Costs incurred in building or enhancing a web site, to the extent that they represent probable future economic benefits controlled by the Department that can be reliably measured, are capitalised as an asset and amortised over the period of the expected benefits which vary from three to five years.

(p) Payables

Payables, including accruals not yet billed, are recognised when the Department becomes obliged to make future payments as a result of a purchase of assets or services. Payables are generally settled within 30 days.

(q) Employee BenefitsAnnual Leave

This benefit is recognised at the reporting date in respect to employees' services up to that date and is measured at the nominal amounts expected to be paid when the liabilities are settled.

Long Service Leave

The liability for long service leave expected to be settled within twelve months of the reporting date is recognised in the provisions for employee benefits and is measured at the nominal amounts expected to be paid when the liability is settled. The liability for long service leave expected to be settled more than twelve months from the reporting date is recognised in the provisions for employee benefits and is measured at the present value of expected future payments to be made in respect of services provided by employees up to the reporting date. Consideration is given, when assessing expected future payments, to expected future wage and salary levels including relevant on costs, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash flows.

Superannuation

Staff may contribute to the Pension Scheme, a defined benefits pension scheme now closed to new members, or to the Gold State Superannuation Scheme, a defined benefit lump sum scheme now also closed to new members. All staff who do not contribute to either of these schemes become non-contributory members of the West State Superannuation Scheme, an accumulation fund complying with the Commonwealth Government's Superannuation Guarantee (Administration) Act 1992. All of these schemes are administered by the Government Employees Superannuation Board (GESB).

The superannuation expense comprises the following elements:

- (i) change in the unfunded employer's liability in respect of current employees who are members of the Pension Scheme and current employees who accrued a benefit on transfer from that Scheme to the Gold State Superannuation Scheme: and

- (ii) employer contributions paid to Gold State Superannuation Scheme and the West State Superannuation Scheme.

The superannuation expense, with exception of the WA Museum, does not include payment of pensions to retirees, as this does not constitute part of the cost of services provided by the Department in the current year.

A revenue "Liabilities assumed by the Treasurer" equivalent to (i) is recognised under Revenues from Government in the Statement of Financial Performance as the unfunded liabilities is assumed by the Treasurer. The GESB makes the benefit payments and is recouped by the Treasurer.

The Department is funded for employer contributions in respect of the Gold State Superannuation Scheme and the West State Superannuation Scheme. These contributions were paid to the GESB during the year. The GESB subsequently paid the employer contributions in respect of the Gold State Superannuation Scheme to the Consolidated Fund.

Employee benefit on-costs

Employee benefit on-costs, are recognised and included in employee benefit liabilities and costs when the employee benefits to which they relate are recognised as liabilities and expenses. (See notes 4 and 21).

(r) Resources Received Free of Charge or For Nominal Value

Resources received free of charge or for nominal value which can be reliably measured are recognised as revenues and as assets or expenses as appropriate at fair value.

(s) Comparative Figures

Comparative figures are, where appropriate, reclassified so as to be comparable with the figures presented in the current financial year.

(t) Rounding of amounts

Amounts in the financial statements have been rounded to the nearest thousand dollars, or in certain cases, to the nearest dollar.

3. Outputs of the Department

Information about the Department's outputs and, the expenses and revenues which are reliably attributable to those outputs is set out in the Output Schedule. Information about expenses, revenues, assets and liabilities administered by the Department are given in note 36.

The Department's Outcome and 7 Outputs are:

Outcome: **A community that is informed of, and has access to, a diverse range of innovative ideas, knowledge and cultural experiences.**

Output 1: *Art Gallery Services.*

Description: Delivery of the State Art Collection and access to art gallery services and programs through visual arts advocacy, collection development, facilities and services. Services ensure that primary access to art, heritage and ideas locally, regionally and internationally are preserved and displayed for future generations.

Output 2: *Library and Information Services.*

Description: Delivery of library and information services through the Internet, the Alexander Library Building and the Public Library system. Support Local Authorities and associated bodies with leadership, resources, information and other services. Services ensure that Western Australia's documentary heritage is collected, organised and preserved for access by future generations.

Output 3: *Museum Services.*

Description: Delivery and promotion of museum services through collection development and management, research, education and visitor services.

Output 4: *Arts Industry support.*

Description: Development, funding and promotion of the arts industry.

- Output 5:** *Screen Production Industry Support.*
Description: Delivery of strategic support and funding to advance the development of the screen production industry in Western Australia.
- Output 6:** *Venue Management Services.*
Description: Management and promotion of performing arts venues.
- Output 7:** *Recordkeeping and Archival Services*
Description: Delivery of recordkeeping services to State and Local government agencies, improving the quality of current record management systems and provision of access to State Archives Collections by government agencies and the community.

	2004	2003
	\$000	\$000
4. Employee expenses		
Wages and salaries	31,633	29,105
Superannuation expense	3,414	3,269
Superannuation (notional expense – liability assumed by Treasurer) - refer notes 14 and 12	(438)	612
Worker's compensation premium	20	72
Employee entitlements	284	611
Other related expenses	279	159
	<u>35,192</u>	<u>33,828</u>

5. Supplies and services

Consultants and contractors	509	250
Printing	103	63
Legal fees	18	10
Travel	104	107
Insurance	120	151
Temporary staff services	112	100
Exhibition fees	127	-
Property expenses	131	130
Graphic design	72	25
Catering	59	35
Advertising	41	36
Computing supplies	39	-
Equipment purchases	24	24
Audit fees	26	54
Other	218	190
	<u>1,703</u>	<u>1,175</u>

Note: 2003 comparatives have been adjusted to transfer Electricity and Gas from Supplies and services to Accommodation expenses.

6. Depreciation expense

Buildings	420	384
Leasehold improvements	10	160
Plant, equipment, computer hardware and software	140	121
	<u>570</u>	<u>665</u>

	2004	2003
	\$000	\$000
7. Administration expenses		
Communication	194	192
Maintenance – plant and equipment	161	106
Consumables	116	106
Lease – equipment and vehicles	75	75
	<u>546</u>	<u>479</u>

8. Accommodation expenses		
Rent	261	249
Repairs & maintenance	259	281
Electricity, gas and water	17	20
Facilities management and other accommodation	141	69
Cleaning	20	23
Rates	62	-
	<u>760</u>	<u>642</u>

Note: 2003 comparatives have been adjusted to transfer Electricity and Gas from Supplies and services to Accommodation expenses.

9. Grants, subsidies & sponsorship

Recurrent

Arts Agency & panels	17,449	17,365
Other	105	157
	<u>17,554</u>	<u>17,522</u>

10. Capital User Charge

	<u>30,701</u>	<u>28,375</u>
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A capital user charge rate of 8% has been set by the Government and represents the opportunity cost of capital invested in the net assets of the Department and the culture and art portfolio agencies, which are used in the provision of outputs. The charge is calculated on the net assets adjusted to take account of exempt assets. Payments are made to the Department of Treasury and Finance on a quarterly basis.

11. Appropriation transferred to Agencies

Library Board of WA	14,437	14,989
Western Australian Museum	5,873	4,437
Art Gallery of WA	3,633	3,623
Perth Theatre Trust	1,797	1,312
Screen West (Inc.)	2,350	1,806
Swan Bells Foundation	255	140
	<u>28,345</u>	<u>26,307</u>

12. Refund of previous years' revenue

	<u>438</u>	<u>2</u>
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For 2003/04, the liability assumed by the Treasurer in relation to notional superannuation expense (refer note 14 (II)) decreased as a result of the retirement and transfer of relevant employees. A notional expense has been recognised to reflect the reversal of revenue for 'Liabilities assumed by the Treasurer' recognised in prior years.

Note: 2003 comparative has been adjusted to reflect disclosure of Refund of previous years' revenue separately from Other expenses.

	2004	2003
	\$000	\$000
13. User charges and fees		
Rent	208	186
Recoup of costs	55	63
Other	168	153
	<u>431</u>	<u>402</u>

14. Revenues from State Government

Appropriation revenue received during the year:

Output appropriations (I)	113,305	113,105
Less Appropriation returned to Consolidated Fund	(177)	(5,853)
	<u>113,128</u>	<u>107,252</u>

The following liabilities have been assumed by the Treasurer during the financial year:

- superannuation (II)	-	612
Total liabilities assumed by the Treasurer	<u>-</u>	<u>612</u>

The following assets have been assumed from / (transferred to) other government agencies during the financial year: (III)

- land and buildings	-	360
- plant and equipment	622	53
Total assets assumed / (transferred)	<u>622</u>	<u>413</u>

Initial recognition of assets not previously recognised in the financial statements: (III)

- Works of Art	40	134
Total assets not previously recognised	<u>40</u>	<u>134</u>

Resources received free of charge (IV)

Determined on the basis of the following estimates provided by agencies:

Office of the Auditor General – audit services (V)	0	53
Department of Education and Training – staff secondments	57	46
	<u>57</u>	<u>99</u>

	<u>113,847</u>	<u>108,510</u>
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- (I) Output appropriations are accrual amounts reflecting the full cost of outputs delivered. The appropriation revenue comprises a cash component and a receivable (asset). The receivable (holding account) comprises the depreciation expense for the year and any agreed increase in leave liability during the year.
- (II) The assumption of the superannuation liability by the Treasurer is only a notional revenue to offset the notional superannuation expense reported in respect of current employees who are members of the pension scheme and current employees who have a transfer benefit entitlement under the Gold State scheme. (2003-04 – refer note 12 - Refund of previous years' revenue.)
- (III) Where assets have been discovered or have not been previously recognised in the financial statements, the Department recognises the corresponding credit as revenue.
- (IV) Where assets or services have been received free of charge or for nominal consideration, the Department recognises revenues (except where the contributions of assets or services are in the nature of contributions by owners in which case the Department shall make a direct adjustment to equity) equivalent to the fair value of the assets and/or the fair value of those services that can be reliably determined and which would have been purchased if not donated, and those fair values shall be recognized as assets or expenses, as applicable.

(V) Commencing with the 2003-04 audit, the Office of the Auditor General will be charging a fee for auditing the accounts, financial statements and performance indicators. The fee for the 2003-04 audit (\$64,900) will be due and payable in the 2004-05 financial year.

	2004	2003
	\$000	\$000
15. Restricted cash assets		
Current		
Accrued salaries suspense account (I)	1,060	-
Commonwealth funds – service delivery arrangement (refer note 36)	24	-
Capital cash balance (II)	-	2,099
Non-current		
Accrued salaries suspense account (I)	-	854
	<u>1,084</u>	<u>2,953</u>

(I) Amount held in suspense account is only to be used for the purpose of meeting the 27th pay in a financial year that occurs every 11 years. There will be a 27th pay period in 2004-05.

(II) From 2004 capital cash balance is not included in Restricted cash assets.

16. Receivables

Amount receivable from the Lotteries Commission	1,098	971
Trade debtors	324	335
Provision for doubtful debts	(23)	(26)
GST receivable	569	575
	<u>1,968</u>	<u>1,855</u>

17. Amounts receivable for outputs

Current	166	292
Non-current	1,065	738
	<u>1,231</u>	<u>1,030</u>

This asset represents the non-cash component of output appropriations. It is restricted in that it can only be used for asset replacement or payment of leave liability.

18. Other assets

Prepayments	47	56
	<u>47</u>	<u>56</u>

19. Property, plant and equipment

Land

At fair value (I)	9,740	6,440
	<u>9,740</u>	<u>6,440</u>

Buildings

At fair value (I)	18,337	13,076
	<u>18,337</u>	<u>13,076</u>

At cost	209	95
Works in progress	639	260
	<u>848</u>	<u>355</u>

Leasehold improvements

At cost	956	928
Accumulated depreciation	(907)	(897)
	<u>49</u>	<u>31</u>

	2004	2003
	\$000	\$000
<u>Plant, Equipment, Computer hardware and software</u>		
At cost	1,016	1,288
Accumulated depreciation	(497)	(858)
	<u>519</u>	<u>430</u>
<u>Furniture and Fittings</u>		
At cost	15	6
Accumulated depreciation	(3)	(4)
	<u>12</u>	<u>2</u>
<u>Collections</u>		
At valuation	573	-
	<u>573</u>	<u>-</u>
Total property, plant and equipment	<u><u>30,078</u></u>	<u><u>20,334</u></u>

The revaluation of land and buildings was performed in June 2004 in accordance with an independent valuation by the Valuer General's Office (VGO). Fair value of land has been determined on the basis of current use or current market buying values as appropriate. The fair value of buildings has been determined by reference to the market values or current depreciated replacement costs where the buildings are specialised and no market evidence of value is available. The valuations were made in accordance with a regular policy of annual revaluation.

The revaluation of freehold land and buildings to fair value was performed in 2002 in accordance with an independent valuation by the Valuer General's Office as a result of the initial application of AASB 1041 (AAS 38).

The Net revaluation decrement reported in 2003 (\$2.349m) related to the write-down of the carrying value of the King Street Art Centre.

Reconciliations

Reconciliations of the carrying amounts of property, plant and equipment at the beginning and end of the current financial year are set out below.

	Land	Buildings	Leasehold improve- ments	Plant, Equipment, Computer hardware and software	Furniture and Fittings	Collections	Total
2004	\$000	\$000	\$000	\$000	\$000		\$000
Carrying amount at start of year	6,440	13,431	31	430	2	-	20,334
Additions/Transfers in	3,200	4,593	28	240	10	573	8,644
Disposals/Transfers out	-	-	-	(11)	-	-	(11)
Revaluation increments/(decrement)	100	1,581	-	-	-	-	1,681
Depreciation	-	(420)	(10)	(140)	-	-	(570)
Carrying amount at end of year	<u>9,740</u>	<u>19,185</u>	<u>49</u>	<u>519</u>	<u>12</u>	<u>573</u>	<u>30,078</u>

	2004	2003
	\$000	\$000
20. Works of Art		
At fair value	145	105
At cost	40	34
	<u>185</u>	<u>139</u>

21. Provisions

Current		
Annual leave (I)	2,060	1,592
Long service leave (I)	1,840	2,190
	<u>3,900</u>	<u>3,782</u>
Non-current		
Long service leave (I)	2,974	2,834
	<u>2,974</u>	<u>2,834</u>

(I) The settlement of annual and long service leave liabilities gives rise to the payment of employment on-costs including superannuation and workers compensation premiums. The liability for such on-costs is included in the above provisions.

The Department considers the carrying amount of employee benefits to approximate the net fair value.

Employee Benefit Entitlements

The aggregate employee benefit liability recognised and included in the financial statements is as follows:

Provision for employee entitlements:

Current	3,900	3,782
Non-current	2,974	2,834
	<u>6,874</u>	<u>6,616</u>

22. Grants payable & commitments

Grants contract issued but not paid

Contractual commitments made with Department clients prior to June 30

Grant liabilities	<u>16,722</u>	<u>14,393</u>
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Commitments

Commitments in respect of triennially funded arts agencies where contracts have been let at 30 June.

These have not been brought to account as liabilities as they do not meet the recognition criteria AAS 29.

	<u>12,693</u>	<u>10,432</u>
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23. Other liabilities

Accrued salaries – 9 days (2003 – 7 days)	1,088	806
Accrued backpay	408	0
Income received in advance	36	36
	<u>1,532</u>	<u>842</u>

24. Equity

Equity represents the residual interest in the net assets of the Department. The Government holds the equity interest in the Department on behalf of the community. The asset revaluation reserve represents that portion of equity resulting from the revaluation of non-current assets.

	2004	2003
	\$000	\$000
Contributed equity		
Opening balance	3,907	2,563
Capital contributions (I)	9,413	1,344
Closing balance	13,320	3,907

(I) Capital Contributions have been designated as contributions by owners and are credited directly to equity in the Statement of Financial Position.

Asset revaluation reserve (I)		
Opening balance	1,520	1,690
Net revaluation increments/(decrements):		
Land	100	400
Buildings	1,581	(570)
Closing balance	3,201	1,520

(I) The asset revaluation reserve is used to record increments and decrements on the revaluation of non-current assets, as described in accounting policy note 2(h).

Accumulated surplus/(deficiency)		
Opening balance	275	1,990
Change in net assets	(1,139)	(1,715)
Closing balance	(864)	275
	15,657	5,702

25. Notes to the Statement of Cash Flows

(a) Reconciliation of cash

For the purpose of the Statement of Cash Flows, cash includes cash at bank, amounts in suspense and restricted cash. Cash at the end of the financial year as shown in the Statement of Cash Flows is reconciled to the related items in the Statement of Financial Position as follows:

Cash assets	6,374	1,447
Restricted cash assets (refer to Note 15)	1,084	2,953
	7,458	4,400

Note: 2003 comparative values have been adjusted to exclude capital contributions remaining at 30 June 2003 from restricted cash assets.

(b) Reconciliation of net cost of services to net cash flows provided by/(used in) operating activities

<u>Net cost of services</u>	(114,986)	(110,225)
Non-cash items:		
Depreciation expense	570	665
Doubtful debts expense	(3)	(3)
Superannuation (Liability assumed by Treasurer)	0	612
Resources received free of charge	57	99
Appropriation transferred	(4,139)	(1,632)
Net revaluation decrement	0	2,349
Net (gain)/loss on sale of property, plant and equipment	10	4
Other	-	3

	2004	2003
	\$000	\$000
(Increase)/decrease in assets:		
Receivables (II)	7	(226)
Prepayments	9	(24)
Increase/(decrease) in liabilities:		
Payables (II)	(79)	24
Capital amount included in payables	26	(27)
Grants payable	2,329	328
Accrued salaries	690	130
Provisions	258	661
Other	0	36
Change in GST receivables/payables (I)	6	(2)
Net cash used in operating activities	<u>(115,245)</u>	<u>(107,228)</u>

(I) This reverses out the GST in accounts receivable and payable.

(II) Note that ATO receivable/payable in respect of GST and receivable/payable in respect of the sale/purchase of non-current assets are not included in these items as they are not reconciling items.

26. Resources provided free of charge

During the year the following resources were provided to other agencies free of charge. The amounts shown represent the payment of salaries, capital user charge and superannuation paid by the Department on behalf of the following agencies:

Library and Information Service of WA	20,700	20,540
Western Australian Museum	18,460	16,546
Art Gallery of WA	13,201	12,430
ScreenWest	609	1,015
Perth Theatre Trust	4,353	3,961
	<u>57,323</u>	<u>54,492</u>

27. Commitments for expenditure

(a) Lease commitments

The Department has operating leases for motor vehicles and office accommodation.

Commitments in relation to leases contracted for at the reporting date but not recognised as liabilities are payable:

Within 1 year	252	390
Later than 1 year and not later than 5 years	16	230
	<u>268</u>	<u>620</u>

28. Events Occurring After Reporting Date

The Department has no subsequent events (other than those events whose financial effects have already been brought to account) to report.

29. Explanatory Statement

The Summary of Consolidated Fund Appropriations and Revenue Estimates discloses appropriations and other statutes expenditure estimates, the actual expenditures made and revenue estimates and payments into the Consolidated Fund. Appropriations are now on an accrual basis.

The following explanations are provided in accordance with Treasurer's Instruction 945. Significant variations are considered to be those greater than 10% or \$ 500,000.

(i) Significant variances between estimate and actual

	2004 Estimate \$000	2004 Actual \$000	Variation \$000
<u>TOTAL APPROPRIATION TO DELIVER OUTPUTS</u>			
<u>Library Board of Western Australia</u>	15,191	14,437	(754)
<u>Perth Theatre Trust</u>	1,286	1,797	511
<u>Western Australian Museum</u>	4,186	5,873	1,687

The variance in each of the above items is mainly due to changes in the accrual appropriation required to meet the estimated depreciation expense for 2003-04.

CAPITAL

<u>Capital Contribution</u>	2,380	9,430	7,050
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The increase in this item relates to funding for the WA Museum relocation project.

<u>Western Australian Museum</u>	8,183	5,833	(2,350)
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The variance in this item relates to the reallocation of funding for the WA Museum relocation project from the WA Museum to the Department.

EXPENSES BY OUTPUTS

<u>Art Gallery Services</u>	17,169	18,478	1,309
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The variance is mainly due to an increase in capital user charge expense.

<u>Library and Information Services</u>	39,492	37,498	(1,994)
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The variance is mainly due to reductions in depreciation and capital user charge expense.

<u>Venue Management Services</u>	6,463	7,405	942
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The variance is mainly due to an increase in depreciation expense.

CAPITAL

<u>Capital Expenditure</u>	14,269	19,056	4,787
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The increase in expenditure is due to additional expenditure on the WA Museum relocation project, offset by lower than estimated expenditure on various minor capital works projects.

ii) Significant variances between actual and prior year actual

In the interests of concise reporting, variations between this year and last year that have already been explained in part i) have not been repeated in this section.

	2004 Actual \$000	2003 Actual \$000	Variation \$000
<u>TOTAL APPROPRIATION TO DELIVER OUTPUTS</u>			
<u>Net amount appropriated to deliver outputs</u>	77,308	72,972	4,336

The variance in this item is mainly due to an increase in the appropriation to fund capital user charge (\$2.3m). Other increases related to Subiaco Theatre funding (\$0.3m), Screen Industry Partnership funds (\$0.5m) and salaries.

CAPITAL

<u>Capital Contribution</u>	9,430	1,344	8,086
<u>Western Australian Museum</u>	5,833	1,200	4,633

The variance for these items mainly relates to funding for the WA Museum relocation project.

Library Board of Western Australian 2,573 3,548 (975)
The variance in this item occurred because the 2002-03 Appropriation for the book purchase program included a deferred appropriation from 2001-02 (\$900k).

Perth Theatre Trust 383 500 (117)
The variance in this item relates mainly to the allocation of an appropriation from the holding account for asset replacement.

EXPENSES BY OUTPUTS

Museum Services 25,324 21,759 3,565
The variance for this output is mainly due to significant increases in both capital user charge and depreciation expense.

Arts Industry Support 19,772 20,721 (949)
The reduction in this item occurred because 2002-03 expenditure included grants expenditure deferred from 2001-02 (\$1.35m).

Screen Production Industry Support 3,206 2,588 618
The variance in this item relates mainly to additional funding provided for Screen Industry Partnerships.

30. Financial Instruments

(a) Interest Rate Risk Exposure

The following table details the Department's exposure to interest rate risk as at the reporting date:

	Non-Interest Bearing \$000	Total \$000
2004		
Financial Assets		
Cash assets	6,374	6,374
Restricted cash assets	1,084	1,084
Receivables	1,965	1,968
Total Financial Assets	9,423	9,426
Financial Liabilities		
Accounts Payable	182	182
Provisions	6,874	6,874
Grants Payable	16,722	16,722
Total Financial Liabilities	23,778	23,778
2003		
Financial assets	6,255	6,255
Financial liabilities	21,270	21,270

(b) Credit Risk Exposure

The Department has limited credit risk exposure. The carrying amount of financial assets recorded in the financial statements, other than debt receivables, represents the Department's maximum exposure to credit risk. The majority of the Department's debtors are amounts owing by other government agencies. These debts are guaranteed and therefore no credit risk exists in respect of these amounts.

(c) Net Fair Values

The carrying amount of financial assets and financial liabilities recorded in the financial statements are not materially different from their net fair values, determined in accordance with the accounting policies disclosed in note 2 to the financial statements.

31. Remuneration of Senior Officers

Remuneration

The number of senior officers, whose total of fees, salaries, superannuation and other benefits for the financial year, fall within the following bands are:

\$	2004 \$000	2003 \$000
1 – 10,000	1	0
20,001 – 30,000	0	1
30,001 – 40,000	2	0
50,001 – 60,000	1	0
60,001 – 70,000	0	1
80,001 – 90,000	1	4
90,001 – 100,000	4	2
100,001 – 110,000	1	1
110,001 – 120,000	1	1
120,001 – 130,000	1	0
190,001 – 200,000	0	1
200,001 – 210,000	1	0
	13	11

The Department deems its Divisional Heads and the Directors responsible for the provision of shared corporate services across the art and culture portfolio as its Senior Officers. They are the Director General, Directors for ArtsWA, State Records Office, Policy and Planning, Organisational Performance, Corporate Affairs, Facilities & Contract Management, Financial Services, Human Resources and Information Services. These officers hold positions in the band of Level 8 and above.

	2004 \$000	2003 \$000
The total remuneration of senior officers is:	1,149	1,039

The superannuation included here represents the superannuation expense incurred by the Department in respect of senior officers.

No senior officers are members of the Pension Scheme.

32. Related Bodies

The Department has no related bodies.

33. Affiliated Bodies

An affiliated body is a body which receives more than half its funding and resources from a department but is **not** subject to operational control by that department.

The Department provides grants to non-government affiliated bodies for administrative support. In accordance with Treasurer's Instruction 951, the details of financial assistance provided to the non-government affiliated bodies are shown in the table below. A full list showing details of all grants provided to non-government bodies has been included in the grants lists attached to and forming part of the annual report.

<u>Affiliated Body</u>	2004 \$	2003 \$
Art on the Move		344,400
Artists' Foundation of WA	333,260	303,260
Community Arts Network	452,322	460,525
Festival Fringe Society	172,080	
Perth Theatre Company	390,000	
PICA	533,444	464,800
WA Music Industry Association	347,757	

34. Trust AccountsPrivate Trust Account**Arts Lotteries Account**

This Trust Account was established to account for funds received from the Lotteries Commission pursuant to sections 22(2)(d) of the Lotteries Commission Act 1990. Payments are made in such proportion and among such bodies engaged in the conduct of cultural activities, and persons engaged in cultural activities in the State, as the Minister for the Arts thinks fit.

	2004	2003
	\$000	\$000
Arts Lotteries Account		
Opening balance at 1 July	182	200
<u>Receipts</u>		
Refunds of Grants		
Funding under the Lotteries Commission Act 1990	9,532	9,381
TOTAL RECEIPTS	9,532	9,381
TOTAL FUNDS	9,714	9,581
<u>Payments</u>		
Grants and Projects for Cultural Activities	9,402	9,399
TOTAL PAYMENTS	9,402	9,399
CLOSING BALANCE AT 30 JUNE	312	182

The closing balance forms part of the Department's bank account held at the Commonwealth Bank.

35. Supplementary InformationWrite-Offs

	2004	2003
	\$	\$

During the 2003/04 financial year amounts totalling \$16,644 (2002/03 \$85) were written off by the Department as bad debts under the authority of:

The Accountable Officer	144	85
The Minister	16,500	0
	16,644	85

During the 2003/04 financial year \$9,834 (2002/03 \$nil) was written off the Department's asset register under the authority of:

The Accountable Officer	9,834	-
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	2004	2003
	\$000	\$000
Losses through theft, defaults and other causes	0	1
There were no gifts of public property provided by the Department.	0	0

36. Service Delivery Arrangement - Commonwealth Grant

The Department of Culture and the Arts and the Commonwealth Government have a Service Delivery Arrangement (commenced in 2002/03) for the provision of services to the Indian Ocean Territories (Christmas and Cocos (Keeling) Islands). The Commonwealth Government recoups the Department the costs associated with these services, as detailed below:

	2004 \$000	2003 \$000
Opening balance of funds	0	0
Recoups received from the Commonwealth Government	56	87
Cost of providing services	(32)	(87)
Balance on hand	24	0

37. Administered Assets and Liabilities

Administered assets and liabilities are not controlled by the Department but are administered by it on behalf of the Government.

The items shown in these statements relate to payments to the Western Australian Museum Foundation.

The Government committed \$3 million to the Western Australian Museum Foundation on a \$ for \$ basis to match moneys raised by the Foundation through fund raising activities. Funds in excess of \$226,107 were raised by the WA Museum Foundation in 2003/04 and were matched by the remaining balance of Administered funds.

	2004 \$000	2003 \$000
Administered Assets and Liabilities		
Current Assets		
Cash	-	226
Total Administered Assets	-	226
Current Liabilities		
Grants Payable	-	226
Total Administered Liabilities	-	226

38. International Financial Reporting Standards

The Department of Culture and the Arts is adopting international accounting standards in compliance with AASB 1 First-time Adoption of Australian Equivalents to International Financial Reporting Standards (IFRS).

AASB 1 requires an opening balance sheet as at 1 July 2004 and the restatement of the financial statements for the reporting period to 30 June 2005 on the IFRS basis. These financial statements will be presented as comparatives in the first annual financial report prepared on an IFRS basis for the period ended 30 June 2006.

AASB 1047 Disclosing the Impacts of Adopting Australian Equivalents to International Financial Reporting Standards requires financial reports for periods ending on or after 30 June 2004 to disclose:

How the transition to Australian equivalents to IFRSs is being managed

The department is represented on the project team which has been established by the Department of Culture and the Arts to manage the transition across the portfolio. The major focus of the project team is the preparation of an IFRS opening balance sheet in accordance with AASB 1 as at 1 July 2004 (the date of transition to IFRS).

Key differences in accounting policies and disclosure requirements

The Department of Culture and the Arts has identified the following key difference:

- Accounting Standard AASB 136 Impairment of Assets requires an annual impairment test to be performed. The Department of Culture and the Arts is designated as a not-for-profit entity and the recoverable amount test will be applied at the higher of value less selling costs and depreciated replacement cost.

This may have an effect on the carrying value of assets in the statement of Financial Position.

Qualitative information relating to the above changes was not known or reliably estimable at the time these financial statements were prepared.