



# South African National Literacy Initiative



## AGENDA

### FIRST BOARD MEETING

TO BE HELD ON 1 AUGUST 2000, FROM 10H00 TO 13H00,  
ROOM 935, SOL PLAATJIE HOUSE, 123 SCHOEMAN  
STREET, PRETORIA

#### ITEM

1. Welcome by the Chairperson: Ms Charity Majiza
2. Opening by The Minister Prof Kader Asmal
3. Introduction to S.A.N.L.I. and the Constitution
4. Modus operandi:
  - Policy and Procedures
  - Setting up of Committees
  - The Executive
5. Matters to be raised by Interim Executive Director:
  - Implementation Plan
  - Funding
  - Staffing
  - Mobilisation
6. General
7. Next Board Meeting: February 2001

# CONSTITUTION OF THE SOUTH AFRICAN NATIONAL LITERACY INITIATIVE

## 1. INTRODUCTION

- 1.1 In July 1999, the Minister of Education identified the issue of Illiteracy in South Africa as a high priority, and in the subsequent Implementation Plan set out specific policy objectives towards the realisation of these objectives. Amongst these was the establishment of a National Literacy Agency that would be charged with the responsibility of delivering a national campaign and programme.
- 1.2 Given the priority of establishing a visible point of reference for the implementation of a literacy *initiative*, the critical and immediate need is to create a vehicle for delivery in the form of an agency. ***The South African Literacy Initiative (SANLI)*** is created as an administrative organ of the Ministry of Education. This agency will be converted into a statutory body as soon as is reasonably possible and such a statutory body will continue as an independent juristic person to perform the functions and fulfil the objectives set out in terms of this document.
- 1.3 This agency is distinguishable from the National Advisory Board for Adult Basic Education and Training (NABABET), which has been established in terms of the National Education Policy Act, 1996 (Act No. 2 of 1996). The latter body is purely an advisory body to the Minister in relation to the Adult Basic Education and Training sector as a whole. This advisory board has no executing functions to implement, facilitate or co-ordinate in the delivery of Adult Basic Education and Training in the country.

## 2. OBJECTIVES

- 2.1 The ***South African National Literacy Initiative*** is created to give full realisation to the policy priority by facilitating, co-ordinating and monitoring the implementation of policy priorities on behalf of the Minister.
- 2.2 ***SANLI*** will direct the mobilisation, advocacy, partnership building, programmatic building and networking effort in support of the National Literacy ***Initiative***

## 3. POWERS AND FUNCTIONS OF ***SANLI***

***SANLI*** shall-

- 3.1 Develop and initiate key strategic thrusts that will underpin the delivery programme of the National Literacy ***Initiative***
- 3.2 Initiate active partnership both in the public and private sector to strengthen the effectiveness of the campaign.
- 3.3 Co-ordinate delivery networks at public and private learning centres in close partnership with both government at national and provincial level, and non-governmental organisations, to effect delivery of the *Tirisano* campaign (public and private adult learning centres currently use a whole array of terminologies, for example "centres", "institutions", "forums", *et cetera.*)
- 3.4 Articulate a comprehensive advocacy strategy for the Literacy Campaign so that the back of illiteracy in South Africa can be broken.
- 3.5 Advise the Minister of Education on issues arising from the Literacy ***Initiative***

- 3.6 Ensure the implementation and co-ordination of national policy and principles on management structures and planning pertaining to adult literacy.
- 3.7 Promote donations, liaise with donors and distribute such donations according to national needs.

#### 4. **ESTABLISHMENT, COMPOSITION AND APPOINTMENT OF SANLI**

- 4.1 The Minister of Education hereby establishes **SANLI** to operate under his authority (auspices), in active collaboration with the Department of Education and to be governed by the terms of this constitution.

#### 4.2. **COMPOSITION AND APPOINTMENT OF MEMBERS OF AGENCY**

4.2.1 The Agency consists of a Board and a Directorate.

4.2.2 The Director-General of Education must submit a list names of persons, selected in accordance with the criteria contemplated in paragraph (4.2.3), to the Minister of Education for appointment as members of the Board.

4.2.3 The Director-General of the Department of Education must draw up the list of members according to the following criteria:

- (a) capacity to advocate and strengthen the objectives of the Literacy Campaign;
- (b) representative of national and provincial perspectives;
- (c) reflective of the diversity of the country; and
- (d) expertise and experience in the area of adult basic education and training, and in particular literacy.

## **5. CHAIRPERSON AND DEPUTY CHAIRPERSON**

- 5.1 The Minister will appoint the chairperson and the deputy chairperson from the list contemplated in paragraph (4.2.2).
- 5.2 Whenever both the chairperson and the deputy chairperson are not available, the members must elect, from among themselves, a member to act as chairperson.

## **6. TERM OF OFFICE OF MEMBERS**

- 6.1 The chairperson and the deputy chairperson shall hold office for three years. However, both shall be eligible for re-appointment.
- 6.2 The other members of the Board shall hold office for three years. Such members are eligible for re-appointment provided that members shall not serve more than two consecutive terms.

## **7. TERMINATION OF OFFICE OF CHAIRPERSON, DEPUTY CHAIRPERSON OR MEMBERS**

The term of office of the chairperson, deputy chairperson or any other member is terminated if the member:

- (a) resigns by giving notice in writing to the Minister and the Board;
- (b) is absent from three consecutive meetings of the Board without the leave of the chairperson or in the case of the chairperson, the leave of the members of the Board;

- (c) brings the Board into disrepute; or
- (d)
  - (i) is declared insolvent;
  - (ii) is removed from an office of trust by a court of law;
  - (iii) is convicted of an offence involving dishonesty or an offence for which the sentence imposed is imprisonment without the option of a fine; or
  - (iv) is declared by a competent court to be of unsound mind or under legal disability.

## 8. FILLING OF VACANCIES

- 8.1 If the term of office of a member is terminated in terms of paragraph (7), the vacancy must be filled, with the necessary changes, in accordance with paragraph (4).
- 8.2 The term of office of a member appointed in terms of paragraph (8.1), is the remainder of the term of office of the relevant predecessor.
- 8.3
  - (a) If the office of a chairperson or deputy chairperson becomes vacant in terms of paragraph (8.1), the vacancy must be filled, with the necessary changes, in accordance with paragraph (5).
  - (b) The person so appointed as chairperson or deputy chairperson holds office for the remainder of the term of office of the relevant predecessor.

## 9. MEETINGS AND PROCEDURE AT MEETING OF A BOARD

- 9.1 The Board must hold at least **two** meetings during each calendar year at its head office, and may in addition hold such other meetings as the chairperson of the board may determine.
- 9.2 The Board may make rules relating to the procedures of meetings of the Board, and on any other matter necessary for the performance of its functions.
- 9.3 A majority of the members of the Board constitutes a quorum at any meeting of the Board.
- 9.4 (a) A decision of the majority of the members of the Board present at any meeting constitutes a decision of the Board.
- (b) In the event of an equality of votes, the presiding member has a casting vote in addition to a deliberative vote.
- 9.5 A decision taken by the Board is not invalid by reason only of a vacancy on the Board at the time when the decision was taken.

## 10. **SANLI Agency**

10.3 The **Executive** Director shall:

10.3.1 be responsible for carrying out the policies and directions of the National Literacy **Initiative**

**10.3.2** manage the staff of **SANLI**

10.3.3 report to the meetings of the Board on programmatic and other developments;

- 10.3.4 perform his or her functions under the general direction of the chairperson of the Board.

## 11. **RELATIONSHIP BETWEEN AGENCY, DEPARTMENT OF EDUCATION AND THE MINISTRY OF EDUCATION**

- 11.1 The basis of the relationship between SANLI and the Department of Education will be defined by the collaborative effort in support of a common set of objectives and a common purpose.
- 11.2 The relationship between the Agency and the Ministry of Education will be governed by the responsibility of the Agency to act as a dedicated vehicle for the realisation of the policy priority.

## 12. **REMUNERATION AND ALLOWANCES OF MEMBERS OF THE BOARD**

The chairperson of the Board, the deputy chairperson and every member of the Board may in respect of services rendered by them in connection with the affairs of the Board be paid by the Board:

- 12.1 such travelling and subsistence as the *Minister* may determine.

## 13. **FUNDING OF THE AGENCY**

Responsibility of State

The Minister must from money appropriated for this purpose by the national legislature, fund SANLI.

**14. FUNDS OF THE AGENCY**

The funds of the agency consists of:

- 14.1 funds allocated by the state;
- 14.2 any donations or contributions receive by the Agency;
- 14.3 money raised by the Agency; and
- 14.4 other funds from any other source.

**15. FINANCIAL RECORDS AND STATEMENTS OF THE AGENCY**

The Board must:

- 15.1 keep complete accounting records of all assets, liabilities, income and expenses, and any other financial transactions of the Board;
- 15.2 in each financial year, submit a statement of its estimated income and expenditure for the ensuing financial year to the Minister for his or her approval;
- 15.3 appoint a person registered as an accountant and auditor in terms of the Public Accounts and Auditors Act, 1991 (Act No. 80 of 1991), to audit the records and financial statements of the Board.