

FOR PSA MEMBERS: DEPARTMENT OF SPORT, ARTS AND CULTURE (DSAC)

31-08-2021

Feedback: Departmental Bargaining Chamber - 17 August 2021

Determination: Vote Weights

The Administrator of the Chamber presented the vote weights, based on Clause 16.1 of *Resolution 1/2002* of the Governance Rules, as of 31 December 2020. The PSA noted with appreciation the continued support and trust of members as confirmed by the following determination:

PSA with 237 membership converted to 55.24%,
NEHAWU 44,53% with 191members and
POPCRU 0,23% with only one member

Though the PSA is in majority, members are implored to assist in retaining and recruiting new members.

Update: NMOG Process

The Department embarked on phase 2 of the process. Three (3) workstreams, namely Human Resources Development (HRD), Infrastructure, and Information, Communication and Technology (ICT) are actively busy with the process. Staff placement has been finalised. HR is to identify misplaced units and staff. A questionnaire will be developed for input. The analysis thereof will serve as the basis for the the developing and/or reviewing of the structure as well as change management.

Office Space and Relocation

Five (5) floors, which were previously earmarked for Civilian Secretariat for Police, have now been acquired by the Department. The Department of Public Works and Infrastructure (DPWI) is finalising the lease agreement. National Treasury has granted approval. An amount of R18.6 million was approved for renovations and installations. Regent and Old Library staff members have moved to Sechaba. It was noted that SITA contractors have been on site since 10 August 2021 for the installation of Wi-Fi connectivity on vacant floors.

Tools of Trade

The asset register has been consolidated for DSAC. Assets identified for disposal at Regent will be captured as soon as the last team of staff relocates to Sechaba. Employees relocating from Regent and

Old Library will be moving with their current laptops and desktops. The last batch of 130 laptops which were procured have been distributed to employees. No further request was received by ICT. An additional twenty standby laptops were ordered.

Network Connectivity and Mobile Tools

A presentation to the EMT for the acquisition and/or upgrading of cellphones and 3Gs has been made and approval is still pending. A purchase order will immediately be issued after approval. The ICT is experiencing challenges with Vodacom on performance of the data lines for the Film Archives and Old Library building. The Department will be using the services of the State Information Technical Agency (SITA) for all networks and other related desires for the Regent and the Old Library Buildings. The Department has already received a proposal from SITA, which was submitted for Top Management's approval.

Review and/or Design of the Organisational Structure

The Minister has approved the request for the review of the organisational structure. Advertisement for the sourcing suitable service provider is pending approval. The Director General has approved the Terms of Reference. Tender documents were submitted to National Treasury for advertising purposes.

Filling of Vacant Funded Posts

Sixty-eight (68) vacant funded posts were advertised. Thirty-two (32) successfully filled. Five (5) of the advertised posts were re-advertised. Twenty-five (25) of advertised posts are work in progress. The filling of the key Assistant Director: OHS post, especially for COVID related issues, was finalised on 12 August 2021.

Occupational Health and Safety (OHS)

The state of health and safety of the employees is being monitored weekly through an active OHS Steering Committee. A full report was circulated amongst staff members and labour. Members may access the report from PSA Branch executive members.

Performance Management Development System (PMDS) in DSAC

It was reported that out of 482 staff members, only 366 (75.93%) performance assessments for 2021/22 were received by Human Resources. One-hundred and sixteen (116) members did not submit. One - hundred and nineteen (119) were referred to various Managers for rectification. The PSA is encouraging members to ensure submission of their assessments for the current year. Failure to submit, may have a negative impact on the adjustment for the annual salary increment as concluded at the PSCBC based on erroneous notch.

Work Skills Plan

A new Employment Equity and Skills Development Committee was appointed by the DG. It would consider all the needs of employees as submitted by various Branches for the 2021/2022 financial year. Human Resources Development has consolidated the submissions and drafted a presentation to Public Service Sector Education and Training Authority (PSETA) through the DG's office for consideration.

Job Evaluation

During a former Chamber meeting the PSA demanded that Cleaners and Archivists, in National Archives and Drivers in Sechaba Building, be upgraded from the current low levels. The employer investigated and

concurrent with PSA on these disparities. The disparities will be addressed during the present ongoing process of reviewing the structure.

Remunerative work outside Public Service

All staff members, in terms of public service prescripts and SMS Handbook are to declare any accrued remuneration outside their present work. The Public Service Commission (PSC) identifies such employees and accordingly notified Departments. The Departmental Ethics Committee has ascertained that identified staff were Directors of now defunct close corporations, serving on their Boards. They were advised to approach the Companies Intellectual and Property Commission (CIPC) for the removal of their names. The employer confirmed that all employees who approached the CIPC were removed from those defunct companies and the Public Service Commission (PSC) was accordingly informed for their attention and the closing of those files.

Departmental Policies

The Policy Task Team has aligned almost eight (8) policies of both the former Departments. Inputs were received from PSA and other organisations for incorporation. The employer will circulate the policies after finalising their internal processes. Thereafter, they will be tabled for Chamber's adoption. The anticipated date for the finalisation of their process is on or before 10 September 2021.

The PSA passes its sincere condolences to all members and their families who are/were affected by the pandemic. The Union of Choice also encourages those who are 18 years and above to take vaccine to curb the spread of it.

Members will be kept informed of the developments as the PSA is pursuing this matter.

GENERAL MANAGER