



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

21-02-2025

Feedback: DSAC Departmental Bargaining Chamber

Provision: Tools of trade

The employer reported that more than 300 laptops were procured and distributed to employees during the 2024/25-financial year, new cellphone applications with 3G routers processed, and 350 cellphone contracts upgraded. A radio-link connection was proposed by SITA and approved by the Information and Communication Technology Unit for the Film Archives Building. SITA, however, had to revise the cost, and the service provider is still waiting for the purchase order from SITA to commence with the project. For the Old Library building, the employer reported that SITA appointed a service provider to install a data line, and work has started following approval by the City of Tshwane municipality. The PSA noted the report and indicated that the improvement is commendable.

Organisational Structure: Review/Design

The employer reported that the Organisational Structure has not yet been finalised, as it is dependent on the evaluation and grading process. Once this process is completed, the structure will be shared with all relevant parties. The PSA raised concerns about prolonged delays in resolving this matter, particularly noting that two companies previously appointed for the project had their contracts expired, resulting in irregular and wasteful expenditure. In response, the employer stated that it would now undertake the project internally. However, given that the employer had previously cited a lack of capacity to complete this work, the PSA decided to exercise the rights of members by invoking Clause 17 of the Governance Rules to initiate a facilitation process by the General Secretary of the Council. The matter was then referred for facilitation under the General Public Service Sectoral Bargaining Council (GPSSBC). Through this process, the Secretary General of the GPSSBC will assist parties in attempting to resolve the deadlock and expedite progress on the organisational structure.

Recruitment and selection

The employer reported that the Compensation of Employees budget is under strain owing to cost-containment measures and units have submitted list of critical posts for recruitment to the DPSA. The employer reported the status of current recruitment as follows:

- Deputy Director: Heritage - will be prioritised
- Director: Living Heritage - selection committee has been appointed and awaiting date of shortlisting

- Assistant Director: Security Service - shortlisting date awaited
- Assistant Director: Client Services and Outreach - shortlisting conducted in December 2024 - the process is delayed by objections from labour
- Deputy Director: Entity, Oversight and Interface - shortlisting date awaited
- Director-General - shortlisting and interviews to be held in February 2025
- Deputy Director-General: Recreation Development and Sport Promotion - shortlisting and interviews will be prioritised for February 2025.

The following posts were approved for advertising with 9 December 2024 as the closing date:

- Senior Language Practitioner
- Chief Administration Clerk: Preservation
- Administrative Officer: (NFVSA) National Film, Video and Sound Archives
- Cashier: (NASA) National Archives of South Africa Registry
- Archivist Assistant: Photocopy Services
- Driver/Messenger: (NASA) National Archives of South Africa Support Services

The employer further advised that the response handling process is being finalised and are in the process of appointing selection committees to conduct shortlisting processes. The following posts were also advertised in the *Public Service Vacancy Circular* with 23 December 2024 as the closing date. The response handling process is being finalised and in the process of appointing selection committees to conduct the shortlisting processes:

- Assistant Director: Financial Administration
- Assistant Director: Analyst Programmer
- Senior Sport Recreation Coordinator: Sport and Federation Support
- Chief Language Practitioner: (T&E) Translation and Editing Unit English
- Assistant Director: Design

The PSA noted the employer's report and enquired whether these are the only core function posts that are critical. The employer responded that the posts mentioned were identified and approved by management. Organised labour enquired on the timeframe to complete the indicated recruitment process. The employer indicated that the report will be shared in the next DBC. The PSA indicated that it will be supplying the employer with some vacant positions that are critical and there is a general feeling that employees are strained. The employer accepted the proposal.

Performance Management Development System (PMDS)

The employer reported that the performance moderation for all staff on levels 1 to 14 has been concluded. Only DDG's moderations are outstanding owing to the non-availability of external members to participate in the committee and the Minister has been requested to appoint them. Pay progression of all qualifying employees up to level 14 has been finalised and was implemented in November 2024. Organised labour noted the presentation and indicated that the PMDS policy has timeframes that should be complied with by employees and the employer, and it seems as if the employer is always not in compliance with such provisions as it always processes pay progression late in the year. The PSA urged the employer to observe and comply with the provisions of the policy, in particular the timeframes and not

wait for organised labour and the DPSA's pressure. The employer agreed that it will put more effort into improving its processes to ensure that payments are made earlier.

Allocation of bursaries

The employer reported that a total of 108 bursary applications were recommended by the committee despite serious financial constraints and were approved by the Assistant Director-General. Commitment letters and study contracts are being finalised. Additional funding requests will be considered by the end of March 2025. The bursaries report was also noted by the PSA, and the employer was commended for the granting of bursaries to many employees this time.

Workplace Skills Plan

The employer reported that 115 officials were subjected to Skills Development Interventions during the third quarter of 2024/25 where a total of R479 992 was spent on training. The employer further indicated that staff will be requested to submit their training needs, which will form basis of the Workplace Skills Plan for the consideration of the responsible committees and Assistant Director-General's approval in April 2025. Organised labour noted the report and commended the employer's efforts.

Language practitioners: Job evaluation

The employer reported that it has made a submission on the Language Practitioners' job evaluation and indicated that it is still awaiting a response from the DPSA and committed to furnishing labour with proof of such communication through the Secretariat before the next DBC. The PSA noted the report.

Guidelines to manage service delivery during water and power interruptions in the workplace

The employer reported that it has amended the Departmental Standard Operating Procedure (SOP) to include what has been proposed by the PSA in respect of measures to mitigate water and electricity interruptions to ensure that service delivery is not compromised. The employer further indicated that the SOP also contains a three-hour timeframe to release employees. The employer agreed to circulate the updated SOP at the request of the PSA before the next DBC and indicated that the provisions of the Hybrid Policy will also help since some employees are working from home.

Recruitment and Selection Policy

The employer indicated that the DPSA is currently reviewing the Recruitment and Selection Policy and will issue a directive in due course. The DSAC will only continue to engage once it is issued to ensure compliance. The employer also indicated that organised labour must encourage their members to take advantage of the bursary scheme to upgrade their qualifications, as the Professionalisation of the Public Service might come with different job requirements. Labour noted the report.

Policy on Travel

The employer indicated that the Policy Task Team convened on 17 February 2025 and all inputs suggested by organised labour were considered. The policy was approved in April 2023, the engagement was related to amendments to ensure that it is responsive to the requirements of the DSAC and in compliance with National Treasury guidelines. The employer proposed for the adoption and labour supported.

Asset Management policy

The policy was tabled for discussion and labour requested the draft Asset Management Policy to be shared for parties to discuss it on the Policy Task Team. The employer committed to share through the Secretariat before the Policy Task Team meeting scheduled for 23 April 2025.

Employees who want to join the PSA can visit the PSA's website, send an email to ask@psa.co.za, or contact PSA Provincial Offices.

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