



FOR PSA MEMBERS: **EASTERN CAPE DEPARTMENT OF SOCIAL DEVELOPMENT**

10-10-2025

Update: Departmental Task Team (DTT) meeting - 7 October 2025

The Eastern Cape Department of Social Development DTT met on 7 October 2025 to discuss the following:

Integrated Service Delivery Model (ISDM)

The documents pertaining to the matter were not circulated prior to the meeting. As such, the scheduled presentation on the ISDM did not proceed. The task team members motivated that to discuss a document they had not reviewed in advance would not result in meaningful engagement. Additionally, the document was deemed unfit for presentation, as Programme Managers had not been given an opportunity to provide their input prior to its submission. Following deliberations, it was agreed that the Departmental Secretariat must allow Programme Managers sufficient time to contribute to the document and ensure it undergoes a thorough review and quality assurance process before resubmission. The revised ISDM document will be shared with all DTT members well in advance of the next meeting to enable proper preparation.

Migration Plan and change management

The presentations on the Migration Plan and change management were also deferred. Some DTT members did not receive the documents on time, which hindered their ability to review and provide constructive input. Members stressed the importance of receiving documents in advance to allow for thorough analysis and effective participation. It was further noted that late distribution of documents negatively affects the quality of discussions and decision-making. As a result, it was agreed that both presentations will be postponed to the next scheduled DTT meeting. The Departmental Secretariat is responsible for ensuring that all relevant documents are distributed to members **at least one week** prior to the next meeting. Programme Managers tasked with these presentations must ensure that their documents are finalised, accurate, and aligned with departmental standards before submission.

Resolutions and way forward

The following resolutions were adopted during the meeting:

- **Deferred Presentations:** The ISDM, Migration Plan, and Change Management presentations are deferred to the next DTT meeting, scheduled for 21 and 22 October 2025.
- **Quality Assurance:** The Secretariat is tasked with ensuring that all documents submitted for discussion meet the required departmental standards.

Next meeting

The next DTT meeting will take place on **21 and 22 October 2025**, during which the revised and finalised versions of the deferred presentations will be tabled for discussion.

Employees who wish to join the PSA may contact Zingisile Mgxaji on **082 317 2881** / Zingisile.mgxaji@psa.co.za or Zizipho Shukuma on **082 880 2936** / Zizipho.shukuma@psa.co.za.

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