

**Eastern Cape PHSDSBC Quarterly report  
01 October 2017-31 December 2017**

## 1. INTRODUCTION

This report is a presentation of the work performed by the Eastern Cape Chamber. The report covers the period 01 October 2017 – 31 December 2017.

## 2. Meetings in this Period

- 2.1 04 October 2017 – Eastern Cape Chamber Meeting
- 2.2 14 November 2017 – Eastern Cape Special Chamber Meeting
- 2.3 12 December 2017 – Eastern Cape Chamber Meeting

## 3. Chamber Management Committee elected at the Chamber Meeting Preceding the Council AGM.

No.	Office Bearer Name	Constituency
1.	Mr Bongani Lose (Chairperson)	The Employer
2.	Mr Khonaye Gxaleka (Vice-Chairperson)	Labour
3.	Ms Masedi Lonkokile	Secretariat

	(Chamber Secretary)	
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#### 4. Chamber Administration

1. Eastern Cape Chamber Evaluation						
STANDARD	INDICATOR Meeting Date	EXPECTED OUTCOME/TARGET	ACTUAL PERFORMANCE	Variance	COMMENTS	REMEDIAL ACTION
1.1 Chamber notices, agenda and minutes must be sent out Seven (7) days before the meeting.	04 October 2017 (Chamber Meeting)	100% Compliance  (Chambers meeting notice, agenda items and minutes must be send out seven (7) days before the meeting of the Chamber).	26 September 2017	0 Days	The meeting was held successfully.	N/A.
	14 November 2017 (Special Chamber)	100% Compliance  (Chambers meeting notice, agenda items and minutes must be send out seven (7) days before the meeting of the Chamber).	06 November 2017	- 6 Days	The meeting was held successfully	N/A

#### 2. OPTIMAL PARTICIPATION BY PARTIES TO MAXIMISE THE EFFICIENCY OF THE CHAMBER

	12 December 2017 (Chamber Meeting)	100% Compliance (Chambers meeting notice, agenda items and minutes must be send out seven (7) days before the meeting of the Chamber).	06 December 2017	0 Days	The meeting was held successfully	N/A
1.2 Chamber Annual Reports to be submitted Forty-Five (45) days before the Council AGM.	N/A	100% Compliance	N/A	N/A	N/A	N/A
1.3 All meeting bundles of documents must be ready on the day of the meeting. (i.e. conglomeration of all documents	04 October 2017 (Chamber meeting)	100% Compliance (All meeting bundle of documents are ready on the day of the meeting).	100% 04 October 2017	-0%	All the supporting documents were ready and distributed prior to the meeting.	N/A

STANDARD	INDICATOR	EXPECTED OUTCOME/TARGET	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
2.1 Regular and consistent attendance of	Attendance of meetings by parties.	All parties must attend at least 100% of	90% attendance by all parties	-10 %	The level of attendance by Parties to the Chamber has improved but the Department of

that must have been distributed beforehand)	14 November 2017 (Special Chamber Meeting)	100% Compliance  (All meeting bundle of documents are ready on the day of the meeting).	100%  14 November 2017	-0%	All the supporting documents were ready and distributed prior to the meeting.	N/A
	12 December 2017 (Chamber Meeting)	100% Compliance  (All meeting bundle of documents are ready on the day of the meeting).	100%  12 December 2017	-0%	All the supporting documents were ready and distributed prior to the meeting.	N/A
1.4 Minutes must be to the acceptable standard.	04 October 2017 (Chamber Meeting)	100% Compliance  (No disputes about the content).	100%	100%	N/A	N/A
meetings by both parties.		scheduled Chamber meetings.			Social Development was not represented in most of the meetings.	
2.2 Every party would be represented by	Number of parties who	100% Compliance	100%	0%	All Parties had submitted the letters of credence for every chamber representative.	

	14 November 2017  (Special Chamber Meeting)	100% Compliance  (No corrections and no disputes about the content 100%).	N/A	100%	N/A	N/A
	12 December 2017	100% Compliance  (Minutes will be adopted in the Chamber meeting dated 28 February 2018).	N/A	N/A	N/A	N/A

the authorized representatives.	submit letters of credence 45 days before the Council AGM.	(All Parties must produce the letters of credence for every chamber representative).	All Parties tabled their authorized representatives.		
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### 3. ENSURE SPEEDY FINALIZATION OF AGENDA ITEMS

STANDARD	INDICATOR	EXPECTED OUTCOME/TARGET	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
3.1 Agenda items must be submitted to Chamber Secretary fourteen (14) days before the	Number of agenda items submitted within 14	100% compliance	100%	0%	The agenda items were tabled in terms of PHSDSBC Resolution 4 of 2015 and were submitted within the timeline, however Task Team

Chamber meeting.	days before the Chamber Meeting.	All agenda items are submitted fourteen (14) days before the meeting.	The agenda items were tabled in terms of PHSDSBC Resolution 4 of 2015 and were submitted within the timeline.		reports are still not submitted five (5) days prior to the Chamber meeting but rather on the day of the meeting.
3.2 Agenda items to be finalized within three (3) Normal meetings.	Number of Agenda items finalized within three (3) normal meetings.	100% compliance	50%	50%	Few agenda items were finalized.

### **3 FACILITATE THE STREAMLINING OF AGENDA ITEMS TO ENSURE THAT CHAMBER OPERATES OPTIMALLY**

<b>STANDARD</b>	<b>INDICATOR</b>	<b>EXPECTED OUTCOME</b>	<b>ACTUAL PERFORMANCE</b>	<b>VARIANCE</b>	<b>COMMENTS</b>
3.2 Parties to hold a caucus at least a day before the meeting.	Number of caucuses held	100% Compliance	100% Compliance	0 % compliance.	Both parties hold their caucus prior to the Chamber meetings.

		(All parties hold caucuses before the Chamber meeting).	The Employer is holding its Caucuses days before the meeting.		
3.3 Chamber Management Committee must have a meeting before the Chamber meeting.	Number of meetings held	100% Compliance  (Chamber Management committee must hold a meeting before the Chamber meeting).	100% Compliance	0%	Chamber Management Committee holds its meetings at least 30 minutes before the start of the Chamber meeting mainly to screen the agenda items.

#### 4 ENSURE THAT AGENDA ITEMS ARE ATTENDED TO AND RESOLVED SPEEDILY

STANDARD	INDICATOR	EXPECTED OUTCOME	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
4.1 All parties must be mandated to engage on all items on the agenda.	Number of parties with mandate to engage.	100% Compliance	80% Compliance	-20%	The Employer Department of Social Development still need to improve on the mandatory issues and the appointed Task Teams need to

		(Parties come in a meeting with mandated positions).			improve in terms of reporting on allocated items and on the timely submission of reports.
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<b>5 ENSURE SMOOTH IMPLEMENTATION OF COLLECTIVE AGREEMENTS BY THE EMPLOYER</b>					
<b>STANDARD</b>	<b>INDICATOR</b>	<b>EXPECTED OUTCOME</b>	<b>ACTUAL PERFORMANCE</b>	<b>VARIANCE</b>	<b>COMMENTS</b>
5.1 Every Chamber must establish a Task Team to monitor new collective agreements.	The number of Chambers with functional Task Teams.	The Chambers had established implementation Monitoring Task Teams for new collective agreements.	The Task Team on the PHSDSBC Resolution 1 and 2 of 2014 was disbanded.	N/A	N/A
5.2 At least one (1) Chamber report on monitoring of implementation of a collective agreement.	The number of Chambers that submit monitoring reports.	Report on the implementation monitoring of a Collective Agreements.	The Task Team was struggling to submit the regular progress reports on Resolution 1 of 2014 to the Chamber.	N/A	The Employer had committed itself to strengthen the delegation that attend the Task Teams and to ensure that the reports are submitted. This is an on-going Task Team which would report to the Chamber frequently.

			The Task Team on the PHSDSBC Resolution 1 of 2009.		
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<b>6 MEASURE THE LABOUR PEACE AND RELATIONSHIP AMONG PARTIES (refer to completed Strike Action template hereunder)</b>					
<b>STANDARD</b>	<b>INDICATOR</b>	<b>EXPECTED OUTCOME</b>	<b>ACTUAL PERFORMANCE</b>	<b>VARIANCE</b>	<b>COMMENTS</b>
6.1 Zero wild cat strikes.	The number of wild cat strikes that occurred within the Chamber's jurisdiction.	Report of wild cat strikes that occurred within the Chamber's jurisdiction.	There was no industrial action which was reported in the Eastern Cape Chamber.	N/A	This matter has been set down as a standing agenda point.
6.2 Zero walk-out	The number of walk-out that occurred within the Chamber's jurisdiction.	Report on walk outs that occurred within the Chamber's jurisdiction.	No recorded walkout.	Nil	This matter has been set down as a standing agenda point.
6.3 Minimal disputes related to the Chamber items.	The number of disputes declared in	Report on disputes that related to the	None	Nil	N/A

	relation to an agenda item.	Chamber agenda item.			
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<b>7 ENSURE CAPACITY BUILDING FOR CHAMBERS</b>					
<b>STANDARD</b>	<b>INDICATOR</b>	<b>EXPECTED OUTCOME</b>	<b>ACTUAL PERFORMANCE</b>	<b>VARIANCE</b>	<b>COMMENTS</b>
7.1 Twenty (20) Chamber Management Committee members must attend the EXCO and Chamber Management workshop.	The number of Chamber Management Committee members who attend the EXCO and Chamber Management workshop.	All twenty (20) Chamber Management Committee members subjected to Capacity Building by EXCO.	0%	-100%	Most of the Chamber Management Committee members were retained.
7.2 Submit the training needs to Council.	The number of training needs submitted per Chamber.	The Chambers training needs analysis tool was forwarded to parties.	Not yet submitted.	Zero	Chamber Training sessions are envisaged to be convened in the year 2018.

7.3 To have a Chamber operational planning session once a year.	The number of successful operational planning sessions undertaken by the Chamber.	All Chambers to hold operational planning sessions.	No yet submitted.	Zero	Not yet convened due to financial constraints.
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### 5. Reporting on Industrial Action

No reports were submitted at this Chamber for the reporting period.

No	Chamber	District and City	Institution /s involved	Reason mentioned for the strike, type and duration taken	Leading Trade Union/s involved	Number and categories of employees involved	Action taken by Chamber parties	Recommended support Expected
1.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

**6. PROMINENT ISSUES REQUIRING EXCO AND/OR COUNCIL ATTENTION.**

There is no prominent issue that requires the attention of EXCO and or the Council.

**7. LIFESPAN**

LIFESPAN OF AGENDA ITEMS						
NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	Analysis	RESOLVED/NOT RESOLVED
1.	PSCBC Resolution 1 of 2007 : Filling of Vacant Funded Posts.	The Employer	<b>More than six (6) years</b>	Currently on the agenda of the Chamber.	The item has been introduced with aim of filling the vacant posts and with hope of reducing the work load on other employees	The item has been a standing item due to the work conducted by the Task Team on a continuous basis.

					working on more than one post.  The DoH continues not to submit their reports as per the agreed template.	
2.	Human Resource (HR) Backlogs	The Employer	<b>More than six (6) years</b>	Currently on the agenda of the Chamber.	The Task Team had tabled its report on the HR backlogs, the report reflected number of the backlogs were reduced with more than 50%. The Task Team would frequently report on the developments of the reduced Human resource backlogs.	The item has been a standing item due to the work conducted by the Task Team on a continuous basis.
3.	Standard Policy and Chamber Policies (The item was renamed Chamber Policies )	The Employer	<b>More than six (6) years</b>	The item on the uniform standard policy would remain on the agenda of the Chamber to track progress.	This item deals with number of policies that were submitted to the Chamber by parties. The Chamber had established an on-going Task Team which would consult extensively on the policy that were tabled by parties.	The item has been a standing item due to the work conducted by the Task Team on a continuous basis.
4.	Provincial Nursing Strategy	The Employer (Department of Health)	23 July 2010- To date  <b>Seven (7) years</b>	Currently on the agenda of the Chamber.	The Employer would align the strategy in line with the National strategy. The Chamber had afforded the Employer more times to align its strategy with the	Not yet resolved

					current strategy that has been utilized nationwide.	
5.	Task Team on the PHSDSBC Resolution 1 & 2 of 2014.	HOSPERSA	29 September 2014-To date <b>Two (2) years and ten (10) Months</b>	The item was removed in the meeting of 04 October 2017.	The Task Team was disbanded due to the failure of the Task Team to submit Task Team reports.	Not yet resolved
6.	Skills Development	HOSPERSA	09 December 2015-To date <b>One (1) year and nine (9) months</b>	Currently on the agenda of the Chamber.	To submit a report that would indicate that the skill development committees were established and functional in both the Department of Health and Department of Social Development.	Not yet resolved
7.	Security in the Health Facilities Across Eastern Cape Department of Health	DENOSA	06 June 2017 to date <b>Two (2) meetings</b>	The item is currently being discussed at the Chamber.	No analysis required as the item is currently being discussed by parties to the Chamber.	Not yet resolved
8.	Accelerated Grade Progression for Nurses	DENOSA	04 October 2017 to 12 December 2017 <b>Two (2) meetings</b>	The item was removed from the agenda of the Chamber in the Chamber meeting dated 12 December 2017.	No analysis required as the item was removed from the agenda of the Chamber on 12 December 2017.	The item was resolved with the understanding that where employees are aggrieved they should follow the dispute process as outlined within the applicable collective agreement.

9.	Industrial Actions	Secretariat	18 September 2013-To date  <b>(Standing item)</b>	The item has been tabled as the standing item. Parties to report on the industrial actions in the Health and Social Development Sector.	The item was introduced to monitor the industrial actions that could have taken place in the province. The Council had developed a reporting template that should be utilized when reporting on industrial action. The Employer timeously report the industrial action as requested by the Chamber.	N/A
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