

**Eastern Cape PHSDSBC Quarterly report  
01 January 2018-31 March 2018**

**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<br>(Chairperson)           | The Employer |
| 2.  | Mr Khonaye Gxaleka<br>(Vice-Chairperson)   | Labour       |
| 3.  | Ms Masedi Lonkokile<br>(Chamber Secretary) | Secretariat  |

#### 4. Chamber Administration

| 2. OPTIMAL PARTICIPATION BY PARTIES TO MAXIMISE THE EFFICIENCY OF THE CHAMBER |  |  |  |          |  |
|---|--|--|--|----------|--|
| STANDARD  | INDICATOR  | EXPECTED OUTCOME/ TARGET   | ACTUAL PERFORMANCE   | VARIANCE | COMMENTS   |
| 2.1 Regular and consistent attendance of meetings by both parties.            | Attendance of meetings by parties.   | All parties must attend at least 100% of scheduled Chamber meetings.         | 90% attendance by all parties                                    | -10 %    | The level of attendance by Parties to the Chamber has improved but the Department of Social Development was not represented in most of the meetings. |
| 2.2 Every party would be represented by the authorized representatives.       | Number of parties who submit letters of credence 45 days before the Council AGM. | 100% Compliance<br><br>(All Parties must produce the letters of credence for | 100%<br><br>All Parties tabled their authorized representatives. | 0%       | All Parties had submitted the letters of credence for every chamber representative.  |

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|  |  | every chamber representative). |  |  |  |
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| <b>1. Eastern Cape Chamber Evaluation</b>   |  |   |                           |                 |                                    |                        |
|---|--|---|---------------------------|-----------------|------------------------------------|------------------------|
| <b>STANDARD</b>   | <b>INDICATOR Meeting Date</b>                | <b>EXPECTED OUTCOME/TARGET</b>  | <b>ACTUAL PERFORMANCE</b> | <b>Variance</b> | <b>COMMENTS</b>                    | <b>REMEDIAL ACTION</b> |
| 1.1 Chamber notices, agenda and minutes must be sent out Seven (7) days before the meeting. | 31 January 2018<br>(Special Chamber Meeting) | 100% Compliance<br><br>(Chambers meeting notice, agenda items and minutes must be send out seven (7) days before the meeting of the Chamber). | 23 January 2018           | None            | The meeting was held successfully. | N/A.                   |
|   | 29 March 2018<br>(Chamber)                   | 100% Compliance<br><br>(Chambers meeting notice, agenda items and minutes must be send out seven (7) days before the meeting of the Chamber). | 19 March 2018             | None            | The meeting was held successfully  | N/A                    |
| 1.2 Chamber Annual Reports to be submitted Forty-Five (45) days before the                  | N/A  | 100% Compliance   | N/A                       | N/A             | N/A                                | N/A                    |

| Council AGM.  |  |   |                             |      |   |     |
|---|--|---|-----------------------------|------|---|-----|
| 1.3 All meeting bundles of documents must be ready on the day of the meeting. (i.e. conglomeration of all documents that must have been distributed beforehand) | 31 January 2018<br>(Special Chamber meeting) | 100% Compliance<br><br>(All meeting bundle of documents are ready on the day of the meeting). | 100%<br><br>31 January 2018 | -0%  | All the supporting documents were ready and distributed prior to the meeting. | N/A |
|   | 29 March 2018<br>(Chamber Meeting)           | 100% Compliance<br><br>(All meeting bundle of documents are ready on the day of the meeting). | 100%<br><br>29 March 2018   | -0%  | All the supporting documents were ready and distributed prior to the meeting. | N/A |
| 1.4 Minutes must be to the acceptable standard.   | 31 January 2018<br>(Special Chamber Meeting) | 100% Compliance<br><br>(No disputes about the content).                                       | 100%                        | 100% | N/A   | N/A |

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|  | 29 March 2018<br><br>(Chamber Meeting) | 100% Compliance<br><br>Corrections will be done by Parties in the Chamber meeting scheduled to convene in July 2018. | N/A | 100% | N/A | N/A |
|--|--|--|-----|------|-----|-----|

### 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 Chamber meeting. | Number of agenda items submitted within 14 days before the Chamber Meeting. | 100% compliance<br><br>All agenda items are submitted fourteen (14) days before the meeting. | 100%<br><br>The agenda items were tabled in terms of PHSDSBC Resolution 4 of 2015 and were submitted within the timeline. | 0%       | The agenda items were tabled in terms of PHSDSBC Resolution 4 of 2015 and were submitted within the timeline, however Task Team 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%      | No agenda items were finalized within three (3) normal meetings.   |

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

| STANDARD   | INDICATOR               | EXPECTED OUTCOME  | ACTUAL PERFORMANCE   | VARIANCE        | COMMENTS   |
|--|-------------------------|---|--|-----------------|--|
| 3.2 Parties to hold a caucus at least a day before the meeting.                  | Number of caucuses held | 100% Compliance<br><br>(All parties hold caucuses before the Chamber meeting).                        | 100% Compliance<br><br>The Employer is holding its Caucuses days before the meeting. | 0 % compliance. | The Employer is consistently convening caucuses, Labour on the other hand is not convening caucuses. .   |
| 3.3 Chamber Management Committee must have a meeting before the Chamber meeting. | Number of meetings held | 100% Compliance<br><br>(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. |

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| <b>4 ENSURE THAT AGENDA ITEMS ARE ATTENDED TO AND RESOLVED SPEEDILY</b> |   |   |                           |                 |  |
|---|---|---|---------------------------|-----------------|--|
| <b>STANDARD</b>   | <b>INDICATOR</b>                          | <b>EXPECTED OUTCOME</b>   | <b>ACTUAL PERFORMANCE</b> | <b>VARIANCE</b> | <b>COMMENTS</b>  |
| 4.1 All parties must be mandated to engage on all items on the agenda.  | Number of parties with mandate to engage. | 100% Compliance<br><br>(Parties come in a meeting with mandated positions). | 80% Compliance            | -20%            | The Employer Department of Social Development still need to improve on the mandatory issues and the appointed Task Teams need to improve in terms of reporting on allocated items and on the timely submission of reports. |

| <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                                   | The number of Chambers with | The Chambers had established implementation | The Task Team on the PHSDSBC Resolution 1 and 2 | N/A             | N/A             |



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| to monitor new collective agreements.  | functional Task Teams.                                 | Monitoring Task Teams for new collective agreements.     | of 2014 was disbanded. |     |     |
| 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 of a Collective Agreements. | N/A                    | N/A | N/A |

**6 MEASURE THE LABOUR PEACE AND RELATIONSHIP AMONG PARTIES (refer to completed Strike Action template hereunder)**

| <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                                     | Report on walk outs that occurred   | No recorded walkout.   | Nil             | This matter has been set down as a standing agenda point. |

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|  | the Chamber's jurisdiction.                                    | within the Chamber's jurisdiction.                          |      |     |     |
| 6.3 Minimal disputes related to the Chamber items. | The number of disputes declared in relation to an agenda item. | Report on disputes that related to the Chamber agenda item. | None | Nil | N/A |

| <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. |

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| 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.                           |

## 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 filing 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. |

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|    |  |                                     |  |  | working on more than one post.<br><br>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-<br>29 March 2018<br><br><b>Seven (7) years</b> | Parties resolved in the Chamber meeting dated 29 March 2018 to have the item removed.                | No analysis required, given that the agenda item was removed.  | Not yet resolved  |

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| 5.  | Task Team on the PHSDSBC Resolution 1 & 2 of 2014.                         | HOSPERSA | 29 September 2014-To date<br><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<br><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<br><b>Two (2) meetings</b>                       | Parties resolved in the Chamber meeting dated 29 March 2018 to have the item removed.              | No analysis required, given that the agenda item was removed.   | Not yet resolved   |
| 8.  | Accelerated Grade Progression for Nurses                                   | DENOSA   | 04 October 2017 to 12 December 2017<br><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.  | Age restriction for admission for students at Lilitha College              | HOSPERSA | 29 March 2018 to date<br><br>One (1) meeting                          | The item is currently on the agenda of the Chamber for discussion by Parties.                      | No analysis required as the item is currently awaiting a response from the Employer.  | Not yet resolved.  |
| 10. | Policy on Student Leavers  | HOSPERSA | 29 March 2018 to date   | The item is currently on the agenda of the   | No analysis required as the item is currently awaiting a  | Not yet resolved.  |

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|     |                    |             | One (1) meeting   | Chamber for discussion by Parties.   | response from the Employer.  |     |
| 11. | Industrial Actions | Secretariat | 18 September 2013-To date<br><br><b>(Standing item)</b> | The item has been tabled as the standing item.<br>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.<br>The Employer timeously report the industrial action as requested by the Chamber. | N/A |