

**Western Cape PHSDSBC Quarterly report
01 April 2018-30 June 2018**

INTRODUCTION

This report is a presentation of the work performed by the Western Cape Chamber. The report covers the period 01 April 2018 – 30 June 2017.

1. Meetings in this Period

- 1.1. 19 April 2018 – Western Cape Chamber Meeting Preceding the Council AGM
- 1.2. 06 April 2018 – Western Cape Special Chamber Meeting
- 1.3. 29 May 2018 – Western Cape Chamber Meeting

2. Chamber Management Committee elected at the Chamber Meeting Preceding the Council AGM.

No.	Office Bearer Name	Constituency
1.	Brandon Jacobs (Chairperson)	Labour (PSA)
2.	Ms Liesl Strauss (Vice-Chairperson)	The Employer
3.	Ms Thembi Gumbi (Chamber Secretary)	Secretariat

3. Chamber Administration

1. Western 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 (10) days before the meeting.	19 April 2018 (Chamber Meeting Preceding the Council AGM)	100% Compliance (Chambers meeting notice, agenda items and minutes must be send out seven (14) days before the meeting of the Chamber).	03 April 2018	+ 7 Days	The meeting was held successfully.	N/A.
	06 April 2018 (Special Chamber Meeting)	100% Compliance (Chambers meeting notice, agenda items and minutes must be send out seven (10) days before the meeting of the Chamber).	26 March 2018	+8 Days	The meeting was held successfully.	N/A

	29 May 2018	100% Compliance (Chambers meeting notice, agenda items and minutes must be sent out seven (10) days before the meeting of the Chamber).	17 May 2018	+2		
1.2 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)	19 April 2018 AGM	100% Compliance (All Chamber Annual Reports are submitted forty-five (45) days before the Council AGM) on or before 30 April 2017.	14 April 2018	Zero (0)	(All Chamber Annual Reports were submitted forty-five (45) days before the Council AGM) on or before 30 April 2017.	N/A
	06 April 2018	100% Compliance (All meeting bundle of documents are ready on the day of the meeting).	Document was ready on 3 days before the meeting	+3	N/A	N/A

	29 May 2018	100% Compliance (All meeting bundle of documents are ready on the day of the meeting)	The document was ready on 28 May 2018	0		
1.3 Minutes must be to the acceptable standard.	06 April 2018	100% Compliance (No corrections and no disputes about the content 100%).	100% No Corrections	0%		None
	19 April 2018	100% Compliance (No corrections and no disputes about the content 100%).	Minutes will be presented in the Chamber meeting Preceding the Council AGM in 2019).	NA		
	29 May 2018	100% Compliance (No corrections and no disputes about the content 100%).	Minutes to be adopted at the next Chamber meeting on 28 August 2018	N/A		

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 90% of scheduled Chamber meetings.	100% attendance by all parties	0%	The level of attendance by Parties is good

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 All agenda items are submitted fourteen (14) days before the meeting.	The agenda items were tabled in terms of PHSDSBC Resolution 2 of 2007 and were submitted within the timeline. 100%	N/A	N/A

3.2 Agenda items to be finalized within three (3) Normal meetings.	Number of Agenda items finalized within three (3) normal meetings.	100% compliance	Six (6) agenda items were finalized within three (3) normal meetings.	N/A	N/A
--	--	-----------------	---	-----	-----

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 (All parties hold caucuses before the Chamber meeting).	The Employer is holding its Caucuses days before the meeting. 100% Compliance	0 % compliance.	Parties to the Chamber attend the People Management Meetings to prepare for Chamber meetings.
3.3 Chamber Management Committee must have a meeting before the Chamber meeting.	Number of meetings held	100% Compliance (Chamber Management	Chamber Management Committee holds its meetings at least	0%	Yes

		committee must hold a meeting before the Chamber meeting).	30 minutes before the start of the Chamber meeting. 100%		
--	--	--	---	--	--

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 (Parties come in a meeting with mandated positions).	All parties have mandate to engage on the matters before the agenda. 100% compliance	0%	Only HOSPERSA has submitted a letter of credence.

5 ENSURE SMOOTH IMPLEMENTATION OF COLLECTIVE AGREEMENTS BY THE EMPLOYER

STANDARD	INDICATOR	EXPECTED OUTCOME	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
5.1 Every Chamber must establish a Task Team to monitor new collective agreements.	The number of Chambers with functional Task Teams.	All Chambers have establish implementation Monitoring Task Teams for new collective agreements.	There is no Task Team on the PHSDSBC new collective agreements. 0%	-100%	None.
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 Chamber Task Team on the Monitoring of Clause 3.3: Accelerated Grade Progression of the PHSDSBC Resolution 1 of 2009 OSD for Social Service Professions and Occupations was established on 30 November 2016 and the final consolidated report will be tabled in the Chamber meeting of 20 June 2017 for adoption by the	N/A	N/A

			parties to the Chamber.		
--	--	--	-------------------------	--	--

6 MEASURE THE LABOUR PEACE AND RELATIONSHIP AMONG PARTIES (refer to completed Strike Action template hereunder)					
STANDARD	INDICATOR	EXPECTED OUTCOME	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
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.	Not reported in the Chamber.	Nil	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 relation to an agenda item.	Report on disputes that related to the Chamber agenda item.		N/A	

7 ENSURE CAPACITY BUILDING FOR CHAMBERS

STANDARD	INDICATOR	EXPECTED OUTCOME	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
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.	-100%	Zero	The next ExCo Chamber management workshop will be held in 2019
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	Not yet convened due to financial constraints.
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	There would be no ExCo Chamber Management Workshop this year.

4. Reporting on Industrial Action

None reported at this Chamber.

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.	Western Cape Chamber	None Reported at the Chamber.	N/A	N/A	N/A	N/A	N/A	N/A

5. PROMINENT ISSUES REQUIRING EXCO AND/OR COUNCIL ATTENTION.

There are no prominent issues that require the attention of the ExCo and/ or the Council.

6. LIFESPAN

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
1.	Chamber Collective Agreement	Secretariat	10 December 2014- To date One (1) year and six (6) months		The item does not necessarily form part of the chamber agenda; however, parties are constantly reminded of the conclusion of collective agreements.
2.	Safety of Staff	NUPSAW	05 August 2016 to date 1-year (10) months	Remains on the agenda	The item remains on the agenda of the Chamber for progress reporting
3.	Nurses Homes	DENOSA	05 August 2016 to date 1-year (2) months	Removed 25 October 2017	The item was finalized and removed from the agenda of the Chamber

4.	Monitoring of the Implementation of Clause 3.3: Accelerated Grade Progression of the PHSDSBC Resolution 1 of 2009 OSD for Social Service Professions and Occupations	ExCo	30 November 2016 Seven (7) months	Removed 20 June 2017	Resolved. The Employer will provide update reports henceforth.
5.	a) Training of Nursing	DENOSA	23 February 2017 to 25 October 2017	Removed 25 October 2017	The item was finalized and removed from the agenda of the Chamber

	Subcategories b) Bridging Courses		Eight (8) Months		
6.	Request from the Minister for Representation from Labour on WC Provincial Health Council	Department of Health	23 February 2017 to 20 June 2017 Four (4) Months	Removed 20 June 2017	The item was finalized and removed from the agenda of the Chamber
7	Proposed Consolidation of Drakenstein Sub-District Health Facilities	Department of Health	23 February 2017 to 20 June 2017 Seven (7) Months	Removed 20 June 2017	The item was finalized and removed from the agenda of the Chamber

8.	Persal vs Bursaries	DENOSA	23 February 2017 to 25 October 2017 Eight (8) Months	Removed 25 October 2017	The item was finalized and removed from the agenda of the Chamber
9	Mismanagement & Lack of Transparency of Staff Posts at Khayelitsha District Hospital	NEHAWU	20 June 2017 to 08 August One (1) meeting	Removed 08 August 2017	To be reinstated when NEHAWU is ready
10	Non-Compliance with OHSA Standards at Khayelitsha District Hospital	NEHAWU	20 June 2017 to 08 August 2017 One (1) meeting	Removed 08 August 2017	To be reinstated when NEHAWU is ready

11	Fairness with Employment Equity in the Cape Metro	NEHAWU	20 June 2017 to 08 August 2017 One (1) meeting	Removed 08 August 2017	To be reinstated when NEHAWU is ready
12	Upgrading of Security Officers	PSA	20 June 2017 One (1) meeting	Removed 08 August 2017	PSA withdrew the matter
13	Non-Renewal of Switchboard tender	Employer (DSD)	20 June 2017 to 25 October 3 months (3) meetings	Removed 25 October 2017	The item was finalized and removed from the agenda of the Chamber

14	Centralised ECD Function	Employer (DSD)	20 June 2017 to 25 October r 2017 Four (4) Months	Removed 25 October 2017	The item was finalized and removed from the agenda of the Chamber
15.	Commissioni ng of District 6 Community Day Centre	The Employer	08 August 2017 to 25 October 2017 Two (2) Months	Removed 25 October 2017	The Employer to reinstate when the need arises
16.	Creation of Metro East and Metro West Engineering Hubs	The Employer	08 August 2017 to 25 October 2017 Two (2) Months	Removed 25 October 2017	The Employer to reinstate when the need arises
17.	Inconsistency in the Appointment of Senior	NUPSAW	08 August 2017 to 25 October 2017 Two (2) Months	Removed 25 October 2017	The item was finalized and removed from the agenda of the Chamber

	Administratio n Officer				
18.	WCCN/CPUT Transfer	HOSPERSA	25 October 2017 1 meeting	Removed 25 October 2017	The item was finalized and removed from the agenda of the Chamber
19.	Non- Implementati on of Resolution 4 of 2017	HOSPERSA	25 October 2017 1 meeting	Removed 25 October 2017	The item was finalized and removed from the agenda of the Chamber
20.	Employment Equity Plan	The Employer	25 October 2017 1 meeting	Removed 25 October 2017	The item was finalized and removed from the agenda of the Chamber
21.	Alignment of Job Titles	The Employer	25 October 2017 1 meeting	Removed 25 October 2017	The item was finalized and removed from the agenda of the Chamber
22.	Employer not fully compliant with s13 of	HOSPERSA	25 October 2017 1 meeting	Removed 25 October 2017	Resolved

	LRA regarding the Cancellation of Union Membership				
23.	Redesign of current Administration Clerk posts within the Rural District Health Services	The Employer	25 October 2017 to date Eight (8) months 4 meetings	Remains on the agenda	The Employer to provide an update report
24.	Introduction of Compulsory Breathalyzer Testing at Facilities within the	The Employer	06 December 2017 to date Six (6) months 3 meetings	Remains on the agenda	Employer to provide a position paper

	Directorate: Engineering Services				
25.	Special and Standard Danger Allowance for Forensic Pathology	HOSPERSA	06 December 2017 1 meeting	Removed 06 December 2017	Resolved
26.	Draft Human Resource Framework	The Employer	06 December 2017 Six (6) months 3 meetings	Remains on the agenda	Employer to provide an update report
27.	Closure of the Crèche in	PSA	06 December 2017 1 Meeting	Removed 06 December 2017	

	Somerset Hospital				
28	Creation of Metro East and Metro West Engineering	Employer (Health)	Reinstated 27 February 2018 to 29 May 2018 Three (3) months 2 meetings	Removed 29 May 2018	The item was finalised and removed from the agenda
29	Rostering of Staff at 24 Hour Facilities: 01 April 2018	PSA	27 February 2018 to date 29 May 2018 Three (3) months 1 meeting	Removed 29 May 2018	The item could not be finalized but was removed from the agenda of the Chamber as both parties reserved their rights.
30	Circular H205/2015 Recognition of previous Experience	PSA	27 February 2018 to date 29 May 2018 Two (2) months	Removed 29 May 2018	The item will be reinstated when the Employer has finalized its investigation.

	Pharmacy Assistant (Post Basic) – Outstanding payments		1 meeting		
31	Exclusion of Danger Allowance at various Facilities within the Western Cape	HOSPERSA	27 February 2018 to date Three (3) months 2 meeting	Removed 29 May 2018	The item will be reinstated when the Employer has finalised the investigation
32	Water Supply Preparedness Implementation Guide for Employees	Employer (Health)	27 February 2018 1 meeting	Removed 27 February 2018	The item was removed from the agenda
33.	Educational Relationship between the Department of	DENOSA	29 May 2018 1 meeting	Removed 29 May 2018	Referred to a bilateral

	Health Western Cape and the CPUT				
34.	Registration of Nursing college to Higher Education	DENOSA	29 May 2018 to date Two Months 1 Meeting	Remains of the agenda	To be discussed at the Task Team
35.	Danger Allowance	DENOSA	29 May 2018	Removed 29 May 2018	The Employer indicated that it was not willing to discuss this matter at the Chamber level