

**Western Cape PHSDSBC Quarterly report
01 October 2018-31 December 2018**

INTRODUCTION

This report is a presentation of the work performed by the Western Cape Chamber. The report covers the period 01 October 2018 – 31 December 2018.

1. Meetings in this Period

- 1.1. 18 October 2018 – Western Cape Chamber Meeting
- 1.2. 05 December 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 Ten (10) days before the meeting.	18 October 2018 (Chamber Meeting)	100% Compliance (Chambers meeting notice, agenda items and minutes must be sent out ten (10) days before the meeting of the Chamber).	06 October 2018	+ 2 Days	The meeting was held successfully.	N/A.
	05 December 2018 (Chamber Meeting)	100% Compliance (Chambers meeting notice, agenda items and minutes must be sent out ten (10) days before the meeting of the Chamber).	22 November 2018	+3 days	The meeting was held successfully.	N/A

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)	18 October 2018 (Chamber meeting)	100% Compliance (All meeting bundle of documents are ready on the day of the meeting)	Document was ready on two days before the meeting 16 October 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
	05 December 2018 (Chamber meeting)	100% Compliance (All meeting bundle of documents are ready on the day of the meeting).	Document was ready on two days before the meeting 03 December 2018	Zero (0)	N/A	N/A
1.3 Minutes must be to the acceptable standard.	18 October 2018(Chamber meeting)	100% Compliance (No corrections and no disputes about the content 100%).	There were no corrections	0%		None
	05 December 2018(Chamber meeting)	100% Compliance (No corrections and no disputes about the content 100%).	Minutes will be presented in the Chamber meeting in February 2019	NA		

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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
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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%	0%	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	Eight (8) 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	The Employer is holding its Caucuses days	0 % compliance.	Parties to the Chamber attend the People Management Meetings to prepare for Chamber meetings.

		(All parties hold caucuses before the Chamber meeting).	before the meeting. 100% Compliance		
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).	Chamber Management Committee holds its meetings at least 30 minutes before the start of the Chamber meeting. 100%	100%	No

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	All parties have mandate to engage on the	%	Only HOSPERSA has submitted a letter of credence.

		(Parties come in a meeting with mandated positions).	matters before the agenda. 100% compliance		
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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 People Management Task Team 0%	0%	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 has a permanent TT that deals with various issues and report to the Chamber	N/A	N/A

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 Two years (4) months 14 meetings	Remains on the agenda	The item remains on the agenda of the Chamber for progress reporting

3.	Nurses Homes	DENOSA	05 August 2016 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 Subcategories b) Bridging Courses	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

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	NEHAWU	20 June 2017 to 08 August	Removed 08 August 2017	To be reinstated when NEHAWU is ready

	Khayelitsha District Hospital		One (1) meeting		
10	Non- Compliance with OHS 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 2017 Four (4) Months 3 meetings	Removed 25 October 2017	The item was finalized and removed from the agenda of the Chamber
15.	Commissioning of District 6 Community Day Centre	The Employer	08 August 2017 to 25 October 2017 Two (2) Months 2 meetings	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 2 meetings	Removed 25 October 2017	The Employer to reinstate when the need arises
17.	Inconsistency in the Appointment of Senior Administration Officer	NUPSAW	08 August 2017 to 25 October 2017 Two (2) Months 2 meetings	Removed 25 October 2017	The item was finalized and removed from the agenda of the Chamber
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-Implementation 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 LRA regarding the Cancellation of Union Membership	HOSPERSA	25 October 2017 1 meeting	Removed 25 October 2017	Resolved
23.	Redesign of current Administration Clerk posts within the Rural District Health Services	The Employer	25 October 2017 to date Ten 10) months 5 meetings	Removed 28 August 2018	Matter referred to PMTT
24.	Introduction of Compulsory Breathalyzer Testing	The Employer	06 December 2017	Removed 28 August 2018	Employer to provide a position paper and indicated it had

	at Facilities within the Directorate: Engineering Services		Eight (8) months 4 meetings		exhausted its mandate on the matter
25.	Special and Standard Danger Allowance for Forensic Pathology	HOSPERSA	06 December 2017 1 meeting	Removed 06 December 2017	The Items was resolved and removed
26.	Draft Human Resource Framework (MEAP)	The Employer	06 December 2017 to date 1 year 6 meetings	Remains on the agenda	Employer to provide an update report
27.	Closure of the Crèche in Somerset Hospital	PSA	06 December 2017 1 Meeting	Removed 06 December 2017	

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 Pharmacy Assistant (Post Basic) – Outstanding payments	PSA	27 February 2018 to date 29 May 2018 Two (2) months 1 meeting	Removed 29 May 2018	The item will be reinstated when the Employer has finalized its investigation.

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 Health Western Cape and the CPUT	DENOSA	29 May 2018 1 meeting	Removed 29 May 2018	Referred to a bilateral
34.	Registration of Nursing college to Higher Education	DENOSA	29 May 2018 to date 3 Months	Removed 28 August 2018	To be discussed at the Task Team

			2 Meetings		
35.	Danger Allowance	DENOSA	29 May 2018 1 meeting	Removed 29 May 2018	The Employer indicated that it was not willing to discuss this matter at the Chamber level
36	Emergency Medical Services (EMS) Leave Policy	PSA	29 May 2018 to 28 August 2018 3 Months 2 Meetings	Removed 28 August 2018	The matter was finalised and removed
37.	Recognition of previous experience of Pharmacy Assistants (Post Basic)	Employer (Health)	28 August 2018 1 Meeting	Removed 28 August 2018	The matter was finalised
38	Payment of allowances and overtime for Radiographers	Employer (Health)	28 August 2018 1 Meeting	Removed 28 August 2018	The Matter was finalised and removed
38.	Training of Subcategory Nurses	DENOSA	28 August 2018 to date 2 months	Removed 18 October 2018	The Matter was finalised and removed

			2 meetings		
39	Non-functioning IMLC at Ceres Hospital, Alexandra Hospital	HOSPERSA	28 August 2018 1 meeting	Removed 28 August 2018	Matter finalised and removed
40	Job Alignments Titles and Change of Occupational Classification Codes	HOSPERSA	28 August 2018 1 meeting	Removed 28 August 2018	Matter finalised and removed
41	30% Overtime Policy Within EMS and Forensic Pathology	HOSPERSA	28 August 2018 1 meeting	Removed 28 August 2018	Matter referred to PMTT
42	Re-Grading of Social Auxiliary Work	NEHAWU	28 August 2018 1 meeting	Removed 28 August 2018	Feedback would be provided as soon as the matter was finalised at the Council
43	Implementation of Resolution 1 of 2018 – Standardisation of	NUPSAW	28 August 2018 1 Meeting	Removed 28 August 2018	The Employer indicated that it did not have jurisdiction over the matter

	Remuneration for Community Health Workers in the DOH				
44.	Withdrawal of Funding of Sarah As A State Aided Hospital	NUPSAW	28 August 2018 1 meeting	Removed 28 August 2018	The Employer indicated that it did not have jurisdiction over the matter
45.	Restructuring of Working Hours at CHCs	NUPSAW	28 August 2018 1 meeting	Removed 28 August 2018	The matter was already in dispute
46.	Eviction of Members at Alexandra and Somerset Hospitals	HOSPERSA	28 August 2018 1 meeting	Removed 28 August 2018	The Employer indicated that it did not have jurisdiction over the matter
47.	Fee Structure for Students-Bursary vs Self-Funding	DENOSA	28 August 2018 to 25 October 2018 2 months 2 meetings	Removed 25 October 2018	The Chamber does not have jurisdiction

48.	Making Land/Low Cost Housing Available for Health Workers	DENOSA	28 August 2018 to 25 October 2018 2 months 2 meetings	Removed 25 October 2018	The item is at the coordinating Chamber.
49.	Translation of Nurses to Higher Posts	NEHAWU	25 October 2018 1 month 1 meeting	Removed 25 October 2018	Matter referred to PMTT
50.	OSD Posts After Completion of Training	NEHAWU	25 October 2018 1 month 1 meeting	Removed 25 October 2018	Matter referred to PMTT

51	Resolution 1 of 2007 Section 14.1	HOSPERSA	05 December 2018 1 month 1 meeting	Removed 05 December 2018	HOSPERSA withdrew the matter and would resubmit as per Council rules
52	Skills Development of Lower Category of Staff	HOSPERSA	05 December 2018 1 month 1 meeting	Removed 05 December 2018	HOSPERSA withdrew the matter and would resubmit as per Council rules
53	Poor Management Engagement at Alexander Hospital IMLC	HOSPERSA	05 December 2018 1 month 1 meeting	Removed 05 December 2018	HOSPERSA withdrew the matter and would resubmit as per Council rules

54	Injury on Duty	HOSPERSA	05 December 2018 1 month 1 meeting	Removed 05 December 2018	HOSPERSA withdrew the matter and would resubmit as per Council rules
55	Protective Clothing and Uniforms	HOSPERSA	05 December 2018 1 month 1 meeting	Removed 05 December 2018	HOSPERSA withdrew the matter and would resubmit as per Council rules
56	Absorption of Community Health	NEHAWU	05 December 2018	Removed 05 December 2018	

	Workers into the Department of health		1 month 1 meeting		
57	Danger allowance for Probation Officer and APO -Social Development	NEHAWU	05 December 2018 1 month 1 meeting	Remains on the agenda	The items remain on the agenda to track progress
58	Office of Philippi Social Development	NEHAWU	05 December 2018 1 month 1 meeting	Removed 05 December 2018	The item was resolved and removed from the agenda
59	The payment of OSD grade progression-Social Development	NEHAWU	05 December 2018 1 month 1 meeting	Removed 05 December 2018	The Matter was finalised and removed

60	Translation of enrolled nurses (Staff nurses) and enrolled nursing assistants (ENA's) into higher positions	NEHAWU	05 December 2018 to date 1 month 1 meeting	Remains on the agenda	The matter remains on the agenda to track progress