

**Northern Cape PHSDSBC Quarterly report
01 April 2019 to 30 June 2019**

INTRODUCTION

This report is a presentation of the work performed by the Northern Cape Chamber. The report covers the period 01 April 2019– 30 June 2019.

1. Meetings in this Period

- 2.1 10 April 2019 – Northern Cape Special Chamber Meeting
- 2.2 12 April 2019- Northern Cape Chamber Meeting Preceding Council AGM
- 2.3 23 May 2019 -Northern Cape Chamber

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

No.	Office Bearer Name	Constituency
1.	Mr. Richard Khoali (Chairperson)	The Employer
2.	Mr Phelegetso Oliphant (Vice Chairperson)	Labour (NEHAWU)
3.	Ms Thembi Gumbi (Chamber Secretary)	Secretariat

3. Chamber Administration

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	10 April 2019 (Special Chamber Meeting)	100% Compliance (Chambers meeting notice, agenda items and minutes must be sent out ten (10) days before the meeting of the Chamber).	02 April 2019 100%	N/A	The meeting was not successfully held.	N/A
	12 April 2019 (Chamber Meeting preceding Council AGM)	100% Compliance (Chambers meeting notice, agenda items and minutes must be sent out fourteen (14) days before the meeting of the Chamber).	26 March 2019	+3 days	The meeting was held successfully.	
	23 May 2019 (Chamber Meeting)	100% Compliance (Chambers meeting notice, agenda items and minutes must be sent out ten (10) days before the meeting of the Chamber).	11 May 2019	+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	10 April 2019 (Special Chamber Meeting)	100% Compliance (All meeting bundle of documents are ready on the day of the meeting).	08 April 2019 Two (2) Days prior to the meeting 100%	Zero (0)	N/A	Documents were prepared and ready before the meeting
	12 April 2019 (Chamber Meeting preceding Council AGM)	100% Compliance (All meeting bundle of documents are ready on the day of the meeting).	09 April 2019 (3) Days prior to the meeting 100%	Zero (0)		
	23 May 2019 (Chamber Meeting)	100% Compliance (All meeting bundle of documents are ready on the day of the meeting).	21 May 2019 (2) Days prior to the meeting 100%	0		
1.3 Minutes must be to the acceptable standard.	10 April 2019 (Special Chamber Meeting)	100% Compliance (No corrections and no disputes about the content 100%).	There were no corrections	N/A	N/A	N/A
	12 April 2019 (Chamber Meeting preceding	100% Compliance (No corrections and no disputes about the	Minutes still to be adopted in the next Chamber in 2020	N/A		

	Council AGM)	content 100%).				
	23 May 2019 (Chamber Meeting)	100% Compliance (No corrections and no disputes about the content 100%).	Minutes still to be adopted in the next Chamber on 24 July 2019	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.	Parties attended the meetings	%	All parties attended 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 (All Parties must produce the letters of credence for every chamber representative).	All Parties tabled their authorized representatives except PSA	%	All Parties submitted their letters of credence

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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 five (5) days before the Chamber meeting.	Number of agenda items submitted within five (5) days before the Chamber Meeting.	100% compliance All agenda items are submitted five (5) days before the meeting.	There were no new agenda items that were submitted to the Chamber in the reporting period. 0%	N/A	There were no new agenda items that were submitted to the Chamber in the reporting period
3.2 Agenda items to be finalized within three (3) Normal meetings.	Number of Agenda items finalized within three (3) normal meetings.	100% compliance	No agenda item was finalized within three (3) normal meetings. 0%	100%	None

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).	Labour held a Caucus before the meeting of. 50% Compliance	50%	Only Labour held its caucus meetings
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 does not hold its meetings at least 30 minutes before the start of the Chamber meeting. 0% Compliance	100%	Management Committee Meeting is yet to be held

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	Number of	100%	The Employer	100% compliance	

mandated to engage on all items on the agenda.	parties with mandate to engage.	Compliance (Parties come in a meeting with mandated positions).	had the reports 0%		
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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 established implementation Monitoring Task Teams for new collective agreements.	There is no Task Team at present 100%	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	Reports are submitted to the Chamber	0%	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.	None	Nil	This matter has been set down as a standing agenda point.

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	Next ExCo Chamber Management workshop will be 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	Not yet convened due to financial constraints.

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.	Northern Cape Chamber							

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

The Chamber requested the Executive Committee (ExCo) to intervene in the functioning of the Chamber. The Employer (Health) did not submit a single report in 2016 and the meeting attendance by the department of health was a concern

Status

The request was submitted to ExCo and a fact-finding meeting was held on either 20 February 2017 and again on 22 February 2019. The report back from ExCo for the meeting on 22 February 202019 will circulated to parties in the May 2019 Chamber meeting. The RBO was held on 25 and 26 March 2019.

6. LIFESPAN

NORTHERN CAPE CHAMBER

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS
1.	Security at EMS/Kagisho	PSA	25 February 2014 to date Five (5) years &	Retained	The item remains on the agenda of the Chamber for progress reporting

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS
			(4) months		
2.	Occupational Health and Safety	HOSPERSA	25 February 2014 to date Five (5) years & (4) month	Retained	The item remains on the agenda of the Chamber for progress reporting
3.	2016/17 Performance Management Development System	The Employer	13 July 2017 to date One (01) year & 11 months	Retained	The item remains on the agenda of the Chamber for progress reporting
4.	Non-Payment of Overtime and Standby Allowance	HOSPERSA	25 August 2016 to Two (2) years & (10) months	Retained	The item remains on the agenda of the Chamber for progress reporting
5	Outstanding Payment of Nurses Uniform Allowance	HOSPERSA	25 August 2016 to date Two (2) years (10) months	Retained	The item remains on the agenda of the Chamber for progress reporting
6.	Monitoring and implementation of Clause 3.3 of Resolution 1 of 2009	Secretariat	24 November 2016 to date Two (2) years & 7 months	Retained	The item remains on the agenda of the Chamber for progress reporting.

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS
7.	Relocation of Wes End Psychiatry Specialised Hospital	NEHAWU	24 November 2017 to date One (1) year & 7 months	Retained	The item has been referred to a multilateral
8.	Draft Policy on Patient Debt Management	The Employer (Health)	13 March 2018 to date One (1) year	Removed 10 April 2019	Policy was adopted
9.	Policy on Personal Protective Clothing and Equipment	The Employer (Health)	13 March 2018 to date One (1) year	Removed 10 April 2019	Policy was adopted
10.	Draft Asset Management Policy	The Employer (Health)	13 March 2018 to date One (1) year	Removed 10 April 2019	Policy was adopted
11.	Non-Clinical Records Management Policy	The Employer (Health)	13 March 2018 to date One (1) year	Removed 10 April 2019	Policy was adopted
12.	Draft Policy on Revenue management	The Employer (Health)	13 March 2018 to date One (1) year & 3	Retained	Policy was to be adopted

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS
			months		
13.	Draft Policy for Clinical Records Management	The Employer (Health)	13 March 2018 to date One (1) year	Removed 10 April 2019	Policy was adopted
14	Draft Policy on Allocation of Mobile Communication.	The Employer (Health)	11 July 2018 to date Eleven (11) months	Retained	Item remains of the agenda to track progress
15.	Draft Policy on Acting Allowance.	The Employer (Health)	11 July 2018 to date Eleven (11) months	Retained	The policy to be consulted on and adopted
16.	Draft Policy on Medical Surveillance	The Employer (Health)	11 July 2018 to date Eleven (11) months	Retained	The policy to be consulted on and adopted
17.	Draft Policy on Conducting Health Related Research within the Northern Cape Province	The Employer (Health)	19 September 2018 to date Seven (7) months	Removed 10 April 2019	Policy was adopted
18.	Draft Voluntary Service Policy for Emergency	The Employer	19 September	Removed	The Employer withdrew the

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS
	Medical Services	(Health)	2018 Seven months (7)	10 April 2019	policy
19.	Draft Policy on Disposal of Medicine and Scheduled Substances (Pharmaceutical Waste)	The Employer (Health)	19 September 2018 Seven months (7)	Removed 10 April 2019	The policy to be consulted on and adopted
20.	Draft Policy on the Distribution and Handling of Medicines (Schedule 1-4, Schedule 5, Specified Schedule 5 and Schedule 6)	The Employer (Health)	19 September 2018 Nine (9) months	Retained	The policy to be consulted on and adopted
21.	Draft policy on Infection Prevention and Control in Health Facilities	The Employer (Health)	19 September 2018 Nine (9) months	Retained	The policy to be consulted on and adopted
22.	Unilateral Enforcement of New Code of Conduct for EMS Employees in the Province	HOSPERSA	19 September 2018 Nine (9) months	Retained	Item remains of the agenda to track progress
23.	Office Space for Social Workers in Postmasburg-	HOSPERSA	19 September 2018	Retained	Item remains of the agenda to track progress

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS
	DSD		Nine (9) months		
24.	Status of Community Health Workers (CHWs) in the Province - Resolution 1 of 2018	HOSPERSA	19 September 2018 Nine (9) months	Retained	Item remains of the agenda to track progress
25.	HR Plan and Organisation Structure at DSD	PSA	19 September 2018 Nine (9) months	Retained	Item remains of the agenda to track progress
26.	Interview processes at DSD	PSA	19 September 2018 Nine (9) months	Retained	Item remains of the agenda to track progress
27.	Draft Admission, Re-admission and Discharge Policy Northern Cape Substance Abuse Treatment Centre	Employer (DSD)	14 March 2019 Three months (3)	Retained	The policy to be consulted on and adopted
28.	Draft Northern Cape Substance Abuse	Employer (DSD)	14 March 2019 Three (3)	Retained	The policy to be consulted on and adopted

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS
	Treatment Centre Behaviour Management Policy		months		
29.	Draft Complaints and Request Policy of the Northern Cape Substance Abuse Treatment Centre	Employer (DSD)	14 March 2019 Three months (3)	Retained	The policy to be consulted on and adopted
30.	Draft Procedure Notification of Illness, Injury, Abuse and for the Northern Cape Substance Abuse Treatment Centre	Employer (DSD)	14 March 2019 Three months (3)	Retained	The policy to be consulted on and adopted
31.	Draft Policy on Volunteers Northern Cape Substance Abuse Treatment Centre	Employer (DSD)	14 March 2019 Three months (3)	Retained	The policy to be consulted on and adopted
32.	Draft Fee Structure and Means Test for the Northern Cape Substance Abuse Treatment Centre	Employer (DSD)	14 March 2019 Three months (3)	Retained	The policy to be consulted on and adopted
33.	Evacuation Procedures in Case of Fire or Earthquake: (To be	Employer (DSD)	14 March 2019	Removed	The Employer withdrew the policy

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS
	displayed in all offices where it can be seen and read)		One (1) month	10 April 2019	
34.	Bereavement Policy Review Version 2	Employer (DSD)	14 March 2019 Three months (3) (2 meeting	Retained	The policy to be consulted on and adopted
35.	Insourcing of the Kitchen at (West End Hospital, Robert Mangaliso Sobukwe Hospital, Galeshewe Day Hospital and Harmony Home)	NEHAWU	14 March 2019 Three months (3) (2 meeting	Retained	Item Deferred to the next Chamber meeting
36.	Enforcement of EMS personnel to Drive with Unlicensed Vehicles that are not Compliant with Certificate of Fitness	HOSPERSA	14 March 2019 Three months (3) (2 meeting	Retained	The items remain on the agenda to track progress