

**Northern Cape PHSDSBC Quarterly report
01 April 2020 to 30 June 2020**

INTRODUCTION

This report is a presentation of the work performed by the Northern Cape Chamber. The report covers the period 01 April 2020– 30 June 2020.

1. Meetings in this Period

- 2.1 29 May 2020- Northern Cape Chamber Meeting Preceding Council AGM
- 2.2 25 June 2020 -Northern Cape Chamber Meeting

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

No.	Office Bearer Name	Constituency
1.	Mr. Godfrey Davids (Chairperson)	Labour (NEHAWU)
2.	Mr Paul Koopman (Vice Chairperson)	The Employer
3.	Ms Thembi Gumbi (Chamber Secretary)	Secretariat

3. Chamber Administration

1. NORTHERN 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	29 May 2020 ((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).	08 May 2020 100%	+ 7 days	The meeting was successfully held.	None
	25 June 2020 (Chamber Meeting)	100% Compliance (Chambers meeting notice, agenda items and minutes must be sent out ten (10) days before the meeting of the Chamber).	12 June 2020	+3 days	The meeting was not held successfully as there were no reports and had to be adjourned.	None

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	29 May 2020 (Chamber Meeting preceding Council AGM)	100% Compliance (All meeting bundle of documents are ready on the day of the meeting).	Documents prepared and ready prior to the meeting 100%	Zero (0)	It was a zoom meeting and there was no bundle of documents prepared for it except the annual report.	None
	25 June 2020 (Chamber Meeting)	100% Compliance (All meeting bundle of documents are ready on the day of the meeting).	Documents prepared and ready (3) Days prior to the meeting 100% 23 June 2020	Zero (0)	None	None
1.3 Minutes must be to the acceptable standard.	29 May 2020 (Chamber Meeting preceding Council AGM)	100% Compliance (No corrections and no disputes about the content 100%).	Minutes still to be adopted in the next AGM meeting in 2021	N/A	None	None
	25 June 2020 (Chamber Meeting)	100% Compliance (No corrections and no	Minutes still to be adopted in the next Chamber in in	N/A	None	None

		disputes about the content 100%).	August 2020			
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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.	Parties attended the meetings 100%	0%	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 100%	0%	All Parties submitted their letters of credence

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 eight (8) new agenda items that were submitted to the Chamber in the reporting period. 100%	0%	There were 08 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

4. FACILITATE THE STREAMLINING OF AGENDA ITEMS TO ENSURE THAT CHAMBER OPERATES OPTIMALLY

STANDARD	INDICATOR	EXPECTED OUTCOME	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
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4.1 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).	No Caucus meetings held before the meeting of. 0% Compliance	100%	No caucus meetings held.
4.2 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%	Chamber Management Committee Meeting is yet to be held

5. ENSURE THAT AGENDA ITEMS ARE ATTENDED TO AND RESOLVED SPEEDILY

STANDARD	INDICATOR	EXPECTED OUTCOME	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
5.1 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	The Employer had the reports 0%	100% compliance	N/A

		with mandated positions).			
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6. ENSURE SMOOTH IMPLEMENTATION OF COLLECTIVE AGREEMENTS BY THE EMPLOYER

STANDARD	INDICATOR	EXPECTED OUTCOME	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
6.1 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 0%	100%	None
6.2 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	No Reports are submitted to the Chamber 0%	-100%	None

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

STANDARD	INDICATOR	EXPECTED OUTCOME	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
7.1 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.
7.2 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.
7.3 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.

8. ENSURE CAPACITY BUILDING FOR CHAMBERS

STANDARD	INDICATOR	EXPECTED OUTCOME	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
8.1 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 2021
8.2 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.
8.3 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	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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

No prominent issues to report on.

6. LIFESPAN

NORTHERN CAPE CHAMBER

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS / RECOMMENDATIONS
1.	Security at EMS/Kagisho	PSA	25 February 2014 6 years & 4 months	Retained	<p>The item remains on the agenda of the Chamber for progress reporting.</p> <p>A Task Team was established to deal with the matter and made some recommendations. The Chamber decided that the matter should stay on the agenda for monitoring implementation of the recommendations.</p> <p>Some recommendation had financial implications and involve other departments.</p>
2.	Security in the Province	DENOSA, HOSPERSA, NEHAWU & PSA	13 July 2017 2 years & 11 months	Retained	<p>The item remains on the agenda of the Chamber as a standing item.</p> <p>The Employer provides update reports on security measures put in place ta each facility.</p>
3.	Occupational Health and Safety	HOSPERSA	25 February 2014 6 years & 4 months	Retained	<p>The item remains on the agenda of the Chamber as a standing item.</p> <p>The Employer provides update reports on the reported incidents and actions taken to address same, Health Safety representatives per institution,</p>

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS / RECOMMENDATIONS
					and OHS training.
4.	Performance Management Development System	The Employer	13 July 2017 2 years & 11 months	Retained	The item remains on the agenda of the Chamber as a standing item. The Employer provides update reports for each financial year.
5.	Non-Payment of Overtime and Standby Allowance	HOSPERSA	25 August 2016 3 years & 10 months	Retained	The item remains on the agenda of the Chamber for progress reporting. The Employer provided the report on the payments of overtime and standby allowances. Labour was requested to provide names of the employees who were not paid the overtime and standby allowance. The item has stayed long on the agenda for various reasons i.e. being deferred because the Chamber would have failed to discuss all items on its agenda, Labour providing names but the Employer requesting more information on the list provided. The item should have been finalized long ago and removed from the agenda. Labour indicated that it would provide the Employer with the detailed list in the next Chamber meeting. Should that not be done the item should be

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS / RECOMMENDATIONS
					removed from the agenda.
6.	Monitoring and implementation of Clause 3.3 of Resolution 1 of 2009	Secretariat	24 November 2016 3 years & 7 months	Retained	<p>The item remains on the agenda of the Chamber for progress reporting.</p> <p>The item was finalised in terms of terms of reference drawn up by ExCo with regard to clause 3.3. of the Resolution, but the item remained on the agenda for reporting on the normal grade progression that became effective in July 2018.</p> <p>The item should be removed as a stand-alone and be incorporated under the PMDS item as it covers the normal grade progression for all categories of employees.</p>
7.	Unilateral Enforcement of New Code of Conduct for EMS Employees in the Province	HOSPERSA	19 September 2018 1 year & 9 months	Retained	<p>Item remains of the agenda to track progress.</p> <p>Employer maintained that there was no new code for EMS as there was one code for the Department. Labour was requested to submit this new code.</p> <p>A one-page document (new code of conduct) was provided to the Chamber Secretary for circulation to parties after the last Chamber meeting.</p> <p>The item should be removed from the agenda in the next Chamber meeting.</p>
8.	Office Space for Social Workers in Postmasburg-DSD	HOSPERSA	19 September 2018	Retained	<p>Item remains of the agenda to track progress.</p> <p>The Chamber took a decision that the item be incorporated under the item on OHS as the</p>

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS / RECOMMENDATIONS
			1 year & 9 months		Employer (DSD) would also provide a comprehensive report on all its facilities. The item should be removed as a stand-alone.
9.	Insourcing of the Kitchen at (West End Hospital, Robert Mangaliso Sobukwe Hospital, Galeshewe Day Hospital and Harmony Home)	NEHAWU	14 March 2019 1 year & 3 months 7 meetings	Retained	The items remain on the agenda to track progress The Employer would provide the insourcing plan in the next Chamber meeting. The Employer further indicated that insourcing of services was the project that the office of the Premier was heading for the entire province.
10.	Enforcement of EMS personnel to Drive with Unlicensed Vehicles that are not Compliant with Certificate of Fitness	HOSPERSA	14 March 2019 1 year & 3 months 7 meetings	Retained	The items remain on the agenda to track progress. The Employer maintained that its vehicles were compliant and requested Labour to provide proof of non-compliant vehicles. The item should stay on the agenda for discussion until it reaches its logical conclusion.
11.	Continuous Professional Development (CPD)-EMS	Secretariat	14 March 2019 1 year & 3 months 7 meetings	Retained	The items remain on the agenda to track progress. The Chamber confirmed that CPDs were taking place in the districts but there were other challenges that resulted in some EMS officials being unable to attend. The Employer would provide a report of all CPD programmes scheduled per districts and the

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS / RECOMMENDATIONS
					attendance thereof.
12.	Absorption of Social Work (SW) graduates of DSD Scholarship Programme-DSD	NEHAWU	16 July 2019 11 months 5 meetings	Retained	The items remain on the agenda to track progress. The Employer provides progress reports on the appointments of these graduates. The items should remain on the agenda for discussion until it reaches its logical conclusion.
13.	Insourcing of Secure Care Centre Services-DSD	NEHAWU	16 July 2019 11 months 5 meetings	Retained	The items remain on the agenda to track progress.
14.	Insourcing of all outsourced service (Cleaning, gardening and all other outsourced service within the DSD)	NEHAWU	16 July 2019 11 months 5 meetings	Retained	The items remain on the agenda to track progress. The Employer would provide the insourcing plan in the next Chamber meeting. The Employer further indicated that insourcing of services was the project that the office of the Premier was heading for the entire province.
15.	Rural Allowance-DoH	DENOSA	16 July 2019 11 months 5 meetings	Retained	The items remain on the agenda to track progress. The Employer reported that the matter was at Council level and it believed that it was implementing the Resolution correctly.

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS / RECOMMENDATIONS
					Labour requested the Employer to provide its position in writing before it could agree to have the matter removed from the agenda.
16.	Resolution 3 of 2007 Agreement on Implementation of Occupational Specific Dispensation (OSD) for Nurses	DENOSA	16 July 2019 11 months 5 meetings	Retained	The items remain on the agenda to track progress. The Employer would provide a report on why it was not implementing grade progression in the next Chamber meeting. The matter has taken a bit long because the Employer did not provide a report but also because the item was deferred twice.
17.	Escorting of Patients	DENOSA	16 July 2019 11 months 5 meetings	Retained	The items remain on the agenda to track progress. A TT was established on 10 October 2019 to look into the matter and the terms of reference were drawn up. In the Special Chamber of 02 March 2020, the Chamber decided that the TT be dissolved and the matter be discussed at the multilateral meeting.
18.	Recognition of relevant experience on appointment for health professionals	DENOSA	10 October 2019 9 months 4 meetings	Retained	The items remain on the agenda to track progress.
19.	Information Pertaining to Staffing Levels, HR Costs	PSA	29 November 2019	Retained	The item remains on the agenda to track progress and it was deferred twice.

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS / RECOMMENDATIONS
	and Other Expenditure		7 months 3 meetings		
20.	State of Hospitals, Clinics and District Offices compliance to the Occupational Health and Safety Act in the Northern Cape	PSA	29 November 2019 7 months 3 meetings	Retained	The item remains on the agenda to track progress and it was deferred twice.
21.	Implementation of PSCBC Res. 1 of 2018, clause 6, de-linking of housing allowances for spouse, salary level 1 to 5	PSA	29 November 2019 7 months 3 meetings	Retained	The item remains on the agenda to track progress and it was deferred twice.
22.	Draft Employee Transport	Employer (DSD)	29 November 2019 7 months 3 meetings	Retained	The item remains on the agenda to track progress and it was deferred twice.

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS / RECOMMENDATIONS
23.	Policy on Acting and Appointment Allowance	Employer (DSD)	29 November 2019 7 months 3 meetings	Retained	The item remains on the agenda to track progress and it was deferred twice.
24.	Draft Bursary Policy	Employer (DSD)	29 November 2019 7 months 3 meetings	Retained	The item remains on the agenda to track progress and it was deferred twice.
25.	Draft Policy on Overtime	Employer (DoH)	29 November 2019 7 months	Retained	The item remains on the agenda to track progress and it was deferred twice.
26.	Draft Retention Policy	Employer (DoH)	29 November 2019 7 months 3 meetings	Retained	The item remains on the agenda to track progress and it was deferred twice.

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS / RECOMMENDATIONS
27.	Draft Overtime Policy	Employer (DSD)	20 February 2020 4 months 2 meetings	Retained	The items remain on the agenda to track progress and was deferred to the next Chamber meeting.
28.	Recruitment and training of Human Resources	Secretariat	25 June 2020 1 meeting	Retained	The item was deferred to the next Chamber meeting.
29.	Deployment of human resources	Secretariat	25 June 2020 1 meeting	Retained	The item was deferred to the next Chamber meeting.
30.	Sourcing of human resources from the expanded Public Work Programme, retired health professionals, community-based organisation and non-governmental organisations to render services in identified sites	Secretariat	25 June 2020 1 meeting	Retained	The item was deferred to the next Chamber meeting.
31.	Provision of health equipment, sanitation materials and medical supplies	Secretariat	25 June 2020 1 meeting	Retained	The item was deferred to the next Chamber meeting.

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS / RECOMMENDATIONS
32.	Disposal of waste and sanitation of equipment from quarantine or treatment facility	Secretariat	25 June 2020 1 meeting	Retained	The item was deferred to the next Chamber meeting.
33.	Identification and establishment of mortuaries that will accommodate all CoVID-19 mortal remains	Secretariat	25 June 2020 1 meeting	Retained	The item was deferred to the next Chamber meeting.
34	Disposal of CoVID-19 mortal remains	Secretariat	25 June 2020 1 meeting	Retained	The item was deferred to the next Chamber meeting.
35	Implementation of Resolution 3 of 2019	Secretariat	25 June 2020 1 meeting	Retained	The item was deferred to the next Chamber meeting