

**Western Cape PHSDSBC Quarterly report
01 October 2019-31 December 2019**

INTRODUCTION

This report is a presentation of the work performed by the Western Cape Chamber. The report covers the period 01 October 2019 – 31 December 2019.

1. Meetings in this Period

- 1.1. 23 October 2019 – Western Cape Chamber Meeting
- 1.2. 04 December 2019- Western Cape Chamber Meeting

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

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

3. 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 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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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.	23 October 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).	10 October 2019	+3	The meeting was held successfully.	N/A.
	04 December 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)	22 November 2019	+3	The meeting was held successfully.	

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)	23 October 2019 (Chamber Meeting)	100% Compliance ((All meeting bundle of documents are ready on the day of the meeting)	Document was ready on two (2) days before the meeting 01 July 2019	Zero (0)		N/A
	04 December 2019 (Chamber Meeting)	100% Compliance ((All meeting bundle of documents are ready on the day of the meeting	Document was ready on two (2) days before the meeting 02 December 2019			
1.3 Minutes must be to the acceptable standard.	23 October 2019 (Chamber Meeting)	100% Compliance (No corrections and no disputes about the content 100%).	Minutes were adopted without corrections	0%		None
	04 December 2019 (Chamber Meeting)	100% Compliance	Minutes will be adopted on 27 February 2020			

		(No corrections and no disputes about the content 100%).				
3.1 Agenda items must be submitted to Chamber Secretary five (5) days before the Chamber meeting.	Number of agenda items submitted within 14 days before the Chamber Meeting.	100% compliance All agenda items are submitted five (5) days before the meeting.	The agenda items were tabled in terms of PHSDSBC Resolution 4 of 2015 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	Eleven (11) agenda items were finalized within three (3) normal meetings.	N/A		Eleven (11) 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 (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 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%	Not yet

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	%	All parties submitted letters 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	All Chambers have established implementation Monitoring Task	There is People Management Task Team	0%	None.

	functional Task Teams.	Teams for new collective agreements.	0%		
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	No recorded walkout.	Nil	This matter has been set down as a standing agenda point.

		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.		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	Chamber management workshop was held in September 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
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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

WESTERN CAPE CHAMBER:

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
1.	Safety of Staff	NUPSAW	05 August 2016 3 years & 4 months	Retained	The item remains on the agenda of the Chamber as a standing item
2.	Draft Human Resource Framework (MEAP)	The Employer	06 December 2017 2 years (8 meetings)	Removed 04 December 2019	The item would be reinstated when consultations resume
3.	Danger allowance for Probation Officer and	NEHAWU	05 December 2018	Removed 05 June 2019	The item was finalized and removed from the agenda. Labour reserved its right

	APO -Social Development		6 months (3 meetings)		
4.	Decide on which Organisational Rights Agreement (ORA) is the valid ORA to be used in the Western Cape	DENOSA	05 June 2019 1 Month (1 meeting)	Removed 05 June 2019	The matter was workshopped
5.	Process and Principles when Shop Stewards apply for Shop Steward Leave in terms of the Labour Relations Act (LRA)	DENOSA	05 June 2019 1 Month (1 meeting)	Removed 05 June 2019	Matter referred to PMTT
6.	Application and Interpretation of Institution as per the ORA	DENOSA	05 June 2019 1 Month (1 meeting)	Removed 05 June 2019	The matter was finalised and removed
7.	Upgrading of Security Officers Employed by the Department of Health to level 5	HOSPERSA	05 June 2019 1 Month (1 meeting)	Removed 05 June 2019	Matter referred to PMTT

8.	Unpaid leave for annual leave taken more than 5 years ago.	HOSPERSA	05 June 2019 1 Month (1 meeting)	Removed 05 June 2019	HOSPERSA indicated that the matter would be taken on dispute
9.	Employer refusing to grant access to their facilities as per the ORA	HOSPERSA	05 June 2019 1 Month (1 meeting)	Removed 05 June 2019	Matter referred to the workshop
10.	Ratification of the reviewed Employment Equity clusters for the Department	Employer (DoH)	05 June 2019 1 Month (1 meeting)	Removed 05 June 2019	The matter was finalised and removed
11.	Recruitment and Selection Policy	Employer (DoH)	14 August 2019 2 months	Removed 23 October 2019	Matter was finalised and remove
12.	The Role and Functions on the Labour Relations Officer (LRO) in the province	DENOSA	14 August 2019 1 month	Removed 14 August 2019	The matter was finalised and removed

13.	Relationship Between WCCN and CPUT	HOSPERSA	14 August 2019 1 month	Removed 14 August 2019	The matter was finalised and removed
14.	Further Education and Training of Enrolled Nurses and Enrolled Nursing Assistants	HOSPERSA	14 August 2019 1 month	Removed 14 August 2019	The matter was finalised and removed
15.	Filling of vacant funded posts	HOSPERSA	14 August 2019 1 month	Removed 14 August 2019	The matter was finalised and removed
16.	Danger allowance -72-hour facilities	HOSPERSA	14 August 2019 1 month	Removed 14 August 2019	The matter was finalised and removed
17.	Sick leave, Family Responsibility Leave and Foster Care	HOSPERSA	14 August 2019 1 month	Removed 14 August 2019	Matter referred to PMTT
18.	Mortuary space at Forensic Pathology Services	HOSPERSA	14 August 2019 1 month	Removed 14 August 2019	The matter was referred to the IMLC
19.	Skills development committee and OHS Committee	HOSPERSA	14 August 2019 1 month	Removed 14 August 2019	The matter was finalised and removed
20.	Payment of Capped Leave Upon Resignation	HOSPERSA	14 August 2019 1 month	Removed 14 August 2019	The matter was finalised and removed
21.	Evisceration Allowance FPS	HOSPERSA	14 August 2019 1 month	Removed 14 August 2019	The matter was finalised and removed

	Change in Hours of work in Grabow CHC Theewaterskloof	Employer (DoH)	14 August 2019 1 month	Removed 14 August 2019	The matter was referred to the IMLC
22.	Return to work form	HOSPERSA	23 October 2019 1 month	Removed 23 October 2019	The matter was finalised and removed
23.	Handyman and other general workers performing the functions of Artisans	HOSPERSA	23 October 2019 1 month	Removed 23 October 2019	The matter was finalised and removed
24.	Training v Annual Leave	HOSPERSA	23 October 2019 1 month	Removed 23 October 2019	The matter was finalised and removed
25.	Grievance Procedures Rules	HOSPERSA	23 October 2019 1 month	Removed 23 October 2019	The matter was referred to the PMTT
26.	Outsourcing of security officers and cleaners	HOSPERSA	23 October 2019 1 month	Removed 23 October 2019	The item to be referred the PSCBC Coordinating Chamber
27.	Management of Meal interval for shift workers	HOSPERSA	23 October 2019 1 month	Removed 23 October 2019	The matter was referred to the PMTT
28.	Implementation of PHSDSBC Resolution 2 of 2018	Employer -Health	23 October 2019 1 month	Removed 23 October 2019	The matter was finalised and removed
29.	IMLC at George	Employer-Health	23 October 2019 1 month	Removed 23 October 2019	The matter was finalised and removed

30	The Rights of Unions Acting Together	Employer-Health	23 October 2019 1 month	Removed 23 October 2019	The matter was finalised and removed
31.	Staffing Levels in DoH & DSD	PSA	23 October 2019 2 months	Retained	The item remains on the agenda of the Chamber
32.	Working Hours of ENs and PNs	DENOSA	23 October 2019 2 months	Retained	The item remains on the agenda of the Chamber
33.	Training of ENs and ENAs on new Qualifications	DENOSA	23 October 2019 2 months	Retained	The item remains on the agenda of the Chamber
34.	Work Performed After Hours at 08 Hour Facilities	HOSPERSA	23 October 2019 1 month	Removed 23 October 2019	The matter was finalised and removed
35.	Safety of DSD Officials in the Highest Crime Areas	NEHAWU	23 October 2019 1 month	Removed 23 October 2019	The matter was incorporated into the safety of staff and removed
36.	School Health Services Southern Western	PSA	04 December 2019 1 month	Retained	The item remains on the agenda of the Chamber
37.	Illegal Deductions	HOSPERSA	04 December 2019 1 month	Retained	The item remains on the agenda of the Chamber

38.	None Compliance with Recruitment and Selection Processes at Central Karoo and Eden District	HOSPERSA	04 December 2019 1 month	Retained	The item remains on the agenda of the Chamber
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