

**Eastern Cape PHSDSBC Quarterly report  
01 April 2020 – 30 June 2020**

**1. INTRODUCTION**

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

**2. Meetings in this Period**

2.1	29 May 2020	-	Eastern Cape Chamber Meeting Preceding the Council AGM
2.2	18 June 2020	-	Eastern Cape Chamber Meeting

**3. Chamber Management Committee elected at the Chamber Meeting Preceding the Council AGM.**

No.	Office Bearer Name	Constituency
1.	Mr Nicholas Ntsoane (Chairperson)	The Employer
2.	Mr Sivuyile Mange (Vice-Chairperson)	Labour
3.	Ms Masedi Lonkokile (Chamber Secretary)	Secretariat

#### 4. 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 100% of scheduled Chamber meetings.	100% attendance by all parties	None	Parties were concerned by the poor attendance by representatives from the Department of Social Development. In the Chamber meeting convened on 06 August 2019, Parties agreed that they would give DSD another opportunity to attend the Chamber meeting of 10 October 2019 prior to seeking the intervention of the ExCo and Council.

2.2 Every party would be represented by	Number of parties who submit letters	100% Compliance	70%	30%	The Employer (DoH), PSA and HOSPERSA have submitted their letters of credence to date.
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1. Eastern 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 (7) days before the meeting.	29 May 2020 (Chamber Meeting Preceding the Council AGM)	100% Compliance  (Chambers AGM meeting notice, agenda items and minutes must be sent out fourteen (14) days before the meeting).	11 May 2020	None	The meeting was held successfully.	N/A.
	18 June 2020 (Chamber Meeting)	100% Compliance  (Chambers AGM meeting notice, agenda items and minutes must be sent out fourteen (14) days before the meeting).	09 June 2020	None	The meeting was held successfully.	N/A.
1.2 Chamber Annual Reports to be submitted Forty-Five (45) days	N/A	100% Compliance	The 2019 Chamber Annual Report was submitted to the Manager on 16 April 2020 due to the COVID-19 pandemic.	None	All Chamber Annual Reports were submitted forty-five (45 days) before the Council AGM) before 2	N/A

before the Council AGM.						
1.3 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 the Council AGM)	100% Compliance  (All meeting bundle of documents are ready on the day of the meeting).	100%  29 May 2020	None	All the supporting documents were ready and distributed prior to the meeting.	N/A
	18 June 2020  (Chamber Meeting)	100% Compliance  (All meeting bundle of documents are ready on the day of the meeting).	100%  18 June 2020	None	All the supporting documents were ready and distributed prior to the meeting.	N/A
1.4 Minutes must be to the acceptable standard.	29 May 2020  (Chamber Meeting Preceding the Council AGM)	Minutes of the Chamber meeting convened on 29 May 2020 will be adopted in the Chamber meeting to be convened in 2021.	N/A	N/A	N/A	N/A

	18 June 2020 (Chamber Meeting)	Minutes of the Chamber meeting convened on 18 June 2020 will be adopted in the Chamber meeting to be convened in August 2020.	N/A	N/A	N/A	N/A
the authorized representatives.	of credence 45 days before the Council AGM.	(All Parties must produce the letters of credence for every chamber representative).	All Parties tabled their authorized representatives.			

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	Number of agenda items submitted within 14	100% compliance	100%	0%	The agenda items were tabled in terms of PHSDSBC Resolution 4 of 2015 and were submitted within the timeline, however Task Team

Chamber meeting.	days before the Chamber Meeting.	All agenda items are submitted fourteen (14) days before the meeting.	The agenda items were tabled in terms of PHSDSBC Resolution 4 of 2015 and were submitted within the timeline.		reports are still not submitted five (5) days prior to the Chamber meeting but rather on the day of the meeting.
3.2 Agenda items to be finalized within three (3) Normal meetings.	Number of Agenda items finalized within three (3) normal meetings.	100% compliance	50%	50%	No agenda items were finalized within three (3) normal meetings.

<b>3 FACILITATE THE STREAMLINING OF AGENDA ITEMS TO ENSURE THAT CHAMBER OPERATES OPTIMALLY</b>					
<b>STANDARD</b>	<b>INDICATOR</b>	<b>EXPECTED OUTCOME</b>	<b>ACTUAL PERFORMANCE</b>	<b>VARIANCE</b>	<b>COMMENTS</b>
3.2 Parties to hold a caucus at least a day before the meeting.	Number of caucuses held	100% Compliance	100% Compliance	0 % compliance.	The Employer is being consistent in convening their caucuses, however, Organised Labour is not convening caucuses consistently.

		(All parties hold caucuses before the Chamber meeting).	The Employer and Organised Labour are convening their Caucuses days before the meeting.		
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).	100% Compliance	0%	Chamber Management Committee holds its meetings at least 30 minutes before the start of the Chamber meeting mainly to screen the agenda items.

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	Number of parties with	100% Compliance	80% Compliance	20%	Due to the lack of attendance by the Employer – DSD representatives'

on all items on the agenda.	mandate to engage.	(Parties come in a meeting with mandated positions).			items for the DSD were not being transacted on in a speedy manner due to lack of mandating on the items.
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<b>5 ENSURE SMOOTH IMPLEMENTATION OF COLLECTIVE AGREEMENTS BY THE EMPLOYER</b>					
<b>STANDARD</b>	<b>INDICATOR</b>	<b>EXPECTED OUTCOME</b>	<b>ACTUAL PERFORMANCE</b>	<b>VARIANCE</b>	<b>COMMENTS</b>
5.1 Every Chamber must establish a Task Team to monitor new collective agreements.	The number of Chambers with functional Task Teams.	The Chambers had established implementation Monitoring Task Teams for new collective agreements.	The Task Team on the PHSDSBC Resolution 1 and 2 of 2014 was disbanded.	N/A	N/A
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.	N/A	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.	There was no industrial action which was reported in the Eastern Cape Chamber.	N/A	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	N/A

**7 ENSURE CAPACITY BUILDING FOR CHAMBERS**

STANDARD	INDICATOR	EXPECTED OUTCOME	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
7.1 Twenty (20) Chamber Management	The number of Chamber	All twenty (20) Chamber	0%	-100%	Most of the Chamber Management Committee members were retained.

7 ENSURE CAPACITY BUILDING FOR CHAMBERS					
STANDARD	INDICATOR	EXPECTED OUTCOME	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
Committee members must attend the EXCO and Chamber Management workshop.	Management Committee members who attend the EXCO and Chamber Management workshop.	Management Committee members subjected to Capacity Building by EXCO.			
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	The Eastern Cape Chamber had its Labour Relations Training session from 07 – 11 May 2018.
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.

## 5. Reporting on Industrial Action

No reports were submitted at this Chamber for the reporting period.

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.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

**6. PROMINENT ISSUES REQUIRING EXCO AND/OR COUNCIL ATTENTION.**

There is no prominent issue that requires the attention of EXCO and or the Council.

**7. LIFESPAN**

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS /RECOMMENDATIONS
1.	Chamber Policies	The Employer	Standing Item of the Chamber – the Chamber established a Task Team to deal with the item.	The item is currently a standing agenda item.	The agenda item has been a standing item due to the work conducted by the Task Team on a continuous basis.

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS /RECOMMENDATIONS
2.	Filling of Vacant Funded Posts	DENOSA	08 August 2018 to date  <b>One (1) year and seven (7) months</b>	Retained	The agenda item is still retained on the agenda of the Chamber due to the understanding that the Employer should provide progress reports pertaining to both Departments.
3.	Outstanding Cost Orders for the Council	PHSDSBC	08 August 2018 to date  <b>One (1) year and seven (7) months</b>	Retained	The agenda item should be removed from the agenda of the Chamber in order for the PHSDSBC Department – Corporate Services to liaise directly with the Eastern Cape Department of Health and Department of Social Development for the payment of outstanding cost orders owed to the Council.
4.	Implementation of Normal Grade Progression of the PHSDSBC Resolution 1 of 2009 (OSD for Social Services Professionals)	PHSDSBC	08 August 2018 to date  <b>One (1) year and seven (7) months</b>	Retained	The agenda item should be retained on the agenda of the Chamber pending a finalised report from the Employer regarding the implementation of normal grade progression as per the request by Organised Labour as well as requested by the Council at the level of the Collective Bargaining Committee.

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS /RECOMMENDATIONS
5.	Revised Bursary Policy	Department of Health	11 October 2018 to date  <b>One (1) year and Five (5) months</b>	Retained	The agenda item should be retained on the agenda of the Chamber pending the adoption of the draft policy.
6.	Draft Policy on the Employment of Sessional Health Professionals	Department of Health	11 October 2018 to date  <b>One (1) year and Five (5) months</b>	Retained	The agenda item should be retained on the agenda of the Chamber pending the adoption of the draft policy.
7.	Draft Probation Policy	Department of Health	11 October 2018 to date  <b>One (1) year and Five (5) months</b>	Retained	The agenda item should be retained on the agenda of the Chamber pending the adoption of the draft policy.
8.	Draft Unemployed Graduates Policy	Department of Health	11 October 2018 to date  <b>One (1) year and Five (5) months</b>	Retained	The agenda item should be retained on the agenda of the Chamber pending the adoption of the draft policy.

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS /RECOMMENDATIONS
9.	Continuous Professional Development for Emergency Medical Services Personnel	PHSDSBC	26 February 2019 to date  <b>One (1) year</b>	Retained	The agenda item should be removed from the agenda of the Chamber, given the fact that the Employer is embarking on a collaborative project with an institution of Higher Learning in the Eastern Cape Province in providing the required training to Emergency Medical Services Personnel in the Eastern Cape Department of Health, and pending the finalisation of the supply chain processes EMS personnel in the Province will not be undertaking at Continuous Professional Development training.
10.	Delinking of Housing Allowance	DENOSA	06 June 2019 to date  <b>Nine (9) months</b>	Retained	The agenda item should be removed from the agenda of the Chamber, the Employer has provided reports regarding the implementation of delinking of housing allowance, however Organised Labour is insistent that the reports by the Employer should be designated according to districts in terms of implementation irrespective that the Employer has implemented as per the PSCBC Resolution.
11.	Draft ECDoH Travel Policy	DoH	06 June 2019 to date  <b>Nine (9) months</b>	Retained	The agenda item should be retained on the agenda of the Chamber pending the adoption of the draft policy.

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS /RECOMMENDATIONS
12.	Draft ECDoH Recruitment and Selection Policy	DoH	06 June 2019 to date <b>Nine (9) months</b>	Retained	The agenda item should be retained on the agenda of the Chamber pending the adoption of the draft policy.
13.	Security in all Health Facilities in the Eastern Cape Department of Health	DENOSA	06 August 2019 to date <b>Seven (7) months</b>	Retained	The agenda item should be retained on the agenda of the Chamber, given the ever-increasing security risk issues reported at the various Eastern Cape Health facilities, and for the Employer to provide progress reports in terms of the interventions being made in dealing with the issue of security.
14.	PHSDSBC Resolution 2 of 2018 (Payment of Annual Statutory Registration Fees)	DENOSA	06 August 2019 to date <b>Seven (7) months</b>	Retained	The agenda item should be retained on the agenda of the Chamber in order for the Employer to provide progress reports regarding the implementation of the PHSDSBC Resolution 3 of 2019.
15.	Occupational Health and Safety Concerns in the Eastern Cape Departments of Health and Social Development Workplaces.	NEHAWU	06 August 2019 to date <b>Seven (7) months</b>	Retained	The agenda Item should be retained on the agenda of the Chamber in order for the Employer to provide continuous progress reports on issues of Occupational Health and Safety in the Eastern Cape Departments of Health and Social Development.
16.	DoH Data Capturers Unequal Salary Levels	NEHAWU	06 August 2019 to date	Retained	The agenda item should be retained pending NEHAWU providing a list of Employees it deemed were being

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS /RECOMMENDATIONS
			<b>Seven (7) months</b>		disadvantaged in order for the Employer to remedy.
17.	Information Pertaining to Staffing Levels, Human Resource Costs and Other Expenditure in the ECDoh and Social Development	PSA	15 November 2019 to date  <b>Five (5) months</b>	Retained	The item should be retained on the agenda of the Chamber in order for the Employer to provide the requested information by the PSA for discussion by Parties to the Chamber.
18.	Use of Legal Practitioners in Internal Disciplinary Processes	DENOSA	25 February 2020 to date  <b>Two (2) months</b>	Retained	The agenda item should be retained on the agenda
19.	Implementation of the PHSDSBC Resolution 3 of 2019 – Amendments to an Agreement on the Payment of Annual Registration in Respect of Health and Social Development Professionals	PHSDSBC	25 February 2020 to date  <b>Two (2) months</b>	Retained	The agenda item should be retained on the agenda of the Chamber in order for the Employer to provide progress reports in regards to the implementation of the collective agreement at Chamber and Council level.
20.	Draft HR Planning Policy	DoH	25 February 2020 to date	Retained	The agenda item should be retained on the agenda of the Chamber pending the adoption of the draft policy.



NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS /RECOMMENDATIONS
			<b>Two (2) months</b>		
21.	Draft Farewell Function Policy	DoH	25 February 2020 to date <b>Two (2) months</b>	Retained	The agenda item should be retained on the agenda of the Chamber pending the adoption of the draft policy.
22.	Draft Service Benefit Policy	DoH	25 February 2020 to date <b>Two (2) months</b>	Retained	The agenda item should be retained on the agenda of the Chamber pending the adoption of the draft policy.
23.	Draft Employment Equity Policy	DoH	25 February 2020 to date <b>Two (2) months</b>	Retained	The agenda item should be retained on the agenda of the Chamber pending the adoption of the draft policy.
24.	Draft Education and Training and Development Policy	DoH	25 February 2020 to date <b>Two (2) months</b>	Retained	The agenda item should be retained on the agenda of the Chamber pending the adoption of the draft policy.

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS /RECOMMENDATIONS
25.	Draft Smoking Policy	DoH	25 February 2020 to date  <b>Two (2) months</b>	Retained	The agenda item should be retained on the agenda of the Chamber pending the adoption of the draft policy.
26.	Draft Disciplinary Code	DoH	25 February 2020 to date  <b>Two (2) months</b>	Retained	The agenda item should be retained on the agenda of the Chamber pending the adoption of the draft policy.
27.	Industrial Actions	Secretariat	18 September 2013-To date  <b>(Standing item)</b>	The item has been tabled as the standing item.  Parties to report on the industrial actions in the Health and Social Development Sector.	N/A