

**Free State Chamber PHSDSBC Quarterly report
1 October 2017 to 31 December 2017**

1. INTRODUCTION

This report is a presentation of the work performed by the Free State Chamber. The report covers the period 01 October 2017 – 31 December 2017.

2. Meetings in this Period

2.1. 29 - 30 November 2017 – Free State Chamber Meeting

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

No.	Office Bearer Name	Constituency
1.	Ms Veronica Fransman (Chairperson)	Labour (DENOSA)
2.	Mr David Kamolane (Vice Chairperson)	The Employer
3.	Thembi Gumbi (Chamber Secretary)	Secretariat

Chamber Administration

1. Free State Chamber Evaluation						
STANDARD	INDICATOR Meeting Date	EXPECTED OUTCOME/ TARGET	ACTUAL PERFORMAN CE	Variance	COMMENTS	REMEDIAL ACTION
1.1 Chamber notices, agenda and minutes must be sent out ten (10) days before the meeting	29-30 November 2017 Chamber Meeting)	100% Compliance (Chambers meeting notice, agenda items and minutes must be send out ten (10) days before the meeting of the Chamber).	21 November 2017	1 days	The meeting was held successfully.	None

<p>1.2 Chamber Annual Reports to be submitted Forty Five (45) days before the Council AGM.</p>	<p>05 April 2017 Annual Chamber Meeting</p>	<p>100% Compliance (All Chamber Annual Reports are submitted forty-five (45) days before the Council AGM) on or before 30 April 2017.</p>	<p>26 March 2017</p>	<p>-44 days</p>	<p>All Chamber Annual Reports were submitted forty-five (45) days before the Council AGM) 23 June 2017.</p>	<p>N/A</p>
<p>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</p>	<p>29-30 November 2017 (Chamber meeting)</p>	<p>100% Compliance (All meeting bundle of documents are ready on the day of the meeting).</p>	<p>Documents were prepared and ready two (2) Days prior to the meeting 100%</p>	<p>0 days</p>	<p>N/A</p>	<p>None</p>
		<p>100% Compliance (All meeting bundle of documents are ready on the day of the meeting).</p>				

1.4 Minutes must be to the acceptable standard.	29-30 November 2017 (Chamber Meeting)	100% Compliance (No corrections and no disputes about the content 100%).	100% There were no corrects	0%	N/A	N/A
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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%	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	100% Compliance (All Parties must produce the letters of	All Parties tabled their authorized representatives. 100%	0%	All parties have submitted letters of Credence.

	Council AGM.	credence for every chamber representative).			
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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.	The agenda items were tabled in terms of PHSDSBC Resolution 4 of 2015 and were submitted within the timeline. 100%	Zero	None
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 items were finalized within three (3) normal meetings.	100%	None

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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).	Parties did hold their Caucuses days before the meeting. 0% Compliance	0%	None
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	Chamber Management Committee did not hold its meetings at least 30 minutes before the start	100%	Holding meetings prior to the meetings is still a challenge

		before the Chamber meeting).	of the Chamber meeting. 0% Compliance		
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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).	There is a problem of report submission by the Employer which could be linked to mandating 100% compliance	50%	The Employer has shown improvement in report submission.)

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 a Task Team on the PHSDSBC Resolution 1 of 2009 & the Nurses OSD Task Team. 100%	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 motoring of a Collective Agreements.	Regular reports are submitted to the Chamber.	0%	None

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.	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.	N/A	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.	Labour declared disputes on four (4) agenda items	N/A	The items had been on the agenda for more than a year with not resolution in sight. (see under point 6 Lifespan)

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	Most of the Chamber Management Committee members were retained. The ExCo and Chamber Management Committee workshop was held on 20 and 21 July 2017
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, save for known National Strike in the Department of Social Development

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.	Free State 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

In the meeting held on 06 December 2016, the Chamber decided that clause 17.1.5 of the PHSDSBC Constitution, which stipulate that, Council must appoint an Executive Committee, which will be accountable to Council and will have, among others, the function to consider recommendations submitted to it by other committees, sub-committees and ad hoc sub-committees, be invoked regarding the following agenda items.

- a. Critical shortage of staff at Universities Hospital (Neonatal Highcare and Maternity) and other health institutions, which has been on the agenda of the Chamber since 2012.
- b. Workplace safety, the Employer is failing to submit a safety plan and the item has been on the agenda of the Chamber since 2012.
- c. Restructuring in the provincial department of health and the items has been on the agenda of the Chamber since 2013.

- d. Functioning of skills development committees, the Employer is failing to submit a plan to resuscitate the none functional committees and the matter has been on the Chamber agenda since 2014
- e. Conscientious objection /Termination of Pregnancy and the item has been on the agenda of the Chamber since 2014

STATUS

ExCo had a fact-finding session on 08 June 2017 and the report was compiled. A Relationship by Objective (RBO) workshop was held on 22 and 23 November 2017

6. LIFESPAN

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
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NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
1.	OSD Task Team Implementation Report	OSD Task Team Implementation Report	01 January 2012 to date Six (6) years	Standing Item	N/A
2.	Irregular Application and Implementation of OSD for Nursing Staff	PSA	01 January 2012 to 11 July 2016 Four (4) years (2) months-	Removed 11 July 2017	Labour requested on how to correct the OSD for nurses and visits to institutions to determine conditions of Hybrid Wards. Item is dealt with by the OSD Task Team and it is still work in progress, reports are submitted to the Chamber.
3.	Critical Shortage of Staff and Equipment at Universitas (Neonatal High Care and Maternity) and other Health Institutions	DENOSA/PSA/ NEHAWU	30 June 2012 to date Five (5) years (6) months	Remains on the agenda	The critical shortage of personnel within the DoH which results to excessive overtime work for employees. There is also shortage of equipment and medical consumables, where e.g. nurses are using rubber bands to enable them to take blood samples. The ER compiled the list on vacant critical posts as requested & submitted

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
					same to treasury for approval, but on 1 October 2016, the office of the Premier issued a directive that vacant posts should not be filled until further notice. The ER provided the report and Labour is to give input.
5.	Workplace Safety	PSA	01 January 2012- 29 November 2017 Five (5) Years & (11) months	Removed 29 November 2017	Institutions not having adequate security personnel or trained security personnel which exposes them to danger, i.e. they are not equipped to protect themselves. The ER provided a workplace safety plan and Labour is to give input. Resolved
6.	Guidelines for the Establishment and Resuscitation of the Union Management Committees (UMCs) at Institutions	PSA	30 January 2014 to date	Remains on the agenda	PSA requested that the UMC meetings be terminated and to withdraw the circular in this regard. The UMCs are taking place at the

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
			<p>Three (3) years and (11) months</p>		<p>institutional level, but PSA decided not to participate in the structure until Council concludes on the matter. The Item would remain on the agenda until then.</p>
7.	Restructuring of the Provincial Department of Health	PSA	<p>20 September 2013 to 13 September 2017</p> <p>Four (4) years</p>	<p>Removed</p> <p>13 September 2017</p>	<p>The Chamber agreed that the Employer would henceforth bring all restructuring matters to the Chamber</p>
8.	Nursing Training Selection Criteria in the PDOH	PSA	<p>10 June 2014 to date</p> <p>Two (3) years and (6) month</p>	<p>Remains on the agenda</p>	<p>Labour requested that the FSSON review the training policy on new training selection criteria for nursing assistants</p> <p>The ER was requested to draft a policy on the selection criteria and present same to the Chamber and some has not been forthcoming.</p>

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
					The ER to provide an update report
9.	Flexi Hours (Clinics) – Clinical Health Circular 1 of 2013	PSA/DENOS A	20 September 2013 to date Three (3) years and Eleven (11) months	Removed 13 September 2017	Labour to declare a dispute
10.	Induction Programme	PSA	10 June 2014 to date Three (3) years and three (3) month	Remains on the agenda	The matter relates to EEs who were employed in 2012 & whose employments was not confirmed, and were now expected to undergo induction before confirmation of employment. The Employer reported that it had confirmed all Ees who were employed from 2012, but Labour indicated that not all were confirmed and submitted names of these Ees. The ER to provide a report on

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
					names submitted by Labour.
11.	No Waiting Room for Porters	PSA	10 June 2014 to date 29 November 2017 Three (3) years and (5) month	Removed 29 November 2017	OL complained that Porters at National Hospital do not have lockers/place to lock their personal belongings. Labour (PSA) and the Employer were tasked to do hospital visits to investigate the matter and identify areas where porters could be accommodated. Resolved
12.	Conscientious Objections/ Termination of Pregnancy (ToP)	PSA	10 June 2014 to 29 November 2017 Three (3) years and (5) months	Removed 29 November 2017	Labour reported that the ER was not complying with the Termination of Pregnancy Act in the requirement is that clinics performing ToP should be in operation for 24 hrs and the province used clinics that close at 18h00. This compromised the Drs and PN in terms of conscientious objections. The Employer has failed to submit the report on a number of ToPs done in the clinics despite committing to do so in many

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
					meetings. Labour to provide input on the ER submission
13.	Outstanding Pay Progression, Upgrading and Accelerated Grade Progression	PSA	10 June 2014 to 13 July 2016 Two (2) years	Removed July 2016	Since the progression is linked to PMDS which is still not paid , the backlog in the latter has caused the delay in the ees grade progression a delay in one affects the other PSA took the matter to Labour Court and it was then removed from the agenda.
14.	Reallocation of Employees from Bloemfontein to Trompsburg	Department of Health	22 June 2016 to date One (1) year & (5)	Remains on the agenda	The matter relates to the transfer of employees to the newly built hospital The ER had to provide a comprehensive report on the relation process and the new hospital. The report was submitted and the matter removed. The matter has been brought back to the agenda and awaits a multilateral meeting.

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
15.	2012-2016 Performance Management Development System (PMDS)	Department of Health	22 June 2016 to date One (1) year & (5) months	Standing Item	Back dating to 2012/2013 on the PMDS payments. The Employer has paid in phases, but not cash bonuses as the department has financial constraints. The employer was requested to draft a funding model and the implementation plan for presentation in the next Chamber meeting.
16.	Non Payment of Overtime and Standby Allowance (Outstanding payment)	PSA	22 April 2015 to 13 September 2017 Two (2) year and (5) months	Removed 13 September 2017	Labour to declare a dispute on outstanding overtime payments
17.	Functioning of Skills Development Committees	PSA	11 July 2016 to date One (1)	Remains on the agenda	Skills Development Committees should be established or resuscitated, and applications for training by employees should be dealt with by the said Committee

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
			year & (4) months		with consultation and recommendation by the respective supervisor/manager & the selection criteria at institutional level is inconsistent and questionable. The Employer was requested to provide a report, per institution on the skills development committees that are functional and where none exist, to provide a resuscitation plan to the Chamber and it did not (the Chamber requested the Council intervention in terms of S 17.1.5 of its constitution on this matter).
18.	Acting in higher positions	DENOSA	25 October 2016 to 30 September 2017 Eleven (11)	Removed 13 September 2017	Labour to declare a dispute

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
			months		
19.	Overtime & Special Leave Policies	PSA	25 October 2016 to date 1 yr & (2) months	Remains on the agenda	Labour requested the Employer (DoH and DSD) to provide the Chamber with the copies of the policy so that it can provide inputs. The matters has been on the agenda for two (3) meetings and the Employer (Health) submitted the policies and Labour would then provide input. ER submitted polices and Labour to provide input
20.	Grading of Corporate Services (Social Development)	PSA	25 October 2016 to 13 September 2017 Eleven (11) months	Removed 13 September 2017	Labour to declare a dispute.

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
21.	Closing of offices: Uniform Approach as handled in the Chamber 2014/15 (Health)	PSA	25 October 2016 to date 1 Year & (3) months	Removed 23 January 2018	The issue of inconsistent application of the Circular which allows employees to be released during long holiday periods like Easter. The CEO in other hospital refuse to release non-essential and essential staff also do not get the time- off on another date as agreed upon between employer and staff, while other release them and maintain skeleton staffing levels.. The Employer to review the circular and present same to the Chamber.
22.	Service Delivery Crisis at the Universitas Hospital (Health)	PSA	25 October 2016 to date 1 year (2) months	Remains on the agenda	The issue is about the impact on services that the shortage of key personnel (specialists) is having on the rendering of services, and the ER was to have discussed the issue at its executive management meeting and report back to the Chamber. The Employer to provide a report
23.	Service Hubs –Lejweleputswa	PSA	25 October 2016 to 31	Removed 06 March	The Employer introduced service hubs and transferred staff without

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
			March 2017 Five (5) months	2017	consulting unions at the Chamber. Consultations took place in October 2017 and implementation has since taken place and Labour raised concerns that the ER is yet to address.
24	Safeguarding of Youth: Child Youth Care Centres	PSA	25 October 2016-04 July 2017 Nine (9) months	Removed 04 July 2017	Employees were charged when children escaped and the matter was resolved
25.	Wellness Policy (Both Departments)	PSA	25 October 2016 to date 1 year & 2 months	Remains on the agenda	Labour to give input of the policy To be adopted
26.	Exploitation of Nursing Staff	PSA	25 October 2016 to date 1 year (2)	Remains on the agenda	Employees made to do work outside their job description

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
			months		
27.	Noncompliance with Resolution 1 of 2012: Clause 10 OHS in health institutions	HOSPERSA	06 March 2017-23 January 2018 Ten (10) months	Removed 23 January 2018	It's about noncompliance with the OHS Act. The Employer provided a report and Labour to input
28.	Overtime for 2017/2018	PSA	06 April 2017-to date (8) Months	Remains on the agenda	Employees are required to work overtime that is not pre-approved. ER to provide the list of all institutions with pre-approved overtime. The ER to provide a report.
29.	Implementation of all outstanding upgrades and activation if upgrade function on persal system	PSA	06 March 2017 to date (9)	Remains on the agenda	The Employer to provide a report.

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
			Months		
30.	Non-Implementation of Settlement Agreements and Arbitration awards	PSA	04 July 2017 to 23 January 2018 Six (6) months	Removed 23 January 2018	Employer to provide an update report.
31.	Technical Services at institutions Challenges	PSA	04 July 2017 to date Six (6) months	Removed 23 January 2018	Employer to provide an update report
32.	Picketing of NEHAWU at Social Development	PSA	04 July 2017 to date 29 November 2017 Six (6)	Removed 29 November 2017	Labour to provide input on the picketing rules Resolved

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
			months		
33.	Grade progression for Allied Health, EMS and Dental assistants (Health)	PSA	04 July 2017 to 29 November 2017 Six (6) months	Removed 13 September 2017	Labour to declare a dispute
34.	Organizational rights	PSA	04 July 2017 to date Two (2) months	Removed 29 November 2017	Employer to provide an update report

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
35.	Closing and moving of offices in Sasolburg (DSD)	PSA	04 July 2017 to date Two (2) months	Removed 17 July 2017	Resolved. Letter issued that the move had been stopped.
36.	Procedure and Policy when arresting members by SAPS (Both Departments	PSA	04 July 2017 to date Five (5) months	Remains on the agenda	Employer (health) to submit the document and Labour to input on the DSD submission.
37.	Agreements outside the Bargaining Council for Forensic Pathology Officers	PSA	04 July 2017 Two (2) months	Removed 17 July 2017	Resolved
38.	Department of Health Motheo District Offices is moving to Thaba	PSA	04 July	Removed	Employer to submit a report

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
	-Nchu		2017 to 29 November 2017 Four (4) months	29 November 2017	Resolved
39.	Social Development Secure Care/One Stop/Winkie Direko Place of Safety is moving to Qwa-Qwa	PSA	04 July 2017	Removed - 17 July 2017	Resolved. The move was temporary until the renovations are finalised.
40.	Functionality of the Chamber	PSA	13 September 2017 to 29 November 2017 Two (2) months	Removed 29 November 2017	Resolved
41.	Extremely Dangerous Health Risk-	HOSPERSA	13	Removed	Resolved

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
	Boitumelo Hospital		September 2017 to 23 January 2018	23 January 2018	
42.	Performance and Incentive bonus 2016/17	PSA	13 September 2017 to 29 November 2017 Two (2) months	Removed 29 November 2017	Resolved
43.	Unilateral closing down of the Primary Health Care (PHC) Service at the Free State Psychiatric Complex (FSPC	DENOSA	13 September 2017 to date Four (4) months	Remains on the agenda	Bilateral meetings are held
44.	Implementation of Resolution 3 of 2009 (Both Departments)	NEHAWU	13 September	Remains on the agenda	The Employer to provide a report

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
			2017 to date Four (4) months		
45	Implementation of Resolution 1 of 2012 (Both Departments)	NEHAWU	13 September 2017 to date Four (4) months	Remains on the agenda	The Employer to provide a report
46.	2013/2014 Performance development Management system (PMDS)	PSA	13 September 2017	Removed 29 November 2017	To be discussed in the next Chamber meeting
47.	Monitoring and implementation of Clause 3.3 of Resolution 1 of 2009	Secretariat	06 December 2016 to date	Remains on the agenda	Convener to provide an update report

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
			1 year		
48.	Doctors Sabbatical Leave Pay-out	PSA	29 November 2017	Removed 29 November 2017	