

**Northern Cape PHSDSBC Quarterly report
01 January 2018 to 31 March 2018**

1. INTRODUCTION

This report is a presentation of the work performed by the Northern Cape Chamber. The report covers the period 01 January 2018- 31 March 2018

2. Meetings in this Period

- 2.1 05 February 2018 -Northern Cape Reconvened Chamber Meeting
- 2.2 13 March 2018 – Northern Cape Chamber
- 2.3 23 March 2018- Northern Cape Special Chamber Meeting

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

No.	Office Bearer Name	Constituency
1.	Ms Drew Jenkins (Chairperson)	The Employer
2.	Mr. Vincent Phuroe	Labour (DENOSA)

	(Vice-Chairperson)	
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1. Northern Cape Chamber Evaluation						
STANDARD	INDICATOR Meeting Date	EXPECTED OUTCOME/	ACTUAL PERFORMANCE	Variance	COMMENTS	REMEDIAL ACTION

3.	Ms Thembi Gumbi (Chamber Secretary)	Secretariat				
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4. Chamber Administration

		TARGET				
1.1 Chamber notices, agenda and minutes must be sent out ten (10) days before the meeting.	05 February 2018 (Reconvened Chamber Meeting)	100% Compliance (Chambers meeting notice, agenda items and minutes must be send out ten (10) days before the meeting of the Chamber).	01 February 2018	0	The meeting was held successfully.	N/A.
	13 March 2018 (Chamber Meeting)	100% Compliance (Chambers meeting notice, agenda items and minutes must be send out ten (10) days before the meeting of the Chamber).	02 March 2018	+1	The meeting was held successfully.	
	23 March 2018 (Special Chamber meeting)	100% Compliance (Chambers meeting notice, agenda items and minutes must be send out ten (10) days before the meeting of the Chamber).	18 March 2018	N/A	The meeting was held successfully.	N/A
1.2 Chamber Annual Reports to be submitted Forty-Five (45) days before the Council	04 April 2017 Annual Chamber meeting	100% Compliance (All Chamber Annual Reports are submitted forty-five (45) days before the Council AGM) on or before 30 April 2017.	21 March 2017	-49 Days	All Chamber Annual Reports were submitted forty-five (45) days before the Council AGM)	N/A

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)	05 February 2018 (Reconvened Chamber Meeting)	100% Compliance (All meeting bundle of documents are ready on the day of the meeting).	Documents were prepared and ready two (2) Days prior to the meeting	0	N/A	N/A
	23 March 2018 Special Chamber meeting	100% Compliance (All meeting bundle of documents are ready on the day of the meeting)	Documents were prepared and ready two (2) Days prior to the meeting			
	13 March 2018 Chamber Meeting)	100% Compliance (All meeting bundle of documents are ready on the day of the meeting).	Documents were prepared and ready Three (3) Days prior to the meeting	1 day	N/A	N/A

1.4 Minutes must be to the acceptable standard.	05 February 2018 (Reconvened Chamber Meeting)	100% Compliance (No corrections and no disputes about the content 100%).	There were no corrections	0%	N/A.	None
	13 March 2018 Chamber Meeting)	100% Compliance (No corrections and no disputes about the content 100%).	Minutes will be adopted in July 2018	NA		
	23 March 2018 (Special Chamber Meeting)	100% Compliance (No corrections and no disputes about the content 100%).	Minutes will be adopted in July 2018	NA		

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	All parties must attend at least	Parties attended the meetings though	0%	Parties attend the meetings. Employer did not attend the January meeting hence the reconvene

attendance of meetings by both parties.	parties.	90% of scheduled Chamber meetings.	the missed one (1) meeting		meeting on 05 Feb 2018
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 had their authorized representatives.	0%	All parties have submitted 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	Number of agenda items	100% compliance	0% All agenda	0%	All agenda items are submitted days before the meeting as per

Secretary five (5) days before the Chamber meeting.	submitted within five (5) days before the Chamber Meeting.	All agenda items are submitted days before the meeting as per PHSDSBC Resolution 4 of 2015	items are submitted days before the meeting as per PHSDSBC Resolution 4 of 20150		PHSDSBC Resolution 4 of 2015
3.2 Agenda items to be finalized within three (3) Normal meetings.	Number of Agenda items finalized within three (3) normal meetings.	100% compliance	Agenda items finalized within Fourteen (14) normal meetings. 0%	N/A	Fourteen (14) items finalized within three (3) 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).	Parties did not hold meetings before the Chamber meeting	100 %.	Both Parties did not hold 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%	Chamber management is yet to hold meetings.

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%	All Parties	100% compliance	None

mandated to engage on all items on the agenda.	parties with mandate to engage.	Compliance (Parties come in a meeting with mandated positions).	come in a meeting with mandated positions		
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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 a Task Team on the PHSDSBC Resolution 1 of 2009 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.			N/A	TT provides update reports

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	ExCo and Chamber Management workshop was held on 20-21 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.

5. 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							

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

There were no prominent issues.

7. LIFESPAN

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
1.	Security at EMS/Kagisho	PSA	25 February 2014 to date Three (3) years and (10) months	Remains on the agenda	<p>Labour reported that there was no security at the institution and that from the main gates and in the premises. The premises were also lacking basic hygienic amenities. The Task Team finalised its work and the final report was submitted to the Chamber in August 2016, but the Employer is now required to implement as per the Task Team recommendations, but there has been no feedback on the implementation.</p> <p>An update report was provided in Chamber meeting on 14 March 2017 and Labour decided that an inspection in loco be conducted to verify the ER report</p> <p>Inspection report indicated that matter is not resolved.</p>
2.	Occupational Health and Safety	HOSPERSA	25 February 2014 to 30	Remains on the agenda	Labour reported that institutions in the Province were not complying with OHS

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
			September 2017 Three (3) years and (10) months		ACT and it wanted an audit to be conducted. The Task Team has failed to meet on numerous occasions and the Chamber does not even remember what the matter was all about and what the Task Team terms of reference were. Updates reports provided at the Chamber
3.	EMS Overtime	Labour	23 September 2014 to 13 July 2017 Two (2) years and (9) months	Removed 13 July 2017	Labour declared a dispute
4.	2012/2013 Performance Management Development System	HOSPERSA	25 August 2016 to 13 July 2017 Ten (10) months	Removed 13 July 2017	The Employer provided an update reports. Cases to be dealt with on individual basis.
5.	2013/2014 Performance Management Development System	HOSPERSA	25 August 2016 to 13 July 2017	Removed 13 July 2017	The Employer provided an update report. Cases to be dealt with on individual basis

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
			Ten (10) months		
6.	2014/2015 Performance Management Development System	HOSPERSA	25 August 2016 to 13 July 2017 Ten (10) months	Removed 13 July 2017	The Employer provided an update report. Cases to be dealt with on individual basis
7.	2015/2016 Performance Management Development System	HOSPERSA	25 August 2016 to 13 July 2017 Ten (10) months	Removed 13 July 2017	The Employer provided an update report. Cases to be dealt with on individual basis
8.	2016/17 Performance Management Development System	The Employer	13 July 2017 to date Fives (5) months	Remains on the agenda	Employer to provide an update report.
9.	Non-Payment of Overtime and Standby	HOSPERSA	25 August 2016 to	Remains on the agenda	No overtime and standby for all categories within the DoH had been paid for current financial year. ER to provide an update

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
	Allowance		1 year (4 months)		report
10.	Outstanding Payment of Nurses Uniform Allowance	HOSPERSA	25 August 2016 to date 1 year (4months)	Remains on the agenda	The Employer provided an update report in the last meeting and Labour would feedback on the report.
11.	Outstanding Payment of Grade Progression-Health Personnel	HOSPERSA	25 August 2016 to 13 July 2017 Ten (10) months	Removed 13 July 2017	The Employer provided an update report. Cases would be dealt with on individual basis.
12.	Draft Employment Equity Policy	PDSD	21 October 2016 to 13 July 2017 Eight (8) months	Removed 13 July 2017	A workshop on the draft policy was held on 03 April 2017 and the matter was finalised.
13.	Monitoring and implementation of Clause 3.3 of Resolution 1 of 2009	Secretariat	24 November 2016 to date One (1) year 5	Remains on the agenda	Update report to be provided in the next Chamber meeting.

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
			months 7 meetings		
14.	Relocation of Wes End Psychiatry Specialised Hospital	NEHAWU	24 November 2017 to date Four (4) months 3 meetings	Remains on the agenda	Matter referred to a Multilateral and the Employer to provide an update report
15.	Unilateral Chamber of Conditions of Employment –Kimberley Hospital	NEHAWU	24 November 2017 to 13 March 2018 Four (4) months 3 meetings	Removed 13 March 2018	The matter referred to Management Labour Forum (MLF)

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
16.	Problem Identification Forms (PIF)	NEHAWU	24 November 2017 to date 13 March 2018 Four (4) months 3 meetings	Removed 13 March 2018	The matter was finalised and removed
17.	Danger Allowance to all Employees working in areas of danger	NEHAWU	24 November 2017 to 13 March 2018 Four (4) months 3 meetings	Removed 13 March 2018	The matter was finalised and removed

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
18	Employment Equity Reports and Committees	HOSPERSA	24 November 2017 to 13 March 2018 Four (4) months 3 meetings	Removed 13 March 2018	HOSPERSA withdrew the matter
19.	Dignity at work draft policy	The Employer (Health)	24 November 2017	Removed 24 November 2017	Policy was withdrawn and will be reinstated in due course
20.	Employment Equity Policy	The Employer (Health)	24 November 2017 to 23 March 2018	Removed 23 March 2018	Policy was consulted on and adopted by Parties

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
			Four (4) months 3 meetings		
21	Diversity Management Draft Policy	The Employer (Health)	24 November 2017 to 23 March 2018 Four (4) Months 3 meetings	Removed 23 March 2018	Policy was consulted on and adopted by Parties
22.	Sexual Harassment Draft Policy	The Employer (Health)	24 November 2017 to 23 March 2018 Four (4) Months 3 meetings	Removed 23 March 2018	Policy was consulted on and adopted by Parties

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
23.	Draft Policy on Reasonable Accommodation	The Employer (Health)	24 November 2017	Removed 24 November 2017	Policy was withdrawn and will be reinstated in due course
24.	Anti-Fraud and Corruption Policy	The Employer (Health)	24 November 2017 to 23 March 2018 Four (4) Months 3 meetings	Removed 23 March 2018	Policy was consulted on and adopted by Parties
25.	Debt Management Policy	The Employer (Health)	24 November 2017 to 23 March 2018 Four (4)	Removed 23 March 2018	Policy was consulted on and adopted by Parties

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
			Months 3 meetings		
26.	ICT Information Security Policy	The Employer (Health)	24 November 2017 to date Four (4) Months 3 meetings	Removed 23 March 2018	Policy was consulted on and adopted by Parties
27.	Communication Policy	The Employer (Health)	24 November 2017 to 23 March 2018 Four (4) Months 3 meetings	Removed 23 March 2018	Policy was consulted on and adopted by Parties

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
28.	Wellness Policy	The Employer (Health)	24 November 2017 to 01 December 2017 One (1) Month 1 meeting	Removed on 01 December 2017	The Employer withdrew the policy
29.	Policy on Subsistence and Travelling	The Employer (Health)	01 December 2017 to 23 March 2018 Three (3) Months 3 meetings	Removed 23 March 2018	Policy was consulted on and adopted by Parties
30.	Policy on Health Technology Equipment Donation	The Employer (Health)	01 December 2017 to 23	Removed 23 March	Policy was consulted on and adopted by Parties

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
			March 2018 Three (3) Months 3 meetings	2018	
31.	Policy on Subsidized Vehicles	The Employer (Health)	01 December 2017 to 23 March 2018 Three (3) Months 3 meetings	Removed 23 March 2018	Policy was consulted on and adopted by Parties
32.	Draft Policy on Patient Debt Management	Employer (Health)	13 March 2018	Remains on the agenda	Policy was presented and referred to a multilateral for further engagement

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
			to date One (1) Month 1 meeting		
33.	Policy on Personal Protective Clothing and Equipment	Employer (Health)	13 March 2018 to date One (1) Month 1 meeting	Remains on the agenda	Policy was presented and referred to a multilateral for further engagement
34.	Draft Asset Management Policy	Employer (Health)	13 March 2018 to date One (1) Month 1 meeting	Remains on the agenda	Policy was presented and referred to a multilateral for further engagement
35.	Non-Clinical Records Management Policy	Employer (Health)	13 March 2018 to date One (1) Month 1 meeting	Remains on the agenda	Policy was presented and referred to a multilateral for further engagement

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
36.	Draft Policy on Revenue management	Employer (Health)	13 March 2018 to date One (1) Month 1 meeting	Remains on the agenda	Policy was presented and referred to a multilateral for further engagement
37	Draft Policy for Clinical Records Management	Employer (Health)	13 March 2018 to date One (1) Month 1 meeting	Remains on the agenda	Policy was presented and referred to a multilateral for further engagement