

**Northern Cape PHSDSBC Quarterly report
01 October 2017 to 31 December 2017**

1. INTRODUCTION

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

2. Meetings in this Period

- 2.1 24 November 2017 – Northern Cape Chamber Meeting
- 2.2 01 December 2017 – 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 (Vice-Chairperson)	Labour (DENOSA)
3.	Ms Thembi Gumbi (Chamber Secretary)	Secretariat

4. 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.	24 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).	13 November 2017	+1 day	The meeting was held successfully.	N/A.
	01 December 2017 (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).	N/A	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)	24 November 2017 (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
	01 December 2017 (Special Chamber Meeting)	100% Compliance (All meeting bundle of documents are ready on the day of the meeting).	Documents were prepared and ready One (1) Days prior to the meeting	1 day	N/A	N/A
1.4 Minutes must be to the acceptable standard.	24 November 2017 (Chamber Meeting)	100% Compliance (No corrections and no disputes about the content 100%).	Minutes would be adopted at the Chamber meeting on 31 January 2018,	0%	N/A.	None
	01 December 2017 (Special Chamber Meeting)	100% Compliance (No corrections and no disputes about the content 100%).	Minutes would be adopted at the Chamber meeting on 31 January 2018	%	N/A	None

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	50%	Parties attend 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.	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 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 days before the meeting as per PHSDSBC Resolution 4 of 2015	There were no new agenda items that were submitted to the Chamber in the reporting period. 0%	%	All new items were submitted at per the Resolution
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%	N/A	No 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, but Labour does hold caucuses from time to time.
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 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 come in a meeting with mandated positions	100% compliance	None

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	The number of Chambers with functional Task Teams.	All Chambers have established implementation Monitoring Task Teams for	There is a Task Team on the PHSDSBC Resolution 1 of 2009	0%	None

collective agreements.		new collective agreements.	100%		
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	Report on walk outs that occurred within the	No recorded walkout.	Nil	This matter has been set down as a standing agenda point.

	jurisdiction.	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.	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	Most of the Chamber Management Committee members were retained, and the 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	Not yet submitted.	Zero	Not yet convened due to financial constraints.

		analysis tool was forwarded to parties.				
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 submitted.	yet	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	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.

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
					<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	<p>25 February 2014 to 30 September 2017</p> <p>Three (3) years and (10) months</p>	Remains on the agenda	<p>Labour reported that institutions in the Province were not complying with OHS 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.</p> <p>Updates reports provided at the Chamber</p>
3.	EMS Overtime	Labour	<p>23 September 2014 to 13 July 2017</p> <p>Two (2) years</p>	<p>Removed</p> <p>13 July 2017</p>	Labour declared a dispute

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
			and (9) months		
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 Ten (10) months	Removed 13 July 2017	The Employer provided an update report. Cases to be dealt with on individual basis
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	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		
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 Allowance	HOSPERSA	25 August 2016 to 1 year (4 months)	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 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)	Removed 13 July 2017	The Employer provided an update report. Cases would be dealt with on individual basis.

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
			months		
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	Remains on the agenda	Update report to be provided in the next Chamber meeting.
14.	Relocation of Wes End Psychiatry Specialised Hospital	NEHAWU	24 November 2017 to date	Remains on the agenda	To be discussed in the next Chamber meeting. (Matter deferred to 31 January 2018)
15.	Unilateral Chamber of Conditions of Employment –Kimberley Hospital	NEHAWU	24 November 2017 to date	Remains on the agenda	To be discussed in the next Chamber meeting. (Matter deferred to 31 January 2018)
16.	Problem Identification Forms (PIF)	NEHAWU	24 November 2017 to date	Remains on the agenda	To be discussed in the next Chamber meeting. (Matter deferred to 31 January 2018)
17.	Danger Allowance to all Employees working in	NEHAWU	24 November 2017 to date	Remains on the agenda	To be discussed in the next Chamber meeting. (Matter deferred to 31 January

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
	areas of danger				2018)
18	Employment Equity Reports and Committees	HOSPERSA	24 November 2017 to date	Remains on the agenda	To be discussed in the next Chamber meeting. (Matter deferred to 31 January 2018)
19.	Dignity at work draft policy	The Employer (Health)	24 November 2017 to date	Remains on the agenda	To be discussed in the next Chamber meeting. (Labour to provide input)
20.	Employment Equity Policy	The Employer (Health)	24 November 2017 to date	Remains on the agenda	To be discussed in the next Chamber meeting. (Labour to provide input)
21	Diversity Management Draft Policy	The Employer (Health)	24 November 2017 to date	Remains on the agenda	To be discussed in the next Chamber meeting. (Labour to provide input)
22.	Sexual Harassment Draft Policy	The Employer (Health)	24 November 2017 to date	Remains on the agenda	To be discussed in the next Chamber meeting. (Labour to provide input)
23.	Draft Policy on Reasonable Accommodation	The Employer (Health)	24 November 2017 to date	Remains on the agenda	To be discussed in the next Chamber meeting. (Labour to provide input)
24.	Anti-Fraud and Corruption Policy	The Employer	24 November 2017 to date	Remains on the agenda	To be discussed in the next Chamber meeting. (Labour to provide input)

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
		(Health)			
25.	Debt Management Policy	The Employer (Health)	24 November 2017 to date	Remains on the agenda	To be discussed in the next Chamber meeting. (Labour to provide input)
26.	ICT Information Security Policy	The Employer (Health)	24 November 2017 to date	Remains on the agenda	To be discussed in the next Chamber meeting. (Labour to provide input)
27.	Communication Policy	The Employer (Health)	24 November 2017 to date	Remains on the agenda	To be discussed in the next Chamber meeting. (Labour to provide input)
28.	Wellness Policy	The Employer (Health)	24 November 2017 to date	Remains on the agenda	To be discussed in the next Chamber meeting. (Labour to provide input)
29.	Policy on Subsistence and Travelling	The Employer (Health)	01 December 2017	Remains on the agenda	To be discussed in the next Chamber meeting. (Labour to provide input)
30.	Policy on Health Technology Equipment Donation	The Employer (Health)	01 December 2017	Remains on the agenda	To be discussed in the next Chamber meeting. (Labour to provide input)
31.	Policy on Subsidized Vehicles	The Employer	01 December 2017	Remains on the agenda	To be discussed in the next Chamber meeting. (Labour to provide input)

	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
		(Health)			