

**Western Cape PHSDSBC Quarterly report  
01 April 2019-30 June2019**

## **INTRODUCTION**

This report is a presentation of the work performed by the Western Cape Chamber. The report covers the period 01 April 2019 – 30 June 2019.

### **1. Meetings in this Period**

- 1.1. 17 April 2019 – Western Cape Chamber Meeting Preceding Council AGM
- 1.2. 05 June 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 Moloji (Vice-Chairperson)	Labour (NEHAWU)
3.	Ms Thembi Gumbi (Chamber Secretary)	Secretariat

### 3. Chamber Administration

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.	17 April 2019 (Chamber Meeting Preceding Council AGM)	100% Compliance  (Chambers meeting notice, agenda items and minutes must be sent out fourteen (14) days before the meeting of the Chamber).	01 April 2019	+ 2 Days	The meeting was held successfully.	N/A.
	05 June 2019 (Chamber Meeting)	100% Compliance  (Chambers meeting notice, agenda items and minutes must be sent out fourteen (14) days before the meeting of the Chamber)	24 May 2018	+2	The meeting was held successfully.	
1.2 All meeting bundles of documents must be ready on	17 April 2019 (Chamber Meeting Preceding Council AGM)	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 15 April 2019	Zero (0)		N/A

the day of the meeting. (i.e. conglomeration of all documents that must have been distributed beforehand)	05 June 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 03 June 2019			
1.3 Minutes must be to the acceptable standard.	17 April 2019 (Chamber Meeting Preceding Council AGM)	100% Compliance  (No corrections and no disputes about the content 100%).	Minutes will be adopted in 2020	0%		None
	05 June 2019 (Chamber Meeting)	100% Compliance  (No corrections and no disputes about the content 100%).	Minutes will be adopted in August 2019 meeting			

## 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
3.1 Agenda items must be submitted to Chamber	Number of agenda items	100% compliance	The agenda items were	0%	N/A

Secretary five (5) days before the Chamber meeting.	submitted within 14 days before the Chamber Meeting.	All agenda items are submitted five (5) days before the meeting.	tabled in terms of PHSDSBC Resolution 4 of 2015 and were submitted within the timeline.  100%		
3.2 Agenda items to be finalized within three (3) Normal meetings.	Number of Agenda items finalized within three (3) normal meetings.	100% compliance	Four (4) agenda items were finalized within three (3) normal meetings.	N/A	N/A

<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  (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	Number of	100%	All parties have	%	All parties submitted letters of

mandated to engage on all items on the agenda.	parties with mandate to engage.	Compliance (Parties come in a meeting with mandated positions).	mandate to engage on the matters before the agenda.  100% compliance		credence.
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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.	All Chambers have established implementation Monitoring Task Teams for new collective agreements.	There is People Management Task Team  0%	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 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)**

<b>STANDARD</b>	<b>INDICATOR</b>	<b>EXPECTED OUTCOME</b>	<b>ACTUAL PERFORMANCE</b>	<b>VARIANCE</b>	<b>COMMENTS</b>
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.		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	The next ExCo Chamber management workshop will be held in 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	There would be no ExCo Chamber Management Workshop this year.

**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:**

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NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	ANALYSIS
1.	Safety of Staff	NUPSAW	05 August 2016 to date  <b>Two years (10 months)</b>	Retained	The item remains on the agenda of the Chamber for progress reporting
2.	Draft Human Resource Framework (MEAP)	The Employer	06 December 2017 to date  <b>One (1) year &amp; 6 months (8 meetings)</b>	Retained	The item remains on the agenda of the Chamber for progress reporting
3.	Danger allowance for Probation Officer and APO -Social Development	NEHAWU	05 December 2018 to date  <b>Six (6) months (3) meetings)</b>	Removed <b>05 June 2019</b>	The item was finalized and removed from the agenda. Labour reserved its right
4.	Decide on which Organisational Rights Agreement (ORA) is the valid ORA to be used in the Western Cape	DENOSA	05 June 2019	Removed <b>05 June 2019</b>	The matter will be workshopped

			<b>One (1) Month (1 meeting)</b>		
5.	Process and Principles when Shop Stewards apply for Shop Steward Leave in terms of the Labour Relations Act (LRA)	DENOSA	05 June 2019 <b>One (1) Month (1 meeting)</b>	Removed <b>05 June 2019</b>	Matter referred to PMTT
6.	Application and Interpretation of Institution as per the ORA	DENOSA	05 June 2019 <b>One (1) Month (1 meeting)</b>	Removed <b>05 June 2019</b>	Matter referred to the workshop
7.	Upgrading of Security Officers Employed by the Department of Health to level 5	HOSPERSA	05 June 2019 <b>One (1) Month (1 meeting)</b>	Removed <b>05 June 2019</b>	Matter referred to PMTT
8.	Unpaid leave for annual leave taken more than 5 years ago.	HOSPERSA	05 June 2019 <b>One (1) Month (1 meeting)</b>	Removed <b>05 June 2019</b>	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 <b>One (1) Month (1 meeting)</b>	Removed <b>05 June 2019</b>	Matter referred to the workshop
10.	Ratification of the reviewed Employment Equity clusters for the Department	Employer (DoH)	05 June 2019 <b>One (1) Month (1 meeting)</b>	Removed <b>05 June 2019</b>	Natter finalised and removed