

**Western Cape PHSDSBC Quarterly report  
01 April 2020-30 June 2020**

## **INTRODUCTION**

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

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

1.1. 27 May 2020 – Western Cape Chamber Meeting Preceding Council AGM

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

No.	Office Bearer Name	Constituency
1.	Ms Marthenique Marinus (Chairperson)	Labour (HOSPERSA)
2.	Ms Liesl Strauss (Vice-Chairperson)	The Employer
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.	27 May 2020 (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).	08 May 2020	+ 5 Days	The meeting was held successfully.	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	Attendance of meetings by parties.	All parties must attend at least 90% of	100% attendance by all parties	0%	The level of attendance by Parties is good.

<p>1.2 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>27 May 2020 (Chamber Meeting Preceding Council AGM)</p>	<p>100% Compliance  (All meeting bundle of documents are ready on the day of the meeting)</p>	<p>Document was ready before the meeting</p>	<p>Zero (0)</p>	<p>It was a zoom meeting and there was no bundle of documents prepared for it except the annual report.</p>	<p>None</p>
<p>1.3 Minutes must be to the acceptable standard.</p>	<p>27 May 2020 (Chamber Meeting Preceding Council AGM)</p>	<p>100% Compliance (No corrections and no disputes about the content 100%).</p>	<p>Minutes will be adopted in 2021 AGM meeting</p>	<p>0%</p>	<p>None</p>	<p>None</p>
<p>meetings by both parties.</p>		<p>scheduled Chamber meetings.</p>				

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 expect NEHAWU provided their authorized representatives.  90%	10%	All parties, except NEHAWU submitted letters of credence.
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<b>3. ENSURE SPEEDY FINALIZATION OF AGENDA ITEMS</b>					
<b>STANDARD</b>	<b>INDICATOR</b>	<b>EXPECTED OUTCOME/TARGET</b>	<b>ACTUAL PERFORMANCE</b>	<b>VARIANCE</b>	<b>COMMENTS</b>
3.1 Agenda items must be submitted to Chamber Secretary five (5) days before the Chamber meeting.	Number of agenda items submitted within 14 days before the	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	0%	There were no new agenda items for the quarter.

	Chamber Meeting.		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	Zero (0) agenda items were finalized within three (3) normal meetings.	None	None

**4. FACILITATE THE STREAMLINING OF AGENDA ITEMS TO ENSURE THAT CHAMBER OPERATES OPTIMALLY**

<b>STANDARD</b>	<b>INDICATOR</b>	<b>EXPECTED OUTCOME</b>	<b>ACTUAL PERFORMANCE</b>	<b>VARIANCE</b>	<b>COMMENTS</b>
4.1 Parties to hold a caucus at least a day before the meeting.	Number of caucuses held	100% Compliance  (All parties hold caucuses before the	The Employer is holding its Caucuses days before the meeting.	0 % compliance.	Parties to the Chamber attend the People Management Meetings to prepare for Chamber meetings.

		Chamber meeting).	100% Compliance		
4.2 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 did not hold its meetings  0%	100%	Not yet

<b>5. ENSURE THAT AGENDA ITEMS ARE ATTENDED TO AND RESOLVED SPEEDILY</b>					
STANDARD	INDICATOR	EXPECTED OUTCOME	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
5.1 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	All parties have mandate to engage on the matters before the agenda.	0%	None

		mandated positions).	100% compliance		
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**6. ENSURE SMOOTH IMPLEMENTATION OF COLLECTIVE AGREEMENTS BY THE EMPLOYER**

STANDARD	INDICATOR	EXPECTED OUTCOME	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
6.1 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  100%	0%	None
6.2 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	None	None



**7. 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>
7.1 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.
7.2 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.
7.3 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	None

## 8. ENSURE CAPACITY BUILDING FOR CHAMBERS

STANDARD	INDICATOR	EXPECTED OUTCOME	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
8.1 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.	N/A	N/A	The next ExCo Chamber management workshop will be held in 2021
8.2 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	None
8.3 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	None

**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:**

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS/	COMMENTS/ RECOMMENDATIONS
1.	Safety of Staff	NUPSAW	05 August 2016 <b>3 years &amp; 10 months</b>	Retained	The item remains on the agenda of the Chamber as a standing item. The Employer provides quarterly incident reports and measures taken to address same in all Health and DSD institutions.
2.	Management Efficiency and Alignment Project (MEAP)	The Employer	06 December 2017 <b>2 years &amp; 6 months</b>	Retained	<p>The item was removed on 4 December 2019 and reinstated on 27 February 2020 for formal consultation.</p> <p>The MEAP commenced in August 2016 and the initial focus was largely on the senior management space and the Chamber was kept abreast of changes/ developments that were taking place at that level.</p> <p>Though the item was initially brought to Chamber for information sharing purposes, on 27 February 2020 the Employer tabled a document for official consultation at the Chamber level.</p>

3.	Working Hours of ENs and PNs	DENOSA	23 October 2019 <b>9. months</b> <b>3 meetings</b>	Retained	The item remains on the agenda of the Chamber.
4.	Training of ENs and ENAs on new Qualifications	DENOSA	23 October 2019 <b>8 months</b> <b>3 meetings</b>	Retained	The item remains on the agenda of the Chamber.
5.	None Compliance with Recruitment and Selection Processes at Central Karoo and Eden District	HOSPERSA	04 December 2019 <b>6 months</b> <b>2 meetings</b>	Retained	The item remains on the agenda of the Chamber.
6.	The creation of a union office for NEHAWU at Mitchell's Plain District Hospital	NEHAWU	27 February 2020 <b>4 months</b> <b>1 meeting</b>	Retained	The item was deferred to the PMTT.
7.	Non filling of Community Development Practitioner posts by the Department of Social Development	NEHAWU	27 February 2020 <b>4 months</b> <b>1 meeting</b>	Retained	The item was deferred to the PMTT.

8.	The Department of Social Development paying rent to an unused and vacant office	NEHAWU	27 February 2020 <b>4 months</b> <b>1 meeting</b>	Retained	The item was deferred to the PMTT.
9.	Transfer of staff from Western Cape College of Nursing Athlone to Stikland Without Consultation	HOSPERSA	27 February 2020 <b>4 months</b> <b>1 meeting</b>	Retained	Item remains of the agenda to track progress.
10.	Gender-neutral/Unisex Bathrooms at Health Facilities	HOSPERSA	27 February 2020 <b>4 months</b> <b>1 meeting</b>	Retained	Item remains of the agenda to track progress.
11.	Leave Planner and Leave Applications-DSD	PSA	27 February 2020 <b>4 months</b> <b>1 meeting</b>	Retained	Matter will be pursued at the Bilateral meeting with PSA.
12.	Year of the Nurse 2020	DENOSA	27 February 2020 <b>4 months</b>	Retained	The item was deferred to the PMTT.

			<b>1 meeting</b>		
13.	Staff in Nursing Homes	DENOSA	27 February 2020 <b>4 months</b> <b>1 meeting</b>	Retained	The item was deferred to the PMTT.