

**Western Cape PHSDSBC Quarterly report
01 July 2018-30 September 2018**

INTRODUCTION

This report is a presentation of the work performed by the Western Cape Chamber. The report covers the period 01 July 2018 – 30 September 2018.

1. Meetings in this Period

- 1.1. 28 August 2018 – Western Cape Chamber Meeting
- 1.2. 25 September 2018 – Western Cape Special Chamber Meeting

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

| No. | Office Bearer Name | Constituency |
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| 1. | Brandon Jacobs (Chairperson) | Labour (PSA) |
| 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. | 28 August 2018 (Chamber Meeting) | 100% Compliance (Chambers meeting notice, agenda items and minutes must be sent out ten (10) days before the meeting of the Chamber). | 16 August 2018 | + 2 Days | The meeting was held successfully. | N/A. |
| | 25 September 2018 (Special Chamber Meeting) | 100% Compliance (Chambers meeting notice, agenda items and minutes must be sent out ten (10) days before the meeting of the Chamber). | 07 September 2018 | NA | The meeting was held successfully. | N/A |

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| 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) | 28 August 2018 (Chamber meeting) | 100% Compliance (All meeting bundle of documents are ready on the day of the meeting) | Document was ready on two days before the meeting 24 August 2018 | Zero (0) | (All Chamber Annual Reports were submitted forty-five (45 days) before the Council AGM) on or before 30 April 2017. | N/A |
| | 25 September 2018 | 100% Compliance (All meeting bundle of documents are ready on the day of the meeting). | Document was ready on two days before the meeting 21 September 2018 | Zero (0) | N/A | N/A |
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| 1.3 Minutes must be to the acceptable standard. | 28 August 2018 | 100% Compliance (No corrections and no disputes about the content 100%). | Minutes will be presented in the Chamber meeting in October | 0% | | None |
| | 25 September 2018 | 100% Compliance (No corrections and no disputes about the content 100%). | Minutes will be presented in the Chamber meeting in October | NA | | |

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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% | The level of attendance by Parties is good |

3. ENSURE SPEEDY FINALIZATION OF AGENDA ITEMS

| STANDARD | INDICATOR | EXPECTED OUTCOME/TARGET | ACTUAL PERFORMANCE | VARIANCE | COMMENTS |
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| 3.1 Agenda items must be submitted to Chamber Secretary fourteen (14) days before the Chamber meeting. | Number of agenda items submitted within 14 days before the Chamber Meeting. | 100% compliance All agenda items are submitted fourteen (14) days before the meeting. | The agenda items were tabled in terms of PHSDSBC Resolution 2 of 2007 and were submitted within the timeline. 100% | N/A | N/A |
| 3.2 Agenda items to be finalized within three (3) Normal meetings. | Number of Agenda items finalized within three (3) normal meetings. | 100% compliance | Ten (10) agenda items were finalized within three (3) normal meetings. | N/A | N/A |

| 3 FACILITATE THE STREAMLINING OF AGENDA ITEMS TO ENSURE THAT CHAMBER OPERATES OPTIMALLY | | | | | |
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| 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 | The Employer is holding its Caucuses days | 0 % compliance. | Parties to the Chamber attend the People Management Meetings to prepare for Chamber meetings. |

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| | | (All parties hold caucuses before the Chamber meeting). | before the meeting. 100% Compliance | | |
| 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% | 0% | Yes |

| 4 ENSURE THAT AGENDA ITEMS ARE ATTENDED TO AND RESOLVED SPEEDILY | | | | | |
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| 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 | Not All parties have mandate to engage on the | % | Only HOSPERSA has submitted a letter of credence. |

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| | | (Parties come in a meeting with mandated positions). | matters before the agenda. 100% compliance | | |
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| 5 ENSURE SMOOTH IMPLEMENTATION OF COLLECTIVE AGREEMENTS BY THE EMPLOYER | | | | | |
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| 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 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)

| 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. | | 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 |
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| 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

| NO | ITEMS | SPONSORED BY | LIFESPAN | STATUS | ANALYSIS |
|----|------------------------------|--------------|---|-----------------------------------|---|
| 1. | Chamber Collective Agreement | Secretariat | 10 December 2014- To date One (1) year and six (6) months | | The item does not necessarily form part of the chamber agenda; however, parties are constantly reminded of the conclusion of collective agreements. |
| 2. | Safety of Staff | NUPSAW | 05 August 2016 to date 1-year (10) months | Remains on the agenda | The item remains on the agenda of the Chamber for progress reporting |
| 3. | Nurses Homes | DENOSA | 05 August 2016 to date 1-year (2) months | Removed 25 October 2017 | The item was finalized and removed from the agenda of the Chamber |

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| 4. | Monitoring of the Implementation of Clause 3.3: Accelerated Grade Progression of the PHSDSBC Resolution 1 of 2009 OSD for Social Service Professions and Occupations | ExCo | 30 November 2016 Seven (7) months | Removed 20 June 2017 | Resolved. The Employer will provide update reports henceforth. |
| 5. | a) Training of Nursing Subcategories b) Bridging Courses | DENOSA | 23 February 2017 to 25 October 2017 Eight (8) Months | Removed 25 October 2017 | The item was finalized and removed from the agenda of the Chamber |
| 6. | Request from the Minister for Representation from Labour on WC | Department of Health | 23 February 2017 to 20 June 2017 Four (4) Months | Removed 20 June 2017 | The item was finalized and removed from the agenda of the Chamber |

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| | Provincial Health Council | | | | |
| 7 | Proposed Consolidation of Drakenstein Sub-District Health Facilities | Department of Health | 23 February 2017 to 20 June 2017 Seven (7) Months | Removed 20 June 2017 | The item was finalized and removed from the agenda of the Chamber |
| 8. | Persal vs Bursaries | DENOSA | 23 February 2017 to 25 October 2017 Eight (8) Months | Removed 25 October 2017 | The item was finalized and removed from the agenda of the Chamber |
| 9 | Mismanagement & Lack of Transparency of Staff Posts at Khayelitsha District Hospital | NEHAWU | 20 June 2017 to 08 August One (1) meeting | Removed 08 August 2017 | To be reinstated when NEHAWU is ready |
| 10 | Non-Compliance with OHSA | NEHAWU | 20 June 2017 to 08 August 2017 | Removed 08 August 2017 | To be reinstated when NEHAWU is ready |

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| | Standards at Khayelitsha District Hospital | | One (1) meeting | | |
| 11 | Fairness with Employment Equity in the Cape Metro | NEHAWU | 20 June 2017 to 08 August 2017 One (1) meeting | Removed 08 August 2017 | To be reinstated when NEHAWU is ready |
| 12 | Upgrading of Security Officers | PSA | 20 June 2017 One (1) meeting | Removed 08 August 2017 | PSA withdrew the matter |
| 13 | Non-Renewal of Switchboard tender | Employer (DSD) | 20 June 2017 to 25 October 3 months (3) meetings | Removed 25 October 2017 | The item was finalized and removed from the agenda of the Chamber |

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| 14 | Centralised ECD Function | Employer (DSD) | 20 June 2017 to 25 October 2017 Four (4) Months | Removed 25 October 2017 | The item was finalized and removed from the agenda of the Chamber |
| 15. | Commissioning of District 6 Community Day Centre | The Employer | 08 August 2017 to 25 October 2017 Two (2) Months | Removed 25 October 2017 | The Employer to reinstate when the need arises |
| 16. | Creation of Metro East and Metro West Engineering Hubs | The Employer | 08 August 2017 to 25 October 2017 Two (2) Months | Removed 25 October 2017 | The Employer to reinstate when the need arises |

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| 17. | Inconsistency in the Appointment of Senior Administration Officer | NUPSAW | 08 August 2017 to 25 October 2017 Two (2) Months | Removed 25 October 2017 | The item was finalized and removed from the agenda of the Chamber |
| 18. | WCCN/CPUT Transfer | HOSPERSA | 25 October 2017 1 meeting | Removed 25 October 2017 | The item was finalized and removed from the agenda of the Chamber |
| 19. | Non-Implementation of Resolution 4 of 2017 | HOSPERSA | 25 October 2017 1 meeting | Removed 25 October 2017 | The item was finalized and removed from the agenda of the Chamber |
| 20. | Employment Equity Plan | The Employer | 25 October 2017 1 meeting | Removed 25 October 2017 | The item was finalized and removed from the agenda of the Chamber |
| 21. | Alignment of Job Titles | The Employer | 25 October 2017 1 meeting | Removed 25 October 2017 | The item was finalized and removed from the agenda of the Chamber |
| 22. | Employer not fully compliant with s13 of LRA regarding the | HOSPERSA | 25 October 2017 1 meeting | Removed 25 October 2017 | Resolved |

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| | Cancelation of Union Membership | | | | |
| 23. | Redesign of current Administration Clerk posts within the Rural District Health Services | The Employer | 25 October 2017 to date Ten 10) months 5 meetings | Removed 28 August 2018 | Matter referred to PMTT |
| 24. | Introduction of Compulsory Breathalyzer Testing at Facilities within the Directorate: Engineering Services | The Employer | 06 December 2017 to date Six (6) months 3 meetings | Remains on the agenda | Employer to provide a position paper |
| 25. | Special and Standard Danger Allowance for Forensic Pathology | HOSPERSA | 06 December 2017 1 meeting | Removed 06 December 2017 | Resolved |
| 26. | Draft Human Resource Framework (MEAP) | The Employer | 06 December 2017 to date | Remains on the agenda | Employer to provide an update report |

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| | | | Eight (8) months 5 meetings | | |
| 27. | Closure of the Crèche in Somerset Hospital | PSA | 06 December 2017 1 Meeting | Removed 06 December 2017 | |
| 28 | Creation of Metro East and Metro West Engineering | Employer (Health) | Reinstated 27 February 2018 to 29 May 2018 Three (3) months 2 meetings | Removed 29 May 2018 | The item was finalised and removed from the agenda |
| 29 | Rostering of Staff at 24 Hour Facilities: 01 April 2018 | PSA | 27 February 2018 to date 29 May 2018 | Removed 29 May 2018 | The item could not be finalized but was removed from the agenda of |

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| | | | Three (3) months 1 meeting | | the Chamber as both parties reserved their rights. |
| 30 | Circular H205/2015 Recognition of previous Experience Pharmacy Assistant (Post Basic) – Outstanding payments | PSA | 27 February 2018 to date 29 May 2018 Two (2) months 1 meeting | Removed 29 May 2018 | The item will be reinstated when the Employer has finalized its investigation. |
| 31 | Exclusion of Danger Allowance at various Facilities within the Western Cape | HOSPERSA | 27 February 2018 to date Three (3) months 2 meeting | Removed 29 May 2018 | The item will be reinstated when the Employer has finalised the investigation |

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| 32 | Water Supply Preparedness Implementation Guide for Employees | Employer (Health) | 27 February 2018 1 meeting | Removed 27 February 2018 | The item was removed from the agenda |
| 33. | Educational Relationship between the Department of Health Western Cape and the CPUT | DENOSA | 29 May 2018 1 meeting | Removed 29 May 2018 | Referred to a bilateral |
| 34. | Registration of Nursing college to Higher Education | DENOSA | 29 May 2018 to date 3 Months 2 Meetings | Removed 28 August 2018 | To be discussed at the Task Team |
| 35. | Danger Allowance | DENOSA | 29 May 2018 1 meeting | Removed 29 May 2018 | The Employer indicated that it was not willing to discuss this matter at the Chamber level |
| 36 | Emergency Medical Services (EMS) Leave Policy | PSA | 29 May 2018 to 28 August 2018 3 Months | Removed 28 August 2018 | The matter was finalised and removed |

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| | | | 2 Meetings | | |
| 37. | Recognition of previous experience of Pharmacy Assistants (Post Basic) | Employer (Health) | 28 August 2018 1 Meeting | Removed 28 August 2018 | The matter was finalised |
| 38 | Payment of allowances and overtime for Radiographers | Employer (Health) | 28 August 2018 1 Meeting | Removed 28 August 2018 | The Matter was finalised and removed |
| 38. | Training of Subcategory Nurses | DENOSA | 28 August 2018 to date 1 month 1 meeting | Remains on the agenda | The item was deferred to the next Chamber meeting. |
| 39 | Non-functioning IMLC at Ceres Hospital, Alexandra Hospital | HOSPERSA | 28 August 2018 1 meeting | Removed 28 August 2018 | Matter finalised and removed |

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| 40 | Job Alignments Titles and Change of Occupational Classification Codes | HOSPERSA | 28 August 2018 1 meeting | Removed 28 August 2018 | Matter finalised and removed |
| 41 | 30% Overtime Policy Within EMS and Forensic Pathology | HOSPERSA | 28 August 2018 1 meeting | Removed 28 August 2018 | Matter referred to PMTT |
| 42 | Re-Grading of Social Auxiliary Work | NEHAWU | 28 August 2018 1 meeting | Removed 28 August 2018 | Feedback would be provided as soon as the matter was finalised at the Council |
| 43 | Implementation of Resolution 1 of 2018 – Standardisation of Remuneration for Community Health Workers in the DOH | NUPSAW | 28 August 2018 1 Meeting | Removed 28 August 2018 | The Employer indicated that it did not have jurisdiction over the matter |
| 44. | Withdrawal of Funding of Sarah As | NUPSAW | 28 August 2018 1 meeting | Removed 28 August 2018 | The Employer indicated that it did not have jurisdiction over the matter |

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| | A State Aided Hospital | | | | |
| 45. | Restructuring of Working Hours at CHCs | NUPSAW | 28 August 2018 1 meeting | Removed 28 August 2018 | The matter was already in dispute |
| 46. | Eviction of Members at Alexandra and Somerset Hospitals | HOSPERSA | 28 August 2018 | Removed 28 August 2018 | The Employer indicated that it did not have jurisdiction over the matter |
| | Fee Structure for Students-Bursary vs Self-Funding | DENOSA | 28 August 2018 to date 1 meeting | Remains on the agenda | The item was deferred to the next Chamber meeting. |
| | Making Land/Low Cost Housing Available for Health Workers | DENOSA | 28 August 2018 to date 1 meeting | Remains on the agenda | The item was deferred to the next Chamber meeting. |