

ELRC Strategic Plan



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EDUCATION LABOUR
RELATIONS COUNCIL

2018/19 to 2022/23



Education Labour Relations Council

Strategic Plan

for

the Fiscal Years 2018/2019 – 2022/2023

Foreword by the General Secretary of the ELRC



The Council's Strategic Plan outlines our strategic priorities for the period 2018/2019 to 2022/2023, with a primary focus on our mandate to maintain labour peace in public education. This medium to long-term plan also identifies key interventions to contribute towards the improved quality of public education.

The Council's Dispute Resolution activities will focus on the resolution of disputes through intervention and mediation. The Council will continue to give special attention to disputes where the rights of the child is infringed, by ensuring the availability of intermediaries and suitable venues for these cases.


In fulfilling our mandate to maintain labour peace in public education, the Council provides facilitation both at national and provincial level, as a precautionary approach to circumvent labour unrest.

In line with the *Action Plan to 2019*, Goals 14 to 17, the Council's collective bargaining activities will continue to focus on monitoring the implementation of Post Provisioning Norms (PPN) at provincial level. The Council also seeks to fulfill one of the objectives of the 2017 Education Indaba to standardise the current PPN model and ensure a new model by 2022.

The Council's plans for the next five years are aligned with the National Development Plan (NDP) and vision for 2030. In giving effect to the proposed interventions for Early Childhood Development (ECD) as outlined in the NDP, the Council, through the ECD Workstream that was established as an outcome of the 2017 Education Indaba, plans to assist the Department of Basic Education to realise its goal to universalise Grade R by 2019.

The NDP advocates for the recognition of educators and proposes that a higher value should be placed on the teaching profession. In realising this objective, the Council will continue to support World Teachers' Day initiatives to celebrate teacher excellence and elevate the teaching profession.

As the Accounting Officer of the ELRC, I am confident that our strategic goals for the period 2018/2019 to 2022/2023 will allow us to make a significant contribution to government's priority outcome 1: *to improve the quality of basic education* in public schools. The plan also demonstrates our commitment to fulfil our mandate of ensuring labour peace in public education.



Ms. NO Foca
General Secretary, ELRC

Official Sign-off

It is hereby certified that this Strategic Plan:

- was developed by the management of the Education Labour Relations Council under the guidance of the Minister of Basic Education;
- takes into account all the relevant policies, legislation and other mandates for which the Education Labour Relations Council is responsible; and
- accurately reflects the performance targets which the Education Labour Relations Council will endeavour to achieve given the resources made available in the budget for 2018/2019.

Signature:



Ms N.O. Foca
Accounting Officer

OFFICIAL APPROVAL BY THE ACCOUNTING AUTHORITY

Approved by:

Signature:



Adv L. Bono
ELRC Chairperson (Accounting Authority)

List of Acronyms

ANA	Annual National Assessments
APP	Annual Performance Plan
DBE	Department of Basic Education
DHET	Department of Higher Education and Training
DRP	Dispute Resolution Practitioners
ECD	Early Childhood Development
FAR	Fixed Assets Register
ICT	Information and Communications Technology
IQMS	Integrated Quality Management System
LRA	Labour Relations Act
MTEF	Medium Term Expenditure Framework
MTSF	Medium Term Strategic Framework
NDP	National Development Plan
NECT	National Education Collaboration Trust
NEPA	National Education Policy Act
NTA	National Teaching Awards
PFMA	Public Finance Management Act
PPN	Post Provisioning Norms
QLTC	Quality Learning and Teaching Campaign
SCM	Supply Chain Management
SGB	School Governing Body
TASP	Teacher Appreciation Support Programme
TPA	Teacher Performance Appraisal
ULP	Unfair Labour Practice

Contents

PART A: STRATEGIC OVERVIEW	7
1. Vision	7
2. Mission.....	8
3. Values.....	8
4. Legislative and Other Mandates	10
4.1. Legislative Mandates	10
4.2. Policy Mandates	11
5. ELRC Organogram	17
6. Updated Situational Analysis	18
6.1. Performance Delivery Environment	18
6.2. Organisational Environment	18
6.3. Description of the Strategic Planning Process.....	19
7. Strategic Outcome Oriented Goals	19
PART B: STRATEGIC OBJECTIVES	21
8. Strategic Objectives Per Programme.....	22
8.1. Strategic Objectives:.....	22
8.1.1. Administration Services	22
8.1.2. Dispute Management Services	23
8.1.3. Collective Bargaining Services.....	24
8.2. Resource Considerations	24
8.3. Risk Management.....	25

PART A: STRATEGIC OVERVIEW

1. Vision

Our vision is:

To contribute towards quality public education through labour peace

This is exercised through our motto:

‘Quality services for excellence in teaching.’

As a sector bargaining council in public education, the Council in giving effect to its vision through:

Proactively strengthening the social contract between government, teacher unions and civil society in order to create a conducive environment for improved quality in teaching and learning, creatively discharging its full range of obligations as envisaged in the Labour Relations Act and other relevant legislation and conventions.

This vision is underpinned by the following strategic principles, which relate to the functional areas of work of the Council:

Research, M&E	Dispute Management	Collective Bargaining	Support and Training	Communication, Special Initiatives and Campaigns
<p>Studies commissioned by the Council must provide an evidence base for improved policy, legislation and collective agreements and/or improved implementation of policy, legislation and collective agreements.</p> <p>Research commissioned by the Council must prioritise the study of factors which promote labour peace, educator morale and educator wellbeing.</p> <p>Monitoring and evaluation</p>	<p>In order to ensure labour peace, proactive dispute prevention is as important as dispute resolution:</p> <p>To prevent disputes of rights and mutual interest through intervention and mediation.</p> <p>To resolve ordinary and special disputes of rights through conciliation and arbitration.</p> <p>To resolve mutual interest disputes through mediation.</p> <p>To enforce implementation of</p>	<p>The purpose of collective bargaining is to maximise the scope of the Parties’ shared interest, promoting the best possible fit between good educational outcomes and a fair deal for the teaching profession.</p> <p>The Council must continue to participate in major initiatives such as the QLTC, which endeavours to improve the quality of education in public schools, and World Teachers’ Day, which seeks to uplift the teaching profession.</p> <p>The National</p>	<p>Training of Dispute Resolution Practitioners (DRPs), intermediaries, and Panellists must guarantee a rights-based approach to dispute resolution. A particular emphasis will be placed on the rights of children.</p> <p>Training must provide negotiators with insights and tools to assist them in the bargaining process.</p> <p>The Parties must be supported in the implementation of collective agreements through effective</p>	<p>Educators must be aware of the functions and achievements of the Council and the services it offers.</p>

Research, M&E	Dispute Management	Collective Bargaining	Support and Training	Communication, Special Initiatives and Campaigns
mechanisms must show whether implementation of policy, legislation and collective agreements is proceeding as planned, and must also uncover strengths and deficiencies in policy, legislation and collective agreements.	the ELRC collective agreements through the constitution.	Education Collaboration Trust (NECT) seeks to improve the quality of schooling and systems for monitoring and supporting schools; and provides a governance platform for joint initiatives to improve education.	communication, the findings of M&E activities and more intensive support when necessary. Support and training must, however, go beyond collective agreements and extend to matters of profound importance to educators, such as their morale and wellbeing.	

2. Mission

The mission of the Council is:

To provide quality services for excellence in teaching.

3. Values

The values adopted by the Council are:

Professionalism: promote behaviour that is generally accepted to be correct and proper

Transparency: ensure access to information by citizens

Independence: the right to making informed decisions independently that minimise or avoid conflicts of interest

Accountability: accepting responsibility for actions and decisions taken, with allowance for corrective action and penalty for wrongdoing

Fairness and equity: the adjudication of grievances and disputes

Social responsibility: respond to the social issues of the day

Efficiency: Delivery of quality services economically.

4. Legislative and Other Mandates

4.1. Legislative Mandates

The ELRC is a bargaining Council established in terms of Section 37 (2) of the Labour Relations Act (LRA).

Applicable Legislation

- Labour Relations Act 66 of 1995, as amended
- ELRC constitution

Other Mandates:

- Service Delivery Agreement of the Minister of Basic Education
- Action Plan to 2019: Towards the Realisation of Schooling 2030

Key legislation related to the mandate of the Council:

Constitution of RSA:

- Section 23
- Section 28(2)
- Section 29(1)

Children's' Bill of Rights of 2007

Sexual Offences Act 32 of 2007

Child Care Act 74 of 1983 amended 1 April 2010

Criminal Procedures Act 65 of 2008

4.2. Policy Mandates

A significant development in national basic education policy has influenced this Strategic Plan. The *Action Plan to 2019: Towards the Realisation of Schooling 2030* (Department of Basic Education,) sets out 27 goals in the improvement of the schooling system; 13 of these are output-related goals and 14 are process-related. A summary of the output-related goals follows:

- Goals 1 to 6 reflect the need to enable learners to meet minimum standards, such as increasing the number of Grade 12 learners who pass mathematics and physical science (Goals 5 and 6).
- Goals 7 to 9 reflect the need to improve the standards of learning performance (in particular in language and mathematics), in addition to ensuring that minimum standards are met.
- Goal 10 is to ensure that learners remain effectively enrolled at school until they complete the compulsory years of education.
- Goal 11 is to ensure that all learners have access to pre-primary education.
- Goal 12 is to improve the promotion rates of learners through Grades 1 to 9.
- Goal 13 is to improve the access of youth to Further Education and Training beyond Grade 9.

Goals 14 to 27 are process-related, and principals, teachers, learners, parents, education officials and partners in education transformation are expected to play important collaborative roles in achieving them within the framework of a Code for Quality Education:

- Goals 14 to 18 address teachers and the teaching process. For example, Goal 15 is to ensure that the availability and utilisation of teachers is such that excessively large classes are avoided, Goal 16 is to improve the professionalism, teaching skills, subject knowledge and computer literacy of teachers throughout their careers and Goal 18 is to ensure that learners cover all the topics and skills areas that they should cover in their current school year.
- Goals 19 and 20 relate to the availability of textbooks, workbooks and other educational materials. Goal 19 is to ensure access to the minimum set of textbooks and workbooks required in policy and is particularly relevant to indicator 5 above (access to textbooks and workbooks); Goal 20 is to increase access to a wide range of other media, including computers and libraries.
- Goals 21 and 22 deal with school governance and management. Goal 21 is to ensure that basic school management processes are in place and contribute to a functional school environment. Goal 22 is to ensure that parent and community participation in school governance is improved.
- Goal 23 is to ensure that all schools are funded at the minimum per learner level and that the funds are used transparently and effectively.
- Goal 24 is to ensure that the physical infrastructure and environment of every school inspires learners to want to come to school and learn, and teachers to teach, with all schools achieving the nationally defined level of optimum functionality.
- Goal 25 is to use the school as a location to promote access among children to the full range of public health and poverty reduction interventions.

Strategic Plan 2018/2019 – 2022/2023

- Goal 26 is to increase the number of schools which effectively implement the inclusive education policy and have access to centres which offer specialist services. Indicator 14 above (training in the identification and support of special needs) represents an important aspect of this goal.
- Goal 27 is to improve the frequency and quality of the monitoring and support services provided by district offices to schools.

A second important influence on this Strategic Plan is the Delivery Agreement for Outcome 1 (**Improved Quality of Basic Education**) signed by the Minister of Basic Education. The Delivery Agreement is closely based on the *Action Plan to 2019*. It stresses the importance of developing a “strengthened ‘social contract’ between government, teacher unions, teacher training institutions, parent and School Governing Body (SGB) organisations, business and civil society organisations”. This emphasis is of particular importance to the Council, and provides an opportunity to strengthen the presence of the basic education sector’s strategic outcome-oriented goals within our work. These goals are:

- Improve the quality of teaching and learning
- Undertake regular assessment to track progress
- Improve early childhood development
- Ensure a credible, outcomes-focused planning and accountability system

The first, third and fourth of the above goals are, in different degrees, clearly areas in which the Council can play a role. The importance of the ‘social contract’ in the Delivery Agreement underpins all the work of the Council, and has inspired the development of a refined vision for the Council’s work, as presented in section 1 above.

The submission of this Strategic Plan 2018/2019 – 2022/2023 provides an opportunity to strengthen the presence of the basic education sector’s policy priorities within the work of the Council. These priorities are captured in the Department of Basic Education’s (DBE) *Action Plan to 2019: Towards the Realisation of Schooling 2030* and in the Minister’s Delivery Agreement.

The following programmes of the ELRC have been amended in line with the Minister’s Delivery Agreement.

Programme 1: Collective Bargaining Services

Programme 2: Dispute Management Services

Programme 3: Corporate Services

Programme 4: Finance and Supply Chain Management Services

Programme 5: Executive Services

The implications of the DBE’s goals for these programmes are illustrated in the following table.

Strategic Plan 2018/2019 – 2022/2023

Action Plan to 2019 (Department of Basic Education)		Implications for Programmes 1 and 2 of the Council	
Focus areas of the <i>Action Plan to 2019</i>	The 27 Goals of the <i>Action Plan to 2019</i>	Programme 1: Collective Bargaining Services	Programme 2: Dispute Management Services
Improve teacher capacity and practices	<ol style="list-style-type: none"> 1. Increase the number of learners in Grade 3 who by the end of the year have mastered the minimum language and numeracy competencies for Grade 3. 2. Increase the number of learners in Grade 6 who by the end of the year have mastered the minimum language and mathematics competencies for Grade 6. 3. Increase the number of learners in Grade 9 who by the end of the year have mastered the minimum language and mathematics competencies for Grade 9. 4. Increase the number of Grade 12 learners who become eligible for a Bachelors programme at a university. 5. Increase the number of Grade 12 learners who pass mathematics. 6. Increase the number of Grade 12 learners who pass physical science. 7. Improve the average performance of Grade 6 learners in languages. 8. Improve the average performance of Grade 6 learners in mathematics. 9. Improve the average performance in mathematics of Grade 8 learners. 	<p>Post Provisioning Norm (PPN) to be reviewed to ensure that:</p> <ul style="list-style-type: none"> • Appropriately qualified teachers are supplied in sufficient numbers to support quality teaching in all phases and in all subjects in each school. 	

Strategic Plan 2018/2019 – 2022/2023

Focus areas of the <i>Action Plan to 2019</i>	The 27 Goals of the <i>Action Plan to 2019</i>	Programme 1: Collective Bargaining Services	Programme 2: Dispute Management Services
Universalise access to Grade R	11. Improve the access of children to quality ECD below Grade 1.	To conduct research on the conditions of service for ECD Practitioners and craft recommendations that will inform the policy on conditions of service for ECD Practitioners.	
Strengthen school management and promote functional schools	<p>10. Ensure that all children remain effectively enrolled in school at least up to the year in which they turn 15.</p> <p>12. Improve the grade promotion of learners through Grades 1 to 9.</p> <p>15. Ensure that the availability and utilisation of teachers is such that excessively large classes are avoided.</p> <p>18. Ensure that learners cover all the topics and skills areas that they should cover within their current school year.</p> <p>19. Ensure that every learner has access to the minimum set of textbooks and workbooks required according to national policy.</p> <p>24. Ensure that the physical infrastructure and environment of every school inspires learners to want to come to school and learn, and teachers to teach.</p> <p>21. Ensure that the basic annual management processes occur across all schools in the country in a way that contributes towards a functional school environment.</p> <p>16. Improve the professionalism, teaching skills, subject knowledge and computer literacy of</p>	<p>Focus areas related to the conditions of service of teachers in public education:</p> <ul style="list-style-type: none"> • Provide for the inclusion in teacher workloads in revising the PPN. • Improve the conditions of service of teachers in rural areas by continuing to monitor the implementation of the policy on incentives at provincial level. • Monitor the appointment of temporary and substitute teachers at provincial level. • Revise the Integrated Quality Management System (IQMS) for school based teachers and managers to QMS. 	<p>Dispute prevention will be proactive, rapid in its response, and will include community facilitation and the use experienced mediators.</p> <p>The rights of all parties must be protected in dispute resolution processes; the rights of children must be given special attention. When a hearing involves evidence provided by a child, a single hearing with the status of arbitration should be convened under the auspices of the ELRC.</p> <p>Timeous resolution of disputes to ensure that schooling is not affected and the morale of aggrieved educators is not adversely affected.</p>

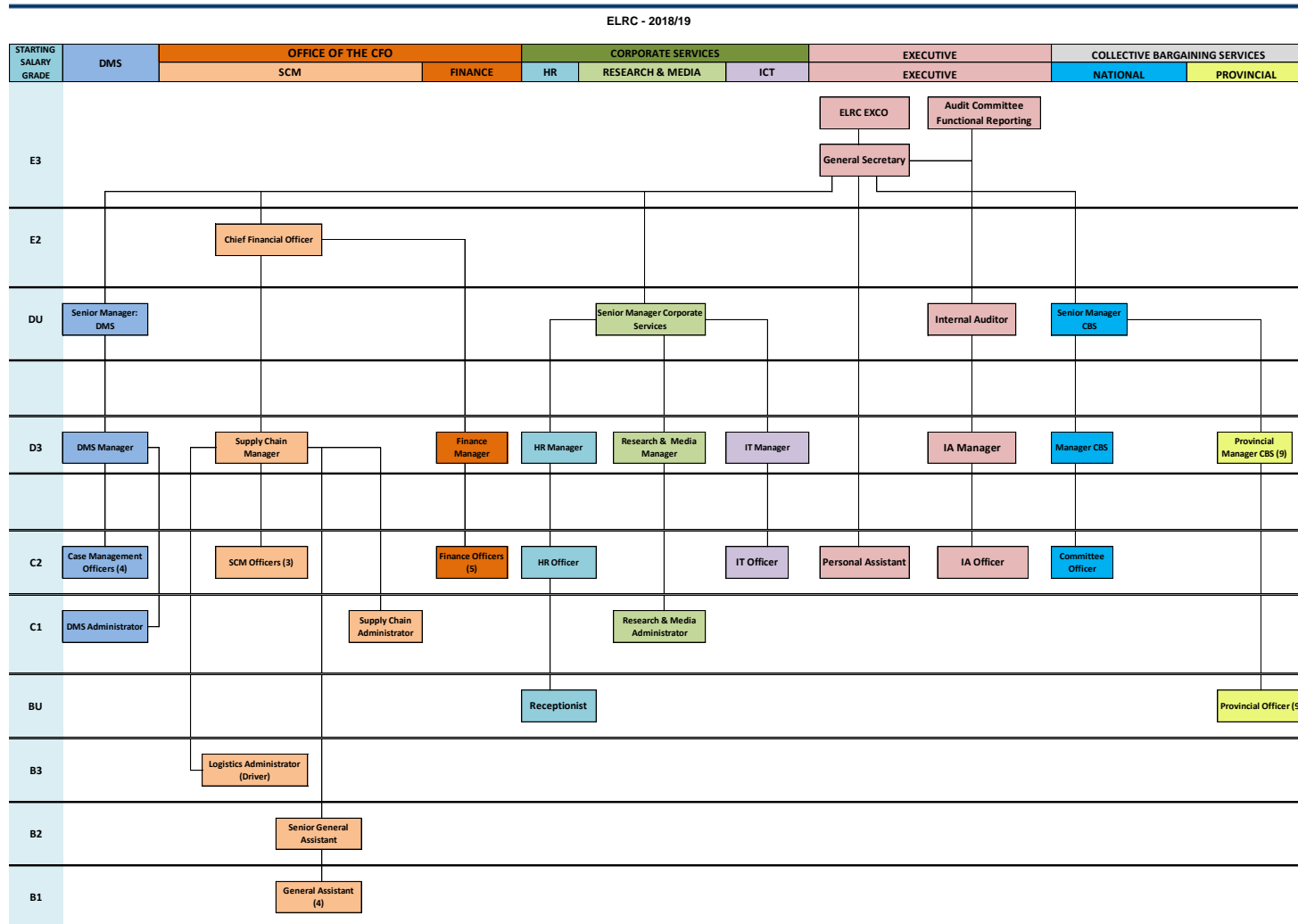
Strategic Plan 2018/2019 – 2022/2023

Focus areas of the <i>Action Plan to 2019</i>	The 27 Goals of the <i>Action Plan to 2019</i>	Programme 1: Collective Bargaining Services	Programme 2: Dispute Management Services
	<p>teachers throughout their entire careers.</p> <p>17. Strive for a teacher workforce that is healthy and enjoys a sense of job satisfaction.</p> <p>20. Increase access amongst learners to a wide range of media, including computers, which enrich their education.</p> <p>22. Improve parent and community participation in the governance of schools, partly by improving access to important information via the e-Education strategy.</p> <p>23. Ensure that all schools are funded at least at the minimum per learner levels determined nationally and that funds are utilised transparently and effectively.</p> <p>25. Use schools as vehicles for promoting access to a range of public services amongst learners in areas such as health, poverty alleviation, psychosocial support, sport and culture.</p> <p>26. Increase the number of schools, which effectively implement the inclusive education policy and have access to centres, which offer specialist services.</p>		
Strengthen the capacity of district offices	27. Improve the frequency and quality of the monitoring and support services provided by district offices to schools, partly through better use of e-Education.	<p>To revise the PPN to ensure:</p> <ul style="list-style-type: none"> • Adequate number of district-based subject advisers to support teachers, in order to fulfill the job descriptions as agreed to in Collective Agreement 1 of 2008. • Finalisation of performance agreement frameworks on 	

Strategic Plan 2018/2019 – 2022/2023

Focus areas of the <i>Action Plan to 2019</i>	The 27 Goals of the <i>Action Plan to 2019</i>	Programme 1: Collective Bargaining Services	Programme 2: Dispute Management Services
		<p>Employee Management System for circuit managers and district managers.</p> <ul style="list-style-type: none"> • To partner with structures that supports the health and psychosocial conditions for teachers in district offices to ensure sustainability and fulfilling their responsibilities. 	

5. ELRC Organogram



6. Updated Situational Analysis

The Medium Term Strategic Framework (MTSF) of the Government for 2014 to 2019 has been taken into account in the development of the ELRC's strategic Plan. The priority area of **access to quality education** guides the strategic plan in terms of Outcome 1: (*Improved Quality of Basic Education*), which is at the centre of the government's approach.

The ELRC commits to ensure that Strategic Priority 1 of the government's priorities and programmes is paramount in the strategic planning process as it relates to teachers' conditions of service.

6.1. Performance Delivery Environment

The ELRC operates mainly in the management of disputes and collective bargaining environments. The development of the policy is informed by Part C Sections 133 to 150 of the Labour Relations Act and the following determine the environment within which the entity operates:

- ❖ The constitution of the ELRC
- ❖ Interpretation of Collective Agreements
- ❖ Committee Work Procedures
- ❖ The Five-Year Strategic Plan
- ❖ The Annual Performance Plan

Policies

- ❖ The Fee Policy
- ❖ The Finance and Administration Policy and Procedure Manual
- ❖ ELRC Finance Policy
- ❖ Travel and Subsistence Allowance Policy
- ❖ Petty Cash Policy
- ❖ Petty Cash Management Policy
- ❖ Payroll SOP
- ❖ Revenue and Receivables SOP
- ❖ Supply Chain Management Policy
- ❖ Supply Chain Management SOP
- ❖ Asset Management Policy
- ❖ Contract Management Policy
- ❖ SOP Contract Management
- ❖ Contract Management Policy
- ❖ Asset Disposal SOP
- ❖ SOP Inventory Management
- ❖ Fleet Management SOP
- ❖ Trade and Other Payable and Expenses SOP
- ❖ Fraud Prevention Plan

- ❖ Unauthorised, Irregular, Fruitless and Wasteful Expenditure
- ❖ Human Resources Policy
- ❖ Disciplinary Policy and Procedure
- ❖ Code of Conduct and Ethics
- ❖ Conditions of Service
- ❖ Leave Management Policy
- ❖ Training and Development Policy
- ❖ Occupational Health and Safety Policy
- ❖ Recruitment and Retention Strategy
- ❖ Recruitment and Selection Policy
- ❖ Agreed Management Action Plan Policy
- ❖ Performance information Policy
- ❖ Guidelines on Policy Development
- ❖ Risk Management Policy
- ❖ Management Corrective Action Plan Policy
- ❖ Performance Management Policy
- ❖ Performance Management SOP
- ❖ Compliance Management Policy
- ❖ Combine Assurance Policy Framework
- ❖ Consequence Management Policy
- ❖ Performance Information Management Policy
- ❖ Policy on Materiality and Significance Framework
- ❖ Communications Policy
- ❖ Records Management Policy
- ❖ Business Continuity Plan and Procedure Manual
- ❖ Backup Policy Recovery and Procedures
- ❖ IT Change Management Policy and Procedure Manual
- ❖ IT Governance and Framework Policy
- ❖ Internet and Email Policy and Procedures Manual
- ❖ ICT Systems Disaster Recovery Plan and Business Continuity
- ❖ ICT Systems Security Policy and Procedure Manual
- ❖ IT Hardware and Software Contractual Agreement
- ❖ Telephone Policy and Procedures
- ❖ Incident and Procedure Manual
- ❖ User Access Control Policy
- ❖ Dispute Management Practice Manual
- ❖ Panellist Claim SOP

6.2. Organisational Environment

The Secretariat of the ELRC support parties to the council with the administration of the bargaining process. The support staff is properly equipped with the knowledge and skills through the encouragement of improving qualifications by offering study assistance and acquiring of skills through short courses identified through the Performance Management System of the council.

The funding model of the Council poses a challenge in that income is generated through contributions by the Employer and deductions from educators in public education. Although the rate of contributions is determined through negotiations by the parties to Council, there is no provision for annual increases. This results in a static and fixed flow of secured income in an environment of increasing costs due to inflation. A proposal to address this challenge will be tabled to parties to Council for consideration.

The Council has managed, through prudent financial management, to allocate and utilise these limited resources in the achievement of its objectives.

Compliance, Risk and Audit

The Compliance, Risk and Audit unit was established to enhance good corporate governance within the ELRC, especially in ensuring that there is effective and efficient governance, risk management and internal controls. It also assesses and makes appropriate recommendations for the improvement of the governance process to ensure that Council achieves its objectives; and assists the organisation to identify, evaluate and assess significant organisational risks and provide assurance as to the effectiveness of related internal controls.

6.3. Description of the Strategic Planning Process

The development of the Strategic and Annual Performance Plans involves the Governance structures on the development of the strategic objectives, which provides management with the direction on the development of the annual performance plans and the associated financial projections.

All members of the management team are involved and encouraged to assist in the setting up of targets and their delivery.

The purpose of the Council's Strategic Plan

The Plan outlines the objectives and activities of Council for the five years of the 2018/2019 to 2022/2023 Medium Term Expenditure Framework (MTEF) period. The Plan has also been aligned with the *Action Plan to 2019: Towards the Realisation of Schooling 2030*, which outlines the country's first comprehensive and long term plan for education; as well as the Minister's Performance agreement. Delivery Outcome 1 of the Minister's Performance Agreement (*Improved quality of basic education*), will guide the activities of Council for the period 2018/2019 to 2022/2023.

7. Strategic Outcome Oriented Goals

The Council's strategic vision rests on the pillars of its mandate to maintain labour peace in public education and extends to the attainment of quality education in public schools, through stakeholder collaboration and support of initiatives to restore the image of the teaching profession.

In an effort to achieve Delivery Outcome 1, and the NDP's projections that South Africans should have access to education and training of the highest quality by 2030, the Council will continue to fund and support QLTC activities. This will ensure that functional structures are established in all provinces, to realise the objective of having teachers in school, in class, on time and teaching with no neglect of duty.

In line with the *Action Plan to 2019*, Goals 14 to 17 (Action Plan goals on teacher supply, demand and utilisation), the Council will continue to monitor the appropriate implementation of Post Provisioning Norms (PPN) at provincial level.

In fulfilling our mandate to maintain labour peace in public education, the Council provides facilitation both at national and provincial level, as a precautionary approach to circumvent labour unrest.

Strategic Outcome Oriented Goal 1	Research and monitoring and evaluation activities provide an evidence base for improved policies and policy implementation in basic education.
Goal Statement	Well researched policies and legislation, developed on the basis of strong evidence and supported by collective agreements, promote labour peace, educator morale and educator wellbeing.
Strategic Outcome Oriented Goal 2	Equal importance is attached to proactive dispute prevention and dispute resolution.
Goal Statement	Disputes of rights and mutual interest are prevented where possible through intervention and mediation, and effectively resolved when they arise, and collective agreements are enforced; the rights of children involved in disputes (as victims or as witnesses) are given special attention and consistently upheld.
Strategic Outcome Oriented Goal 3	Collective bargaining processes maximise the scope of the Parties' shared interest.
Goal Statement	The best possible fit between good educational outcomes and a fair deal for the teaching profession is achieved.
Strategic Outcome Oriented Goal 4	Provide appropriate support and training for all involved in dispute resolution and collective bargaining.
Goal Statement	Training of DRPs, intermediaries and panellists must guarantee an effective, rights-based approach to the core activities of the Council and to other matters of profound importance to educators, such as their morale and wellbeing.
Strategic Outcome Oriented Goal 5	Sound communication strategies support and complement the core activities of the Council.
Goal Statement	Educators will be keenly aware of the functions of the Council; special initiatives must support and complement the core activities of the Council.
Strategic Outcome Oriented Goal 6	Strengthen social dialogue through supporting and participating in education initiatives such as the Teacher Appreciation Support Programme (TASP).
Goal Statement	Collaboration with education stakeholders to promote dialogue on teaching and learning in South African schools.

PART B: STRATEGIC OBJECTIVES

8. Strategic Objectives per programme

8.1. Strategic Objectives

8.1.1 Collective Bargaining Services

The purpose of Collective Bargaining Services is to contribute to the Council's vision of a strengthened social contract between government, teacher unions and civil society that helps to create a conducive environment for improved quality in teaching and learning. Such is done by promoting collective bargaining at national and provincial levels so as to ensure the development of effective policies for quality public education in a non-disruptive environment for teaching and learning.

Sub-programmes:

- Collective Bargaining
- Research Services
- Dispute Prevention Support Services

Strategic objective 8.1.1.1	Collective bargaining
Objective statement	To facilitate bargaining on identified matters of mutual interest in public education.
Baseline	Bargaining meetings convened & collective agreement on vote weights approved
Objective statement	To facilitate consultation and information on matters of policy in line with National Education Policy Act (NEPA).
Baseline	Education Indaba convened
Strategic Objective 8.1.1.2	Management Plan
Objective statement	Annually table the management plan for approval for the next bargaining cycle
Baseline	Approved management plan
Strategic Objective 8.1.1.3	Appointment of Temporary Educators
Objective statement	To conclude a collective agreement on the Appointment of Temporary Educators.
Baseline	n/a
Strategic Objective 8.1.1.4	Post Provisioning Model
Objective Statement	To revise the Post Provisioning Model
Baseline	n/a
Strategic objective 8.1.1.5	ECD Practitioners: Conditions of Service
Objective statement	To conclude a collective agreement or recommendations submitted to Minister on standardised conditions of service for ECD practitioners.
Baseline	<i>Collective agreement on conditions of services for ECD</i>
Strategic objective 8.1.1.6	Dispute Prevention
Objective statement	To facilitate dispute prevention support services through providing effective administrative functions to shop stewards
Baseline	Established disputes prevention task teams/committees in provincial chambers. <i>and quarterly reporting</i>
Strategic objective 8.1.17	Implementation of Collective Agreements/ Policies

Objective statement	Implementation of Collective Agreements/ Policies
Baseline	Training and Advocacy conducted
Strategic objective 8.1.1.8	Research Programmes
Objective statement	Council to attend relevant education programmes for good practices
Baseline	n/a

8.1.2 Dispute Management Services

The purpose of Dispute Management Services is to manage disputes proactively. This includes prevention of disputes by defusing conflicts that can disrupt teaching and learning; it also includes dispute resolution. Professional development and training is included in the programme to ensure that Dispute Resolution Practitioners and Panelists operate effectively. Particular emphasis is placed on training that helps to protect the rights of children involved in special disputes.

Sub-programmes:

- Conciliation and pre-arbitration services
- Arbitration services
- Training of Dispute Resolution Practitioners and/or Negotiators
- Professional Training and Development of Panellists
- Quality control of awards and rulings

Strategic objective 8.1.2.1	Provide efficient dispute resolution services
Objective statement	To provide a platform for parties to engage and settle their disputes
Baseline	89,4% (Conciliation)
Baseline	86,08% (Arbitration)
Strategic objective 8.1.2.2	Quality Control
Objective statement	All awards are quality controlled and pursued prior to the awards being made available to parties
Baseline	100%
Strategic objective 8.1.2.3	Professional Development Services
Objective statement	To provide Professional Development of Dispute Resolution Practitioners.
Baseline	n/a
Strategic objective 8.1.2.4	Professional Development Services
Objective statement	To provide Professional Development to Panellists.
Baseline	Four training sessions conducted
Objective statement	To provide training and development for parties to Council (DBE officials and trade unions)
Baseline	n/a

8.1.3 Corporate Services

The purpose of Administration Services is to provide support services to the core operational functions of the Council, to ensure that it delivers an efficient and effective service on its mandates.

Sub-programmes:

- Mobilising Employee Services (Human Resources)
- Communication Services (Research & Media)
- Information Communication Technology (ICT)

Human Resources

Strategic objective 8.1.3.1	Professionalise the ELRC by investing in human capital
Objective statement	Attracting and retaining highly skilled and performing individuals. Implement and enforce the approved HR Policies as well as ensuring compliance with all the applicable legislation.
Baseline	Closely monitored the approved HR policies as well as ensuring compliance with all the applicable legislations.
Strategic objective 8.1.3.2	Performance Management
Objective statement	To monitor the performance management cycle (continuous process of planning, monitoring and reviewing employee performance).
Baseline	Revised the Performance Management policy, conduct workshops to all staff and monitoring thereof.
Strategic objective 8.1.3.3	Compensation and benefits for staff
Objective statement	To manage compensation and benefits for all staff, by ensuring that employees' remuneration is in accordance with their job profiles and continuous benchmarking with other organisations
Baseline	Payment of monthly salaries and benefits.
Strategic objective 8.1.3.4	Provide Wellness programmes for employees
Objective statement	Provide Wellness programs that will assist employees mentally and physically
Baseline	100% of employee wellness programmes conducted

Research & Media

Strategic objective 8.1.3.5	To promote the corporate image of the ELRC.
Objective statement	To create awareness of the functions of Council and strengthen relations with stakeholders.
Baseline	Implementation of recommendations from survey research conducted in 2014/15.
Strategic objective 8.1.3.6	Records Management
Objective statement	To implement an efficient records management system to preserve the vital records of the Council and ensure business continuity.
Baseline	Implement the approved Records Management Policy.

Information Communication Technology

Strategic objective 8.1.3.7	To provide secure IT infrastructure which delivers appropriate levels of data confidentiality, integrity and availability
Objective statement	To enhance technological obsolescence and lifecycle to meet current and feature information technology needs.
Baseline	n/a
Objective statement	To optimize network infrastructure performance
Baseline	n/a

Objective statement	To Implement the ICT Integrated application (APP) systems for the Council.
	n/a

8.1.4 Finance and Supply Management Services

The purpose of Finance and Supply Chain Management Services is to ensure that contracts for goods and services, are done in accordance with a system which is fair, equitable, transparent, competitive and cost effective as per section 217 of RSA Constitution.

Sub-programmes:

- Finance and Administration
- Demand management
- Database (suppliers) management
- Contract management
- Procurements and acquisitions
- Assets management

Finance

Strategic objective 8.1.4.1	Compliant internal control and financial management service
Objective statement	To provide a compliant internal control and sound financial Management service.
Baseline	Implement and enforce the approved Finance Policy as well as ensuring that the newly implemented Accounting System is fully utilised for sound financial controls.

Supply Chain Management Services

Strategic objective 8.1.4.2	Asset Management
Objective statement	To provide sound asset management which includes safeguarding and maintenance of our assets.
Baseline	Complete and accurate Fixed Assets Register (FAR) at the end of the year
Strategic objective 8.1.4.3	Unauthorised and irregular expenditure
Objective statement	To monitor the I,U,F&W framework to reduce unauthorized and irregular expenditure and to minimize fruitless and wasteful expenditure to below 0.5% of the budgeted expenditure
Baseline	Implemented and enforced the SCM policy and procedures as well as providing workshops to organisation at large.
Strategic objective 8.1.4.4	Contract Management
Objective statement	Monitoring of the contract management system to ensure compliance to procurement policy and procedures.
Baseline	Accurate and complete contract register, contract payment certificates and sound monitored contracts and service level agreements

8.1.5 Executive Services

The purpose of Executive services is to ensure the Council meets its strategic vision which rests on the pillars of its mandate to maintain labour peace in public education and extends to the attainment of quality

Strategic Plan 2018/2019 – 2022/2023

education in public schools, through stakeholder collaboration and support of initiatives to restore the image of the teaching profession.

Sub-programmes:

- Strategic and corporate governance
- Internal audit and compliance
- Risk management

Strategic objective 8.1.5.1	Risk Management, Control and Governance
Objective statement	To add value through assessing the tone and risk management culture of the organisation, as well as evaluating and reporting on the effectiveness and efficiency of internal controls, corporate governance and compliance with regulatory framework
Baseline	Approved Risk Assessment Report and Internal Audit Coverage Plan Rolled-out of the Annual Audit Plan, and achieved 100% of planned target
Strategic objective 8.1.5.2	Organisational Business Continuity
Objective statement	To ensure that the Council has a contingency plan for business continuity
Baseline	n/a

8.1.6 Resource Considerations

The expenditure trends have been increasing in line with inflation however, the income of the Council will increase significantly over the MTEF period. The Council should continue effectively controlling expenditure and supplement the income from accumulated reserves which will sustain the Council until the 2019/20 financial year.

The implementation of the above plans will be in accordance with the budget submitted. The required human resources are adequate.

8.2 Risk Management

The following are key risk areas that may affect the realisation of strategic objectives stated for these programmes:

8.2.1 Collective Bargaining Services

- Failure of Parties to reach agreement.
- Incorrect interpretation and implementation of Collective Agreements.
- Lack of cooperation from Parties to Council towards bargaining may impede the conclusion of matters being negotiated.

8.2.2 Dispute Management Services

- Delay and postponement of scheduled cases contributes to fruitless and wasteful expenditure.
- Incompetent practitioners, panellists and intermediaries lead to delays in resolution of disputes.
- Non-compliance with applicable laws and regulations.

8.2.3 Corporate Services

- Failure to meet responsibilities / deliver on Strategic Plan. ELRC might be, or be perceived to be, inefficient, or otherwise irresponsible, which could damage its reputation.
- Threats to the existence of the organisation in the event of a disaster: organisation's ability to accomplish its mission after re-starting its operations, retrieve and protect the information maintained, keep intact all the organisational activities after the disaster.
- Non-compliance with organisational policies, prescribed laws and regulations.
- Risk management not properly institutionalised.
- Not attracting and retaining key talent may limit ability to achieve operational goals.
- Ineffective and inefficient Supply Chain Management systems.

The Council is committed to address the identified risks, to ensure that operations are not hampered and the Council is able to fulfill on its core mandate to maintain labour peace in public education.