



QUARTERLY REPORT SECOND QUARTER

**2021/2022 Financial Year
01 July 2021 – 30 September 2021**

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INTRODUCTION BY THE ACCOUNTING OFFICER

Performance Review for the Quarter ended September 2021

It gives me great pleasure to present this report of the second quarter covering the period 1st July to 30th September 2021.

Core Services (Collective Bargaining Services and Dispute Management Services)

Collective Bargaining Services: National

Collective Bargaining Services: National recorded 100% for the period under review. This is consistent with the achievement in the second quarter of the 2020/21 financial period.

The second quarter ended on a sombre note for the Council, as it lost another long serving employee for the year, the Provincial Manager: Mpumalanga.

A noteworthy achievement for the period under review, was the conclusion of Collective Agreement No. 3 of 2021 "*Levy Agreement*". This agreement ensures the smooth operation of Council for the foreseeable future, assuring the delivery of services for the improvement of education in the public education sector.

Council also achieved adopted Collective Agreement No. 2 of 2021, "*Vote Weights for the Trade Unions that are Parties to Council*", in the Bargaining meeting held on 15th July 2021.

The Annual General Meeting was also successfully convened on 27th August 2021 and the Council once again obtained a clean audit report.

Three delegates of Council attended the ILERA 9th African Congress held from 26th to 29th September 2021 under the theme "*Challenges facing Employment Relations, Labour Law and Social Protection to reduce poverty, inequality and unemployment in Africa, in the Wake of a Global Pandemic*".

Collective Bargaining Services: Provincial

The performance of the provincial chambers declined considerably during the period under review, compared to the performance recorded in the second quarter of the 2020/21 financial period.

Only two provinces achieved 100%, namely Northern Cape and Western Cape.

The Free State Chamber recorded 91%, which is a decline in performance, compared to the 100% achieved in the second quarter of the 2020/21 financial year. The Chamber's Equity Forum will be resuscitated, and a report will be presented to the Chamber in the third quarter of 2021/22.

The North West Chamber also achieved 91%, which is a decline in performance, compared to the 100% achieved in the second quarter of the 2020/21 financial year. The Employer formally advised the

PELRC that incentives for educators would not be paid, and it was therefore conceded that there is no need for the presentation of the management-plan guiding implementation on payments of incentives.

The Limpopo Chamber achieved 90%, which is a slight improvement in performance, compared to the 89% recorded in the second quarter of the 2020/21 financial year. The Employer was not available and ready to present the QLTC report.

The Eastern Cape Chamber achieved 89%, which is a decline in performance, compared to the 100% recorded in the second quarter of the 2020/21 financial year. The QLTC Report was not presented using the correct template and did not include the COVID-19 non-negotiables.

The Gauteng Chamber recorded 88%, which is an improvement in performance compared to the 80% recorded in the second quarter of the 2020/21 financial year. The Employer did not present the report on compliance with education non-negotiables in relation to the role of QLTC during the COVID-19 pandemic. Due to non-achievement in the first and second quarters of the financial year, the third and fourth quarter targets have been removed in the mid-term review of the Chamber's targets.

The Mpumalanga Chamber achieved 85%, which is a significant improvement in performance, compared to the 0% recorded in the second quarter of the 2020/21 financial year. No reports were received on Early Childhood and Development and Curriculum and Examinations. The Chamber's targets have been revised during the mid-term review.

The KwaZulu-Natal Chamber achieved 71%, this is a decline in performance, compared to the 100% recorded in the second quarter of the 2020/21 financial year. The Post Provisioning Consultation process was concluded after 30th September 2021. The reports will therefore be presented to the Chamber in the third quarter.

The Employer is in the process of resolving the matter on Incentives for Educators. Due to non-achievement in the first and second quarters of the financial year, the third and fourth quarter targets have been removed in the mid-term review of the Chamber's targets.

Detailed reports of the nine Chambers are attached.

Dispute Management Services

The ELRC received a total of 226 disputes during the period under review.

A total of 686 events were conducted, of these 150 were conciliations and 549 were arbitration events. A total of 81 arbitration awards were rendered.

The ELRC finalised 166 disputes during the period under review. A total of 72 cases were postponed for the period under review and 13 adjournments took place.

Cases referred to the third quarter of the 2021/22 financial year

A total of 179 cases from previous financial years are to be carried over to the third quarter of the 2021/22 financial year.

Cases from previous financial years

Of the 179 cases, 117 are from the 2020/21 financial year; 46 are for the 2019/20 financial year, while 16 cases are from previous years and remain unresolved.

Risk Management

The process for review of the Corporate Risk Register involves an annual development workshop in which the management has the opportunity to raise areas of anticipated risk to the Council and at operational level. This is to ensure that the Council improves and sustains its performance by protecting the organisation from adverse outcomes and optimising on opportunities.

The Corporate Risk Register is subject to further formal review after a four-month interval. These reviews are conducted through meeting discussions with Management Team (risk owners) where risks are reviewed and revised where necessary.

The quarterly Key Risk profile showed a positive residual score movement (medium/low), attributed to good and very strong control effectiveness; two (2) of the five (5) key risks obtained a residual score of below a 3; and there are no identified emerging risks. From the Operational Risk profile, three (3) risks were archived because they reached a residual score below 3.

Mobilising Employee Services

Employee wellness

Employee wellness is essential to organisational success. It impacts the workplace culture and organisational resources and productivity.

To ensure continuous employee wellness, a professional service provider conducted a Workforce Healthcare workshop to educate ladies about women's diseases. This was done to equip employees with the knowledge and understanding of their bodies and how to deal with such from a psychological and physical perspective.

A motivational communique in the form of a YouTube video was also shared with staff.

Training and Development

The Council recognises that training presents a prime opportunity to expand the knowledge base of all employees. Employees who are competent and on top of changing industry standards, ensures that the Council retains its position as an industry leader.

Five employees were trained on advanced Excel skills, payroll and director training.

Research & Media

As part of the Council increased its visibility through regular postings on its social media platforms throughout the quarter, as part of its marketing campaign

The Council hosted a COVID-19 and Vaccination Webinar on 5th August 2021. The webinar was aimed at addressing myths around COVID-19 and vaccination, which were presented by a panel of experts in the medical field.

The *Voice of Cape Town* conducted an interview with the ELRC on the outcome of the COVID-19 and Vaccination Webinar on 22nd August 2021.

Information Technology

IT Governance forms an integral part of the Council's business. Achievement of IT Governance objectives is monitored through quarterly risk review meetings attended by the Risk Management Committee. The monitoring and achievement of IT Governance objectives is facilitated through this forum where appropriate IT risks and related business objectives are attended to.

Quarterly testing of the Disaster Recovery Plan (DRP) was conducted in the quarter under review to ensure business continuity.

Conclusion

The Council recorded an overall performance rate of 90%, which is a major improvement in performance, compared to the 82% achieved in the second quarter of the 2020/21 financial year.

It is anticipated that the performance of provincial chambers will improve in the remaining two quarters of the 2021/22 financial year.

This report is submitted to the Registrar of Labour in terms of section 54 of the Labour Relations Act (LRA) 66 of 1995 (as amended).



Ms NO Foca
General Secretary, ELRC

PROGRAMME 1

COLLECTIVE BARGAINING SERVICES: NATIONAL

Purpose

The purpose of Programme 1 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 (Provincial)
- Research Services
- Dispute Prevention Support Services

Strategic Objectives

- To facilitate bargaining on identified matters of mutual interest in public education.
- To administer research programmes on identified issues for research on evidence based teacher welfare and national development.
- To facilitate dispute prevention support services through providing effective administrative functions to shop stewards.

Key performance indicators, planned targets and actual achievements

Collective Bargaining Services: National						
Performance Indicator	Annual Target 2021/22	Planned Target For 2nd Quarter	Actual Achievement 2nd Quarter	Deviation from planned target to Actual Achievement for 2nd Quarter	Comment on deviations	Status
Collective Bargaining						
Schedule bargaining meetings where agreed matters of mutual interest, as identified on the management plan, would be tabled, including the conclusion of the Vote Weights Collective Agreement	Matters of mutual interest in public education are identified and tabled at Bargaining Meetings, including the conclusion of Collective Agreement on Vote Weights	Bargaining meeting scheduled to attend to matters of mutual interest identified for the first quarter	Achieved The following Bargaining meetings were held in the second quarter: <ul style="list-style-type: none"> • 6th July 2021 (Special) • 15th July 2021 • 22nd July 2021 (Special) • 25th August 2021 	None		
		The Secretariat to table a Collective Agreement on Vote Weights at Council for approval by 31 st July 2020	Achieved Collective Agreement 2 of 2021, "Vote Weights for the Trade Unions that are Parties to Council" was adopted at the Bargaining Meeting held on 15 th July 2021	None		
Training and advocacy on the implementation of Collective Agreements and policies	Conducting training and advocacy on the recently revised policies and signed collective agreements by parties to Council	To monitor the approved training by receiving a report from the Employer	Achieved Employer presented the "QMS Training Update" report at the Bargaining meeting held on 25 th August 2021	None		

Collective Bargaining Services: National						
Performance Indicator	Annual Target 2021/22	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
Schedule Technical and Vocational Education and Training (TVET) bargaining meetings where agreed matters of mutual interest would be tabled	Agreed matters of mutual interest in higher education are concluded successfully in bargaining meetings	TVET Bargaining meeting scheduled to attend to matters of mutual interest identified for the first quarter	<p>Achieved</p> <p>The following TVET Bargaining meetings were held in the second quarter:</p> <ul style="list-style-type: none"> • 6th July 2021 • 20th September 2021 	None		

Overview of performance for the second quarter of the 2021/22 financial year

Of note, during the period under review, Council agreed to option 1 of the “*Levy Increase Proposal*” in which management had proposed that an annual increase in levy be considered and it be linked to inflation projected at 4% (CPI+0.7%). The base levy amount was proposed to be R20 per educator, (which was 33.33% increase) for the Council to be able to meet its operation expenses. Council at its Bargaining meeting held on 25th August 2021 adopted Collective Agreement 3 of 2021 “*Levy Agreement*”.

Council achieved its planned target for the second quarter by adopting Collective Agreement 2 of 2021 “*Vote Weights for the Trade Unions that are Parties to Council*”, in the Bargaining meeting held on 15th July 2021.

A National Training Team (NTT) meeting was convened on 9th September 2021 to receive QMS training progress reports from the nine provinces. Provinces had made presentations on the number of Deputy Principals (Post Level 3), Departmental Head (Post Level 2) and Educators (Post Level 1) trained on QMS. Many challenges in respect of QMS training were identified in the meeting, and the state of readiness to implement Collective Agreement No. 2 of 2020 “*Quality Management System (QMS) for School Based Educators*” from January 2022, was also discussed. The meeting ascertained that urgent intervention was required for the Eastern Cape, Free State, KwaZulu-Natal and Mpumalanga. It was emphasised that QMS training was a joint venture, which included all Parties to Council. QMS Training should remain a standing matter on the agenda of all the PELRCs for the purpose of monitoring the training, and also intervene where necessary.

The Council convened its Annual General Meeting on 27th August 2021, where Adv L Bono was elected as the independent Chairperson of Council and Mr M Cele (SADTU); Ms C S Barnes (CTU-ATU); Ms J M Mogale (Employer) and Mr M G Rafapa (Employer) were elected as Deputy

Chairpersons of Council. Council expressed its gratitude to the external auditors, Ngubane & Co who had served the Council for a number of years and had not failed to do their due diligence in ensuring that the Council was fully compliant. It was the last AGM that Ngubane & Co. attended as their contract had come to an end.

During the period under review the TVET Bargaining Management Plan for 2021/22 was adopted at the Bargaining meeting held on 6th July 2021.

Three delegates of Council attended the ILERA 9th African Congress held from 26th to 29th September 2021 under the theme “*Challenges facing Employment Relations, Labour Law and Social Protection to reduce poverty, inequality and unemployment in Africa, in the Wake of a Global Pandemic*”. The delegates attended the congress via the virtual platform.

Strategy to overcome areas of underperformance

Not applicable.

Changes to planned targets

No changes were made to planned targets.

Linking performance to budget

Apr - Sep 2021			
Programme Name	Actual Expenditure	Budget	(Over)/Under Expenditure
Collective Bargaining Services	R'000	R'000	R'000
National	6,943	11,066	4,123
CBS: Provincial	1,233	2,723	1,491
Governance Support Services	68	351	283
Total	8,244	14,140	5,896

PROGRAMME 1.1 COLLECTIVE BARGAINING SERVICES: PROVINCIAL

Purpose

The purpose of the provincial chambers is to promote collective bargaining at provincial level to ensure the development of effective policies for quality public education in a non-disruptive environment for teaching and learning.

Eastern Cape

Key performance indicators, planned targets and actual achievements

Collective Bargaining Services: Eastern Cape						
Performance Indicator	Annual Target 2021/22	Planned Target for 2nd Quarter	Actual Achievement 2nd Quarter	Deviation from planned target to Actual Achievement for 2nd Quarter	Comments on deviations	Status
Consultation, Implementation and Monitoring of Collective Agreements and Policies						
Post Provisioning A report on the consultation process for post provisioning is available and presented to Chamber meeting	Reports (4)	Consultative meetings of Parties on PPN 2022 processes and post declaration. A report tabled at Chamber meeting	Achieved The 1 st and 2 nd MEC Consultation Meetings were convened, and reports tabled in the Chamber meeting of 29 th September 2021	None		
Employee Health and Wellness (EHW) Monitor the introduction and implementation of Employee Wellness activities and report presented to the Chamber meeting	Reports (4)	Presentation and analysing of reports on the introduced and implemented Employee Health and Wellness programmes. A report tabled at the Chamber meeting	Achieved The Employee Health and Wellness Task Team was convened, and the report tabled in the Chamber meeting of 29 th September 2021	None		

Collective Bargaining Services: Eastern Cape						
Performance Indicator	Annual Target 2021/22	Planned Target for 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comments on deviations	Status
Teacher Development Monitoring reports on provision of teacher development programmes presented to the Chamber meeting.	Reports (4)	A report on the implementation of Teacher Development programmes received and presented to the Chamber meeting	Achieved The Teacher Development Task Team meeting was convened, and the report tabled in the Chamber meeting of 29 th September 2021	None		
Dispute Prevention Monitoring reports on the categories and status of the Grievances, Misconduct and Disputes lodged are available and presented to the Chamber meeting	Reports (4)	A report emanating from the Dispute Prevention Task Team meeting presented to the Chamber meeting	Achieved The Dispute Prevention Task Team meeting was convened, and the report tabled in the Chamber meeting of 29 th September 2021	None		
Incentives for Educators Monitoring reports on the implementation of incentives for educators are available and presented to the Chamber meeting	Reports (4)	Report emanating from the Incentives Task Team presented to the Chamber meeting	Achieved The Incentives Task Team meeting was convened, and the report tabled in the Chamber meeting of 29 th September 2021	None		
Recruitment and Filling of Posts Monitoring reports on the recruitment and filling of posts presented to the Chamber meeting	Reports (4)	A report on the Recruitment and Filling of posts presented in the Chamber meeting	Achieved The Staffing Task Team meeting sat as scheduled and the report was tabled in the Chamber meeting of 29 th September 2021	None		
Realignment, Merger and Closure of Small Schools Monitoring reports on the Rationalisation, Realignment, Merger and Closure of Small Schools and presented to the Chamber meeting	Reports (4)	A report on the Realignment, Merger and Closure of Small Schools presented and tabled at the Chamber meeting	Achieved The Realignment, Merger and Closure of Small Schools Task Team meeting was convened and the tabled in the Chamber meeting of 29 th September 2021	None		

Collective Bargaining Services: Eastern Cape						
Performance Indicator	Annual Target 2021/22	Planned Target for 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comments on deviations	Status
Quality Learning and Teaching Campaign (QLTC) The Employer to table a progress report on the monitoring of COVID-19 non-negotiables	Reports (4)	Progress report on QLTC activities and COVID-19 non-negotiables received and analysed by Chamber	Not Achieved The report had been received and tabled at the Chamber meeting of 29 th September 2021	Report (1)	The Report was not reported on the correct template and did not include the COVID-19 non-negotiables.	
Quality Management System (QMS) Monitoring reports on the implementation of capacity-building programmes on QMS activities available in Chamber	Reports (4)	The report on QMS activities presented and received by Chamber	Achieved The QMS report was tabled in the Chamber meeting of 29 th September 2021	None		

Overview of performance for the second quarter of the 2021/22 financial year

The Chamber convened the following meetings during the period under review:

The Incentives Task Team meeting was held on 21st July 2021. The Department tabled the update report on the Rural Incentive Payments Status in DTTs Rural Select Schools as reflected on PERSAL as at 12th July 2021:

Districts	DTT – PPN 2020 Final Posts	Filled Educators	Incentives captured	Outstanding Payments	Posts to be flagged on persal	Incorrect allowance amounts	Exceptions:
TOTAL	7850	7397	6931	466	90	2	31

The Staffing Task Team meeting was held on 21st July 2021. The Eastern Cape Department of Education presented the report on the Summary of Bulletins issued in 2020 and 2021:

Volume 1 of 2020 – Principals; Volume 2 of 2020 – Deputy Principals and HODS; Volume 2 of 2020 – Grade R; Volume 3 of 2020 – Principals
Volume 1 of 2021 – Principals; Volume 1 of 2021 Addenda – Principals and Volume 1 of 2021 Addenda – Principals

It further reported that as per the decision taken during the Chamber meeting, the Department was in the process of:

- Issuing a memorandum on the closure of bulletins
- Finalising the preparations to issue promotional bulletin of Deputy Principals and HODs
- Finalising the preparation to issue the closed Post Level 1 bulletin

The Rationalisation Task Team meeting was held on 22nd July 2021. The Department presented the following reports on the Rationalisation process:

- The Gazette of the 1142 closed schools and 390 realigned schools had been published on 5th July 2021
- That all 12 districts had received the list of the schools in the districts to confirm that the schools were closed
- That districts had to confirm if any of the schools in their districts were still operating or were indeed closed
- That any school that was still operational as indicated by the district, was to give reasons for its operational status
- That schools confirmed as closed by the districts post closure processes as outlined in the Standard Operating Procedures, be adhered to
- That districts were also to provide reasons for the schools closed through the Gazette, but were still operational
- The Department provided a way forward that a letter be written to EMIS on behalf of the Superintendent-General to remove the closed schools from EMIS register by 6th August 2021

The PILIR Cases Task Team meeting was held on 27th July 2021. The Department presented the report on the PILIR cases. It was resolved that the implementation of all PILIR outcomes is to be verified and outstanding ones implemented with due communication. Follow-up is also to be done with Employee Wellness on all referred cases. The Office of the Premier is still to confirm their engagement with the Department in assisting with the management of PILIR Cases.

Provincial Task Team (PTT) on PPN 2021 and PPN 2022:

A Report of the PTT on PPN 2021 was presented as follows on 7th July 2021:

- A Joint Task Team of Parties would prepare a close-up report
- The verification process on the 300 Grade R posts would be shared in the Special Chamber meeting
- That small schools and Principal posts would be shared and would be part of the report at the Special Chamber meeting

Strategy to overcome areas of underperformance

Two QLTC reports will be presented in the third quarter.

Changes to planned targets

No changes were made to planned targets.

Linking performance to budget

Apr - Sep 2021			
Programme Name	Actual Expenditure	Budget	(Over)/Under Expenditure
	R'000	R'000	R'000
Collective Bargaining Services: Eastern Cape	160	252	92
Total	160	252	92

Free State

Key performance indicators, planned targets and actual achievements

Collective Bargaining Services: Free State						
Performance Indicator	Annual Target 2021/22	Planned Target for 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comments on deviations	Status
Consultation, Implementation and Monitoring of Collective Agreements and Policies						
Monitoring Free State Collective Agreement 1 of 2019 as amended Monitor implementation of recruitment and filling of posts in terms of FSCA 1 of 2019 as amended and present report to Chamber	Reports (4)	Free State Department of Education present to Chamber a status report on posts advertised and filled	Achieved The status report on posts advertised and filled in terms of FSCA 1 of 2019 was presented to the Chamber meeting on 3 rd September 2021	None		
Monitoring the implementation of 37% in lieu of benefits Report on 37% in lieu of benefits for educators employed for less than six months is presented to Chamber	Reports (4)	Free State Department of Education present to Chamber a report on educators accessing 37% in lieu of benefits	Achieved A report on educators accessing 37% in lieu of benefits was presented to the Chamber meeting on 3 rd September 2021	None		
Monitoring Collective Agreement 4 of 2018 Monitor the implementation of ELRC CA 4 of 2018 and present report to Chamber	Reports (4)	Free State Department of Education present to Chamber a report on temporary educators converted in terms of ELRC CA 4 of 2018	Achieved A report on temporary educators converted in terms of CA 4 of 2018 was presented to the Chamber meeting on 3 rd September 2021	None		
Monitoring the implementation of QMS, IQMS and PMDS Monitor implementation of Performance Management System for School and Office-based educators in terms of a) ELRC CA 8 of 2003 b) ELRC CA 3 of 2007 c) ELRC CA 2 of 2020	Reports (4)	Free State Department of Education present to Chamber a report on implementation of QMS, IQMS and PMDS	Achieved Progress report on the implementation of QMS, IQMS and PMDS was presented to the Chamber meeting held on 3 rd September 2021	None		

Collective Bargaining Services: Free State						
Performance Indicator	Annual Target 2021/22	Planned Target for 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comments on deviations	Status
Monitoring Collective Agreement 4 of 2016 Monitor implementation of ELRC CA 4 of 2016 and present report to Chamber	Reports (4)	Free State Department of Education present a report to Chamber on placement of educators	Achieved A report on placement of educators was presented to the Chamber meeting on 3 rd September 2021	None		
Post Provisioning Free State Department of Education conduct Consultation on Post Provisioning and present report to Chamber	Reports (4)	Free State Department of Education present to chamber a report on PPN consultation and educators additional to the staff establishment	Achieved PPN report was presented to Chamber on 6 th August 2021 and report on educators additional to the staff establishment was presented on 3 rd September 2021	None		
Information Sharing						
Monitor functionality of Curriculum Forum Free State Department of Education submit report to Chamber on the functionality of the Curriculum Forum	Reports (4)	Free State Department of Education present to Chamber a report on the functionality of Curriculum Forum	Achieved. FSDE presented the Curriculum Forum report to the Chamber meeting held on 3 rd September 2021	None		
Monitor functionality of Equity Forum Free State Department of Education submit report to Chamber on the functionality of the Equity Forum	Reports (2)	Free State Department of Education present to Chamber a report on the functionality of the Equity Forum.	Not Achieved	Reports (1)	The Equity Forum will be resuscitated. A report will be presented to Chamber in the third quarter.	
Employee Health and Wellness (EHW) FSDE submit report to Chamber on the functionality of the Employee Health and Wellness Forum	Reports (2)	Free State Department of Education submit a report to Chamber on the functionality of Employee Health and Wellness Forum	Achieved A report on the functionality of EHW was presented to the Chamber meeting on 3 rd September 2021	None		

Collective Bargaining Services: Free State						
Performance Indicator	Annual Target 2021/22	Planned Target for 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comments on deviations	Status
PILIR Monitoring the implementation of Policy on Incapacity Leave and Ill-Health Retirement and present report to Chamber	Reports (2)	n/a	n/a			<i>This is a bi-annual target only relate to the first and third quarters of the 2021/22 financial year.</i>
Dispute Prevention Monitoring reports on categories and the status of grievances and disputes lodged	Reports (4)	Convene task team meeting to discuss reports on grievances and disputes. Present a Task Team report to Chamber	Achieved Task team convened on 20 th August 2021, and Dispute Prevention Task Team (DPTT) report was presented to the Chamber meeting on 3 rd September 2021	None		
Universalisation of Grade R into mainstream of Foundation Phase Monitor progress in the implementation of universalization of Grade R into Foundation Phase and present report to Chamber	Reports (2)	n/a	n/a			<i>This is a bi-annual target only relate to the first and third quarters of the 2021/22 financial year.</i>
Quality Learning and Teaching Campaign (QLTC) The Employer to table a progress report on the monitoring of Covid-19 non-negotiables.	Reports (4)	Progress report on QLTC activities and Covid-19 non-negotiables received and analysed by Chamber	Achieved QLTC progress reports for Q1 and Q2 were presented to the Chamber meeting on 3 rd September 2021	None		

Overview of performance for the second quarter of the 2021/22 financial year

The Chamber activities took place in accordance with the meeting plan for the quarter under review. The overall performance rate is satisfactory, although Parties cited serious challenges pertaining to QLTC and Equity Forums that must be deliberated upon and resolved at these structures prior to the next Chamber meeting to ensure attainment of all APP targets.

Monitoring of FSCA 1 of 2019

The status report on Vacancy List 1 of 2020 with a closing date of 8th October 2020 displayed that out of a grand total of 82 Principal posts, 57 posts have been filled and 25 were not yet filled because few of them had to be re-advertised. Progress was also recorded in terms of 96 Office-Based posts because 69 posts have been filled and only 27 were still outstanding.

Monitoring implementation of 37% in lieu of benefits

The implementation report on 37% in lieu of benefits was presented with an overall number of 132 recipients at the end of the second quarter.

Monitoring Collective Agreement No. 4 of 2018

Progress report on the implementation of ELRC Collective Agreement No. 4 of 2018 presented an overall number of 528 temporary educators (REQV 13+) occupying substantive vacant posts. Statistics were presented for respective districts and reasons provided for those not qualifying:

- a) Xhariep - eight SGB letters outstanding and two on route for Directors' approval.
- b) Motheo - 118 educators converted, nine were not qualified and three ad hoc posts
- c) Lejweleputswa - 89 educators were converted and seven SGB letters outstanding
- d) Thabo Mofutsanyana - 103 educators converted and 28 cases of provisional SACE
- e) Fezile Dabi - 63 have been converted. Fifteen SGB letters outstanding, 27 cases were on route for approval and others appointed against ad hoc posts that are not to be converted.

Monitoring implementation of QMS, IQMS and PMDS

QMS training of departmental heads and PL1 started in May but could not continue beyond the end of May 2021, due to the impact of COVID-19 on the operating environment, training was suspended. Adjusted Alert Level 3 in July 2021 led to resuscitation and commencement of QMS training from August 2021 in Motheo district and proceeded to Xhariep district as reflected in the table below:

District	PL1	PL2	Total
Motheo	1731	249	1981
Xhariep	521	70	595

- a) QMS Training evaluation forms completed by participants indicated that:
 - The level of presenters' knowledge and professionalism was impressive
 - Training was informative, easy to understand and presentation well structured

- A follow up workshop is needed for consolidation and re-enforcement
 - PL1 and 2 educators are ready to implement QMS in 2022
 - QMS is regarded as the best tool to measure performance of school-based educators
- b) Training for three remaining districts is planned from 23rd August to 13th September 2021 (Lejweleputswa), 14th to 30th September 2021 (Fezile Dabi) and 11th October to 2nd November 2021 (Thabo Mofutsanyana)
- c) QMS Mid-year appraisal was communicated in QMS Circular 2/2021 that Principals are required to undergo mid-year appraisals which needed to be completed by end June 2021. However, monitoring of districts revealed that Circuit Managers were behind schedule as the process was affected by vaccination drive of educators that commenced 23rd June 2021. The table reflects the status by the time schools reopened on 26th July 2021:

District	Number of Principals	Actual Number Appraised	Number of Principals not appraised
Xhariep	62	0	62
Motheo	288	0	288
Lejweleputswa	193	36	157
Thabo Mofutsanyana	308	60	248
Fezile Dabi	139	121	18
TOTAL	990	217	773

- d) IQMS is in its last year of implementation in 2021 and the following aspects have been dealt with:
- Monitoring and Support – a total of 39 schools in Fezile Dabi District completed the self-evaluation instrument
 - 2021 IQMS Summative evaluation - Department was awaiting a directive from National as to whether the 2020 streamlined approach would be adopted for the 2021 summative evaluations. Their understanding was that the 2020 approach must also be used for the 2021 summative evaluation in view of the prevailing circumstances in relation to the impact of COVID-19 on schools
 - Registration of IQMS SCC in preparation for payment of 2021 pay progression – SCC registration was already done on PERSAL, but the matter was affected by the 2021 salary negotiations, which culminated in PSCBC Resolution 1 of 2021
- e) PMDS Office-based Educators: Monitoring and support for implementation is on an ongoing basis to ensure compliance with policy imperatives. The Department was in the last phase of completing internal processes regarding assessments for the 2020/21 cycle. Six directorates still need to be moderated and outcomes will be consolidated to present to the 3rd Level Moderation for approval. It was reported that the outcomes of assessment are also affected by PSCBC Resolution 1 of 2021 regarding pay progression.

Monitoring implementation of Collective Agreement No. 4 of 2016

The Employer presented a report highlighting the total number of 1 083 educators having been placed, comprising of 759 educators on substantive and 216 promotional posts, 169 ad hoc posts and 74 retained, approved by SG. PL 1 (108), PL2 (3) and PL3 (5), and 73 departmental as well as 158 Funza Lushaka bursary holders.

Post Provisioning

The post provisioning consultation on the creation and distribution of posts for 2022/2023 was held on 6th August 2021. Post creation and distribution report was considered and accepted by Labour Parties as well as SGB organisation on 13th August 2021. A summary on educators additional to the 2021 staff establishments showed 800 excesses, 260 educators placed and 540 have not been placed due to curriculum related matters.

Monitoring functionality of Curriculum Forum

The Forum report highlighted that Teacher Development, ECD and Primary School Support, Secondary Schools, Examinations and Assessment reports were presented and accepted at a meeting held on 18th August 2021. The ECD and Primary School Support (PSS) directorate was showing improvement, the declining subjects were given adequate support and the overall performance in Term 1 has improved across the grades.

Monitoring functionality of Employee Health and Wellness Forum

The report indicated the following activities:

- a) OHS representatives and EHW officials were identified as one of the stakeholders for COVID-19 vaccine
- b) Meetings were held with Department of Health every Thursday to discuss the COVID-19 vaccination roll out plan and Professional Nurses from special schools have been identified to be vaccinators for the Department for Education
- c) 14 Health Professional Nurses were trained as Master trainers and vaccinators. The plan was developed by the Department of Health and vaccination sites were identified by the Department
- d) Security Management, HR and EHW directorates were identified to assist with the rollout vaccination plan, and COVID-19 vaccine training was conducted on 20th and 21st April 2021, followed by an interactive session

Dispute Prevention

Statistics for grievances and lodged disputes were presented for discussion in a task team meeting held on 20th August 2021 and the DPTT report was submitted to the Chamber for adoption.

Quality Learning and Teaching Campaign (QLTC)

The Progress report was presented in the prescribed format (Compliance Reporting Tool) covering the first and second quarters separately. The report highlighted challenges, the impact on schools and interventions that took place at the level of schools and districts. A meeting is to be arranged between the Employer, QLTC Coordinator/s and Labour Parties to engage in deliberations and come up with solutions to challenges that have been expressed pertaining to the functionality of QLTC structures in the province.

Incentives for Educators

The Incentives report indicated 670 beneficiaries, but the number implemented on PERSAL was 485, six did not enjoy the benefits as they were underqualified and 179 were due to the terminations and/or transfers.

Strategy to overcome areas of underperformance

The Equity Forum will be resuscitated. The Employer made a commitment to convene an Equity Forum meeting for discussions concerning all employment equity matters, prior to the next Chamber meeting and a comprehensive report will be presented in the third quarter.

Changes to planned targets

No changes were made to planned targets.

Linking performance to budget

Apr - Sep 2021			
Programme Name	Actual Expenditure	Budget	(Over)/Under Expenditure
	R'000	R'000	R'000
Collective Bargaining Services: Free State	155	206	50
Total	155	206	50

Gauteng

Key performance indicators, planned targets and actual achievements

Collective Bargaining Services: Gauteng						
Performance Indicator	Annual Target 2021/22	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
Information Sharing						
Strategic Planning Workshop Develop an Annual Performance Plan (APP) and Budget for the next financial year (2022/23) and a report is received by Chamber	Workshop (1)	n/a	n/a	n/a		<i>*This is an annual target that only relates to the third quarter of the 2021/22 financial year.</i>
Safety in Schools Monitor reports on the implementation of programmes on safety in schools and a report is received by Chamber	Reports (4)	Convene a meeting to receive a report from the Employer on the implementation of programmes on safety in schools and a report is received by Chamber by 30 th September 2021	Achieved The Safety in Schools Task Team meeting was held on 16 th September 2021 and received a report from the Employer on the implementation programmes on safety in schools and a report was received and ratified by Chamber on 27 th September 2021	None		
Educator Development Monitor reports on provision and implementation of teacher development programs and a report is received by Chamber	Reports (2)	n/a	n/a	n/a		<i>*This is a bi-annual target that only relate to the first and fourth quarters of the 2021/22 financial year.</i>

Collective Bargaining Services: Gauteng						
Performance Indicator	Annual Target 2021/22	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
Quality Learning and Teaching Campaign (QLTC) Monitor progress on compliance with education non-negotiables in relation to QLTC activities and a report is received by Chamber	Reports (4)	Convene a meeting to receive a report from the employer on compliance with education non-negotiables in relation to QLTC activities and a report is received by Chamber by 30 th September 2021	Not Achieved The Quality Learning and Teaching Campaign (QLTC) Task Team meeting was held on 20 th August 2021 and 6 th September 2021 to receive a report from the Employer on compliance with education non-negotiables in relation to QLTC activities with a hope that such a report would be received by Chamber by 30 th September 2021	Report (1)	The Employer did not present the report on compliance with education non-negotiables in relation to the role of QLTC during the COVID-19 pandemic.	
Dispute Prevention Monitor reports from the Employer on categories of misconducts, types, nature, status of grievances and disputes lodged; also, report with recommendations is received by Chamber	Reports (4)	Convene a meeting to receive a report with recommendations from the Employer on categories of misconducts, types, nature, status of grievances and disputes lodged; also, a report is received by Chamber by 30 th September 2021	Achieved The Dispute Prevention Task Team meeting was held on 17 th September 2021 to receive a report with recommendations from the Employer on categories of misconducts, types, nature, status of grievances and disputes lodged; also, a report was received and ratified by Chamber on 27 th September 2021	None		
Employee Health & Wellness Monitor the introduction and implementation of programmes on Employee Health and Wellness and a report	Reports (4)	Facilitate and convene a meeting to receive a report from the Employer on the implementation of programmes on Employee Health and Wellness	Achieved The Employee Health & Wellness Task Team meeting was held on 14 th September 2021 to receive a report from the Employer on the implementation of programmes on Employee Health and	None		

Collective Bargaining Services: Gauteng						
Performance Indicator	Annual Target 2021/22	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
is received by Chamber		Report is received by Chamber by 30 th September 2021	Wellness and a report was received and ratified by Chamber on 27 th September 2021			
PILIR Monitor the introduction and implementation of programmes on Procedure on incapacity leave and ill-health retirement (PILIR) and a report is received by Chamber	Report (4)	Facilitate and convene a meeting to receive a report from the Employer on the implementation of programmes on PILIR and a report is received by Chamber by 30 th September 2021	Achieved The PILIR Task Team meeting was held on 14 th September 2021 to receive a report from the Employer on the implementation of programmes on PILIR and a report was received and ratified by Chamber on 27 th September 2021	None		
Consultation, Implementation and Monitoring of Collective Agreements						
Monitor the implementation of Collective Agreement No. 8 of 2003 on Integrated Quality Management System (IQMS) for School Based Educators, Collective Agreement No. 3 of 2017 on Education Management Service (EMS): Performance Management and Development System (PMDS) For Office Based Educators, Collective Agreement No. 2 of 2020 on Quality Management System (QMS); and reports are received by Chamber	Reports (4)	Facilitate and convene a meeting to receive progress reports from the employer on the implementation of IQMS, EMS and QMS Reports are received by Chamber by 30 th September 2021	Achieved The IQMS/EMS PMDS Task Team meeting was held on 26 th September 2021 to receive progress a report from the Employer on the implementation of IQMS, EMS and QMS A report was received and ratified by Chamber on 27 th September 2021	None		

Collective Bargaining Services: Gauteng						
Performance Indicator	Annual Target 2021/22	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
QMS Monitoring reports on the implementation of capacity-building programmes on QMS activities available in Chamber	Reports (4)	The report on QMS activities presented and received by Chamber by 30 th September 2021	Achieved The Quality Management System (QMS) Task Team meeting was held on 26 th September 2021 and the report on QMS activities presented a report was received and ratified by Chamber on 27 th September 2021	None		
Educator Resourcing Monitor the extent of utilisation of temporary educators and conversion into permanent appointments based on allocated posts through Post Provisioning Norms (PPN) and reports are received by Chamber	Reports (4)	Finalisation of Post Provisioning consultation process and determination of possible new posts for placements of temporary educators and issuing of Post Establishments by September A report is received by Chamber by 30 th September 2021	Achieved The Educator Resourcing Task Team meeting was held on 15 th September 2021 for tabling of MTEF report by the Employer in respect of post provisioning and conversion of temporary educators into permanent appointments based on the previous academic post establishments A report was received and ratified by Chamber on 27 th September 2021	None		

Overview of performance for the second quarter of the 2021/22 financial year

The performance of Chamber during the reporting period was in line with the set targets as contained in the approved Annual Performance Plan (APP) for 2021/22. Quarterly targets and other priorities of mutual interest were achieved. Standing Sub-Committee (STANCO) meetings were held on 13th July 2021, 14th September 2021 and 20th September 2021, which accepted the schedule of meetings for the second quarter. The

task team reports were presented and ratified by the Chamber meeting held on 27th of September 2021. Progress of the activities of Chamber during the reporting period is recorded as follows:

Safety in Schools

The Safety in Schools Task Team met on 31st August 2021 and 16th September 2021. The presented report and recommendations ratified by Chamber on school safety implementation are highlighted below:

- (i) The Employer put in place the following measures to reduce crime in schools in Gauteng:
 - Provision of security for National Senior Certificate (NSC) in supporting the credibility of the province's performance
 - Support effective teaching and learning in Public Ordinary Schools (POS) through delivery of school safety programmes. Skills development initiatives offered for schools to follow the Occupational Health and Safety Act (OHS) and other safety related aspects
 - School Safety Strategy has been amended to foster partnership with communities, South African Police Service (SAPS), including other relevant departments, etc.
 - The security services programmes put in place to manage and coordinate physical security initiatives across the Gauteng Department of Education (GDE) institutions
 - The Employer has also developed a school safety programme for schools
- (ii) The Employer expected to give an update report in the next meeting on the implementation of school safety programmes in line with set programmes in (i) above
- (iii) The Employer to engage the Infrastructure Directorate on possibilities of having generators as back-ups during load shedding in the identified high-risk schools

Educator Development

The Educator Development Task Team met on 13th Educator Development 2021. The presented report and recommendations ratified by Chamber briefly highlighted the following:

- Acceptance of the Final Draft Report on Monitoring and Evaluation (M & E) Pilot Project,
- Recommended to Chamber for ratification of the Final Draft Report on Monitoring and Evaluation (M & E) Pilot Project
- Implemented programmes for Q1 and Q2: 2021/22

- Upcoming programmes

Quality Learning and Teaching Campaign (QLTC)

The Quality Learning and Teaching Campaign (QLTC) Task Team meeting was held on 20th August 2021 and 6th September 2021. The Employer was expected to present a progress report in Chamber on the adherence to COVID-19 non-negotiables. In these two meetings, the Employer did not fulfil the commitment to submit the QLTC reports to Chamber, notwithstanding the Council decision.

Dispute Prevention

The Dispute Prevention Task Team met on 25th August 2021, 3rd September 2021, and 17th September 2021. The reports presented indicated progress on analysis in statistics on grievances, disputes, and misconduct cases. The consolidated report and recommendations were tabled and ratified by Chamber. The following were the highlights:

- (i) Finalisation of recommendations to Chamber on the Revised Draft Review of Collective Agreement No. 2 of 2005
- (ii) Dispute Management Report:

(a) Leading Grievances

Nature of Grievances	Total Grievances	Total Completed
Filling of posts	263	210
Unfair treatment	79	64

- Management of Grievances: 85%

(b) Leading Disciplinary Cases

Nature of Disciplinary Cases	Total Disciplinary Cases	Total Completed
Absenteeism	37	26
Assault	85	43
Improper Conduct	86	49
Sexual Assault	29	12

- Management of Discipline: 85% cases to be concluded.

(c) Management of disputes stood at 85%

(d) Age analysis of cases: The cases reported included those of 2017, 2018, 2019, 2020 and 2021

(e) Enquiry by Arbitrator on ELRC Collective Agreement No. 3 of 2018, the cases reported covered the years 2019, 2020 and 2021. Of the 23 cases, those completed were eight and outstanding 15

(f) Challenges and interventions.

Employee Health & Wellness (EH & W)

The Employee Health & Wellness Task Team meeting was held on 14th September 2021. The Progress report and recommendations were tabled and ratified by Chamber. The following are highlights:

(a) Employee Health & Wellness Q1: 2021/22 implementation review report

(b) Confirmed Office Based COVID were 19 cases per institution

(c) COVID – 19 Cases in Offices for 2020/21 were 46

(d) COVID – 19 Cases in Offices for Q1 and Q2 of 2021/22 stood at 196

(e) COVID – 19 Fatalities in Offices for 2020/21 stood at 10

(f) COVID – 19 Fatalities in Offices for Q1 and Q2 of 2021/22 stood at nine

(g) Fatalities versus recoveries, total infections, and total headcount:

- 5 800 was total office-based population. Total infections stood at 435, isolation 2, fatalities 19, recoveries 414

(h) Vaccinations:

- Target: 129 098

- Total vaccinated: 121 574

- Total not vaccinated (still to be vaccinated): 7 524

Procedure on Incapacity Leave and Ill-health Retirement (PILIR)

The PILIR Task Team meeting was held on 14th September 2021. The progress report and recommendations for quarter one (Q1) of 2021/22 was ratified by Chamber on the implementation. The highlights are below:

- **PILIR Applications submitted and outcomes**

	Short Temporary (S)	S%	Long Temporary (L)	L%	Ill-Health Retirement (IR)	IR%	Grand Total	Total %
Applications submitted by GDE	999		210		12		1221	
Applications Assessed by PHS	964	96%	198	94%	9	75%	1171	96%
Outstanding	35	4%	12	6%	3	33%	50	4%
Recommended	324	34%	128	65%	7	78%	459	39%
Not recommend	615	64%	61	31%	2	22%	678	58%
Partially Recommended	25	3%	9	5%	0	0%	34	3%

- **Substitutes and overall cost for Q1: 2021/22**

- Educator substitutes were 328 and the overall cost was R45 692 535.21. Money to be recovered was R 565 931,79. Actual money recovered from districts was R 14 414,70 and R 551 517,09 was outstanding, to be recovered.
- 84 042 PILIR booklets were distributed and 3 400 are to be distributed.
- Review on PILIR and determination of leave of absence was presented, including processes and timeframes.
- A need to address the rise in cases related to the Mental Behavioural Disorder.

Quality Management System (QMS)

The Quality Management System (QMS) Task Team meeting was held on 26th August 2021. The presented QMS implementation report and recommendations ratified by Chamber, highlighted the following:

a) QMS training update for PL 1- 3's and percentages trained:

Number of Districts in Gauteng Department of Education (GDE)	Post Level	Total Number Trained	% Trained
15	PL 3's	2 047	73%
	PL2's	4 476	50%
	PL 1's	19 576	35%

- b) Principals workplans and mid-year appraisals
- c) Challenges with the implementation of QMS
- d) Regular update reports on all QMS trainings conducted
- e) QMS training reports to be availed to Parties on monthly basis

Integrated Quality Management System (IQMS)/ Education Management Service (EMS): Performance Management and Development System (PMDS)

The IQMS/PMDS task team met on 26th August 2021. The presented report and recommendations on the implementation of IQMS/EMS-PMDS educator performance related pay progressions for performance cycle 2020/21, were received and ratified by Chamber. The following were the brief highlights:

- Implementation of IQMS/EMS-PMDS
- 441 schools across the province were visited for the purpose of monitoring /training and support
- Implementation of Pay Progression 2021: A submission for the payment of pay progression to all qualifying school based and office-based educators was approved on 17th June 2021. Treasury halted the payment of pay progression

Educator Resourcing

The Educator Resourcing Task Team meeting was held on 15th September 2021. The task team received a progress report on educator resourcing related matters. The report and recommendations were ratified by Chamber. Below are highlights of the report:

(1) Consultation on Post Provisioning 2022

- Public Ordinary Schools
Primary schools lost 625 posts pushing the ratio high by a 0.9 margin. Secondary schools gained 1 204 posts, however, due to the high learner growth, the ratio remained high with a 1.1 margin. Public Ordinary schools' ratio went high with a 0.8 margin.
- Special Schools
Special Schools lost 1 211 learners, however, the ratio improved by a 0.4 margin with only four posts added to the sector.
- Schools of Specialisation
Schools of Specialisation grew by 13 364 learners, which increased the ratio by a 6.6 margin with 347 new posts added to the sector.
- Due to insufficient budget increase, it recommended that the same Post Establishments of 2021 is issued for 2022.
- There would be a need to reprioritise the budget increase to manage growth for 2022 as well as posts required for COVID-19 through the centralised 1 650 posts.

(2) Progress report on advertised Office-Based Posts

In 2020/21, the total advertised office-based posts in head office were 46. Filled posts were 36, in progress were eight, outstanding was one and withdrawn was one. In 2021/22, the total advertised office-based posts in Ekudibeng Region were 34, filled were 29, withdrawn were two and grievances were three. In 2021/22 in the Joburg Region, total advertised office-based posts 43, filled posts 41, in progress two and outstanding two. In 2021/22, the total advertised office-based posts in the Tshwaga Region were 40, filled posts were 30, in progress two, outstanding were two and one was withdrawn.

(3) Progress report on advertised School Based was also presented.

(4) Progress report on Vacancy Circulars from 2018 to date were on the following:

- Vacancy Circular 2 of 2018 (PL 2-4); Vacancy Circular 4 of 2018 (PL 4); Vacancy Circular 1 of 2019 (PL 2-4); Vacancy Circular 3 of 2019; Vacancy Circular 4 of 2019 (PL 4); Vacancy Circular 1 of 2020 (PL 1); Vacancy Circular 3 of 2020 and Vacancy Circular 4 of 2021.

(5) Conversion of temporary educators/education therapists

The Normal Fixes Establishments stood at 2 370, total GDE 0001 forms received were 1 326, total letters received were 736, total implemented on PERSAL were 1 198 and the total resultant from System Change Control was 744.

Additional achievements:

Monitoring & Evaluation (M & E)

The Monitoring & Evaluation Technical Task Team met on 10th August 2021. The presented report accepted by the task team is highlighted briefly below as follows:

- The final report on Monitoring & Evaluation (M & E) Pilot Project was presented
- The report was accepted and had to be taken to the Educator Development Task Team for adoption and recommendation to Chamber for ratification

Curriculum

The Curriculum Task Team meeting was held on 3rd August 2021. The presented report and recommendations ratified by Chamber were on the following:

- The ratified and signed copy of the Memorandum on the Implementation of Oral Reading Fluency Assessment 2020 was availed to Parties
- A need for the Employer to table an update in the next task team meeting on the state of preparedness to provide curriculum support to schools. which could not have 100% learners returned due to the COVID-19 pandemic challenges

Learners with Special Educational Needs (LSEN)

The Learners with Special Educational Needs (LSEN) Task Team meeting was held on 6th August 2021. The presented report and recommendations ratified by Chamber are highlighted below:

- i) Curriculum and assessment support plans for special schools
- ii) Training on Technical Occupation Curriculum (TOC)
- iii) Training on Curriculum and Assessment Policy Statement (CAPS)
- iv) Implementation of the revised learning programme for Learners with Profound Intellectual Disabilities
- v) Differentiated Curriculum and Assessment Policy Statement (DCAPS) and Technical Occupational Curriculum (TOC) to be located within Curriculum Task Team as agenda items
- vi) Training for Departmental Heads and newly appointed educators on what D-CAPS entailed and how it should be managed would be taking place on 11th August 14th August and 11th September 2021
- vii) A need for the Employer to table a report on how it was determining the supports needs of personnel in districts

Grade R (Universalisation)

The Grade R Task Team meeting was held on 17th August 2021. The presented report and recommendations ratified by Chamber are highlighted below:

- Plans for possible permanent absorptions of Grade R Practitioners those who meet the requirements for absorption into the education system
- Practitioners should be on National Qualification Framework (NQF) level 6 and above to an equivalent minimum notch of Relative Education Qualification Value (REQV) 13 educator (recognised three-year qualification)
- Practitioners must be in a possession of Bachelor of Education (M + 4) Foundation Phase
- Practitioners must be fully registered with the South African Council of Educators (SACE)
- The Practitioner must be in the employ of the Gauteng Department of Education (GDE)
- The Practitioner must have a PERSAL number
- Total number of practitioners qualifying based on stipends stood at 1 972. Females were 1 951 and males were 21

Magnet Schools

The Magnet Schools Task Team meeting was held on 31st August 2021. The presented report as ratified by Chamber is highlighted below:

- Allocation of budget transferred to all Magnet Schools was R40 000,00 each

- Post Establishments in Magnet Schools: There were approximately 139 staff members in Magnet Schools, 83 permanent, 37 permanent on probation and 19 temporaries
- Absorption of educators meeting requirements: One was found to be underqualified with REQV 12 (certificate in music). The rest qualified from REQV 13 to 17

Grade 12 Markers

The special Grade 12 Markers Task Team meeting was held on 8th July 2021 and 27th August 2021. The presented report and recommendations ratified by Chamber are highlighted below:

- Received report on the marking process for May/June NSC Examinations 2021
- Payment of markers for 2020 (outstanding) and for May/June 2021

Financial Wellness Workshop

The Financial Wellness Workshop was held on 24th August 2021. Presented report and recommendations were tabled and ratified by Chamber. The following were highlights of the report:

- National Treasury's Republic of South Africa (RSA) Retail Savings Bonds
- Savings products offered
- Rates
- Early withdrawals
- Benefits
- Cascading the information about RSA Retail Savings Bonds down to employees.

Strategy to overcome areas of underperformance

The Quality Learning and Teaching Campaign (QLTC) task team report for quarter one and quarter two of 2021/21 are to be tabled by the Employer in the third quarter task team meeting.

Changes to planned target

No changes were made to planned targets.

Linking performance to budget

Apr - Sep 2021			
Programme Name	Actual Expenditure	Budget	(Over)/Under Expenditure
	R'000	R'000	R'000
Collective Bargaining Services: Gauteng	132	283	151
Total	132	283	151

KwaZulu-Natal

Key performance indicators, planned targets and actual achievements

Collective Bargaining Services: KwaZulu-Natal						
Performance Indicator	Annual Target 2021/22	Planned Target for 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comments on deviations	Status
Consultation, Implementation and Monitoring of Collective Agreements and Policies						
Post Provisioning Facilitate the consultation process for Post Provisioning and reports presented to Chamber	Workshop (1) Reports (2)	Convene consultation meetings and present reports to Chamber with regard to: (i) Post Creation: between office of MEC and Organised Labour. (ii) Post Distribution: between office of the HOD and Organised Labour	Not Achieved Post creation consultation meetings were convened, and reports presented on: <ul style="list-style-type: none"> • 31st August 2021 • 28th and 30th September 2021, respectively The post distribution report was presented to the Chamber on 1 st October 2021	Report (1)	The Post Provisioning Consultation process was concluded after 30 th September 2021. The reports will be presented to the Chamber in the third quarter.	
Incentives for Educators Monitoring reports on the implementation of incentives for educators are available and presented to Chamber	Workshop (1) Reports (3)	Progress report presented by the task team to chamber with regard to the: (i) payment to recipients. (ii) schools that have lodged appeals	Not Achieved	Report (1)	The Employer is in the process of resolving the matter. Progress regarding incentives will be presented in the third quarter.	
Employee Health and Wellness Monitoring reports on the implementation of Employee Health and Wellness Programmes are available and presented to Chamber	Reports (4)	Report presented by the Task Team to Chamber with regard to the Implementation of Employee Health and Wellness Programmes	Achieved The Task Team report on Employee Health and Wellness was presented to the Chamber meeting on 23 rd September 2021	None		

Collective Bargaining Services: KwaZulu-Natal						
Performance Indicator	Annual Target 2021/22	Planned Target for 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comments on deviations	Status
Teacher Development Monitoring reports on implementation of new and/or existing Teacher Development programmes and reports presented to Chamber.	Reports (4)	Progress report presented by the Task Team to Chamber with regard to the implementation of Teacher Development programmes	Achieved The Teacher Development Task Team report was presented to the Chamber meeting on 23 rd September 2021	None		
Dispute Prevention Monitor and analyse statistical reports presented to Chamber on the categories and status of Grievances, Misconduct and disputes lodged, as well as from time to time, adopting new dispute prevention strategies.	Reports (4)	Report presented by the task team to Chamber with regard to: (i) monitoring and analysis of statistical information provided on Grievances, Misconduct cases and Disputes (ii) recommendation/s made by the Task Team (whenever applicable) on new dispute prevention strategies	Achieved The Dispute Prevention Task Team report was presented to the Chamber meeting, which took place on 23 rd September 2021	None		
Quality Learning and Teaching Campaign (QLTC) The Employer to table a progress report on the monitoring of COVID -19 non-negotiables	Reports (4)	Progress report on QLTC activities and COVID-19 non-negotiables received and analysed by Chamber.	Achieved The Report on QLTC and COVID-19 non-negotiables was presented to the Chamber meeting on 23 rd September 2021	None		
Quality Management System (QMS) Monitoring reports on the implementation of capacity-building programmes on QMS activities available in Chamber.	Reports (4)	The report on QMS activities presented and received by Chamber.	Achieved QMS was discussed as part of programmes under Teacher Development Task Team and the report was presented to the Chamber on 23 rd September 2021	None		

Overview of performance for the second quarter of the 2021/22 financial year

Parties were engaged in numerous task team and special meetings throughout the quarter in an endeavour to resolve challenges which had a potential to adversely disrupt labour peace in the province. Notwithstanding difficulties that confronted the education sector in the period under review, Parties' dedication and commitment enhanced performance compared to the achievement rate recorded in the previous quarter.

Post provisioning

The facilitation of consultation process commenced on 31st August 2021, subsequently numerous meetings pertaining to the Post Creation took place and culminated on 30th September 2021. The Post Distribution consultation between the office of the HOD and Organised Labour was only convened on 1st October 2021.

Employee Health and Wellness (EHW)

The Task team report presented on EHW activities covered the Management of Referrals, Wellness Programmes and COVID-19 statistics.

Management of Referrals

Self - Referrals	Informal Referral	Formal Referral	Health Related	Work Related Problem	Psychological Problems (Trauma, Stress, Depression and Financial problems)	Family Problems	Incapacity Leave
9	62	19	8	5	37	2	24

Substance abuse	Personal problems	Marital Problems	Absenteeism	Anger Management problems	Psychosocial Intervention (Counselled and referred to SANCA, Psychologist, DED, DSD, Psychiatrist and LifeLine)	Active Cases	Closed Cases
3	5	1	1	3	90	89	1

Employee Health and Wellness Programmes

Activity	Number of attendees
EH&W Advocacy	154
Financial Literacy Workshop	311
Trauma Debriefing	44
Eye Wellness Screening	34
Retirement Session	256
Wellness Health Screening	248
Coping with Loss and Stress Workshop	60
EH&W Supervisory Training	30
Anxiety Management Workshop	13
Management of COVID-19 in the workplace	111
Employees Screened for COVID-19	6120
Employees Tested Positive for COVID-19	2
Number of Buildings Decontaminated	2
Employees Vaccinated for COVID-19	119640
Employees over 60 who reported have registered on EVDS	11
Total	127061
Male Condoms	4140
Female Condoms	720
HCT	Males
	Females
	4
	4

COVID-19 Statistics current academic year: 2021

Teachers vaccinated in July 2021: 119 640 (94%).

Infections period: January – July 2021

Teachers	Non-teaching staff	Learners
680	93	815

Fatalities period: January to July 2021

Teachers	Non-teaching staff	Learners
188	1	1

Teacher development

The report covered all teacher development programmes that were conducted during the quarter including the following QMS recommendations that were presented for consideration and adoption by Chamber:

- Districts which have not yet finished training of School Management Teams (SMTs) should do so by the end of August 2021 and those that have already finished training SMTs should immediately commence with training of PL1s
- A mixed mode of training (face-to-face and virtual training) should be used by all districts. When face-to-face training is conducted, COVID-19 protocols should be strictly observed. When virtual training is to be conducted, links should be sent early to participants, sites with reliable internet connection should be identified as venues and attendance registers should be kept as evidence
- Regular NTT meetings that will provide QMS training updates and challenges should be held, and NTT members should provide monitoring and support to PTT members. A common template should be used when QMS management plans are developed
- The Provincial QMS Coordinator to constantly touch base with Provincial Conveners of the organised labour formation so that there is early intervention where training challenges are perceived
- During the development of the QMS training plan, PTT members should be involved, and the PTT must share the plan with the local leadership of organised labour for buy-in

Statistics pertaining to training of educators were as follows:

- Principals: 5 849 out of 5 891 (99.3%), Deputy Principals: 1 273 out of 2 235 (56%) and Departmental Heads: 5 380 out of 10 130 (53.1%).

Dispute prevention

The dispute prevention task team recommendations were presented as well as the following statistics and adopted by Chamber.

A. MISCONDUCT

Type of offence	All non-finalised previous cases	New cases for this quarter	Total	Finalised cases this quarter	Not yet finalised	Finalised within 90 days
Fraud/ theft	16	1	17	2	15	0
Social Grant Misconduct	0	0	0	0	0	0
Misuse of state property	2	0	2	0	0	0
Insubordination	0	0	0	0	0	0

Type of offence	All non-finalised previous cases	New cases for this quarter	Total	Finalised cases this quarter	Not yet finalised	Finalised within 90 days
Absenteeism	16	1	17	1	16	0
Sexual harassment	25	0	25	4	21	0
Under influence of alcohol/ drugs	3	0	3	1	2	0
Assault	7	1	8	0	8	0
Other:	61	9	70	10	60	0
TOTALS	129	12	141	18	123	0

B. PRECAUTIONARY SUSPENSIONS

Total Number of employees on precautionary suspension	Number of precautionary suspensions finalised/uplifted	Financial Implication for the quarter	Total Financial Implication
44	5	R4508751.11	R33567358.00

C. GRIEVANCES

Total Number received	Number resolved	Number unresolved	Number withdrawn
80	17	63	00

D. ABSENCE WITHOUT PERMISSION-APPLICATIONS FOR RE-INSTATEMENT

Applications for reinstatement	Cases dealt with by reinstatement committee	Reinstatement cases outstanding	Cases where reinstatement has been approved by HOD	No of case where reinstatement committee has no jurisdiction	Applications for unblocking in the quarter	No. of unblocked cases dealt by the Committee	No. of unblocked cases approved by HOD
12	12	00	00	02	04	04	00

QLTC

The Employer presented a detailed report on QLTC activities and COVID-19 non negotiables for consideration and adoption.

Staffing Committee

The Employer presented a comprehensive report covering activities including HRM Circular on Cost Cutting Measures, Circular on Appointment of Surplus Educators and SMT Bulletin, as well as recommendations for consideration and adoption by the Chamber.

Strategy to overcome areas of underperformance

- a) The Employer made a commitment to present a report on Incentives for educators in the third quarter
- b) Post Provisioning reports with regard to the creation and distribution of posts, will be presented to the Chamber in the third quarter

Changes to planned target

No changes were made to planned targets.

Linking performance to budget

Apr - Sep 2021			
Programme Name	Actual Expenditure	Budget	(Over)/Under Expenditure
	R'000	R'000	R'000
Collective Bargaining Services: KwaZulu-Natal	152	202	50
Total	152	202	50

Limpopo

Key performance indicators, planned targets and actual achievements

Collective Bargaining Services: Limpopo						
Performance Indicator	Annual Target 2021/22	Planned Target for 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comments on deviations	Status
Consultation, Implementation and Monitoring of Collective Agreements and Policies						
Human Resources Management Monitoring HR reports on the provisioning of Human Resources and reports presented in Chamber meetings	Reports (4)	Consultations on post provisioning are finalised and a report is tabled in chamber	Achieved The report on the consultation of the Post provisioning was tabled and adopted in the Chamber meeting held on 30 th September 2021	None		
Rationalisation of schools Monitoring in Chamber, the LDoE's HRM reports in the chamber meeting on the rationalisation of schools	Reports (3)	Receive and analyse reports in the chamber meeting on the rationalisation of schools	Achieved HRM reports on the rationalisation of schools was tabled in the HRM subcommittee meeting held on 8 th September 2021 and adopted in the Chamber meeting held on 30 th September 2021	None		
PILIR (Policy on Incapacity Leave and Ill-health Retirement) Monitoring in Chamber, the LDoE's HRM reports on the processing of PILIR referrals	Reports (3)	A report from the STANCO on the processing of PILIR referrals is tabled and discussed in the Chamber meeting	Achieved A report on the processing of PILIR referrals was tabled and discussed in the HRM Sub-Committee and the STANCO meetings on 8 th and 27 th September 2021 respectively and adopted in the Chamber meeting held on 30 th September 2021	None		

Collective Bargaining Services: Limpopo						
Performance Indicator	Annual Target 2021/22	Planned Target for 2nd Quarter	Actual Achievement 2nd Quarter	Deviation from planned target to Actual Achievement for 2nd Quarter	Comments on deviations	Status
Incentivised posts Reports on the payment of incentives for educators are available and presented to Chamber	Reports (4)	A report from the STANCO on the payment of incentives to educators in qualifying posts is tabled and discussed in the Chamber meeting	Achieved A report on the payment of incentives to educators in qualifying posts was tabled and discussed in the HRM Sub-Committee and the STANCO meetings on 8 th and 27 th September 2021, respectively and adopted in the Chamber meeting held on 30 th September 2021	None		
Employee Health and Wellness (EHW) Monitoring the implementation of Employee wellness programmes and reports presented in Chamber	Reports (3)	A report from the STANCO on monitoring of the implementation of Employee Health, wellness and safety programs is tabled and discussed in Chamber	Achieved A report on monitoring of the implementation of Employee safety, Health and wellness programs was discussed in the STANCO meetings held on 13 th and 27 th September respectively and adopted in the Chamber meeting held on 30 th September 2021	None		
Dispute Prevention Monitor reports on the categories and status of grievances and disputes lodged and reports are presented in Chamber quarterly	Reports (4)	Receive, discuss and analyse reports on the trends on grievance and disputes in the Chamber meeting	Achieved The report on the trends in relation to grievances and disputes, was tabled in the Dispute Prevention Sub-Committee meeting held on 9 th September 2021 and adopted in the Chamber meeting held on 30 th September 2021	None		
Educators Performance management Monitor the implementation of performance management instruments and present	Reports (3)	Monitor and analyse reports on the implementation of performance management	Achieved The reports on the implementation of performance management instruments and policies were tabled in the EPM Sub-Committee	None		

Collective Bargaining Services: Limpopo						
Performance Indicator	Annual Target 2021/22	Planned Target for 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comments on deviations	Status
reports in the Chamber meeting		instruments and policies in the Chamber meeting	meeting held on 17 th September 2021 and adopted in the Chamber meeting held on 30 th September 2021			
Curriculum and examinations Monitor the implementation of curriculum policies and the management of examinations and reports are presented to Chamber	Reports (3)	A report on the management of the examinations and curriculum policies is tabled by the Employer and analysed in the Chamber meeting	Achieved The report on the management of the examinations and curriculum policies was tabled by the Employer in the Curriculum and Examinations Sub-Committee meetings held on 5 th , 7 th and 28 th July 2021, 20 th September 2021 and adopted in the Chamber meeting held on 30 th September 2021	None		
Quality Learning and Teaching Campaign (QLTC) The Employer to table a progress report on the monitoring of COVID- 19 non-negotiables	Reports (4)	Progress report on QLTC activities and COVID-19 Non-negotiable received and analysed by Chamber	Not Achieved	Report (1)	The Employer was not available and ready to present the report.	
Quality Management System (QMS) Monitoring reports on the implementation of capacity-building programmes on QMS activities available in Chamber	Reports (4)	The report on QMS activities presented and received by Chamber	Achieved The report on QMS activities was presented in the EPM Sub-Committee meeting held on 11 th August 2021, then received and adopted in the Chamber meeting held on 30 th September 2021	None		

Overview of performance for the second quarter of the 2021/22 financial year

The set objectives for the quarter were discussed in the STANCO, task team and Sub-Committee meetings and then adopted in the Chamber meeting held on 30th September 2021. A major part of the success of meetings is ascribable to the advent of holding meetings online. This has also mitigated against an increase in postponements of meetings. Chamber held nine sub-committee meetings, one STANCO and one Chamber meeting. Chamber also adopted the record of the consultations on the 2022/23 PPN and the management plan for its implementation.

Summary of activities

Chamber discussed in task team meetings and adopted in chamber meetings the reports on the following items:

The management plan for the implementation of the 2021 schools' post establishments

A total number of 1 357 educators were identified as being in excess of the staff establishment. A total of 718 educators were matched and absorbed into new posts. There was an outstanding number of 639 excess educators.

The payment of incentives (Rural allowance) for qualifying educators

Forty-two of the 47 applications for rural incentives for qualifying educators were finalised. Only five are yet to be finalised. Discussions were said to be afoot in Council on whether this payment for incentives/rural allowance should be continued.

Dispute Prevention

Fourteen grievances (13 of which are on incentives) were handled. Eight of these grievances were finalised and six grievances are pending. The Employer will circulate the training program to help minimise grievances and disputes by 13th September 2021, which will be on a quarterly basis henceforth.

Rationalisation and merging of schools

An additional 12 schools were reportedly merged in three districts to take the total tally of merged schools to 392. Six non-viable schools that occasioned the mergers were reportedly moved to new receiving sites. Two schools were reportedly closed in different districts viz: Capricorn North and Sekhukhune South. An additional six schools were provided with scholar transport.

Work done on PILIR cases

A total of 211 applications were submitted to the Health Risk Manager for incapacity leave for a short period, applications for incapacity leave for a long period was 124, whereas those for ill-health retirement was 19. All advices from the Health Risk Manager were accepted and enforced as per the above figures.

The following Employee Safety, Health and Wellness programs were achieved amid the COVID-19 restrictions

All wellness requests and referrals were attended to i.e. 87 referrals were attended, 54 on EAP, 13 on HIV and 20 on PILIR. Of these referrals 43 were from females and 44 were from males. On the number of provincial office premises, districts, circuits, warehouse and schools assessed, 16 Safety committee members were appointed at Capricorn North. Workplace OHS audits were performed in Schools and circuits in the following districts: Capricorn South; Mopani West; Mopani East; Sekhukhune South; Vhembe East; Sekhukhune East and Vhembe West. A total of 65 injuries and disease on duty victims were attended i.e.: 50 injuries on duty and 15 diseases on duty.

Educators Performance management

Parties implemented the management plan for the QMS training for 40 677 PL1 educators. A total of 36 240 of these educators (PL 1) were trained i.e., 89% were trained and 4437 of them were outstanding.

Curriculum and Examinations

Parties discussed the causes and effect of dwindling commercial stream subjects in schools. Chamber agreed to establish a task team to deal with this challenge. Parties also discussed Enrichment Classes/Camps, where the Employer indicated that they were the prerogative of districts, in response to their identified curriculum needs. Eight districts implemented the Winter Enrichment Programme. Sekhukhune East (Moutse) did not participate because of the non-payment of enrichment teachers for the autumn enrichment program.

Additional achievements:

Employment Equity

Out of the target of 44.9% for the appointment of females in principals' posts, Capricorn North and Vhembe West were ahead with the progress of 45.7% and 45% respectively. Vhembe East Sekhukhune East, Sekhukhune South were lagging behind with the progress of less than 40%.

The representation of females was indirectly proportional to the level of the Principal's post and other promotional posts i.e., the higher the post level, the fewer the representation of females in that post. Employees with disabilities were at 0.2% representation compared to the target of 7%.

Progress on the appointment of educators produced by Funza Lushaka

There was no progress made on the placement of the outstanding number of educators produced by Funza Lushaka in the financial year 2020. On the 2021 placement of the Funza Lushaka Bursary holders, out of an allocated total of 487 bursary holders, 321 (i.e. 66%) were placed and 166 was outstanding.

Strategy to overcome areas of underperformance:

The issue of non-achievement in relation to QLTC has been raised with Parties in the STANCO meeting. The Employer undertook to escalate their contribution to the non-performance to their Deputy Director General. This will also be escalated to the General Secretary of the ELRC.

Changes to planned target

No changes were made to planned targets.

Linking performance to budget

Apr - Sep 2021			
Programme Name	Actual Expenditure	Budget	(Over)/Under Expenditure
	R'000	R'000	R'000
Collective Bargaining Services: Limpopo	161	424	263
Total	161	424	263

Mpumalanga

Key performance indicators, planned targets and actual achievements

Collective Bargaining Services: Mpumalanga						
Performance Indicator	Annual Target 2021/22	Planned Target for 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comments on deviations	Status
Consultation, Implementation and Monitoring of Collective Agreements and Policies						
Post Provisioning A report on the consultation process for post provisioning is available and tabled in Chamber	Workshop (1) Reports (3)	Meaningful consultations on post provisioning are conducted, concluded/finalised and staff establishments issued to all schools and reports presented to Chamber	Achieved Consultative meetings were held on 20 th September 2021 Report was presented to a Special Chamber on 27 th September 2021	None		
Employee Health and Wellness (EHW) Monitor the introduction and implementation of Employee Health and Wellness activities and present reports to Chamber	Reports (4)	Presentation on introduced and implemented Employee Health and Wellness programs in Chamber meeting	Achieved A presentation on introduced and implemented Employee Health and Wellness programs was done in the task team meeting on 1 st September 2021 and presented to Chamber on 9 th September 2021	None		
Incentives for Educators Monitoring reports on the implementation of incentives for educators are available and presented to Chamber	Workshop (1) Reports (4)	Management plans presented for implementation of the Incentives policy to Chamber.	Achieved The Employer presented an Indicative budget and policy/criterion for teacher incentives management plan to the task team meeting on 2 nd September 2021 A presentation on the payment of educators' incentives was presented to Chamber on 9 th September 2021	None		

Collective Bargaining Services: Mpumalanga						
Performance Indicator	Annual Target 2021/22	Planned Target for 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comments on deviations	Status
Dispute Prevention Monitoring the implementation of a strategy to minimise the level of Grievances, Misconduct and disputes lodged presented to Chamber.	Reports (4)	Convene a Task Team meeting and report presented to Chamber	Achieved A Task Team meeting was convened on 12 th August 2021 A report was presented to Chamber on 9 th September 2021	None		
Collective Agreements To monitor the implementation of collective agreements and reports presented to Chamber	Reports (4)	Progress Reports on the implementation of collective agreements received and analysed by Chamber.	Achieved A progress report on the implementation of Collective Agreement No. 4 was discussed at the task team meeting on 21 st July 2021 A report was presented to Chamber on 9 th September 2021	None		
Inclusive Education/Learners with Special Educational Needs To monitor the implementation of Inclusive Education Policy and reports presented to Chamber.	Reports (4)	Reports on Inclusive Education received by Chamber.	Achieved A report was submitted to the task team meeting on 2 nd September 2021 A report on Inclusive Education was presented to Chamber on 9 th September 2021	None		
Early Childhood Development To monitor progress in the provisioning of Practitioners in ECD	Reports (4)	Progress Report on the provisioning of training of practitioners ECD band received and analysed.	Not Achieved	Report (1)	No information was received to report on.	

Collective Bargaining Services: Mpumalanga						
Performance Indicator	Annual Target 2021/22	Planned Target for 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comments on deviations	Status
and progress on the training conducted on ECD in the Province, and reports presented to Chamber						
Employment Equity To monitor the implementation of the employment equity plan.	Reports (4)	Progress reports on equity targets received and analysed.	Achieved A report on equity targets was received and analysed by the task team on 6 th September 2021	None		
Curriculum and Examinations Monitoring implementation of the curriculum policy and the management of examinations, reports presented to Chamber.	Reports (4)	Report on the implementation of curriculum policies and exams received and analysed by Chamber.	Not Achieved	Report (1)	No information was received to report on.	
Maths, Science and Technology Academy (MSTA) To monitor the implementation of MSTA programs and reports presented to Chamber	Reports (4)	Reports on the implementation of MSTA programs received and analysed by Chamber	Achieved A report on the implementation of MSTA programs was received by Chamber on 9 th September 2021	None		
Policy and Procedure on Incapacity and Ill-Health Retirement (PILIR) To monitor the implementation of the Policy on PILIR and present reports to Chamber.	Reports (4)	Progress reports on the finalisation of PILIR cases/applications received and analysed by Chamber	Achieved A report was submitted to the task team on 27 th July 2021 A report was presented to Chamber on 9 th September 2021	None		

Collective Bargaining Services: Mpumalanga						
Performance Indicator	Annual Target 2021/22	Planned Target for 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comments on deviations	Status
Quality Learning and Teaching Campaign (QLTC) The Employer to table progress report on the monitoring of COVID-19 non-negotiables	Reports (4)	Progress report on QLTC activities and COVID-19 non-negotiables received and analysed by Chamber	Achieved A report on QLTC activities and COVID-19 non-negotiables were presented to Chamber on 9 th September 2021	None		
Quality Management System (QMS) Monitoring reports on the implementation of capacity-building programmes on QMS activities available in Chamber	Reports (4)	The report on QMS activities presented and received by Chamber	Achieved The Employer presented a report on QMS activities to Chamber on 9 th September 2021	None		

Overview of performance for the second quarter of the 2021/22 financial year

The period under review presented many challenges especially with the untimely passing of the Provincial Manager on 28th September 2021. He served the Chamber with dignity. Although the passing of the Provincial Manager had a negative impact on the morale of Parties to Chamber, Chamber was able to successfully implement almost all the identified targets for the quarter. A Standing Committee meeting was successfully held on 3rd September 2021 to chart the way forward. Since monitoring the implementation of Collective Agreement No. 4 of 2018 is close to the hearts of Parties, an important decision was taken to receive weekly progress reports from the Employer Party. This decision was successfully implemented during the quarter.

Post Provisioning

Consultation on the Basket of Posts was held on 20th September 2021 and a report was tabled at a Special Chamber meeting on 27th September 2021. Parties agreed to disagree on the posts created by the Employer because Labour was not in support of the proposed number of posts.

Employee Health and Wellness (EHW)

The Employer submitted a report to the task team meeting on 1st September and highlighted the following programs introduced and implemented during the first quarter of the 2021 academic year: 9 051 programs/events were introduced and attended by 9 265 cases. COVID-19 was a hindrance in implementing the programs. Labour noted and accepted the report. They commended the unit for managing to implement its programs during the COVID-19 restrictions. They urged that the unit considers reviewing its approach to the programs to ensure that all employees are fully engaged in implementing the programs in all four districts. The report was presented to Chamber on 9th September 2021.

Incentives for Educators

The Employer presented an Indicative budget and policy/criterion for teacher incentives workshop with the management plan to the task team meeting on 2nd September 2021. Labour welcomed the report. A presentation on the rollout of the implementation was presented to Chamber, which covered the teacher incentive payments and Pay Progression report of 2020. The table below capsulates the payment of teacher incentives. The Department indicated that they are unable to extend the pool of educators receiving incentive bonus, due to its financial constraints.

Districts	Statistics submitted to Chamber	Educators paid as per the list from District	Number of Math Educators Paid Incentives
Bohlabela	130	130	The list reconciles with the number submitted.
Ehlanzeni	68	67	Ehlanzeni had duplication of educators. The discrepancies have since been corrected. Ehlanzeni has therefore 67 educators eligible for the teacher incentives and all of them have been paid.
Gert Sibande	34	34	All paid
Nkangala	110	99	Nkangala District has 110 educators eligible for teacher incentives. Only 99 educators were paid the allowance. The remaining 11 have not yet submitted their teacher incentives contracts.

Pay Progression

The Department was ready with the submission for registration of System Change Control (SCC) for the payments of Integrated Quality Management System (IQMS) in July 2021. After the release of Collective Agreement No. 1 of 2021, the Department sought clarity from the Office of the Premier and Department of Basic Education (DBE). The Office of the Premier indicated that they were waiting for clarity from the Department

of Public Service and Administration (DPSA). The DBE indicated that they will be issuing two circulars regarding the implementation of IQMS. The Department was still waiting for responses from DPSA and DBE to proceed with the payment of IQMS.

Dispute Prevention

A report was submitted to the task team meeting on 12th August 2021, which covered the period 1st April to 30th June 2021. The following salient matters were highlighted: Total number of grievances for the period received were 41. Total number of grievances finalised were 25. Grievances finalised within 30 days were 23. Only two grievances were finalised outside 30 days. The number of grievances pending were 16. Conciliation Disputes: The total number of conciliation disputes for the period was ten. The nature of the disputes were four Unfair Labour Practice (ULP) Benefits, two ULP transfer, two Appointment, one Promotion/appointment, and one BCEA Enforcement. Nine of the ten disputes were finalised, and one was not yet finalised. Arbitration Disputes: The total number of arbitration disputes were 13. Ten of these disputes were finalised, whilst three were not finalised. Disputes in Court: Labour Court or Civil Court: Five cases which are still pending.

Collective Agreements

The report tabled at the task team meeting on 21st July, indicated the following: The 191 contract educators held additional to the posts establishments of schools and who were terminated on 30th June 2021, have been reinstated and are expected to get their salaries by end of July 2021. The process of placing the December 2020 cohort of contract educators in posts occupied by the 2021 cohort of new contract educators, where they meet the curriculum requirements has started in other districts. The principals of schools have been directed to start identifying from the December 2020 cohort of contract educators who can be prioritised for conversion into permanent substantive vacant posts as opposed to the initial dictates of paragraph three of the Human Resource (HR) directive 37.

The 331 temporary teachers employed in the 2021 academic year will not be considered for conversion to be appointed in a permanent capacity at this stage. Contracts of all temporary teachers currently in the employment of the department of Mpumalanga Basic Education are extended to December 2021, except for all contract teachers that are employed additional to the posts establishment of schools who would be terminated by 31st August 2021, pending the finalisation of the implementation of Collective Agreements No. 4 of 2016 and 2018. The Employer is to initiate discussions about matters of mutual interest identified from the implementation of the Collective Agreements (i.e., Collective Agreement No. 4 of 2016 and 2018). The conversion of temporary teachers into permanent vacant substantive posts will take place concurrently with the placement of educators in addition. The Department must identify terms of reference appropriate and relevant to guide the PTT in the central placement of unplaceable educators in addition by districts. The Standing Committee meeting of 3rd September 2021 recommended to the Chamber of 9th September 2021, that the life span of the Provincial Task Team on Collective Agreement No. 4 of 2018 be reviewed with a view to make it a permanent process.

Inclusive Education/Learners with Special Educational Needs

The Employer presented a report at the task team meeting on 2nd September and highlighted the following matters: Vacant posts in the Learners with Severe and Profound Intellectual Disabilities (LSPID) grant, training conducted during the first quarter, outreach services conducted, Procurement of Personal Protective Equipment (PPE) for outreach team members and caregivers. Closure of Special Care Centres and reaching out to learners during COVID-19 alert level 3. Labour noted and welcomed the report and requested that the names of those closed Special Care Centres be provided as well as the number of persons needed to assist in the Special Schools be provided in the next meeting, commended the filling of posts and management of the PPEs. The names of all Special Care Centres that have been closed, reasons thereof and confirmed that municipalities in which the Care Centres are built are involved were provided by the Employer. Labour appreciated the clarity and requested that the Employer expand the scope of collaboration to all interested parties, including organised labour. The Chamber meeting of 9th September 2021 agreed that a site visit to Masinakane Special School be conducted to satisfy and confirm allegations about the appalling conditions under which the learners with disabilities are subjected to. The site visit would also provide a clear view of the advice the task team should provide to the Standing Committee on the way forward in better managing corrective measures.

Early Childhood Development

No information was received to report on. There should be a report somewhere because a decision was taken at the Chamber meeting, as reported at the meeting of 4th October 2021, that a special Chamber meeting should be held to discuss the remuneration of ECD Practitioners.

Employment Equity

The report presented by the Employer highlighted the following salient matters: The recommendations made at the previous meeting was implemented. Gender equity: The directorate has a mandate to prioritise female employees for promotion for Post Level 10 positions. Disability Equity: 7% has been allocated for people living with disabilities. Learner pregnancy: The number of learner pregnancy was increasing at an alarming rate. Interventions: It was difficult to conduct interventions due to COVID-19 restrictions. COVID-19: Learners recorded a high number of contracting the pandemic. The number of fatalities has slowed down. Labour noted and appreciated the report and recommendations to help minimise the challenges encountered in implementing the programs of the directorate.

Curriculum and Examinations

No information received to report on. Hence the target was not achieved in the second quarter.

Maths, Science and Technology Academy (MSTA)

The Employer presented a report to Chamber on 9th September 2021. The following matters were highlighted: The purpose of this presentation was to share with Chamber the MST Academy first quarter progress report. First Quarter Planned Activities, Teacher training activities, targets and achieved, Procurement of consumables for Sciences and Technology, advocacy campaign and its purpose, an activity to involve learners, the MSTA competition and Coding Clubs to meet the demands of the Fourth Industrial Revolution (4IR).

Policy and Procedure on Incapacity and Ill-Health Retirement (PILIR)

A report was presented to the task team on 27th July and Chamber on 9th September 2021, respectively. The following salient matters were reported on: How the PILIR processes are unfolding, PILIR applications received for August 2021, and feedback on cases from June to August 2021.

Quality Learning and Teaching Campaign (QLTC)

The QLTC report was presented to Chamber on 9th September 2021 and the following matters were highlighted: The purpose of the report with specific reference on QLTC activities, programmes, and campaigns. A brief overview of the background and rationale of QLTC. Problem analysis relating to the key social dynamics of underperforming schools in the district schools. The significance of the learning and teaching campaign. The state of all-inclusive QLTC structures in the province, districts, and schools. QLTC best practices, challenges, functionality of QLTC, current QLTC activities. In conclusion the Department stated that they were confident that through effective QLTC programmes, Mpumalanga can achieve 83% in 2021.

COVID-19

The purpose of this presentation was to update members on the current COVID-19 recorded statistics in Mpumalanga schools. The latest COVID-19 numbers were received, and 5 644 new cases have been recorded at the time (24 hours) nationwide. Sadly, 235 people have died due to COVID-19 complications at the time of reporting. They believed that the recent vaccination drive would assist in reducing the number of infections and save lives. Monitoring and compliance with safety protocols remains the responsibility of every individual. Observing the COVID-19 protocols are of utmost importance.

The report outlined the cumulative report of COVID-19 positive cases in schools up to 25th August 2021, a summary of how many and who were infected and affected and the number of fatalities per rank. The report further indicated that most of the schools in the districts are not reporting their cases, only Ehlanzeni and Gert Sibande schools report cases daily. The Department relies on the information provided by the Department

of Health (DOH), however, they are also not able to disaggregate their data according to schools. The Department will in future use both data obtained from DOH and schools to measure the impact of COVID-19 in their communities.

Quality Management System (QMS)

The Employer presented a presentation at the Chamber meeting on 9th September 2021 and highlighted the following: The purpose of the presentation aimed to provide members with the progress made on QMS management in the Department. Topics covered were the training status of Post Level (PL) 1 to PL3; Mid-term report on finalisation of assessments for principals; Principals' Workplans and Mid -Year Appraisal; training on the QMS; and QMS/IQMS challenges and mitigation. The tables 1 to 3 below indicate the QMS training status of PL1, PL2 and PL3 for the four districts.

Four Districts	Expected	Actual			Percentage
		Male	Female	Total	
Total	25 304	1 790	2 998	5 757	22,75%

Table 1: PL1 Implementation Status

Four Districts	Expected	Actual			Percentage
		Male	Female	Total	
Total	3 644	983	1 901	2 884	79,14%

Table 2: PL2 Implementation Status

Four Districts	Expected	Actual			Percentage
		Male	Female	Total	
Total	1 252	646	460	1 040	83,06%

Table 3: PL3 Implementation Status

The Employer reported that the Mid-Year assessment has been implemented by principals as per the oral reports from District officials even though there are still gaps. Districts are still collating information from circuits. Monitoring has been a challenge because the same officials who are responsible for QMS are also officiating on the National Teaching Awards (NTA), which has negatively impacted on the QMS implementation.

It was reported that all principals have been trained on QMS and have signed workplans. However, there is a need to do refresher workshops to assist principals to draw plans that are implementable. Not all Circuit Managers (CMs) have finalised the mid-year appraisals of all principals. No number could be given at this stage because Districts were still collating information. The province will be able to implement QMS from PL1 to PL3 educators from January 2022. Training of PL2 and PL3 is almost completed standing at 79% and 83% respectively. Training of PL1 will be prioritised in September and October 2021. The province can conduct virtual sessions even though there are areas in the province that have connectivity challenges. In such cases presentations and targeted face-to-face interventions are conducted. Refresher workshops, monitoring and support will be given to principals, deputy principals and department heads. The report presented was noted by Chamber on 9th September 2021.

Strategy to overcome areas of underperformance

The Mid-term review amend targets that are not implementable.

Changes to planned targets

No changes were made to planned targets.

Linking performance to budget

Apr - Sep 2021			
Programme Name	Actual Expenditure	Budget	(Over)/Under Expenditure
	R'000	R'000	R'000
Collective Bargaining Services: Mpumalanga	98	304	207
Total	98	304	207

North West

Key performance indicators, planned targets and actual achievements

Collective Bargaining Services: North West						
Performance Indicator	Annual Target 2021/22	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
Consultation, Implementation and Monitoring of Collective Agreements and Policies						
Post Provisioning A consolidated report on the consultation process and distribution of post provisioning for the following financial year received and analysed by Chamber	Reports (3)	Report on meaningful consultations on post provisioning is presented at Chamber meeting	Achieved The Chamber meeting of 3 rd September 2021 received a report on the indicative budget for the provisioning model	None		
Employee Health and Wellness The report on the nature and number of Employee Health and Wellness activities introduced and implemented presented in Chamber.	Management Plan (1) Reports (3)	A report on programmes that Employer have implemented presented in Chamber	Achieved The Chamber meeting of 3 rd September 2021 received a report related to Employee Health and Wellness programmes	None		
Teacher Development Monitoring progress reports on provisioning of teacher development programs are	Management Plan (1) Reports (3)	Teacher Development programmes report presented and received by Chamber	Achieved The Chamber meeting of 3 rd September 2021 received a report in relation to programmes on Teacher Development	None		

Collective Bargaining Services: North West						
Performance Indicator	Annual Target 2021/22	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
presented in Chamber.						
Dispute Prevention Analysing reports on the categories and status of disputes, grievances and misconduct-cases lodged presented in Chamber	Reports (4)	Statistical report (national and provincial) discussed at quarterly meetings of Task Team and presented to Chamber	Achieved The Chamber meeting of 3 rd September 2021 accepted reports on disputes; misconducts and grievances discussed at the Task Team meeting of 20 th August 2021	None		
Terminations (contract expiry; resignations; retirements; deceased and dismissals) Consolidated reports of the category of terminations is available and presented to Chamber	Reports (2)	Analytical reports on the category of terminations presented and received by the Chamber	Achieved The Chamber meeting of 3 rd September 2021 received reports on category of terminations	None		
QLTC The Employer to table a progress report on the monitoring of COVID-19 non-negotiables	Reports (4)	Progress report on QLTC activities and COVID-19 non-negotiables received and analysed by Chamber	Achieved The Chamber meeting of 3 rd September 2021 received reports on QLTC activities together with a progress report on COVID-19 non-negotiables	None		
Safety in Schools Implementation of programmes on safety in schools are presented in Chamber	Reports (4)	A report on programmes of Safety in Schools received by Chamber	Achieved The Chamber meeting of 3 rd September 2021 received reports on Safety in Schools	None		

Collective Bargaining Services: North West						
Performance Indicator	Annual Target 2021/22	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
Advertisement and Filling of Posts Sharing information on the advertisement and filling of posts at the Chamber	Reports (2)	n/a	n/a			<i>*This is a bi-annual target that only relates to the first and third quarters of the 2021/22 financial year.</i>
Workshop on MTEF Concepts The report on the workshop for party-members related to description of MTEF concepts presented in Chamber	Report (1)	n/a	n/a			<i>*This is an annual target that only relate to the fourth quarter of the 2021/22 financial year.</i>
IQMS/PMDS/QMS Consolidated report on assessed and paid employees is available and presented in Chamber.	Reports (2)	Statistical report on IQMS/PMDS and QMS assessment presented and received by Chamber	Achieved The Chamber meeting of 3 rd September 2021 received reports related to assessment on IQMS; PMDS and QMS	None		
Temporary Educators Monitoring reports on appointment and conversion of temporary educators to be presented to Chamber	Reports (4)	Statistical report of temporary educators received and analysed by Chamber	Achieved The Chamber meeting of 3 rd September 2021 received a report on temporary educators	None		
Quality Management System (QMS) Monitoring reports on the implementation of capacity-building programmes on QMS activities available in Chamber	Reports (4)	The report on QMS activities presented and received by Chamber	Achieved The Chamber meeting of 3 rd September 2021 received a report on QMS in respect to training	None		

Collective Bargaining Services: North West						
Performance Indicator	Annual Target 2021/22	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
Incentives for Educators Monitoring reports on the implementation of incentives for educators are available and presented in Chamber	Management Plan (1) Report (1)	Management Plans received for the implementation of the policy by Chamber	Not Achieved	Management Plan (1)	The Employer formally advised the PELRC that incentives would not be paid, and it was therefore conceded that there is no need for the presentation of the management plan guiding implementation on payments of incentives.	

Overview of performance for the second quarter of the 2021/22 financial year

During the second quarter, the North West Chamber hosted meetings consistent with the prescriptions of the 2021/22 year-planner with the exception of the two Task Team meetings initially scheduled for 16th July 2021 and postponed to 20th August 2021. The unforeseen circumstances as it relates to the presidential announcement on migrating from alert level 3 to 4 is the reason for the postponement of those meetings and North West could not conduct virtual meeting as a recourse, due to connectivity problems.

The formal STANCO of 13th August 2021 was mandated to process and analyse reports drawn from various sources and concessions on some of those reports were registered as follows:

- The meeting recommended to Chamber that additional items for the programme for the envisaged Strategic Planning Workshop (SPW) aimed at empowering negotiators, be prepared
- Parties were obligated to initiate measures advocating on mitigating actions seeking to respond to challenges related to adjournment and/or postponement of meetings as well as absenteeism without apologies
- Detailed presentation related to implementation and implications of the vaccination programme to find expression at the contemplated SPW

The purpose of the two meetings in respect to Task Team initially scheduled for 16th July 2021 and ultimately hosted on 20th August 2021, were to respond to the following:

- Processing reports in respect to appointments and conversion of temporary educators in line with the prescriptions of the Collective Agreement No. 4 of 2018, as well as reflecting on strategies seeking to respond to the plight of other category of temporary teachers excluded by the said agreement
- Receiving and analysing reports on grievances, disputes and misconduct cases, with the view of identifying measures that could minimise prevalence of the said challenges

On 20th August 2021 formal STANCO was able to:

- Process the proposed agenda designed to guide the formal Chamber meeting scheduled for 3rd September 2021
- Verify reports prepared for the meeting, as mentioned above

The section of this report is further giving an update on silent issues which did not find expression at the table above, notwithstanding their observations at the formal Chamber meeting held on 3rd September 2021, and the following bear reference:

- The grievance pertaining to partial attendance by some party members as well as the perceived unprecedented tendency by the Employer party related to appointment of chief negotiators was registered and the meeting concurred that:
 - party-members to refrain from partial attendance to chamber activities
 - the Employer to advise chamber on the status of former and current acting chief negotiators
 - the Employer to terminate membership of the actual chief negotiator
- The meeting urged the Employer party leaders to ensure that correct and relevant reports are received by Chamber, post conceding that most reports are not of a good quality
- The meeting acknowledged that the objectives of Collective Agreement No. 2 of 2020 are being compromised, citing concerns recorded at a previous Chamber meeting and such concerns were exacerbated by the intention of the Employer in subjecting post-level one educators to a programme of Quality Management System (QMS) with extremely minimal duration, and posture thereof was that:
 - a deadlock would be officially recorded
 - the revised plan contemplating to train educators be availed at the Special Chamber meeting
- The report from the MTEF meeting depicted the draft post provisioning model of 2022, gains and losses of posts from different types of schools and schedule of earmarked additional posts allocated to different learning units was tabled and accepted

- The meeting endorsed the STANCO recommendations in respect to additional items to the programme of the Strategic Planning Workshop earmarked for October 2021
- Labour parties reiterated their plea regarding soliciting a progress report on feasibility research related to training school-managers on programme Policy and Procedure on Incapacity Leave for Ill-health Retirement (PILIR)

Strategy to overcome areas of underperformance

The contributing factor to underperformance relates to the non-availability of the management plan on Incentives for Educators, which was expected to have been received by Chamber. Given the fact that the Employer officially indicated that incentives are not going to be paid, there is no strategy to overcome this area of underperformance.

Changes to planned target

No changes were made to planned targets.

Linking performance to budget

Apr - Sep 2021			
Programme Name	Actual Expenditure	Budget	(Over)/Under Expenditure
	R'000	R'000	R'000
Collective Bargaining Services: North West	119	188	69
Total	119	188	69

Northern Cape

Key performance indicators, planned targets and actual achievements

Collective Bargaining Services: Northern Cape						
Performance Indicator	Annual Target 2021/22	Planned Target for 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	
Consultation, Implementation and Monitoring of Collective Agreements and Policies						
Post Provisioning A consolidated report on the consultation process for post provisioning is made available and tabled at Chamber meeting	Reports (3)	<ul style="list-style-type: none"> The employer is to present a report on the indicative budget. Report tabled by the employer on the Losses and Gains process, followed by engagements on losses and gains, and the adoption of the Final Staff Establishments at Chamber meeting 	Achieved The Post Provisioning meeting on the Indicative Budget was held on 12 th September 2021, the report on the losses and gains process, followed by engagements on losses and gains were held on: <ul style="list-style-type: none"> 12th September 2021 26th September 2021 10th September 2021 The final establishment was adopted in a Chamber meeting held on 23 rd September 2021	None		
Educators Incentives Monitoring reports on the implementation of incentives for educators are available and presented at Chamber meeting	Reports (4)	The employer to report on the payments made to qualifying schools	Achieved The report on the payments made to qualifying schools was tabled on 12 th August 2021 and presented to Chamber on 23 rd September 2021	None		
Temporary Educators and Conversion Consolidated report on the appointment and conversions of temporary	Reports (4)	<ul style="list-style-type: none"> A statistical and narrative report on the implementation, appointment and conversion of 	Achieved The Statistical and narrative report on the implementation,	None		

Collective Bargaining Services: Northern Cape						
Performance Indicator	Annual Target 2021/22	Planned Target for 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	
educators presented to Chamber		temporary educators presented to Chamber. • A report on the shortfall on the non-converted educators.	appointment and conversion of temporary educators as well as on the shortfall of the non-converted educators, was tabled on 12 th August 2021 and presented to Chamber on 23 rd September 2021			
Integrated Quality Management System IQMS and Performance Management Development System (PMDS) Consolidated report on assessed and paid employees is made available and presented to Chamber	Reports (2)	n/a	n/a			<i>This is a bi-annual target that only relates to the third and fourth quarters of the 2021/22 financial year.</i>
Advertisement and Filling of Posts Consolidated reports on the advertisement and filling of posts tabled at Chamber meeting	Reports (2)	n/a	n/a			<i>This is a bi-annual target that only relates to the first and fourth quarters of the 2021/22 financial year.</i>
Curriculum & Exams Consolidated reports on the implementation of the curriculum programmes and examination results to Chamber.	Reports (4)	The Employer is to report on the implementation of the Curriculum programmes performance and analysis of results of the 2 nd quarter of the	Achieved The Management Plan and the implementation of the Curriculum programmes was tabled on 23 rd August 2021 and presented to	None		

Collective Bargaining Services: Northern Cape						
Performance Indicator	Annual Target 2021/22	Planned Target for 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	
		academic year to Chamber	Chamber on 23 rd September 2021 The analysis of the second quarter results was tabled on 23 rd August 2021 and presented to Chamber on 23 rd September 2021			
Teacher Development Consolidated reports on implementation of Teacher Development programmes presented to Chamber	Reports (4)	The Employer is to report on the implementation of the Teacher Development programmes to Chamber	Achieved The report on the implementation on the Teacher Development Programmes was presented in the meeting on 5 th August 2021 and presented to Chamber on 23 rd September 2021	None		
Dispute Prevention Reports on the Grievances, Misconduct and Disputes lodged tabled to Chamber	Reports (4)	The Employer to present a Provincial statistical report on grievances, disputes and misconduct cases at Chamber meeting	Achieved The provincial statistical report on grievances, disputes and misconduct cases was tabled on 17 th August 2021, the report was presented to Chamber on 23 rd September 2021	None		
Schools' Safety Implementation of programmes on safety in schools are presented in Chamber	Reports (4)	<ul style="list-style-type: none"> Statistical report by the employer on schools' safety to Chamber Report on the implementation of the intervention and prevention programmes 	Achieved The statistical report on schools' safety and the implementation of the intervention and prevention programmes was tabled on 23 rd August 2021 and presented to Chamber on 23 rd September 2021	None		

Collective Bargaining Services: Northern Cape						
Performance Indicator	Annual Target 2021/22	Planned Target for 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	
Employee Health and Wellness To monitor the introduction and implementation of Employee Health and Wellness activities to the Chamber meeting.	Reports (4)	A report on the programmes that the Employer have implemented of Employee Health and wellness programmes is presented to Chamber	Achieved The Management Plan and the Employee Health and Wellness programmes was tabled on 23 rd August 2021 and presented to Chamber on 23 rd September 2021	None		
Quality Learning and Teaching Campaign (QLTC) The Employer to table a progress report on the monitoring of COVID-19 non-negotiables	Reports (4)	Progress report on QLTC activities and COVID-19 non-negotiables received and analysed by Chamber	Achieved The progress report on Quality Learning and Teaching Campaign (QLTC) activities and COVID-19 non-negotiables was tabled on 27 th July 2021 and presented to Chamber on 23 rd September 2021	None		
Quality Management System (QMS) Monitoring reports on the implementation of capacity-building programmes on QMS activities available in Chamber	Reports (4)	The report on QMS activities presented and received by Chamber	Achieved The report on Quality Management System (QMS) activities was tabled on 27 th July 2021 and presented to Chamber on 23 rd September 2021	None		

Overview of performance for the second quarter of the 2021/22 financial year

This report briefly reflects on activities held during the period under review. During the reporting period, the Parties demonstrated passion and commitment when engaging on issues of mutual interest and as a result achieved all the targets set for the second quarter.

A brief reflection of the Chamber meeting held on 23rd September 2021 on the programme performance indicators of the second quarter of 2021/22 is presented below:

Post Provisioning

The report on the Indicative Budget was presented in a meeting held on 12th August 2021. Consultative meetings were held on 19th and 26th August 2021, as well as 2nd September 2021. The reports of the Indicative Budget and the Distribution of Posts were adopted in the Chamber Meeting held on 16th September 2021.

The presented Post Provisioning for 2022 = **10 698 Posts**

Educator posts	=	8 924
OB Posts	=	446
Adhoc Posts	=	430
Project Posts	=	70
ECD and NOA	=	828

The following is the Total Final MTEF Allocation: R7 136 914B
Revised Allocation for 2021/22 : R 6 236 676B
Conditional Grants : R 900 238m

The growth estimate rates per MTEF Programme range between 3% to 6% which was according to the inflation rate. The adoption of the distribution of posts took place in a Chamber Meeting held on 23rd September 2021:

Educators' Incentives

The Employer presented the following report on the Educators' Incentives payments made since April 2021:

Districts	Number of Schools	Automatic Payments	Manual Payments	Total
Frances Baard	25	445	28	473
J T Gaetsewe	120	1 103	70	1 173
Namakwa	46	339	18	357
PK Seme	42	395	31	426
ZF. Mgcawu	31	269	8	277
TOTAL	264	2 551	155	2 706

Temporary Educators & Conversions

The table below is the number of Temps and Substitutes appointed to date and the outstanding number being processed. The Employer reported that 2 303 Temporary Educators and 129 Substitute Educators were appointed to date.

NUMBER OF TEMPORARY EDUCATORS APPOINTED TO DATE			Q1 2021 CONVERSIONS			Q4 Shortfall of the non-converted- to be completed in Q2 2021		
District	Temporary	Substitutes	Total submitted	Qualified	Did not qualify	Total submitted	Qualified	Did not qualify
Frances Baard	558	40	45	42	3	16	16	0
Namakwa	165	20	19	16	3	0	0	0
Pixley ka Seme	313	19	31	28	3	31	22	9
JT Gaetsewe	845	19	102	97	5	59	44	15
ZF Mgcawu	422	31	0	0	0	0	0	0
Grand Total	2303	129	197	183	14	106	82	24

Curriculum

The Employer reported on the implementation of the following programmes:

- Guardian Deployment: Deployment of Senior Managers and Curriculum Officials to underperforming Schools
- Communities of Practice: Strategic intervention acting as a support structure for teachers and learners

- Subject Cells/Big Shows: Classes of 2-4 hours on a Saturday where small groups of learners participate in intense revision and consolidation of problematic, heavily weighted content in identified districts
- Lock-in Sessions: Learners from identified schools in identified subjects supported from Saturday at 08:00 until Sunday 12:00, where they participate in intense revision and consolidation of one subject for the duration of the session
- Spring Camps for weaker learners: 9-Day residential camps to provide Level 1, 2 and 3 Learners from identified schools, offering identified subjects, with intense revision and consolidation of content in identified subjects
- Spring Camps for Top-Achieving learners: Online consolidation programme: Lessons beamed from the University of Stellenbosch
- Deployment of Lead Teachers: Appointment of Lead-Teachers in areas where schools are struggling to complete the Annual Teaching Plan

Examination

Q2- 2021 Analysis of Results											
	Grade 12			Grade 11				Grade 10			
District	Wrote	Passed	Pass %	Wrote	Passed	Pass %	2019/ 2021 Diff	Wrote	Passed	Pass %	2019/ 2021 Diff
Frances Baard	4 668	3 219	69.0%	6 192	2 622	42.3%	-12.3%	7 190	2 026	28.2%	-7.0%
JT Gaetsewe	2 797	1 907	68.2%	2 914	1 002	34.4%	-0.6%	4 119	755	18.3%	-7.8%
Namakwa	381	305	80.1%	504	227	45.0%	-13.7%	590	149	25.3%	-19.6%
Pixley Ka Seme	1 688	1 266	75.0%	2 145	944	44.0%	-5.8%	2 954	661	22.4%	-9.9%
ZF Mgcawu	2 302	1 787	77.6%	2 944	1 313	44.6%	-7.8%	4 223	1 229	29.1%	-9.9%
PROVINCE	71.7%			41.6%				25.3%			
				-6.6%				-8.2%			

Teacher development

The Employer reported on the implementation of the Teacher Development programmes to Chamber. The following were the programmes reported on:

- Professional Learning Communities
- Northern Cape Association for English Teachers
- Refresher Training for Officials

- SACE Recording of points
- ETDP-SETA Training
- SIOC Training
- Certificate in Online English Language Training (COELT)
- Teacher Appreciation and Support Program (TASP)
- Funza Lushaka

Dispute prevention

The Employer presented the provincial statistical report on grievances, disputes and misconducts. The report was based on the first quarter Forum of South African Director- Generals (FOSAD) report for the 2021/22 financial year. The Statistics presented were as follows:

Q1 2021/22 (01 April 2021 – 30 June 2021)			
	TOTAL RECEIVED	FINALISED	PENDING
Grievances	05	05	03
Misconduct	25	08	17
Precautionary Suspension	08	00	08
Total amount/cost = R3 435 084,06			
Conciliation	10	06	04
Arbitration	15	02	13
Labour Court	03	00	03
Appeals	02	00	02

School safety

The Employer presented the following statistics of the incidents that took place at schools:

INCIDENTS REPORTED TO THE SAPS
FEBRUARY – APRIL 2021

District	Burglary	Theft	Vandalism	Malicious Damage to property	TOTAL
Frances Baard	25	6	0	2	33
JT Gaetsewe	3	3	0	0	6
Namakwa	30	3	0	1	34
Pixleyka Seme	13	1	0	4	18
ZF Mgcawu	11	3	0	0	14
Total	82	16	0	7	105

A total of 1 021 school incidents were recorded on the HRMS for the first quarter of 2021. A total of 119 schools reported the incidents on HRMS, 50 of the 119 schools had incidents to report and 69 were incident free schools. The Identified Issues in Districts that warrants Intervention were:

- Assault
- Classroom disruption
- Alcohol/ Drugs and Smoking
- Dangerous Weapons

The Intervention measures by the Safety Unit were presented as well as the support provided by the province to the districts. The following are the Awareness Campaigns and Partnerships:

- TIP, GBV, Domestic Violence - Campaign
- Child Protection - Advocacy
- Drugs, Dangerous Weapons - Search and Seizure

Employee health and wellness

The Employer presented the report on the COVID-19 Cleaners, Screeners and Hostel Assistants. The Employer reported that the contracts of the COVID-19 Cleaners and Screeners who were appointed to ensure adherence to COVID-19 cleaning protocols, ended on 30th June 2021 but were extended for three months ending 30th September 2021, at a stipend of R3 500.00.

The breakdown of COVID-19 Cleaners, Screeners and Hostel Assistants who were retained for the three months i.e. July to September 2021 were 3 172 in total.

The Employer reported on the challenges and the interventions on COVID-19 and gave a brief report on the activities of the following four pillars of Employee Health and Wellness:

- Health and Productivity Management
- Safety, Health, Environment, Risk and Quality Management
- Health and Productivity Management
- Wellness Management

Quality Learning and Teaching Campaign– QLTC

The Employer reported on the QLTC programmes in support of COVID-19 and the impact on the local community, which include the Social Compact, No-Looting Campaign, the embarkment on Pro-poor Campaigns and the methods of engaging radio stations. The Employer also reported on the progress made to resuscitate QLTC structures so that they can serve the school community better especially in the COVID-19 environment and all learners returning to school on 26th July 2021.

Only two Districts have established the QLTC structures Namakwa and Pixley ka Seme, still to resuscitate/establish is JTG, ZFM and FBD by end September 2021. The QLTC Steering Committee recommended that this matter be internally attended, and progress thereof be reported in the next QLTC meeting on 13th October 2021.

Quality Management System (QMS)

The Employer reported that:

- 387 Principals were trained on a Virtual Platform
- 278 Principals Co-Signed their Work Plans with Circuit Managers
- The NTT and the PTT acknowledge that Virtual Training does not have the same impact as Face-to-Face sessions and therefore, should COVID-19 situation permit, will have to rerun these sessions on a Face-to-Face platform
- The Employer presented the Roll Out Training Plan for PL: 1; Departmental Heads (DH) and Deputy Principals, which will be delivered Virtually

Strategy to overcome areas of underperformance

Not applicable.

Changes to planned target

No changes were made to planned targets.

Linking performance to budget

Apr - Sep 2021			
Programme Name	Actual Expenditure	Budget	(Over)/Under Expenditure
	R'000	R'000	R'000
Collective Bargaining Services: Northern Cape	127	403	277
Total	127	403	277

Western Cape

Key performance indicators planned targets and actual achievements

Collective Bargaining Services: Western Cape						
Performance Indicator	Annual Target 2021/22	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
Collective Bargaining						
Post Provisioning A consolidated report on the consultation process for post provisioning is available	Reports (4)	Meaningful consultations, creation and distribution of post provisioning are finalised by 30 th September 2021 and report presented to Chamber by WCED.	Achieved Meaningful consultations, creation and distribution of post provisioning held on: <ul style="list-style-type: none"> 12th and 16th August 2021 WCED presented a report to Chamber on: <ul style="list-style-type: none"> 28th September 2021 	None		
Dispute Prevention Monitoring report on grievances, misconduct, disputes, and training conducted is available	Reports (4)	Trends analysis reports on grievances, misconducts & disputes are presented to the Dispute Prevention Task Team by the WCED for analysing and a report is presented to Chamber by 30 th September 2021.	Achieved A trend analysis report on grievance, misconduct and disputes were presented to the Dispute Prevention Task Team meeting on: <ul style="list-style-type: none"> 2nd September 2021 A report was presented to Chamber on: <ul style="list-style-type: none"> 28th September 2021 	None		
	Reports (2)	A report on training relating to Dispute Resolution matters for educators/supervisors/ma	Achieved A report on training relating to Dispute Resolution	None		

Collective Bargaining Services: Western Cape						
Performance Indicator	Annual Target 2021/22	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
		nagers is presented jointly to Chamber by 30 th September 2021	matters for educators/supervisors/managers was presented jointly to Chamber on: <ul style="list-style-type: none"> 28th September 2021 			
Quality Management System (QMS) A consolidated report on training and implementation is available	Reports (4)	The Employer presents a report on the training and implementation of QMS to Chamber by 30 th September 2021.	Achieved The Employer submitted a report on the training and implementation of QMS to the IQMS Task Team meeting on: <ul style="list-style-type: none"> 26th August 2021 The Employer presented a report on the training and implementation of QMS to Chamber on: <ul style="list-style-type: none"> 28th September 2021 	None		
Compliance with COVID-19 non-negotiables A consolidated report on the monitoring of COVID-19 compliance activities is available	Reports (4)	The Employer tables a progress report to Chamber on the monitoring of COVID-19 compliance activities by 30 th September 2021.	Achieved The Employer tabled a progress report to the Transformation and Restructuring Task Team meeting on the monitoring of COVID-19 compliance activities on: <ul style="list-style-type: none"> 14th September 2021 The progress report on the monitoring of COVID-19 compliance activities was tabled at Chamber on:	None		

Collective Bargaining Services: Western Cape						
Performance Indicator	Annual Target 2021/22	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
			<ul style="list-style-type: none"> 28th September 2021 			
Safety at schools/educational institutions Monitoring report on the implementation of the Nine-point Safe Schools planning process is available	Reports (4)	A report on the implementation of the Nine-point Safe Schools planning process is submitted to the Safety at Schools Task Team by the Employer and presented to Chamber by 30 th September 2021	Achieved The Employer submitted a report on the implementation of the Nine-Point Safe Schools planning process to the Safety at Schools Task Team on: <ul style="list-style-type: none"> 11th August 2021 A report was presented to Chamber on: <ul style="list-style-type: none"> 28th September 2021 	None		

Overview of performance for the second quarter of the 2021/22 financial year

The quarter under review presented a few challenges yet through the dedication of Parties to Chamber all planned quarterly targets have been achieved. STANCO met on 6 July 2021 to charter the quarterly meeting schedule. Collective bargaining prevailed through collaboration among Parties in the interest of educators, learners, and education in general. Thorough planning, consultation, and persistent interaction with all Parties on commitments made ensured an extremely effective working relationship in Chamber. In realising the planned objectives task team meetings were scheduled to discuss reports submitted by the Employer to ascertain areas that might present difficulties to implement. This assisted Chamber to be proactive in finding workable solutions in advance and not hampering the implementation of the Education Labour Relations Council's (ELRC) strategic objectives. Post Provisioning consultation and task team meetings were held during the quarter which ensured that Parties are kept abreast on significant developments within its jurisdiction.

Post Provisioning

Annually after the MTEF consultation between the Minister of Education and stakeholders, the Department engages on the Basket of Post distribution with stakeholders for the following academic year. The consultation between the Head of Education took place on 12th and 16th August 2021. Western Cape Education Department (WCED) highlighted the Legislation, Section 1 of the Regulations issued in terms of Section 5(1) of the Employment of Educators Act (Act 76 of 1998) which stipulates that the Member of the Executive Council (MEC) responsible for Education in a province, must determine the educator post establishment of the Provincial Education Department (PED) in terms of Section 5(1)(b) of the Act, in accordance with any applicable policy made in terms of the National Education Policy Act, 1996. The Head of Department (HOD) makes provision for the allocation of educator posts to all public ordinary schools, special public schools, and office-based components in the province. They indicated that they also look at the distribution and the allocations in terms of policy priorities, which is to strengthen and expand quality learning opportunities for enhanced performance. Enabling learning environments, strength and functionality, and accountability in strengthening their arms. Innovative adaptability and preparedness for the changing context that they are in.

During the consultation the WCED recommended two scenarios for 2022 namely: Model Distribution and Declare 2021 Establishment for 2022. The Employer explained both scenarios as follow: Scenario 1, according to the Employer, is the Post Distribution Model which does not support the adequate placement of learner, stability, and post allocations for focus areas. Scenario 2, according to the presentation on the Department, declares the 2021 posts allocations, inclusive of additional posts on the fixed staff establishment for 2022 had more advantages. These advantages would create stability at schools; educators can be appointed in permanent positions and reduce the number of contract educators in the system, career pathing as promotion posts are secured and allocation of additional posts for focus areas.

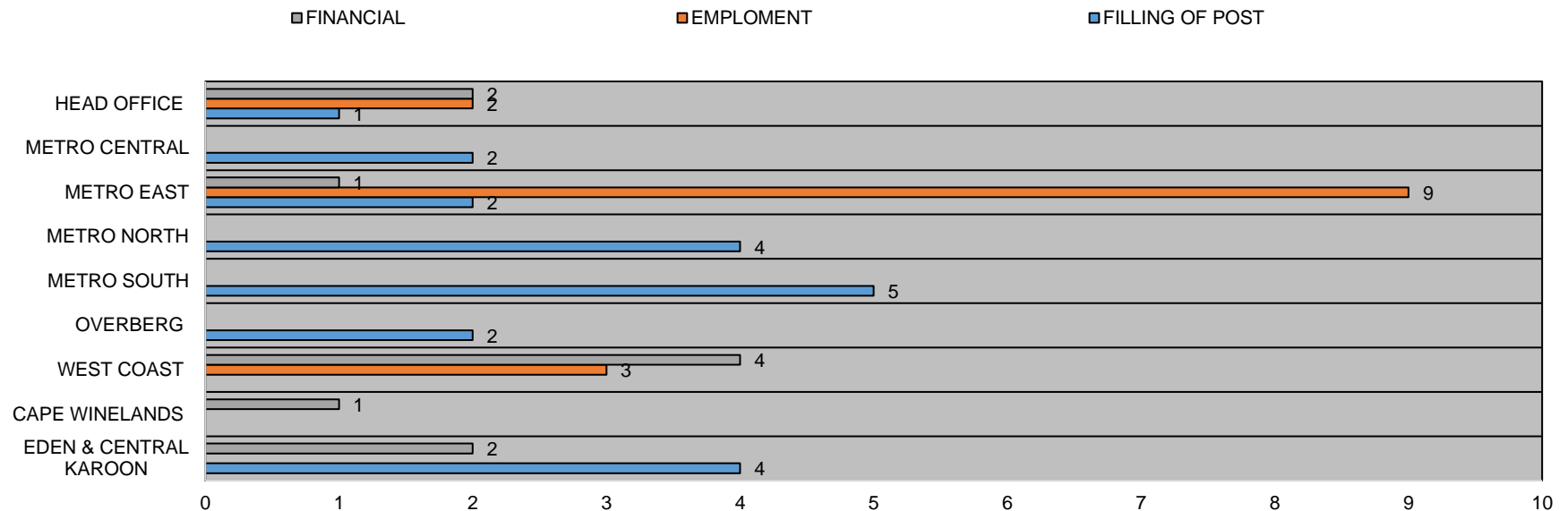
Employee Parties and School Governing Bodies (SGBs) posed several questions after engaging with the presentation. Some of these questions, to mention a few, related to statistics on the filling of principal posts not filled; available buildings/infrastructure for schools; impact on the budget of the 37% in lieu of benefits paid to contract educators; if the WCED have the data available on migration vs movement of learners within the province; why millions of rands are annually returned to Treasury instead of appointing more educators. What implications Grade R Practitioner posts will have when the shifting functions are beginning from 1st April 2022. The Employer responded to most of these questions on 12th August 2021 and undertook to provide responses to those questions not answered on 16th August 2021.

At the meeting of 16th August 2021, the WCED responded to the outstanding questions and requested the Employee Parties to provide feedback on their mandates. All stakeholders indicated that they would prefer scenario two because of the motivation and advantages it would present. The consultation concluded with WCED thanking all stakeholders for their support during the process and valuable contributions. They indicated that the staff establishments would be at schools before 30th September 2021.

Dispute Prevention

WCED submitted a trend analysis report on grievances, misconduct, and disputes to the Dispute Prevention task team meeting on 2nd September 2021 for the period 1st April 2021 – 30th June 2021. A report was presented to Chamber on 28th September 2021, which highlighted the following:

- Trend analysis of grievances for districts 1st April 2021 – 30th June 2021



- Trend analysis of misconduct for districts from 1st April 2021 to 30th June 2021: The majority of cases related to Improper Conduct, Assault and Common law. WCED indicated that they are providing training interventions during the quarter to minimise the incidents.
- Trend analysis of disputes for districts from 1st April 2021 to 30th June 2021: During the reviewing period the three major incidents dealt with were Unfair Dismissals, Promotions, and financial matters.

Employee Parties enquired about the impact of COVID-19 on the type of transgressions of employees. They also enquired if the Department provides training on Progressive discipline. WCED indicated that they do provide Progressive Discipline training to Principals and Circuit Managers regularly. The WCED undertook to compile a comparative trend analysis for the period April to September 2020 and April to September 2021. This will assist the task team to determine the impact COVID-19 had on the type of transgressions by employees during this pandemic period.

Training

A report on training related to Dispute Resolution matters for educators/supervisors/managers was jointly presented to Chamber on 28th September 2021. For the period 1st April to 31st August 2021, the CTU ATU conducted more than 12 different training sessions on various issues relating to dispute prevention. This covered training from Post Levels 1 – 4. These different training sessions were attended in total by more than 730 educators. SADTU’s training initiatives related to Conciliation and Arbitration training for 50 educators in the Lydia Simons Region. They also trained 30 educators on Know your Rights in the province. The WCED provided Progressive Discipline training to Principals and Circuit Managers regularly during the period 1st April to 31st August 2021.

Quality Management System (QMS)

The WCED submitted a report to the Integrated Quality Management System (IQMS) task team meeting on 26th August 2021 and the report was presented to Chamber on 28th September 2021. The report highlighted the following salient points: Training for Deputy Principals has been concluded in the province. Training was conducted per district and the expected number of Deputy Principals to be trained was 1 260, of which 1 167 were trained. Districts are currently busy with training for Departmental Heads, Post Level (PL)2, which is scheduled to finish in the first week in September 2021. Mid-Year appraisals for principals were finalised and monitoring templates from districts were due on 25th August 2021. The province has, in collaboration with Employee Parties, made video recordings of all the items in the presentations for PL1 - PL4 for online/virtual training. Videos and online resources are made available in a resource folder which all educators are given access to. Training concluded and expected numbers are indicated below:

Month	Deputy Principals	Departmental Heads	Teachers	Remarks (e.g., mode of training etc.)
April – August 2021 (No. Trained)	1260	436	0	virtual
September 2021	n/a	3646	26463	virtual

Month	Deputy Principals	Departmental Heads	Teachers	Remarks (e.g., mode of training etc.)
October 2021	Mop-up	Mop-up	Mop-up	virtual

The province is on track to conclude all QMS training by September/October 2021. Mop-up training will be conducted for all educators (PL1 - PL4) who could not attend their scheduled training. All educators will be provided with links to a Quality Management System (QMS) Resource Folder containing all their relevant presentations, guides, templates, and training videos. Online resources will also be made available on the WCED website. Additional and supporting videos will also be prepared for 2022.

Compliance with COVID-19 non-negotiables

WCED submitted the COVID-19 schools regulation compliance reporting tool to the Transformation and Restructuring task team meeting on 14th September 2021 and a report was presented to Chamber on 28th September 2021. The following salient points matters were highlighted:

- Governance: Occupational Health and Safety (OHS) committee must be established. COVID-19 school steering committee, the committee/compliance officer appointed. COVID-19 Management structure should be in place. The schools are all compliant.
- Awareness and Communication: COVID-19 awareness/education/communication programmes in place and understandable and easily distributable (visual) format. These are the “do’s and don’ts” of social distancing, safe work practices and COVID-19 protocols such as handwashing and sanitising. Continuous awareness being done. Most schools putting a lot of effort into posters and signage. Request: that new posters should be designed as a way of refreshing and renewing awareness.
- Hygiene/ Cleaning Measures: All work areas and surfaces must be decontaminated regularly with appropriate disinfectants/bleach at appropriate intervals. Sanitisers contain 70% alcohol. Work areas decontaminated regularly. Classrooms have disinfectant or sanitisers at entrance.
- Social Distancing: One and half metre – two metre distancing is maintained and physical barriers, panels/shields are installed to form solid barriers between staff, learners, and members of the public. Social distancing is maintained at one meter.
- Medical Surveillance: Staff, learners, contractors, and visitors entering the facility/school is screened for COVID-19 symptoms. Temperature checking is done at all schools.
- Engineering Control Measures: Promote the flow of fresh air and ventilation in the classroom and offices. Applied, however there are rare cases where windows cannot open.
- Administrative Controls: Reliable and sustainable administrative support is in place. While all schools indicated that administrative controls are in place, some have commented that this is time consuming and that they do not have sufficient staff to attend to and assist with administrative support.

- Personal Protective Equipment (PPE): PPE is selected, based on a documented risk assessment, and meets the minimum recommendations. Status quo remains. All responder schools indicated that PPEs are in place and sufficient and meet the minimum recommendations.
- Safety Equipment: First aid boxes are available and accessible for treatment of injured persons in the workplace. Schools indicated that they have First Aid equipment in place. Safe Schools replenished the First Aid stock of some schools and offered some training.
- Waste Management: Waste management policy and contract with service provider. This remains the question with the most “NO” or “N/A” responses. Schools are generally of the opinion that the current way of disposing of waste is adequate and that contracts with service providers are not required.
- Emergency Response: Emergency response and communication plans must be accurate, current, and visible in the workplace. Schools have plans in place.

Safety at Schools/Educational Institutions

The Safety at Schools task team met on 11th August 2021 and a report was presented to Chamber on 28th September 2021. WCED submitted the Safe Schools report at the task team meeting and highlighted the following salient points. Crime Prevention Activities: The impact of the COVID-19 pandemic and the reluctance of schools to participate, as well as the rotational school attendance, resulted in limited crime prevention activities. District Safe Schools officials focus on the implementation and monitoring of measures to reduce the spread of COVID-19 and the strengthening of the districts and schools’ COVID-19 steering committee. Safety Awareness Programmes were conducted where the focus was to address crime, bullying and substance abuse. Districts also embarked on Back-to-School drives.

WCED reported the limited opportunity because of COVID-19, necessitated the need to plan an online training to encourage the implementation of the Nine-Point Safe Schools Planning Process. These sessions commenced on 11th August 2021 followed by 17 two-hour sessions until 30th September 2021. The Microsoft Teams sessions will be hosted from 14h00 to 16h00. WCED requested Employee Parties to encourage their members to attend these training sessions. They also indicated that they would extend invitations to task team members for some of these training sessions.

Reports relating to Safe Schools and Infrastructure of schools were submitted and interrogated. A Safety Virtual Poster was adopted in collaboration with the recognised educator unions.

Other Information Sharing Reports received:

Employment Equity; Skills Development; Employee Health and Wellness; Policy on Incapacity and Ill-health Retirement; Transformation and Restructuring: Closure of Schools; Funza Lushaka Bursary Holders; Excess Educators; Conversion of PL1 educators and Recruitment and Selection: Filling of Posts and Integrated Quality Management System. These reports were interacted with, and clarities were provided on unclear matters.

Early Childhood Development (ECD)

The ECD task team met on 22nd July 2021 and had an information sharing session on 12th August 2021, regarding the shifting functions of ECD from the Department of Social Development (DSD) to Education. The Employer undertook to regularly inform Parties at the ECD task team meetings on the latest development before 1st April 2022. The meeting of 22nd July 2021 primarily dealt with the following matters: Functions of Early Childhood Development; Grade R Learner Subsidies (Payment methods); Five Sub-programmes; Key issues in Grade R in respect of Grade R Learner Subsidies (Payment Methods), Training and Professional Development matters, and Curriculum Development. Parties were also informed on matters relating to Conditions of Service for Grade R Practitioners; Learners with disabilities; Statistical Reports on Quintile Provisioning and General information on national developments.

At the ECD information sharing meeting of 12 August 2021 on the shifting functions of ECD the Employer shared the WCED plan, which will commence on 1st April 2022. Employee Parties asked if the provincial consultation process on this shifting of ECD will be at the same level as the National consultation process. Employee Parties noted that no Organisational Design (OD) scope or design was presented. They indicated that 58 posts' job descriptions are affected with the shift and asked where this will be consulted and if there is a management plan. They wanted to know why partial care remains with DSD as mentioned in the presentation. What the ECD centres that will be shifting to WCED be called, schools, centres, or sites. They further wanted to know if WCED has a sufficient staff complement to ensure that the shifting of ECD function from DSD to WCED is implemented from April 2022.

The Employer responded to these questions as follows: The Department of the Premier will host a summit on this shifting function where all stakeholders will be included. The OD consultation process will take place at the Co-ordinating Chamber of the Public Service Coordinating Bargaining Council (PSCBC) for the Western Cape Province (CCPWCP) and the job evaluations for 58 posts process have been done by the Department of Social Development (DSD) already. Partial care will remain with DSD as ECD phase learners require aftercare that DSD will provide, whilst WCED provides the main care, education during school time. The ECD centres that will be shifting to WCED will be renamed/labelled in the future. The Workstreams and functions that need to be attended too are in process for the shift. They said that once the ECD officials from DSD are at WCED their duties will be clarified and aligned to WCED's structures for service delivery. WCED indicated that those ECD officials have institutional knowledge of governing and must move the ECD sector to formal schooling.

Strategy to overcome areas of underperformance

Not applicable.

Changes to planned target

No changes were made to planned targets.

Linking performance to budget

Apr - Sep 2021			
Programme Name	Actual Expenditure	Budget	(Over)/Under Expenditure
	R'000	R'000	R'000
Collective Bargaining Services: Western Cape	152	202	50
Total	152	202	50

PROGRAMME 2 DISPUTE MANAGEMENT SERVICES

Purpose

The purpose of Programme 2 is to manage disputes proactively. This includes prevention of disputes by defusing conflicts that can disrupt teaching and learning, and it also includes dispute resolution. Professional development and training is included in Programme 2 to ensure that Dispute Resolution Practitioners and Panellists 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 Objectives

- To provide efficient dispute resolution services
- To ensure quality over arbitration awards
- To provide Professional Development to Panellists

Dispute Management Services						
Performance Indicator	Annual Target 2021/22	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
Provision of dispute resolution services						
Cases in jurisdiction are scheduled for conciliation	Processing of 80% of cases in jurisdiction within 30 days	All cases in jurisdiction are processed (scheduling or issuing of certificates) within 30 days of receipt	<p>Achieved</p> <p>100%</p> <p>123</p> <p>Out of 226 cases received, 131 cases were in jurisdiction</p> <p>Out of 131 cases which were in jurisdiction, 123 cases were conciliated</p> <p>All 123 cases were conciliated within 30 days of receipt</p> <p>Eight cases were not yet scheduled (as they were received towards the end of the quarter)</p>	None		

75% of cases scheduled for arbitration within 45 days after receipt of dispute referral	75% of cases scheduled for arbitration within 45 days after receipt of dispute referral	80% of cases scheduled for arbitration within 45 days after receipt of referral	<p>Achieved</p> <p>96,11%</p> <p>99</p> <p>A total of 106 arbitration dispute referrals received</p> <p>Out of the 106 cases, one was withdrawn, two were not set (no date), leaving a total of 103 cases to be arbitrated</p> <p>From the 106 arbitrated cases, 103 (97.2%) were arbitrated within 45 days and three (2.8%) were arbitrated outside the 45-day period</p>	3,9%	Zoom scheduling of cases and no school holiday disruptions.	
60% of sexual misconduct cases scheduled for inquiry by arbitrator within 60 days after receipt of referral	To schedule 60% of sexual misconduct cases for inquiry by arbitrator within 60 days after receipt of the referral	To schedule 60% of sexual misconduct cases for inquiry by arbitrator within 60 days after receipt of the referral	<p>Achieved</p> <p>94, 4%</p> <p>11</p> <p>A total of 19 sexual misconduct cases for inquiry by arbitrator were received</p> <p>Out of the 19 cases, three were out of jurisdiction and five had not set (no date), leaving 11 cases to be scheduled</p> <p>Out of the 11 scheduled cases, 10 (90.9%) were scheduled within 60 days and only one (0.09%) was scheduled outside the 60-day period</p>	+34, 4%	Zoom scheduling of cases and no school holiday disruption	

100% Quality Control (QC) done in all arbitration awards concluded	100% Quality Control (QC) done in all arbitration awards concluded	100% of all awards are quality controlled by Senior Commissioners	Achieved 100% 81 arbitration awards received were quality controlled	None		
Facilitate two (2) training sessions for professional development of Panellists	Facilitate two (2) training sessions for professional development of Panellists and maintain attendance register	n/a	n/a			<i>This is a bi-annual target that only relates to the third and fourth quarters of the 2021/22 financial year.</i>
Facilitate two (2) training sessions for Dispute Resolution Practitioners	Facilitate two (2) training sessions for Dispute Resolution Practitioners and maintain attendance register	n/a	n/a			<i>This is a bi-annual target that only relates to the third and fourth quarters of the 2021/22 financial year.</i>

Strategy to overcome areas of underperformance

The Council continues to minimise frivolous requests for postponements, as well as reduce the high number of adjournments by enforcing Clause 45 of the ELRC constitution. The increase in requests for postponements negatively affect the turn-around times for conciliation and arbitration processes, thus affecting the performance of the Dispute Management section. The Council also encourages Panellists to enforce clause 54 of the ELRC constitution in an effort to discourage inadequate preparation for hearings and requests for postponement.

In hearings where a child is a victim or a witness, the Council continues to ensure that appropriate venues are booked for these special hearings, e.g. Magistrate Court, Children’s Court or Teddy Bear Clinic (Johannesburg) and Department of Social Development in Free State and Northern Cape. The Council will also ensure that Intermediaries are appointed to protect the rights of the child, as stipulated in Section 28 of the Constitution, *“The Right of the child is of paramount importance in all matters concerning the child”*. The Council continues to recruit Panellists, Interpreters and Intermediaries in order to improve on its efficiencies.

As a way of improving efficiencies, the Council continues to enforce compliance by ensuring that Panellists submit arbitration awards to the ELRC within 14 days of the conclusion of arbitration proceedings, in terms of clause 18.5 of the ELRC constitution.

The majority of disputes referred to the Council are on unfair labour practice related to promotions and appointments and dismissals. In a bid to address these disputes, the Council continues to rely on the Dispute Prevention Task Teams to resolve these areas of concern. The Council has committed to assist the Provincial District Prevention Task Teams by providing them with statistics on disputes which are referred every month, so that they can develop some intervention strategies to resolve and finalise grievances.

Changes to planned targets

No changes were made to planned targets.

Linking performance to budget

Apr - Sep 2021			
Programme Name	Actual Expenditure	Budget	(Over)/Under Expenditure
Dispute Management Services	R'000	R'000	R'000
Dispute Resolution Services	8,279	8,182	(97)
Total	8,279	8,182	(97)

ANNEXURE A: DISPUTE MANAGEMENT SERVICES

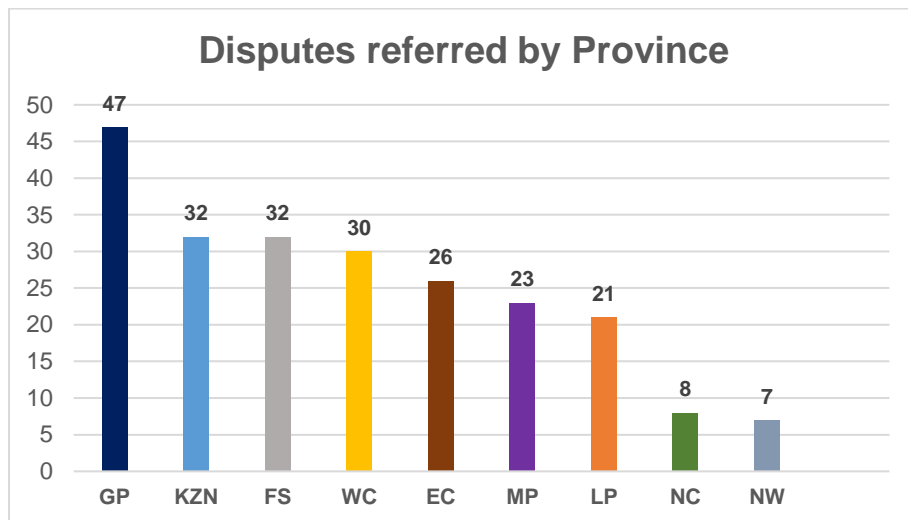
Dispute Management Services: Basic Education
Dispute Management Services: Higher Education and Training (TVET)
Training of Dispute Resolution Practitioners

Overview of performance for the second quarter of the 2021/22 financial year

The ELRC received a total of 226 disputes during the period under review. Of the 226 disputes received, 131 (57,9%) were “In jurisdiction”, 75 (33%) were found to be “Out of Jurisdiction”.

DISPUTES REFERRED BY PROVINCE

GP	KZN	FS	WC	EC	MP	LP	NC	NW	NAT	TOTAL
47	32	32	30	26	23	21	8	7	0	226



For the period under review, Gauteng was the highest referring province with 47 cases referred. This was followed by both Kwazulu-Natal and Free State with 32; Western Cape with 30; Eastern Cape with 26; Mpumalanga with 23; Limpopo with 21; Northern Cape with eight and Northern West with seven disputes referred in the quarter under review.

Disputes Referred by Nature: July to September 2021

Provinces	ULP Promo/App	Other ULP	Unfair dismissal	Special dismissal related to abuse of learners	BCEA	Interpretation of Collective Agreements	Mutual Interest	Total
EC	5	9	4	2	5	1	0	26
GP	11	8	16	5	5	2	0	47
FS	3	18	5	3	0	3	0	32
LP	0	16	4	1	0	0	0	21
MP	2	11	5	1	2	2	0	23

Provinces	ULP Promo/App	Other ULP	Unfair dismissal	Special dismissal related to abuse of learners	BCEA	Interpretation of Collective Agreements	Mutual Interest	Total
NW	0	2	2	0	0	3	0	7
NC	0	5	1	2	0	0	0	8
WC	6	8	11	2	1	2	0	30
KZN	1	9	14	3	4	1	0	32
NAT	0	0	0	0	0	0	0	0
Total	28	86	62	19	17	14	0	226

Of the 226 disputes that were referred, 28 related to ULP-Promotion and Appointments; 86 related to Other Unfair Labour Practice; 62 to Alleged Unfair Dismissal; 17 were BCEA; 14 were Interpretation of Collective Agreements and 19 were referred in terms of Section 188A (Inquiry by Arbitrator) of the Labour Relations Act.

In Jurisdiction as per nature: July to September 2021

Provinces	ULP Promo/App	Other ULP	Unfair dismissal	Special dismissal related to abuse of learners	BCEA	Interpretation of Collective Agreements	Mutual Interest	Total
EC	0	7	3	1	4	1	0	16
GP	5	2	10	4	5	2	0	28
FS	2	11	4	3	0	3	0	23
LP	0	13	2	1	0	0	0	16
MP	0	5	4	1	2	1	0	13
NW	0	1	1	0	0	3	0	5
NC	0	1	0	2	0	0	0	3
WC	3	5	8	1	1	2	0	20
KZN	1	8	10	3	4	1	0	27

Provinces	ULP Promo/App	Other ULP	Unfair dismissal	Special dismissal related to abuse of learners	BCEA	Interpretation of Collective Agreements	Mutual Interest	Total
NAT	0	0	0	0	0	0	0	0
Total	11	53	42	16	16	13	0	151

Of the 226 disputes that were received, 151 were “In Jurisdiction”. Of the 151 that were “In Jurisdiction” 11 related to ULP – Promotion and Appointments; 53 related to Other Unfair Labour Practice; 42 related to Unfair dismissals; 16 related to Inquiry by Arbitrator (Special disputes), 16 related to BCEA; 13 related to Interpretation and Application of Collective Agreements.

Out of Jurisdiction as per nature: July to September 2021

Provinces	ULP Promo/App	Other ULP	Unfair dismissal	Special dismissal related to abuse of learners	BCEA	Interpretation of Collective Agreements	Mutual Interest	Total
EC	5	2	1	1	1	0	0	10
GP	6	6	6	1	0	0	0	19
FS	1	7	1	0	0	0	0	9
LP	0	3	2	0	0	0	0	5
MP	2	6	1	0	0	1	0	10
NW	0	1	1	0	0	0	0	2
NC	0	4	1	0	0	0	0	5
WC	3	3	3	1	0	0	0	10
KZN	0	1	4	0	0	0	0	5
NAT	0	0	0	0	0	0	0	0
Total	17	33	20	3	1	1	0	75

Out of the 75 disputes found to be out of jurisdiction; 17 related to ULP-Promotion and Appointments; 33 were other ULP's; 20 related to Unfair Dismissals; one related to BCEA, one related to interpretation and application of collective agreements and three related to Inquiry by Arbitrator. It must be noted that the substantive amounts of disputes that were screened as out of jurisdiction were due to defective and incomplete referrals, including those that were referred outside timeframes and condonation was not granted.

Processes Conducted: July to September 2021

Provinces	Conciliation/Pre-Arbitration	Arbitration	Total
EC	19	87	106
GP	24	117	141
FS	25	37	62
LP	16	44	60
MP	11	13	11
NW	8	46	54
NC	7	20	27
WC	16	45	61
KZN	24	140	164
NAT	0	0	0
Total	150	549	686

A total of 686 events were conducted for the period under review. Of these 686 were event/processes, 150 were conciliations and 549 were arbitration events. Ordinarily each conciliation is concluded in a single event. Arbitrations are often conducted more than once, depending on the complexity of each dispute.

Disputes finalised by outcome: July to September 2021

Province	Withdrawn Conc.	Settled Conc.	Withdrawn Arb.	Dismissed Arb.	Settled Arb.	Award	Rulings	Special Awards	Total
EC	0	0	2	0	2	21	5	1	31
GP	3	1	4	2	5	12	9	4	40
FS	1	0	2	0	1	5	1	3	13
LP	0	0	0	0	0	8	2	0	10
MP	0	0	2	0	0	2	2	0	6
NW	0	0	4	0	4	3	4	1	16
NC	0	0	3	0	3	4	1	1	12
WC	4	0	5	0	2	5	4	2	22
KZN	1	0	1	1	3	7	1	2	16
NAT	0	0	0	0	0	0	0	0	0
Total	9	1	23	3	20	67	29	14	166

The ELRC finalised 166 disputes during the period under review. A total of 81 arbitration awards (14 special awards) were rendered. A total of 20 disputes were settled at arbitration, while one was settled at conciliation. Withdrawn disputes amounted to a total of 32, with nine being withdrawn at conciliation and 23 withdrawn at arbitration. Three cases were dismissed at arbitration and 15 rulings were handed down in the period under review.

Arbitrations heard in the period: July to September 2021

Province	2021/2022	2020/2021	2019/2020	2018/2019	2017/2018	2016/2017	2015/2016	2014/2015	OLDER	Total
KZN	74	75	24	5	0	1	0	0	0	179
FS	15	11	9	1	0	0	0	0	1	37
EC	25	38	16	8	0	0	0	0	0	87

Province	2021/2022	2020/2021	2019/2020	2018/2019	2017/2018	2016/2017	2015/2016	2014/2015	OLDER	Total
GP	41	56	15	1	0	0	0	0	4	117
WC	14	18	13	0	0	0	0	0	0	45
NW	12	14	4	0	1	0	0	0	0	31
NC	10	7	1	0	0	0	0	0	0	18
LP	12	14	2	0	0	0	0	0	0	28
MP	7	2	3	1	0	0	0	0	0	13
Total	210	235	87	16	1	1	0	0	5	555

A total of 555 disputes were scheduled for arbitration in the period under review. Of the 555 arbitrations heard, 210 are for the 2021/22 financial year, 235 are for the 2020/21 financial year and 110 emanate from previous financial years.

Cases carried over from previous period

Province	2020/2021	2019/2020	2018/2019	2017/2018	2016/2017	2015/2016	2014/2015	2013/2014	2012/2013	Total
KZN	51	9	5	1	0	0	0	0	1	67
FS	10	9	1	0	0	0	0	0	0	20
EC	13	5	2	0	0	0	0	0	0	20
GP	16	8	0	0	1	0	0	1	0	26
WC	5	5	1	0	0	0	0	0	0	11
NW	8	4	0	1	0	0	0	0	0	13
NC	3	1	0	0	0	0	0	0	0	4
LP	7	2	0	0	0	0	0	0	0	9
MP	4	3	2	0	0	0	0	0	0	9
Total	117	46	11	2	1	0	0	1	1	179

A total of 179 cases from previous financial years are to be carried over to the third quarter of the 2021/22 financial year. Of these, 117 are from the 2020/21 financial year; 46 are for the 2019/20 financial year, while 16 cases are from previous years and remain unresolved.

Postponements and adjournments: July to September 2021

Province	Postponements	Adjournments	Total
KZN	27	4	31
FS	7	5	12
WC	6	2	8
GP	10	0	10
EC	3	1	4
NW	7	0	7
NC	3	0	3
MP	4	1	5
LP	5	0	5
Total	72	13	85

A total of 72 cases were postponed for the period under review and 13 adjournments took place.

Active Inquiry by Arbitrator July to September 2021

Province	2021/2022
FS	3
MP	1
NC	2
WC	2
EC	2

Province	2021/2022
NW	0
KZN	3
GP	5
LP	1
Total	19

The Council received 19 IBA cases which are being dealt with in terms of Collective Agreement No. 3 of 2018.

2.2 TRAINING OF DISPUTE RESOLUTION PRACTITIONERS AND PANELLISTS

2.2.1. PANELLISTS AND DISPUTE RESOLUTION PRACTITIONERS (DRPs) PROFESSIONAL DEVELOPMENT

No training was planned for the period under review.

PROGRAMME 3 CORPORATE SERVICES

Purpose

The purpose of Programme 3 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
- Communication Services
- Information and Communication Technology (ICT)

Strategic Objectives

- To professionalise the ELRC by investing in human capital
- To promote the corporate image of the ELRC
- To ensure the continuous availability, reliability, effectiveness and efficiency of ICT systems

Key performance indicators, planned targets and actual achievements

Human Resources

Human Resources						
Performance Indicator	Annual Target 2021/2022	Planned Target For 2nd Quarter	Actual Achievement 2nd Quarter	Deviation from planned target to Actual Achievement for 2nd Quarter	Comment on deviations	Status
Building capacity by ensuring that employees are trained and developed.	4 employees to participate in skills development and provide proof of attendance.	1 employee to participate in skills development and provide proof of attendance	Achieved 5 employees attended training 1x employee attended an MET – Microsoft Excel – Excel Steroids	+4	A need arose to train four more employees.	

Human Resources						
Performance Indicator	Annual Target 2021/2022	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
			2x employees attended Mid-Year Payroll Tax Webinar 2x employees attended Directors' training			
Monitor and manage the Performance Management System	Collate and verify completeness of the performance contracts and assessments as per the timeframes provided and submit the report to the General Secretary	Prepare and submit a quarterly Moderation Committee report to the General Secretary within a month after the Moderation Committee meeting	Achieved HR has prepared and submitted a quarterly report to the General Secretary a month after the moderation committee	None		
Management of Compensation and benefits for all staff	Maintain accurate and complete payroll Masterfile and database	Maintain accurate and complete payroll Masterfile and database	Achieved The payroll processing for all staff was accurately completed and monitored for the quarter under review	None		
Provide Wellness programmes to employees	Conduct Eight (8) Employee Wellness programmes per annum as per the annual plan and submit POE to the SM:CS.	Conduct two (2) Employee Wellness programme during the quarter and submit the attendance register and/or proof of communication to the SM:CS	Achieved The following Employee Wellness events were conducted: <ul style="list-style-type: none"> • Workforce Healthcare where ladies were 	None		

Human Resources						
Performance Indicator	Annual Target 2021/2022	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
			workshopped on women's disease <ul style="list-style-type: none"> Employee motivation regarding COVID-19 			

Strategy to overcome areas of underperformance

Not applicable.

Changes to planned targets

No changes were made to planned targets.

Research & Media

Key performance indicators, planned targets and actual achievements

Research & Media						
Performance Indicator	Annual Target 2021/22	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
Advertising and marketing to improve the corporate image of the Council	Conduct advertising campaigns in line with Marketing Plan for 2021/22 to market the Council	Marketing on social media platforms (quarterly activity)	<p>Achieved</p> <p>Marketing on social media platforms (quarterly activity).</p> <p>There following posts were made on the Council's social media pages:</p> <ul style="list-style-type: none"> • 1st July 2021 – POPIA ACT • 18th July 2021 – Mandela Day • 23rd July 2021 – Ministerial Virtual Seminar – Teacher Wellbeing • 28th July 2021 – South Africa bid farewell to South Africa's longest teacher • 30th July 2021 – Covid-19 and Vaccination Webinar • 25th May 2021- Africa Day • 09th August 2021 – Women's Day • 15th September 2021 – World Lymphoma Awareness Day • 24th September 2021 – Heritage Day 	+2	<p>The Council was mentioned in a <i>City Press</i> article on the DBE's vaccination programme.</p> <p>The <i>Voice of Cape Town</i> conducted an interview with the Research & Media Manager on the outcome of the COVID-19 and Vaccination Webinar on 22nd August 2021.</p>	

Research & Media						
Performance Indicator	Annual Target 2021/22	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
			<ul style="list-style-type: none"> 28th September 2021 – Bereavement of Piet Ubisi 29th September 2021 – World Heart Day 			
Implementation of a digitised records management solution to preserve Council records	Monitoring and management of records management system through bi-annual reports	n/a	n/a			*This target only relate to the first and third quarters of the 2021/22 financial year.

Overview of performance for the second quarter of the 2021/22 financial year

As part of its marketing campaign, the Council increased its visibility through regular postings on its social media platforms throughout the quarter.

The Council was mentioned in a *City Press* article on the DBE's vaccination programme.

The Council also hosted a COVID-19 and Vaccination Webinar on 5th August 2021. The webinar was aimed at addressing myths around COVID-19 and vaccination, which were presented by a panel of experts in the medical field.

The *Voice of Cape Town* conducted an interview with the Research & Media Manager on the outcome of the COVID-19 and Vaccination Webinar on 22nd August 2021.

Strategy to overcome areas of underperformance

Not applicable.

Changes to planned targets

No changes were made to planned targets.

Information and Communication Technology

Key performance indicators planned targets and actual achievements

Information and Communication Technology						
Performance Indicator	Annual Target 2021/22	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
Average of 99.9% of network and 90% of Business Continuity VPN connection of servers uptime on a daily basis and issue a monthly report	ICT network and Business Continuity VPN connection score uptime of servers, maintained at average of 99.9% and 90% by monitoring the effectiveness of the network and an average of 24-hours to restore the server and issue the report	Monitor network, VPN, low disk space, memory usage and bandwidth usage to maintain average score of 99.9% of network and 90% server uptime using network monitoring tool and preventative maintenance and ICT services (Sage Evolution, DMS APP, Emails and people) to be restored within 24-hours and issue a report	Achieved ICT has successfully maintained the average performance score of 99.9% of network and 90% server uptime to ensure Business Continuity and system availability Systems restored tests were also done	None		
Monitoring of the ICT governance framework to ensure compliance with best practices, e.g. COBIT, ISO2700 and ITIL as adopted by the Council	Monitoring the effectiveness of the ICT governance frameworks on a quarterly basis and issue a report.	Monitoring and reporting on the ICT governance framework on a quarterly basis	Achieved During the quarter, ICT ensured that administrative activities, ICT policy usage such as password policy and internet usage, are monitored in line	None		

			with the approved ICT governance framework as adopted by the Council			
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Overview of performance for the second quarter of the 2021/22 financial year

- Quarterly testing of the Disaster Recovery Plan (DRP) was conducted in the quarter under review to ensure business continuity
- The VIP People and ESS were updated to the latest version
- 95% of users have been migrated to Office 365

Strategy to overcome areas of underperformance

Not applicable.

Changes to planned targets

No changes were made to planned targets.

Linking performance to budget

Apr - Sep 2021			
Programme Name	Actual Expenditure	Budget	(Over)/Under Expenditure
Corporate Services	R'000	R'000	R'000
Human Resources	3,363	3,864	501
Information Technology	1,175	1,490	315
Communication Services	43	221	178
Total	4,580	5,575	995

ANNEXURE B: MOBILISING EMPLOYEE SERVICES

Overview of the Human Resources Department's performance for the second quarter of the 2021/22 financial year

INTRODUCTION

The quarterly report summarises the Human Resources activities for the quarter under review. The issues that are discussed include recruitment, resignations (turnover), vacancies, employment equity, personnel expenditure, training and skills development, employee wellness and employee relations.

RECRUITMENT/APPOINTMENTS

One position of an ICT Manager was filled during the quarter under review.

EMPLOYEE RELATIONS MATTERS

None.

FURTHER STUDIES AND SKILLS DEVELOPMENT

Five employees attended the following training during the period under review: -

- 1x employee attended an MET – Microsoft Excel – Excel Steroids
- 2x employees attended Mid-Year Payroll Tax Webinar
- 2x employees attended Directors' training

PERFORMANCE MANAGEMENT

Quarter one Performance Assessments for the 2021/2022 financial year were received from all departments. The Moderation Committee convened its meeting during the quarter under review, and a report of the Performance Assessment for the quarter under review was submitted to the General Secretary.

EMPLOYEE WELLNESS

A professional service provider conducted a Workforce Healthcare workshop to educate ladies about women's diseases. This was done to equip employees with the knowledge and understanding of their bodies and how to deal with such from a psychological and physical perspective.

Furthermore, a motivational communique in the form of a YouTube video was circulated to all staff encouraging them to stay positive during the current climate that we find ourselves in.

RESIGNATIONS/RETIREMENT

Council attrition rate for the second quarter: one employee resigned, and one employee passed away.

Leave Report: July to September 2021

Corporate Services	Days Taken
ANNUAL LEAVE	12
SICK LEAVE	10
FAMILY RESPONSIBILITY	0
STUDY	0

Office of the CFO	Days Taken
ANNUAL LEAVE	40
SICK LEAVE	23
FAMILY RESPONSIBILITY	2
STUDY	3

Executive Services	Days Taken
ANNUAL LEAVE	8
SICK LEAVE	0
FAMILY RESPONSIBILITY	0
STUDY	0

Dispute Management Services	Days Taken
ANNUAL LEAVE	20
SICK LEAVE	0
FAMILY RESPONSIBILITY	1
STUDY	0

Collective Bargaining Services	Days Taken
ANNUAL LEAVE	21
SICK LEAVE	7
FAMILY RESPONSIBILITY	0
STUDY	0

Personnel cost by programme

Programme	Personnel Expenditure (R'000)	Total Expenditure for the entity (R'000)	Personnel exp. as a % of total exp. (R'000)	No. of employees	Average personnel cost per employee (R'000)
Collective Bargaining	R6,424	R8,244	78%	19	R 338
Dispute Management Services	R2,419	R8,279	29%	7	R 346
Corporate Services	R2,862	R4,572	63%	7	R 409

Programme	Personnel Expenditure (R'000)	Total Expenditure for the entity (R'000)	Personnel exp. as a % of total exp. (R'000)	No. of employees	Average personnel cost per employee (R'000)
Finance and Supply Chain Management	R4,148	R5,884	70%	16	R 259
Executive Services	R3,202	R3,997	80%	5	R 640
Total	R19,054	R30,976	62%	54	

Personnel cost by salary band

Level	Personnel Expenditure (R'000)	% of personnel exp. to total personnel cost	No. of employees	Average personnel cost per employee (R'000)
Top Management	R1,933	10%	2	R967
Senior Management	R1,943	10%	3	R648
Professional qualified/Managers	R6,772	36%	13	R521
Skilled/Officers	R7,703	40%	31	R248
Semi-skilled/ Clerks	R440	2%	2	R220
Unskilled/General	R264	1%	3	R88
Total	R19,054	100%	54	

Training Costs

Programme	Personnel Expenditure (R'000)	Training Expenditure (R'000)	Training exp. as a % of Personnel cost	No. of employees	Average training cost per employee (R'000)
Collective Bargaining	R6,424	R0	0.0%	19	R0
Dispute Resolution	R2,419	R0	0.0%	7	R0
Corporate Services	R2,862	R2	0.0%	7	R0
Finance and Supply Chain Management	R4,148	R6	0.0%	16	R0
Executive Services	R3,202	R29	0.2%	5	R6
Total	R19,054	R37	0.2%	54	

Employment levels per programme

Programme	2020/2021 Approved Posts	2021/2022 No. of Employees	2021/2022 Vacancies	% of vacancies
Executive Office	6	5	1	13%
Collective Bargaining	21	18	3	38%
Corporate Services	8	7	1	13%
Finance and Supply Chain Management	17	15	2	25%
Dispute Management Services	8	7	1	13%
TOTAL	60	52	8	13%

Employment and vacancies per level

Programme	2021/2022 Approved Posts	2021/2022 No. of Employees	2021/2022 Vacancies	% of vacancies
Top Management	2	2	0	0%
Senior Management	4	3	1	14%
Professional qualified	17	12	5	71%
Skilled	31	30	1	14%
Semi-skilled	3	2	0	0%
Unskilled	3	3	0	0%
TOTAL	60	52	7	12%

Employment Changes

Salary Band	Employment at beginning of period	Appointments	Terminations	Transfers	Employment at end of the period
Top Management	2	0	0	0	2
Senior Management	3	0	0	0	3
Professional qualified	13	0	1	0	13
Skilled	31	0	1	0	31
Semi-skilled	2	0	0	0	2
Unskilled	3	0	0	0	3
Total	54	0	2	0	54

Reasons for staff leaving

Reason	Number	% of total no. of staff leaving
Death	1	2%
Resignation	1	2%
Dismissal	0	0%
Retirement	0	0%
Ill health	0	0%
Expiry of contract	0	0%
Other (Termination by mutual agreement)	0	0%
Total	2	4%

Labour Relations Issues

Nature of disciplinary Action	Number
Verbal Warning	0
Written Warning	0
Final Written warning	0
Demotion	0
Disciplinary	0
Dismissal	0
Grievances	0
Other (Termination by mutual agreement)	0
Total	0

Equity targets

Levels	MALE								
	AFRICAN		COLOURED		INDIAN		WHITE		
	Current	Target	Current	Target	Current	Target	Target	Current	Target
Top Management	0	0	0	0	0	0	0	0	0
Senior Management	1	0	0	0	0	0	0	0	0
Professional qualified	8	0	0	0	0	0	0	0	0
Skilled	13	0	0	0	0	0	0	0	0
Semi-skilled	2	0	0	0	0	0	0	0	0
Unskilled	3	0	0	0	0	0	0	0	0
TOTAL	27	0	0	0	0	0	0	0	0

Levels	FEMALE								
	AFRICAN		COLOURED		INDIAN		WHITE		
	Current	Target	Current	Target	Current	Target	Target	Current	Target
Top Management	2	0	0	0	0	0	0	0	0
Senior Management	2	0	0	0	0	0	0	0	0
Professional qualified	3	0	2	0	0	0	0	1	0
Skilled	13	0	1	0	1	0	0	1	0
Semi-skilled	0	0	0	0	0	0	0	0	0
Unskilled	1	0	0	0	0	0	0	0	0
TOTAL	21	0	3	0	1	0	0	2	0

Levels	Disabled Staff			
	Male		Female	
	Current	Target	Current	Target
Top Management	0	0	0	0
Senior Management	0	0	0	0
Professional qualified	0	0	0	0
Skilled	0	0	1	0
Semi-skilled	0	0	0	0
Unskilled	1	0	0	0
TOTAL	1	0	1	0

PROGRAMME 4 FINANCE AND SUPPLY CHAIN MANAGEMENT SERVICES

Purpose

The purpose of Finance is to provide reliable, accurate and comparable financial information that assist users of financial statements to make appropriate decisions.

The purpose of 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

Strategic Objectives

- To ensure sound financial management and reporting discipline in terms of section 53 of the LRA
- To provide procurement and provisioning functions in the ELRC into and integrated SCM function
- To provide sound asset management which includes safeguarding and maintenance of the ELRC assets
- Take effective and appropriate steps to prevent unauthorised, irregular, fruitless and wasteful expenditure

Finance

Finance						
Performance Indicator	Annual Target 2021/22	Planned Target For 2 nd Quarter	Actual Achievement 1 st Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
Achieve an unqualified audit opinion from external audit at year end.	Achieve an unqualified audit opinion from external audit at year end	Approved FY2020/21 Annual Financial Statements within two months after the beginning of the quarter	Achieved The Annual Financial statements were approved in the AGM of 27 th August 2021	None		
		Produce 1 accurate and timeous semi-annual financial statements within a month after the end of the reporting quarter	1 set of accurate and timeous semi-annual financial statements were produced within a month after the end of the reporting quarter	None		
		Produce 2 accurate monthly financial statements within a month after the end of the reporting month.	Achieved Two (2) month's accurate financial statements were produced within a month after the end of the reporting month	None		
An approved accurate and comprehensive FY2022/23 MTEF Budget and Mid-Year review of the budget FY2021/22	An approved accurate and comprehensive FY2022/23 MTEF Budget and Mid-Year review of the budget FY2021/22	Produce accurate quarterly budget variance report within a month after the end of the reporting quarter	Achieved Accurate quarterly budget variance report produced within a month after the end of the reporting quarter	None		
		Produce 2 accurate monthly budget variance reports within a month after the end of the reporting month.	Achieved Two (2) month's accurate budget variance reports were produced within a month after the end of the reporting month	None		

Overview of performance for the second quarter of the 2021/22 financial year

The unit prepared and presented revised annual financial statements for the financial year 2020/21, after the external audit was completed. No significant audit findings were raised by the external auditors on the financial statements and an unqualified audit opinion has been received. Management presented the annual report including the financial statements to Council during the Annual General Meeting on 27th August 2021, and they were approved.

Monthly financial statement for July and August 2021 were prepared and reviewed by the Chief Financial Officer, the review notes which had no effect on the figures, were taken into consideration in finalising the file. These financial statements were prepared after the completion of the external audit. The unit conducted a budget refresher workshop for managers to assist in preparation of the mid-year budget adjustments. Finance management has distributed the monthly budget variance reports (July and August), comments on budget variances were received and taken into consideration for the mid-year budget adjustments.

Strategy to overcome areas of underperformance

Not applicable.

Changes to planned targets

No changes were made to planned targets.

Supply Chain Management Services

Key performance indicators planned targets and actual achievements

Supply Chain Management Services						
Performance Indicator	Annual Target 2021/21	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
Complete and accurate Fixed Assets Register (FAR) at the end of the year.	Maintain a complete and accurate Fixed Assets Register (FAR) as at year end.	Update the Fixed Assets Register and Produce accurate FAR for the quarter.	Not Achieved	10%	FAR has been reconciled with working papers, 90% completed. Inconsistencies are being investigated and corrected as information is received.	
		Perform mid-year fixed Assets verification/count by 30 th September 2021	Not Achieved	10%	Asset verification was completed by 30 th September. (90% completed) SCM is busy with Location Inventory Lists.	
Produce a Report for Irregular, Unauthorised, Fruitless and Wasteful expenditure for the quarter.	Monitoring and reporting on Irregular, Unauthorised, Fruitless and Wasteful Expenditure to management and Finance department for disclosure purposes in the financial statement	Produce a report for Irregular, Unauthorised, Fruitless and Wasteful expenditure for the quarter	Achieved Irregular, Unauthorised, Fruitless and Wasteful expenditure Report for the quarter was produced	None		

Supply Chain Management Services						
Performance Indicator	Annual Target 2021/21	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from planned target to Actual Achievement for 2 nd Quarter	Comment on deviations	Status
Monitoring of the contract management system to ensure compliance to procurement policy.	Monitoring of the contract management system to ensure compliance with SCM policy and procedures.	Produce report on contract monitoring activities year to date	Achieved The report on contract monitoring activities year to date was produced	None		
Procurement in line with the Organisational Procurement Plan for 2021/22	Execution of the departmental procurement in line with the approved Procurement Plan for 2021/22	Produce Quarterly Report on the approved Procurement Plan for 2021/22	Achieved Procurement Plan report has been prepared and submitted	None		

Overview of performance for the second quarter of the 2021/22 financial year

The monthly reports on commitments are compiled and circulated to management for monitoring.

Fixed Assets Management

The Fixed Asset Register is reviewed monthly for any changes in the Council's assets. The Bi-Annual Asset verification was conducted and completed in September 2021 and the report has been submitted for review. Minor discrepancies were noted and corrected. The inventory lists are also being updated and will be circulated for signing by end users.

Additions for the quarter: five additional laptops were procured and delivered during the quarter and the invoice is still to be processed.

Monitoring of Irregular, Unauthorised, Fruitless and Wasteful expenditure

Irregular, Unauthorised, Fruitless and Wasteful expenditure report is compiled and being monitored.

There were no cases of Irregular and Unauthorised Expenditure reported during the quarter. However, cases of wasteful expenditure were reported. There were two new cases recorded during the quarter, taking the tally to four this year – to-date totalling to R65 223.05. Amount recovered to date is R2 220.60, leaving a balance of R63002.45 and the officials have made arrangements to settle in instalments.

Acquisition Management

1. Procurement Plan – Tenders

a. For the 2021/22 financial year, there are five tenders listed. Two have been initiated and the status is follows:

- (i) Physical Security Services – awarded and new supplier appointed. The contract started at 1st September 2021
- (ii) External Audit Services – Awarded, and the SLA in progress.

For the remaining three, the end users have been reminded to initiate the process to enable SCM to start with the procurement processes.

2. Procurement Plan – above R50 000 but below R500 000

a. The Procurement Plan has ten items planned for the year. Four items were due during the quarter, and one items was introduced due to an increase in the unit's requirements. The newly listed item was procured and completed and the remaining four were deferred to the next quarter, as specifications were not ready.

Contract Management

1. Contracts are closely monitored, and end users are notified of their contracts expiring within a six-month period.
2. Four contracts expired within this quarter and all were renewed, two were extended and the other two went through a tender process.
3. There are ten contracts (refer to the contract register) that will be expiring within six months and the end users have been engaged. One of these will be through a tender process, which will be initiated soon relating to Travel Management Services. The one relating to printer lease and office space rentals will be extended and approval has been granted. The insurance, pest control and armed response are under consideration for a possible extension.

Strategy to overcome areas of underperformance

Continuous engagement and reminders are sent to end users or project owners to provide terms of reference or specification of items listed on the Procurement Plan. More time will be provided for the verification to enable all activities to be concluded within the set timelines.

Changes to planned targets

No changes were made to planned targets.

Linking performance to budget

Apr - Sep 2021			
Programme Name	Actual Expenditure	Budget	(Over)/Under Expenditure
Finance and Supply Chain Management Services	R'000	R'000	R'000
Supply Chain Management	1,494	2,256	762
Finance Administration	4,390	4,679	289
Total	5,884	6,935	1,051

PROGRAMME 5 EXECUTIVE SERVICES

Purpose

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 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 Objectives

- 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 the implementation of management policies.
- To instil fiscal discipline, sound corporate governance and compliance with regulatory framework.

Key performance indicators, planned targets and actual achievements

Executive Services						
Internal Audit						
Programme Performance Indicator	Annual Target 2021/22	Planned Target For 2nd Quarter	Actual Achievement 2nd Quarter	Deviation from Planned Target to Actual Achievement for 2nd Quarter	Comment on Deviations	Status
Approved FY2022/23 Internal Audit Coverage Plan	Internal Audit Three-Year Rolling Strategic and Annual Audit Plan developed and approved by the Audit and Risk Committee by 31 st March	n/a	n/a	n/a		<i>*This is an annual target that only relate to the fourth quarter of the 2021/22 financial year.</i>

Executive Services						
Internal Audit						
Programme Performance Indicator	Annual Target 2021/22	Planned Target For 2 nd Quarter	Actual Achievement 2 nd Quarter	Deviation from Planned Target to Actual Achievement for 2 nd Quarter	Comment on Deviations	Status
Audit reports for quarterly planned work submitted to Management and Audit and Risk Committee	Execution of 100% quarterly audits engagements and issue audit reports	Execution of 100% of the first quarterly planned audits and ad-hoc engagements and issue audit reports	Achieved Seven (7) assurance audit engagement were completed, and reports were issued A follow-up of prior internal audit reports was completed, and a report was issued Three (3) mandatory quarterly reports were issued	None		
		Audit reports tabled at the quarterly Audit and Risk Committee meeting	Achieved All issued audit reports were shared with Management and the Audit and Risk Committee at the quarterly meeting	None		
Provide objective assurance on the adequacy and effectiveness of risk management processes	Annual Risk Assessment Report developed by 31st March, submitted to the Audit and Risk Committee for approval	n/a	n/a	n/a		<i>*This is an annual target that only relates to the fourth quarter of the 2021/22 financial year.</i>
	<ul style="list-style-type: none"> Annual Risk Monitoring Report submitted to Management and Audit and Risk Committee 	Quarterly Risk Register monitoring report submitted to the Audit and Risk Committee at the quarterly meeting	Achieved The Quarterly Risk Report was issued and tabled at the quarterly Audit and Risk Committee meeting	None		

Overview of performance for the second quarter of the 2021/22 financial year

The Internal Audit resources were utilised to perform risk-based audits, follow up of prior audits management implementation of corrective action plans, mandatory reviews, support to management activities, in-house committees' service, and administration activities. The Internal Audit Function undertook audit engagements and issued reports in line with the 2021/22 Approved Audit Plan, namely:

Assurance audits

- Audit of Performance Management System (Human Resource Management)
- General Controls (Information and Communication Technology)
- Business Continuity Plan Management (Information and Communication Technology)
- PELRC Eastern Cape, KwaZulu-Natal, Gauteng and North-West (Collective Bargaining Services)

Follow-up review

- Follow up of Prior Internal Audit Reports

Mandatory quarterly reviews

- Compliance Checklist
- Risk Register
- Quarterly Report (Performance Information and Financial Statements)

Strategy to overcome areas of underperformance

Not applicable.

Changes to planned targets

No changes were made to planned targets.

Linking performance to budget

Apr - Sep 2021			
Programme Name	Actual Expenditure	Budget	(Over)/Under Expenditure
Executive Services	R'000	R'000	R'000
Financial Management and Compliance Services	3,997	4,628	631
Total	3,997	4,628	631

Robot Indicator Status for performance tables:

Status	Colour
Not Achieved	Red
50% or more of target achieved, supported by evidence	Yellow
Target fully achieved	Green
Default status of an indicator (White)	White

PROGRAMME 6 FINANCIAL REPORT AND FINANCIAL STATEMENTS

REPORT OF THE CFO AS AT 30 SEPTEMBER 2021

ASSETS AND LIABILITIES

Non-Current Assets

Asset additions of R164 308 have been made during the period under review and no disposals were made.

The total carrying amount of non-current assets as at the end of the reporting period is R25-million, compared to the R27.9-million carrying amount at the end of quarter 2 (2020). An amount of R1.8-million (2020: R1.7-million) has been expensed as depreciation and amortisation in both comparable periods.

Current Assets

Trade and other receivables increased from R767 466 (2020) to R1million mainly due to the prepayment of licence subscriptions and receivable from employees for the SARS fruitless expenditure incurred in August 2021.

Total cash and cash equivalents reported as at the end of quarter 2 is R204-million compared to R182-million of the comparable period. This movement indicates an increase of R22-million mainly due to interest capitalised on the funds invested with the Reserve Bank and because of savings made as less activities that took place in the first half of the financial year due to covid19 pandemic.

Liabilities

Trade and other payables increased from R2.9-million (2020) to R3.9-million mainly because of accrued expenses for the year. The accrued expenses amount mainly represent liabilities in respect of the DMS expenses at time of closing the books at the end of the quarter.

Provisions are reported at R2.3-million compared to R2.4-million in prior year due to a decrease on the provision for 13th cheque.

INCOME AND EXPENDITURE

Income

Income from levies is reported at R37.8-million, this reported amount indicates an increase of R773 394 when compared with the amount of R37-million reported in the comparable period. Other income received has increased by R513 265 to R3.7-million compared to R3.2-million reported in the second quarter of the prior year. This increase is mainly attributable to higher interest income resulting from more funds invested with SARB.

Expenditure

Total expenditure is reported at R32.7-million compared to R31-million in the second quarter of 2020. The increase of R1.7-million is mainly due to the increase in activities and spending in the current year as the COVID-19 restrictions are eased. The money has been spent in line with the approved Council's Annual Performance Plan.

CONCLUSION

The total surplus for the first six months ended 30th September 2021 is R8.7-million compared to R9.2-million in the prior year.

6.1: FINANCIAL HIGHLIGHTS

THE EDUCATION LABOUR RELATIONS COUNCIL

(Established in terms of the Labour Relations Act, 1995 [Act No: 66 of 1995])

HIGHLIGHTS FOR THE PERIOD ENDED 30 SEPTEMBER 2021

Total Income

The actual income collected during the period under review amounted to R41.5-million (2020:40.2-million), which is 2% more than the projected income of R40.6-million. Compared to the annual budget, we have collected 51% of the income.

Total Expenditure

1. Dispute Management Services

DMS approved budget for the six months ended 30th September, is R8.2-million and the actual utilisation is R8.3-million, compared to R3.8-million spent in the prior year. In the current period there is an over expenditure of R96 514 (1%). The over expenditure is mainly due to the following reasons:

- 1.1. Increased number of arbitration meetings compared to the prior year where the country was on strict COVID-19 restrictions. This year, the restrictions have been relaxed resulting in an increased number of face-to-face meetings and travel and accommodation expenses.
- 1.2. There has been an increased number of Inquiry by arbitrator cases, which resulted in an increased need for intermediary and interpreters than had been anticipated.
- 1.3. No training was conducted during the period under review, resulting in a saving of R684 241 on the budget line item.

The programme spending is mainly on administrative expenses and is in line with the programme's targets. The unit has achieved 100% of its performance targets.

2. Collective Bargaining Services

2.1. Collective Bargaining Services: National

Overall actual spending is reported at R7-million (61%) of the allocated budget of R11.4-million, compared to prior year reported spending of R9.3-million. There is an under expenditure of R4.4-million against the allocated budget for the period under review.

2.1.1. The under expenditure is mainly on employee cost and budget for meetings such as TVET, Task Teams and implementation of Acts. Underspending is mainly on savings made on travel for face-to-face meetings.

2.1.2. There is also a saving of R1.3-million on the employee cost budget due to vacancies.

The programme spending is mainly on administrative expenses which are in line with the planned programme's targets. The unit has achieved 100% of its performance targets.

2.2. Collective Bargaining Services: Provincial Chambers

Overall actual spending is reported at R1.2-million (45%) against the budget of R2.7-million, while the spending for the prior year was reported at R1.1-million.

The variance of 55% is mainly because most of the provincial bargaining and consultation meetings planned for the period were held virtually.

The provincial spending on administrative expenses is in line with the planned targets per province. The Provincial Chambers have achieved 89% of their performance targets.

3. Administration Support Services

Executive Services

Overall actual spending is reported at R4-million, this is 14% below the allocated budget of R4.6-million, while the spending for the prior year was reported at R4.5-million for the same period. There is a saving of R529 824 on the employee cost budget due to the vacancy of the Manager: IA.

The programme spending is on administrative expenses in support of the core programmes of the Council. This spending is in line with the unit's planned targets for the quarter. The unit has achieved 100% of its performance targets.

Corporate Services

Actual spending is reported at R4.6-million (82%) of the allocated budget of R5.6-million, compared to prior year reported expense of R4.7-million. There is an under expenditure of 18% to the allocated budget.

The overall under expenditure is mainly due to the following:

- HR budget for disciplinary and SHE training were not spent during the period as the related activities did not take place.
- The budget for Media and ICT is underutilised, as no budget was spent on the photocopy expense as the printer is yet to be procured. The printing of the annual report budget will be spent in the third quarter of the financial year when the invoice is received. No marketing and advertising activities took place.

The programme spending is in line with the performance targets and is on administrative expenses in support of the core programmes of the Council. The unit's overall achievement is recorded at 100% of its performance targets.

Finance and Supply Chain Management Services

Actual spending reported for the period is reported at R5.9-million against the allocated budget of R6,9million, the spending for prior year is on par with current year.

- There is a saving on the SCM administration budget on pest control, cleaning, consumables, stationery, and petrol. This is because there has been minimal requirement for these as employees were working remotely.
- There is also a saving of R263 931 on the employee cost budget due to two vacancies.

The programme spending is in support of the core programmes of the Council. The unit has achieved 80% of its performance targets.

4. Irregular, Unauthorised, Fruitless and Wasteful report

No new cases of Irregular and Unauthorised expenditure were reported in the first half of the financial year.

For fruitless and wasteful expenditure, an amount of R65 223 has been incurred and R2 221 of this amount has been recovered during the period. Therefore, the balance at the end of the period is R63 002, which will be recovered during financial year.

5. Procurement – Tenders

Two tenders (physical security and external audit) were evaluated and awarded during the period under review.

Conclusion

All under spending or material savings will be considered during the adjustment budget period in line with the Council's policies.

In overall, the Council reports expenditure of R31-million, against a budget of R40.2-million (including CAPEX). This translates to 77% utilisation of the allocated budget for the period.

PROGRAMME 6.2: FINANCIAL STATEMENTS

EDUCATION LABOUR RELATIONS COUNCIL
(Registration number LR2/6/6/110)

FINANCIAL STATEMENTS
FOR THE QUARTER ENDED 30 SEPTEMBER 2021

Statement of Financial Position as at 30 September 2021

	Notes	Sep-21 R	Sep-20 R
Assets			
Non-Current Assets			
		24,951,546	27,885,088
Property and equipment	2	23,879,909	25,539,515
Intangible assets	3	1,071,637	2,345,573
Current Assets			
		204,585,370	182,534,260
Trade and other receivables	4	1,010,102	767,466
Cash and cash equivalents	5	203,575,268	181,766,794
Total Assets		<u>229,536,916</u>	<u>210,419,348</u>
Equity and Liabilities			
Equity			
Retained surplus		<u>223,269,987</u>	<u>205,071,937</u>
Liabilities			
Current Liabilities			
		6,266,929	5,347,411
Trade and other payables	6	3,939,224	2,941,230
Provisions	7	2,327,705	2,406,181
Total Equity and Liabilities		<u>229,536,916</u>	<u>210,419,348</u>

Statement of Comprehensive Income for period ended 30 September 2021

Description	Notes	Sep-21 R	Sep-20 R
Revenue	8	37,776,187	37,002,793
Other Income	9	3,713,524	3,200,371
Operating Expenditure	17	<u>(32,745,788)</u>	<u>(30,997,944)</u>
Operating Surplus for the period		8,743,923	9,205,220
Other comprehensive income		-	-
Total Comprehensive income for the period		8,743,923	9,205,220

Statement of Changes in Equity for the period ended 30 September 2021

Description	Retained surplus	Total equity
	R	R
Balance at 01 October 2019	195,866,717	195,866,717
Total comprehensive surplus for the period	<u>9,205,220</u>	<u>9,205,220</u>
Balance at 01 October 2020	205,071,937	205,071,937
Surplus for the remainder of 2020/21	9,454,127	9,454,127
Total comprehensive surplus for the period	<u>8,743,923</u>	<u>8,743,923</u>
Balance at the end of the period	<u>223,269,987</u>	<u>223,269,987</u>

Statement of Cash Flows for the period ended 30 September 2021

	Notes	Sep-21 R	Sep-20 R
Cash flows from operating activities			
Cash generated from operations	14	<u>11,215,887</u>	<u>11,329,768</u>
Net cash from operating activities		<u>11,215,887</u>	<u>11,329,768</u>
Cash flows from investing activities			
Purchase of property and equipment	2	<u>(164,308)</u>	<u>(308,831)</u>
Net cash from investing activities		<u>(164,308)</u>	<u>(308,831)</u>
Increase in cash and cash equivalents for the period		11,051,579	11,020,937
Cash at the beginning of the financial year		<u>192,523,689</u>	<u>170,745,857</u>
Total cash at the end of the period	5	<u>203,575,268</u>	<u>181,766,794</u>

Accounting Policies for the year period ended 30 September 2021

1. Presentation of financial statements

The financial statements have been prepared in accordance with the International Financial Reporting Standards for Small and Medium-sized Entities (IFRS for SME's) and the Labour Relations Act, 66 of 1995 as amended. The financial statements have been prepared on the historical cost basis (unless otherwise stated) and incorporate the principal accounting policies set out below. They are presented in South African Rands.

These accounting policies have been amended to be compliant with the reporting framework of IFRS for SME's.

1.1 Significant judgements and sources of estimation uncertainty

Key sources of estimation uncertainty

Useful lives of property and equipment

The Council reviews the estimated useful lives of property and equipment when changing circumstances indicate that they may have changed since the most recent reporting date.

Provisions

Provisions are inherently based on assumptions and estimates using the best information available. Additional disclosure of these estimates are included in note 7 - Provisions.

1.2 Property and equipment

Property and equipment are tangible items that:

- are held for use in the production or supply of goods or services, for rental to others or for administrative purposes; and
- are expected to be used during more than one period.

Property and equipment is carried at cost less accumulated depreciation and accumulated impairment losses.

Cost includes all costs incurred to bring the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

Costs include costs incurred initially to acquire or construct an item of property and equipment and costs incurred subsequently to add to, replace part of, or service it. If a replacement cost is recognised in the carrying amount of an item of property and equipment, the carrying amount of the replaced part is derecognised.

Depreciation is provided using the straight-line method to write down the cost over the useful life of the property and equipment, which is as follows:

Item	Depreciation method	Average useful life in years
Buildings	Straight line	25
Lifts	Straight line	25
Generators	Straight line	25
Furniture and fittings	Straight line	10
Motor vehicles	Straight line	7
Office equipment	Straight line	8 to 10
Computer equipment	Straight line	3
Leasehold improvements	Straight line	5

The depreciation method and useful life of each asset are reviewed at each reporting date if there are indicators present that there has been a significant change from the previous estimate.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in surplus or deficit in the period.

Land is not depreciated, and it is stated at cost.

1.3 Intangible assets

Intangible assets are initially recognised at cost and subsequently at cost less accumulated amortisation and accumulated impairment losses.

Amortisation is provided to write down the intangible assets, on a straight-line basis, to their residual values as follows:

Item	Depreciation method	Average useful life in years
Systems (operational) software	Straight line	3
Application software	Straight line	8

The amortisation period and amortisation method for intangible assets are reassessed when there is an indication that there is a change from the previous estimate.

1.4 Financial instruments

Initial measurement

Financial instruments are initially measured at the transaction price (including transaction costs except in the initial measurement of financial assets and liabilities that are measured at fair value through profit or loss) unless the arrangement constitutes, in effect, a financing transaction in which case it is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial instruments at amortised cost

These include loans, trade receivables and trade payables. Those debt instruments which meet the criteria in section 11.8(b) of the Standard, are subsequently measured at amortised cost using the effective interest method. Debt instruments which are classified as current assets or current liabilities are measured at the undiscounted amount of the cash expected to be received or paid unless the arrangement effectively constitutes a financing transaction.

At each reporting date, the carrying amounts of assets held in this category are reviewed to determine whether there is any objective evidence of impairment. If there is objective evidence, the recoverable amount is estimated and compared with the carrying amount. If the estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount, and an impairment loss is recognised immediately in surplus or deficit.

Derecognise a financial asset when:

- the contractual rights to the cash flows from the financial asset expire or are settled;
- the entity transfers to another party all the significant risks and rewards relating to the financial asset; or
- the entity, despite having retained some significant risks and rewards relating to the financial asset, has transferred the ability to sell the asset in its entirety to an unrelated third party who is able to exercise that ability unilaterally and without needing to impose additional restrictions on the transfer.

Derecognise a financial liability when the obligation is discharged, cancelled, or expires.

1.5 Leases

A lease is classified as a finance lease if it transfers substantially all the risks and rewards incidental to ownership to the lessee. All other leases are operating leases.

Operating leases – lessee

Operating lease payments are recognised as an expense on a straight-line basis over the lease term unless:

- another systematic basis is representative of the time pattern of the benefit from the leased asset, even if the payments are not on that basis, or
- the payments are structured to increase in line with expected general inflation (based on published indices or statistics) to compensate for the lessor's expected inflationary cost increases.

Any contingent rents are expensed in the period they are incurred.

1.6 Impairment of assets

The council assesses at each reporting date whether there is any indication that property and equipment or intangible assets may be impaired.

If there is any such indication, the recoverable amount of any affected asset (or group of related assets) is estimated and compared with its carrying amount. If the estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount, and an impairment loss is recognised immediately in surplus or deficit.

If an impairment loss subsequently reverses, the carrying amount of the asset (or group of related assets) is increased to the revised estimate of its recoverable amount, but not in excess of the amount that would have been determined had no impairment loss been recognised for the asset (or group of assets) in prior years. A reversal of impairment is recognised immediately in surplus or deficit.

1.7 Employee benefits

Short-term employee benefits

The cost of short-term employee benefits, (those payable within 12 months after the service is rendered, such as leave pay, bonuses, and non-monetary benefits such as medical care), are recognised in the period in which the service is rendered and are not discounted.

Defined contribution plans

Payments to defined contribution retirement benefit plans are charged as an expense as they fall due.

1.8 Provisions and contingencies

Provisions are recognised when the Council has an obligation at the reporting date as a result of a past event; it is probable that the Council will be required to transfer economic benefits in settlement; and the amount of the obligation can be estimated reliably.

Provisions are measured at the present value of the amount expected to be required to settle the obligation using a rate that reflects current market assessments of the time value of money and the risks specific to the obligation. The increase in the provision due to the passage of time is recognised as interest expense.

Provisions are not recognised for future operating deficits.

A contingent liability is a possible obligation that arises from past events and the existence of which will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events that are beyond the control of the entity.

Alternatively, a contingent liability is a present obligation that arises from past events but is not recognised because:

- It is not probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation; or
- The amount of the obligation cannot be measured with sufficient reliability.

Contingent liabilities are included in the disclosure notes. The estimation of the amounts disclosed is based on the expected possible outflows of economic benefits should there be a present obligation.

Contingent assets

Contingent assets arise from unplanned or other unexpected events that are not wholly within the control of the entity and give rise to the possibility of an inflow of economic benefits or service potential to the entity.

Contingent assets are included in the disclosure notes. The estimation of the amounts disclosed is based on the expected possible inflows of economic benefits or service potential to the entity.

Contingent assets and contingent liabilities are not recognised as provisions as the recognition criteria for provisions is not met.

1.9 Revenue

Revenue is recognised to the extent that the Council has transferred the significant risks and rewards of ownership of goods to the buyer or has rendered services under an agreement provided the amount of revenue can be measured reliably and it is probable that economic benefits associated with the transaction will flow to the council. Revenue is measured at the fair value of the consideration received or receivable and discounts.

Interest is recognised, in surplus or deficit, using the effective interest rate method.

1.10 Borrowing costs

Borrowing costs are recognised as an expense in the period in which they are incurred.

1.11 Presentation of Budget information

The Council discloses a comparison of the budget and actual amount in the primary financial statements.

1.12 Related Parties

Parties are considered to be related if one party has the ability to control the other party or exercise significant influence over the other party in making financial and operating decisions; or if the related party entity and another party are subject to common control.

Related parties include individuals who have significant influence over the entity, such as members of the Executive Committee (EXCO), its committees and key management personnel.

All transactions between the entity and related parties during the reporting period as well as comparative information are disclosed in the notes to the annual financial statements.

1.13 Irregular expenditure

Irregular expenditure as defined in section 1 of the Public Finance Management Act (PFMA) is expenditure other than recognised expenditure, incurred in contravention of or that is not in accordance with a requirement of any applicable legislation, including:

- Public Finance Management Act; 1999 (Act No1 of 1999) or
- The State Tender Board Act, 1968 (Act No.86 of 1968), or any regulations made in terms of this Act; and
- Any provincial legislation providing for procurement procedures in that provincial government

Irregular expenditure is accounted for in terms of the Council's Supply Chain Management Policy.

1.14 Fruitless and wasteful expenditure

Fruitless and wasteful expenditure means expenditure which is made in vain and would have been avoided had reasonable care been exercised.

Where an investigation determines, a receivable will be recorded against an employee who has been found to have incurred the fruitless and wasteful expenditure. In instances where a receivable is not raised against an employee or the amount is irrecoverable, the General Secretary may write off the debt. Fruitless and wasteful expenditure identified is disclosed in the notes to the financial statements.

Fruitless and wasteful expenditure is accounted for in terms of the Council's Supply Chain Management Policy.

1.15 Unauthorised expenditure

Unauthorised expenditure refers to overspending of the budget approved or expenditure not in accordance with the purpose, strategic objective and mandate of the Council.

Unauthorised expenditure is measured at the amount of the confirmed unauthorised expenditure.

Unauthorised expenditure is accounted for in terms of the Council's Supply Chain Management Policy.

Notes to the Semi-annual Financial Statements for the period ended 30 September 2021

Note 2

Property and equipment	Sep-21			Sep-20		
	Cost	Accumulated depreciation	Carrying Value	Cost	Accumulated depreciation	Carrying Value
Land	1,000,000	-	1,000,000	1,000,000	-	1,000,000
Buildings	33,433,263	(12,816,214)	20,617,049	33,088,312	(11,480,910)	21,607,402
Generators	599,576	(147,346)	452,230	599,576	(123,379)	476,197
Lifts	702,669	(157,675)	544,994	702,669	(129,587)	573,082
Furniture and fittings	2,416,073	(1,997,661)	418,412	2,416,073	(1,888,379)	527,694
Motor vehicles	499,000	(451,643)	47,357	499,000	(387,530)	111,470
Office equipment	802,475	(506,588)	295,887	802,475	(429,873)	372,602
Computer equipment	4,279,054	(3,775,074)	503,980	4,109,391	(3,238,323)	871,068
	43,732,110	(19,852,201)	23,879,909	43,217,496	(17,677,981)	25,539,515

Reconciliation of property and equipment 30 September 2021

	Opening Balance as at 01 Apr 2021	Additions	Depreciation	Total as at 30 Sep 2021
Land	1,000,000	-	-	1,000,000
Buildings	21,287,087	-	(670,038)	20,617,049
Generators	464,246	-	(12,016)	452,230
Lifts	559,076	-	(14,082)	544,994
Furniture and fittings	472,257	-	(53,845)	418,412
Motor vehicles	79,501	-	(32,144)	47,357
Office equipment	334,376	-	(38,489)	295,887
Computer equipment	618,135	164,308	(278,463)	503,980
	24,814,678	164,308	(1,099,077)	23,879,909

Reconciliation of property and equipment 30 September 2020

	Opening Balance as at 01 Apr 2020	Additions	Depreciation	Total as at 30 Sep 2020
Land	1,000,000	-	-	1,000,000
Buildings	22,025,573	241,091	(659,262)	21,607,402
Generators	488,213	-	(12,016)	476,197
Lifts	587,164	-	(14,082)	573,082
Furniture and fittings	583,435	-	(55,741)	527,694
Motor vehicles	143,614	-	(32,144)	111,470
Office equipment	411,038	-	(38,436)	372,602
Computer equipment	1,081,956	67,740	(278,628)	871,068
	26,320,993	308,831	(1,090,309)	25,539,515

Land

Erf, Die Hoewes Extension 26 Township, Registration Division J.R. Province of Gauteng, in extent 3019 square meters.

Changes in estimates

The entity reassesses the useful lives and residual values of items of property and equipment at the end of each reporting period, in line with the accounting policy and section 17 Property, plant and equipment. These assessments are based on historic analysis, benchmarking, and the latest available and reliable information.

Computer equipment and furniture and fittings that had 1 year remaining of useful life at the beginning of the financial year have been increased by an additional 2 years.

Note 3

Intangible assets	Sep-21			Sep-20		
	Cost	Accumulated amortisation	Carrying Value	Cost	Accumulated amortisation	Carrying Value
Software	5,301,278	(4,229,641)	1,071,637	5,280,988	(2,935,415)	2,345,573

Reconciliation of intangible assets 30 September 2021

	Opening Balance as at 01 Apr 2021	Amortisation	Total as at 30 Sep 2021
Software	1,734,175	(662,538)	1,071,637

Reconciliation of intangible assets 30 September 2020

	Opening Balance as at 01 Apr 2020	Amortisation	Total as at 30 Sep 2020
Software	3,000,168	(654,595)	2,345,573

Changes in estimates

At the end of each reporting period, the entity reassesses whether there is any indication that any intangible asset may be impaired, in line with the accounting policy and section 18 Intangible Assets. These assessments are based on historic analysis, benchmarking, and the latest available and reliable information

Note 4

Trade and other receivables	Sep-21	Sep-20
	R	R
Trade receivables	59,000	22,187
Prepayments	455,136	234,097
Receivable from employees	70,242	12,708
Deposits	297,164	268,025
Other receivables	5,857	7,255
Flight ticket refunds *	117,023	217,514
Flight tickets for re-use	5,680	5,680
	1,010,102	767,466

Trade and other receivables are not pledged as security. The carrying amount of the receivables approximate their fair value.

* Flight tickets refunds are air travel tickets that have been cancelled due unavailability of pre-booked travellers.

Note 5

Cash and cash equivalents	Sep-21	Sep-20
	R	R
Cash and cash equivalents consist of:		
Cash on hand	19,597	22,738
Current account	9,700,395	35,038,383
Short term deposits*	193,855,276	146,705,673
	203,575,268	181,766,794

No restrictions have been placed on the use of the cash and cash equivalents for the operations of the entity. The carrying amount of these assets approximates to their fair value.

*Short term deposits are held with the South African Reserve Bank (Corporate of Public deposits) and bears interest at a rate more competitive than those offered by the big four banks. These are made available immediately on call or request.

Note 6

Trade and other payables	Sep-21	Sep-20
	R	R
Trade payables	653,363	432,025
Accrued leave pay	1,447,959	1,365,497
Accrued expenses	1,837,902	1,143,708
	3,939,224	2,941,230

The carrying amount of the payables approximate their fair value.

Note 7

Provisions	Sep-21	Sep-20
	R	R
Provision for 13th Cheque	1,673,951	1,752,427
Provision for SADTU	653,754	653,754
	2,327,705	2,406,181

Reconciliation of provisions 30 September 2021

	Opening balance as at 01 Apr 2021	Additions	Utilised	Total as at 30 Sep 2021
Provision for 13th Cheque	560,621	1,148,825	(35,495)	1,673,951
Provision for SADTU	653,754	-	-	653,754
	1,214,375	1,148,825	(35,495)	2,327,705

Reconciliation of provisions 30 September 2020

	Opening balance as at 01 Apr 2020	Additions	Utilised	Total as at 30 Sep 2020
Provision for 13th Cheque	585,768	1,208,834	(42,175)	1,752,427
Provision for SADTU	653,754	-	-	653,754
	1,239,522	1,208,834	(42,175)	2,406,181

Provisions for SADTU comprise of costs to be claimed for services rendered by Parties to Council, for which claims have not been received. A reliable estimate is made based on provisions of the Collective Agreement and the number of meetings attended.

Note 8

Revenue	Sep-21	Sep-20
	R	R
Levies - FETC	1,690,657	1,368,143
Levies - DBE	36,085,530	35,634,650
	37,776,187	37,002,793

All levies received bear no credit risk and are paid from salary deductions from educators and an equal contribution by employer.

Note 9

Other income	Sep-21	Sep-20
	R	R
Rental income	164,833	152,628
Interest income	3,318,760	2,998,745
Penalty income	71,002	14,656
Other income	158,930	34,342
	3,713,524	3,200,371

Note 10

Employee costs	Sep-21	Sep-20
	R	R
Basic earnings	15,621,492	16,471,109
13th Cheque	1,148,825	1,208,834
Medical Aid	476,266	496,928
Unemployment Insurance Fund (UIF)	54,560	52,647
Skills Development Levy (SDL)	152,036	160,377
Leave pay accrual charge	160,977	108,384
Housing allowance	322,500	333,000
Post employment benefits	1,997,187	2,147,215
Total cost	19,933,843	20,978,494

Defined contribution plan

The entity provides post employment benefits through a defined contribution plan to all its employees. The Provident Fund and Retirement Annuity Funds are governed by the Pension Funds Act, 1956 (Act no 24 of 1956).

The entity is under no obligation to cover any unfunded benefits.

Note 11

Taxation

The Council is exempt from the payment of income tax in terms of section 10(1) (CA) (I) of the Income tax Act, No. 58 of 1962.

Note 12

Auditor's remuneration	Sep-21	Sep-20
	R	R
Disbursements (expenses)	13,409	13,756
Consulting fees	72,136	69,361
Statutory audit fees	730,040	703,371
	815,585	786,488

Note 13

Commitments	Sep-21	Sep-20
	R	R

Already contracted, but not provided

for:

Operating expenditure	6,559,666	4,044,909
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This committed expenditure relates to operating expenses and will be financed by available retained surplus. Commitments disclosed takes into consideration clauses as per the contractual agreements.

Minimum lease payments under operating lease recognised as an expense during the year

Operating lease expense	872,562	821,936
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At the end of the period, the Council has outstanding commitments under operating lease that falls due as follows:

Total minimum lease payments

Not later than one year	623,114	898,061
Later than one year and not later than five years	177,921	464,817
	801,035	1,362,878

Operating lease payments represent rentals payable by the ELRC for rentals of premises in the nine provincial offices. The leases typically run for a period of three to five years, with an option to renew. Rental expenses are increased annually as per the escalation clauses of the lease agreements.

Note 14

Cash generated from operations	Sep-21	Sep-20
	R	R
Surplus for the period	8,743,923	9,205,220
Adjustments for:		
Depreciation and amortisation	1,761,615	1,744,904
Movement in provisions	1,113,330	1,166,659
Changes in working capital:		
Trade and other receivables	(156,207)	210,685
Trade and other payables	(246,775)	(997,700)
	11,215,887	11,329,768

Note 15

Related parties

Employer party	Department of Basic Education
Chairperson of Council	Advocate Luvuyo Bono
Members of key management	Ms Nolusindiso Foca Ms Unathi Ndobeni Ms Octavia Makofane Mr Matlose Moela Ms Nelisiwe Bongco
Trade unions	South African Democratic Teachers Union (SADTU) Combined Trade Union – Autonomous Trade Union (CTU-ATU)

Key Management Personnel
Key management information

Class	Description	Number of members
Executive members	Accounting Authority	11
Non-executive members	Accounting Authority	3
Executive management	Accounting Officer	2
Senior management	Management	3

Related party transactions

Fees paid to related parties in respect of services rendered

	Sep-21	Sep-20
	R	R
Advocate L. Bono*	7,000	12,000

*This relates to the fees paid for services rendered by the independent Chairperson as a panellist in matters of arbitration or dispute resolution. The Chairperson's decisions in dispute resolution and arbitration matters do not affect the financial position of the Council.

Executive emoluments (Chairperson's fees)

	Sep-21	Sep-20
	R	R
Advocate L. Bono	98,000	98,000

Members of the ELRC Executive committee did not receive emoluments during the financial year as per collective agreement. The Board fees to date amount to R 98 000 and were only paid to Advocate L. Bono.

Audit Committee fees 2021

	Daily fee	Expenses	Total
Mr SA Ngobeni	43,170	-	43,170
Dr C Motau	20,952	-	20,952
	64,122	-	64,122

Audit Committee fees 2020

	Daily fee	Expenses	Total
Mr SA Ngobeni	43,170	-	43,170
Ms T Sihlaba	20,952	998	21,950
Dr C Motau	15,714	-	15,714
	79,836	998	80,834

Non-Executive members serve in the audit committee of the ELRC. The Audit Committee sits for four meetings annually and any other special meetings.

Executive management emoluments

30 September 2021	Basic salary	13th cheque	Post employment benefit	Other allowances*	Total
Ms NO Foca	778,207	61,646	133,154	131,598	1,104,605
Ms U Ndobeni	559,813	44,248	47,788	176,993	828,841
	1,338,019	105,893	180,942	308,591	1,933,446

30 September 2020	Basic salary	13th cheque	Post employment benefit	Other allowances*	Total
Ms NO Foca	752,266	38,214	126,120	121,897	1,038,497
Ms U Ndobeni	528,465	41,911	45,264	167,564	783,204
	1,280,730	80,126	171,384	289,461	1,821,701

* Other allowances comprise travel allowance, medical aid fringe benefit, SDL and UIF.

Senior management emoluments

30 September 2021	Basic salary	13th cheque	Post employment benefit	Other allowances*	Total
Ms LO Makofane	450,249	35,667	77,041	76,551	639,508
Ms NA Bongco	444,783	33,938	37,968	140,904	657,592
Mr MP Moela	454,697	36,019	77,800	77,297	645,813
	1,349,728	105,624	192,810	294,751	1,942,913

30 September 2020	Basic salary	13th cheque	Post employment benefit	Other allowances*	Total
Ms LO Makofane	426,562	33,782	72,970	72,448	605,762
Ms NA Bongco	421,388	33,299	35,962	133,570	624,219
Mr FS Moloisi	474,809	37,751	81,543	29,234	623,338
Mr MP Moela	430,776	34,116	73,691	73,154	611,737
	1,753,535	138,948	264,166	308,407	2,465,056

* Other allowances comprise cash allowance, medical aid fringe benefit, SDL and UIF.

Note 16

Fruitless and wasteful expenditure	Sep-21	Sep-20
	R	R
Opening balance as at 01 April	-	6,868
Add: Fruitless and wasteful expenditure incurred during the period	65,223	-
Less: Recovered during the period	(2,221)	(1,382)
Closing balance	63,002	5,486

The fruitless and wasteful expenditure mainly relates to late payment of the SARS PAYE. The Council implement improved controls and where fruitless expenditure is incurred; such is recovered from the relevant officials.

Note 17

Operating expenses	Notes	Sep-21 R	Sep-20 R
Accommodation expenses		12,526	-
Administration and management fees		337,481	356,898
Advertising and Recruitment		24,913	-
Arbitration		4,844,965	1,030,951
Assets below R5000		-	4,499
Auditors fees	12	815,585	786,488
Bank charges		30,131	23,004
Chairperson's fees		98,000	98,000
Cleaning and sanitation		39,072	25,122
Computer expenses		198,370	162,298
Conciliation		330,160	196,101
Condonation		44,500	34,375
Consulting and professional fees		109,067	65,038
Consumables		8,329	26,530
Cost of quality control		82,000	13,000
Delivery expenses		5,768	7,498
Depreciation, amortisation and impairment loss	2&3	1,761,615	1,744,904
Donations		-	1,500,000
Employee related costs	10	19,933,843	20,978,494
Employee wellness, Gifts and SHE expenses		36,418	119,549
Governance and provincial chambers		133,122	79,836
Implementation of Acts and Agreements		-	6,000
Insurance		268,157	253,080
Legal Expenses		440,922	353,325
Motor vehicle expenses		5,278	1,369
Municipal expenses		585,692	664,585
Printing and stationery		174,746	265,617
Refreshments		4,323	627
Rentals		872,562	821,936
Repairs and maintenance		222,866	168,680
Research and development expenses		1,500	-
Security		542,832	539,117
Storage and removal		3,443	2,013
Subscriptions and license fees		414,116	424,057
Telecommunication costs and postal fees		261,941	230,279
Training		55,881	13,800
Travelling costs		45,664	874
		32,745,788	30,997,944

First Quarter Financial Statements
Education Labour Relations Council

Statement of Comparison of Budget and Actual Amounts
Sep-21

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7,011,325 11,416,782 4,405,457 39% 61% CBS NAT + GSS

	Semi Annual - FY2021/22				Semi Annual - FY2020/21				Full Year - FY2021/22			
	Actual	Budget	Variance	Variance %	Actual	Budget	Variance	Variance %	Actual	Budget	Variance	Variance %
INCOME	41,491,211	40,557,708	933,503	2%	40,203,164	43,945,373	(3,742,209)	-9%	41,491,211	81,115,416	(39,624,205)	-49%
Revenue	37,776,187	37,362,265	413,922	1%	37,002,793	37,035,335	(32,543)	0%	37,776,187	74,724,530	(36,948,343)	-49%
Other Income	3,715,024	3,195,443	519,581	16%	3,200,371	6,910,038	(3,709,666)	-54%	3,715,024	6,390,886	(2,675,862)	-42%
OPERATING EXPENSES	30,984,174	39,460,593	8,476,418	21%	29,253,038	42,853,044	13,600,006	32%	30,984,174	76,817,989	45,833,815	60%
DISPUTE MANAGEMENT SERVICES	8,278,986	8,182,471	(96,514)	-1%	3,848,866	10,226,605	6,377,739	62%	8,278,986	15,864,942	7,585,956	48%
COLLECTIVE BARGAINING SERVICES	8,244,052	14,140,093	5,896,041	42%	10,346,357	15,409,216	5,062,859	33%	8,244,052	26,677,428	18,433,376	69%
CBS (NATIONAL)	6,942,962	11,065,539	4,122,577	37%	9,182,645	12,334,789	3,152,145	26%	6,942,962	22,129,576	15,186,614	69%
Governance And Support Services	68,363	351,243	282,880	81%	79,836	744,940	665,104	89%	68,363	702,487	634,124	90%
Chamber Expenses	1,232,727	2,723,311	1,490,584	55%	1,083,877	2,329,487	1,245,610	53%	1,232,727	3,845,365	2,612,638	68%
Gauteng	132,340	282,906	150,565	53%	113,458	282,435	168,977	60%	132,340.47	565,812	433,472	77%
Free State	155,306	205,762	50,456	25%	148,959	277,645	128,686	46%	155,305.95	411,524	256,218	62%
Eastern Cape	160,369	252,105	91,737	36%	167,546	272,387	104,841	38%	160,368.72	504,211	343,842	68%
Western Cape	128,340	461,199	332,859	72%	116,112	282,986	166,874	59%	128,340.04	461,199	332,859	72%
Limpopo	161,356	424,414	263,058	62%	142,998	264,798	121,800	46%	161,356.49	424,414	263,058	62%
Mpumalanga	97,544	304,210	206,666	68%	67,383	164,907	97,524	59%	97,544.12	304,210	206,666	68%
Northern Cape	126,502	403,036	276,534	69%	119,191	243,064	123,873	51%	126,501.85	409,036	282,534	69%
North West Province	118,552	187,545	68,992	37%	81,998	208,415	126,418	61%	118,552.32	375,089	256,537	68%
KwaZulu Natal	152,417	202,135	49,718	25%	126,231	332,851	206,619	62%	152,416.95	389,870	237,453	61%
CORPORATE SERVICES	4,580,055	5,575,001	994,946	18%	4,666,650	5,580,529	913,879	16%	4,580,055	11,149,995	6,569,940	59%
Media & Communications	42,671	221,004	178,332	81%	118,992	537,977	418,985	78%	42,671	442,010	399,339	90%
Information Communication Technology	1,174,657	1,490,002	315,346	21%	1,043,190	1,241,727	198,537	16%	1,174,657	2,979,999	1,805,342	61%
Human Resource	3,362,727	3,863,995	501,268	13%	3,504,468	3,800,825	296,357	8%	3,362,727	7,727,986	4,365,259	56%
FINANCE AND SUPPLY CHAIN MANAGEMENT SERVICES	5,884,466	6,935,471	1,051,004	15%	5,940,807	7,084,145	1,143,339	16%	5,884,466	13,870,510	7,986,044	58%
Supply Chain Management	1,494,457	2,256,422	761,965	34%	1,546,320	2,335,411	789,091	34%	1,494,456.54	4,512,412	3,017,955	67%
Financial Accounting Services	4,390,010	4,679,049	289,039	6%	4,394,487	4,748,734	354,247	7%	4,390,009.90	9,358,098	4,968,088	53%
EXECUTIVE SERVICES	3,996,615	4,627,557	630,942	14%	4,450,358	4,552,549	102,191	2%	3,996,615.40	9,255,114.02	5,258,499	57%
SURPLUS/DEFICIT BEFORE CAPEX	10,507,037				10,950,126				10,507,037			
CAPITAL EXPENDITURE (CAPEX)	164,308	773,665	609,357	79%	308,830	1,092,328	783,498	72%	164,308	1,547,330	1,547,330	100%
SURPLUS/DEFICIT AFTER CAPEX	10,342,728				10,641,296				10,342,728			