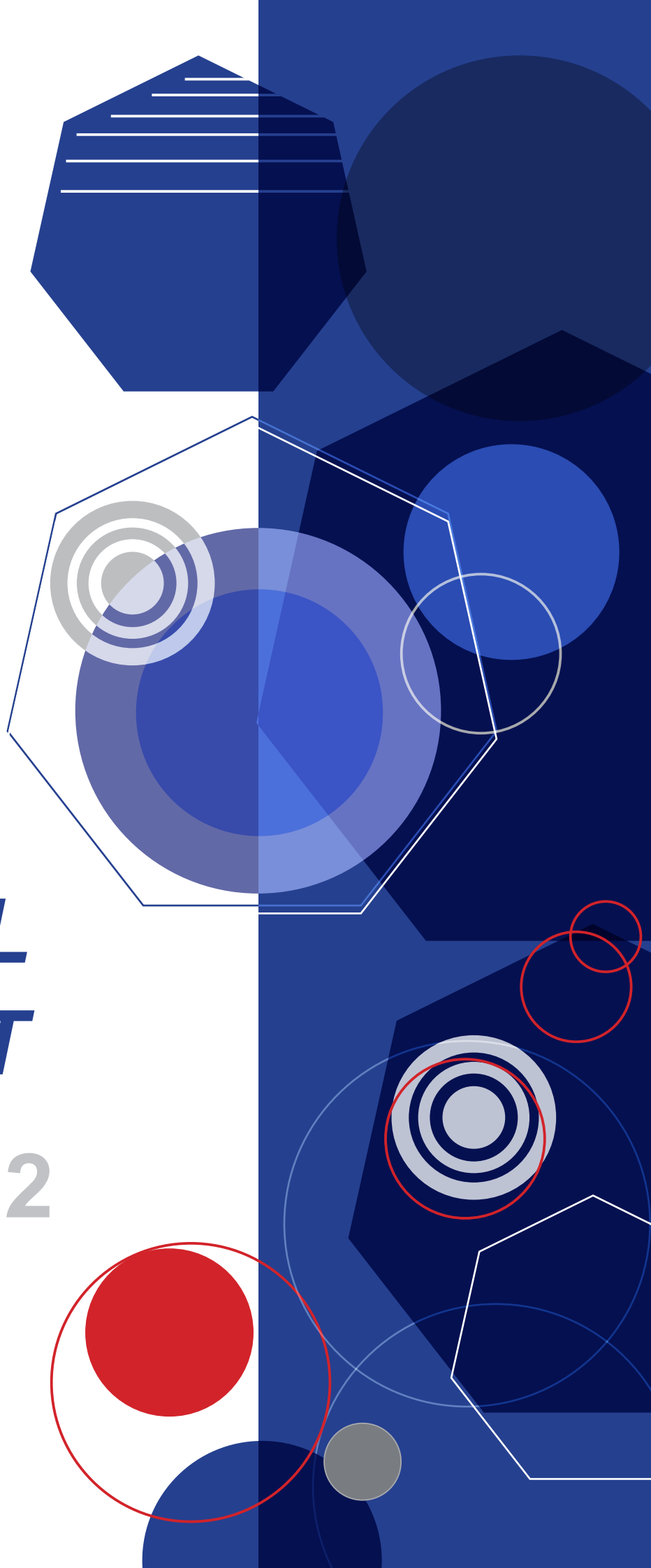




GENERAL PUBLIC SERVICE
SECTOR BARGAINING COUNCIL

ANNUAL REPORT

2021-2022



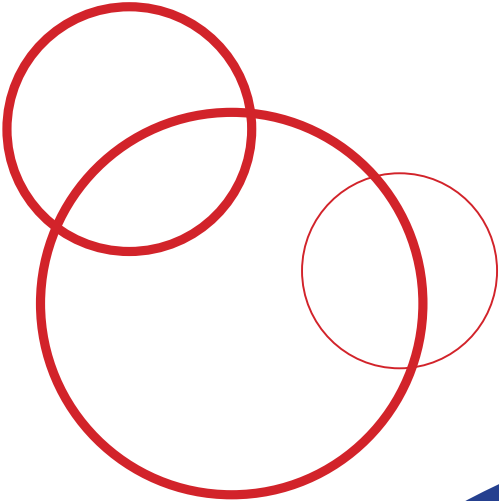


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1. FOREWORD BY THE CHAIRPERSON: MR L MODISE



The 2021/22 financial year was yet another year filled with challenges and opportunities. This Annual Report details the accomplishments of the General Public Service Sector Bargaining Council (GPSSBC) during the course of the year, and provides a good overview of these challenges and how the Council has responded to such. The report details the operational and strategic imperatives and will provide the reader with a good reflection of the state of collective bargaining and dispute management in the sector.

During the year under review the world continued to be plagued by the Covid-19 pandemic and as predicted in the previous reporting, the effects of the pandemic will continue to be felt by organisations small and large. The GPSSBC has had its fair share of impact, having to adapt to social-distancing and safety regulations and adapting its operations to ensure that the safety of the staff and those we serve are a primary objective. As a result, much of the work in collective bargaining and dispute management was migrated onto the virtual platform.

This transition was not always smooth and much still needs to be addressed in creating a long-term solution for the Council. I do, however, believe that the Council administration is up to the challenge and that the sector will embrace these technological advancements with time, training and education.

As the world starts to move into a new normal and

we start to “live” with Covid-19 and its challenges, the GPSSBC will be drawing from its experiences over the past two years in developing future strategies that will allow the Council to manage and operate its activities in a safe and effective manner. The work of the Council continues to grow and the need to access its services are ever-increasing. We see this in the number of Chamber engagements increasing and a steady rise in the number of cases being referred for conciliation and arbitration. This will also by implication continue to place the Council’s financials under constraint.

I appreciate the leadership of the Council and the Executive Committee during these tough times and look forward to their guidance and wisdom in the year to come. Once again, the management and staff have done us proud and I encourage them to continue the good work and continue growing the Council from strength to strength.

Thank you

L Modise

2. EXECUTIVE SUMMARY FROM THE SECRETARY TO COUNCIL: MS S OODIT



I am pleased to present the 2020/2021 financial year Annual Report. This past year has been a successful one in respect of the Council meeting all of its obligations to stakeholders, notwithstanding the complications of operating during a pandemic, and other socio-economic challenges.

The interventions put in place in the previous reporting period allowed the Council to perform its functions without much disruption to operations. This further allowed the Council to continue to offer its services, both physically and virtually. The reports of both collective bargaining and dispute management expand in greater detail in this report. It should be noted that both core business processes rose to the challenge and ensured business continuity even during the most difficult of times.

The Council is also once again reporting an unqualified audit opinion, confirming the Council's commitment to good governance and management. The financial position of the Council although stable, is one that needs to be strengthened as we move into the new world of work and operations. During the reporting period the GPSSBC also finalised the review of both its human resources policy, as well as the performance management and development policy for the staff of the organisation.

The Council has also successfully implemented two collective agreements concluded during the reporting period, namely, the Seagoing Allowance

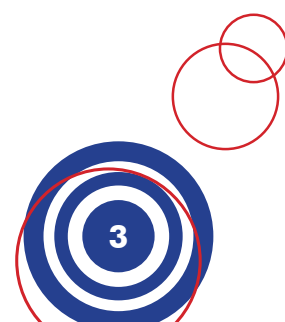
and Mealtime Allowance. Both of which have been positively received. The Council continues to engage and negotiate on the amendment to the Fulltime Shop Stewards Agreement as well as the Special Leave Agreement. The Dispute Management Unit has also seen a rise in referrals as public servants returned to office-based work during the year. The conclusion of outstanding grievance procedures and discipline from the previous year are some of the reasons for the steady increase.

The 2021/2022 financial year was also the final year for the current strategic plan of the Council. The year 2022/2023 will see the Council setting the new strategic direction of the Council for the next three-year period. The plan will take the Council into the new world of work and provide an opportunity for the GPSSBC to embrace technology and new trends in steering the Council into the future.

In concluding, allow me to thank our Chairperson, Vice-Chairpersons and Council members for their commitment and leadership throughout the year. I also thank our management and staff for their unwavering support and loyalty to the GPSSBC.

Thank you

Sharlaine Oodit



3. OVERVIEW OF THE GPSSBC

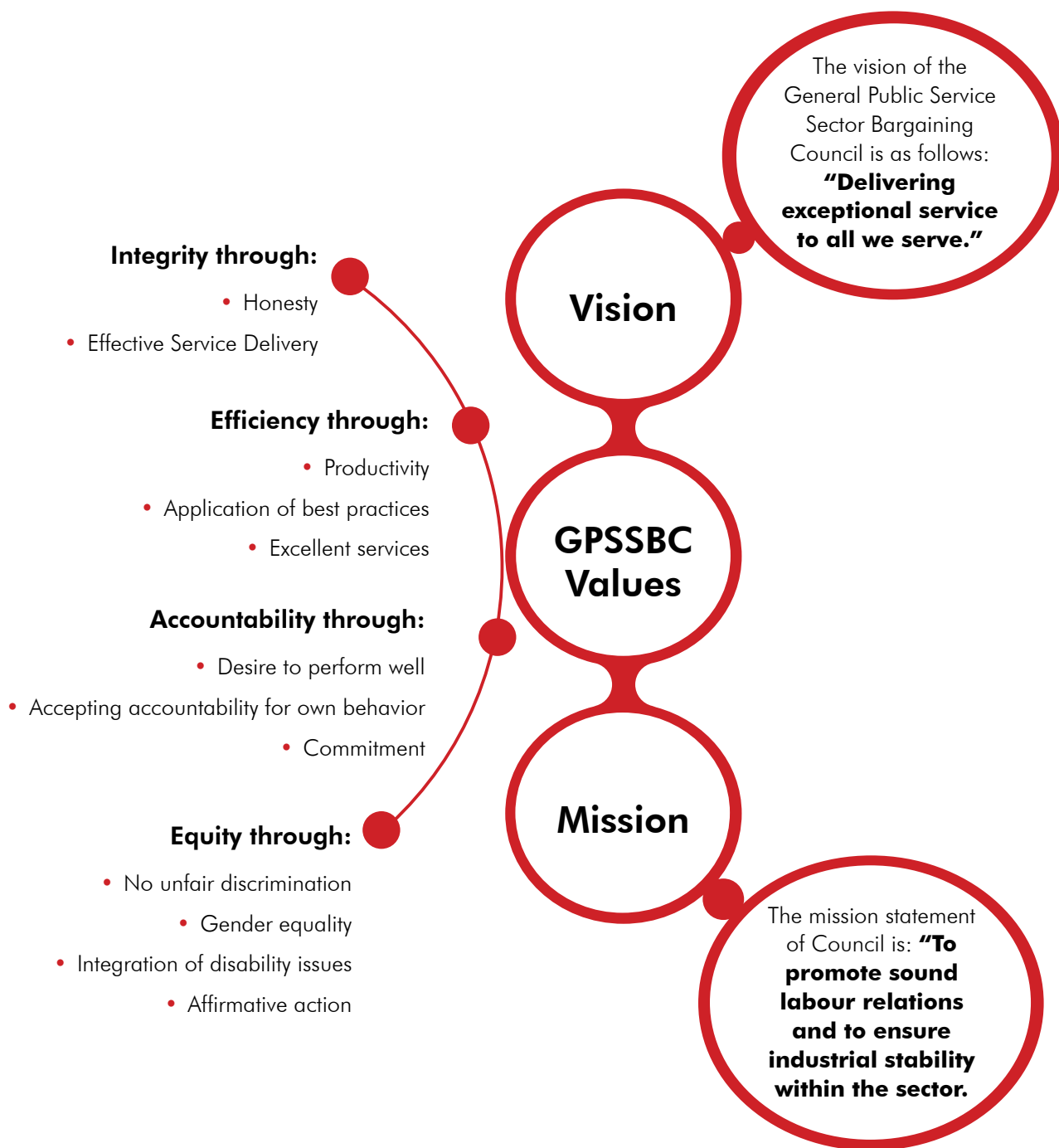
The General Public Service Sector Bargaining Council (GPSSBC) was designated in terms of the PSCBC Resolution 10 of 1999.

Subsequent to its designation by the PSCBC in 1999, the GPSSBC was registered with the registrar of Labour Resolutions at the Department of Labour. The registration was effective from 28 July, 1999. The GPSSBC was inaugurated on 7 September, 1999. It was accredited to do dispute resolution as from 1 June, 2000.

The GPSSBC has as its core objectives the promotion of:

- Enabling an environment for collective bargaining.
- Creating and maintaining effective and efficient administration.
- Promoting effective and expeditious dispute management.
- Its other objectives are to improve its governance model by inculcating best practice in all aspects of our work.
- And developing an effective communication strategy.





Scope

The GPSSBC covers all Public Service employees who do not fall within the scope of the above Sector Councils (PHSDSBC, SSSBC or the ELRC), excluding uniform members in the following institutions:

- Members of the National Defence Force.
- Members of the National Intelligence Agency.
- Members of the South African Secret Service.
- Members of the South African National Academy of Intelligence.

The GPSSBC therefore covers all national and provincial departments which are not covered by the scopes of the other three sector councils.

The GPSSBC was established as a result of the PSCBC having designated a “general” sector in the Public Service in terms of section 37 of the LRA, and PSCBC Resolution 10 of 1998. That is a sector other than education, safety and security, and health and social development. The jurisdiction of the GPSSBC is determined by its scope of registration and can be summarised as all those departments (and employees) that are not covered by the other three sectors.

The GPSSBC was registered and inaugurated with the Department of Labour on 7 September, 1999. The GPSSBC derives its powers and functions from the Constitution of the Council. The powers and functions are defined as follows:

- Conclusion of collective agreements.
- Enforcement of collective agreements.
- Prevention and resolution of labour disputes.
- Performance of the dispute resolution functions referred to section 51 of the Act.
- Establishment and administration of a fund to be used for resolution of disputes.
- Promotion and establishment of training and education schemes.
- Raising, borrowing, lending, levying and investing funds.
- Development of policy proposals that may affect the sector.
- Determining, by collective agreement, matters that may not be an issue in dispute for the purposes of a strike or a lockout at a workplace.
- Exercising any other power to perform any other function that may be necessary or desirable to achieve the objectives of the Council.
- Creation of an environment conducive to the provisioning of operational services by the PSCBC to the Council, if it contributes to efficiency or administrative convenience and is appropriate for the sharing of skills, expertise or resources.

The objectives of the Council are contained in the GPSSBC Constitution. They are listed to:

- Promote labour peace in the General Public Service Sector.
- Promote and maintain sound relationships between the employer and its employees.
- In terms of the Act and this constitution, negotiate and bargain collectively to reach agreement on matters of mutual interest to the employer and employees represented by trade unions admitted to the Council.
- Provide mechanisms for the prevention and effective and expeditious resolution of disputes between:
 - (i) The employer and trade unions admitted to the Council.
 - (ii) The employer and trade unions not admitted to the Council.
 - (iii) The employer and employees.



Where the employer has the requisite authority to:

- Resolve such disputes, conclude, supervise and enforce collective agreements.
- Comply with its powers and duties in terms of the Act and this constitution.
- Consider and deal with such other matters as may affect the interests of the parties to the Council.
- Promote the effective delivery of services to the community.
- Promote effective communication between the employer, its employees and the trade unions in the General Public Service Sector.

The GPSSBC is governed by duly elected members to the Council, acting as parties to the Council, and representing the employer and all trade unions admitted to the GPSSBC. Subject to the direction and control of the Council, the Executive Committee may exercise and perform the powers, functions and duties of the Council relating to the supervision and control of the day-to-day management and administration of the Council.

The composition of the Executive Committee is as follows:

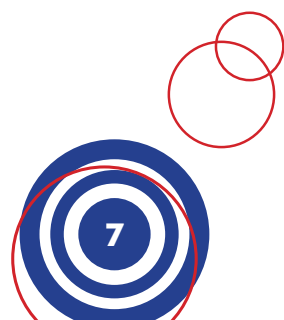
- (a) Chairperson and two Vice-Chairpersons.
- (b) Three (3) representatives appointed/elected by the employer.
- (c) Three (3) representatives appointed/elected by the admitted trade unions.
- (d) The Secretary to the Council.

4. MEMBERSHIP TO THE GPSSBC

As established, the parties to the Council are the State as employer and all trade unions admitted to the Council. Unions who meet the following criteria or threshold requirements may apply for admission to the Council:

- (a) A registered trade union which meets the threshold requirement of 30 000 members.
- (b) Two or more registered trade unions acting together as a single party (referred to as a combined trade union party), provided their combined membership meets the threshold requirement of 30 000 members.

The trade unions meeting these requirements in the GPSSBC are: Police and Prison Civil Rights Union (POPCRU); National Education, Health and Allied Workers Union (NEHAWU); and the Public Servants Association (PSA).



5. STRATEGIC GOALS AND OBJECTIVES

Strategic Objective 1: STRENGTHENING SOCIAL DIALOGUE

Goal Statement: Promote and advocate efficient and effective interaction with stakeholders in line with International Labour Organisation (ILO) standards.

Key Performance Areas

1. Promote social dialogue among all key stakeholders as part of the 20th Anniversary of the GPSSBC.
2. Develop and implement a plan to engage Executive Managers in National and Provincial Government Departments to promote peaceful labour relations.
3. Establish strategic partnerships with Higher Education Institutions and Local and International Research Organisations to conduct research on best practices for benchmarking.

Strategic Objective 2: MAINTAIN AN EFFECTIVE DISPUTE-RESOLUTION SYSTEM

Goal Statement: Improve the effectiveness of the current dispute-resolution mechanisms within the Public Service.

Key Performance Areas:

1. Obtain approval from the Council for the establishment of an independent Panel of Conciliators and Arbitrators through a consultative process for implementation.
2. Obtain a signed resolution on the establishment of a Professional Body for Dispute-Resolution Practitioners for implementation.
3. Improve the case management system and implement. Strengthen the implementation of the Rules for the Conduct of Proceedings before the GPSSBC.
4. Strengthen the implementation of the Rules for the Conduct of Proceedings before the GPSSBC.
5. Advocate resolution of disputes in the workplace as a preventative measure and promotion of sound labour relations.

Strategic Objective 3: DEVELOP AN EFFECTIVE INFORMATION COMMUNICATION AND TECHNOLOGY STRATEGY

Goal Statement: Improve current ICT system to strengthen communication with stakeholders and enable reporting.

Key Performance Areas:

1. Develop and implement a strategy for marketing the activities of the Council.
2. Develop and implement a Communication Strategy.
3. Improve current Information Technology Systems and Architecture.



Strategic Objective 4: STRENGTHEN GOVERNANCE AND ADMINISTRATION

Goal Statement: Improve governance and administration systems to improve the performance and functioning of the Council.

Key Performance Areas:

1. Develop a scientific funding model for the Council to obtain approval from National Treasury.
2. Review and implement the current structure to ensure effective service delivery.
3. Align governance framework with mandates and good governance models, such as the King III Report on Corporate Governance.
4. Review the Constitution of the GPSSBC in line with current trends and legislative changes.
5. Improve the current Performance Management and Development System for Council employees.
6. Develop and implement a Risk Management Plan within the sector.

Strategic Objective 5: BUILD AND STRENGTHEN HUMAN CAPITAL

Goal statement: Develop a training and development strategy to improve the human capacity in the sector and the Council.

Key Performance Areas:

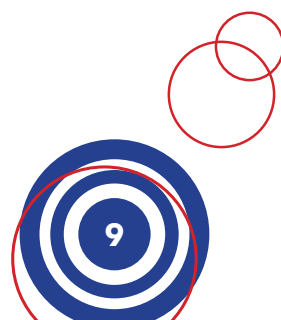
1. Conduct a needs analysis for all relevant functionaries in the sector for capacity building.
2. Participate in the Sector Skills Planning process of the relevant SETAs to ensure the allocation of funds for training.
3. Conduct a skills audit to determine the availability of the relevant skills in the Sector.
4. Conduct training impact assessment.

Strategic Objective 6: STRENGTHEN COLLECTIVE BARGAINING PROCESSES IN THE SECTOR

Goal statement: Promote and advocate efficient and effective Collective Bargaining in the Sector.

Key Performance Areas:

1. Conduct research and analysis on Collective Bargaining Trends globally.
2. Strengthen engagements with key stakeholders in the Public Sector on the importance of effective Collective Bargaining.
3. Strengthen mechanisms of enforcing Collective Bargaining Agreements.
4. Develop and implement a strategy to improve the mandating process for Bargaining Chambers and the Council by the Employer.



6. COLLECTIVE BARGAINING

Introduction

It is the purpose of the Labour Relations Act 66 of 1995 as amended to promote and facilitate orderly Collective Bargaining in the workplace and at sectoral level. Collective Bargaining is a means of ensuring motivation, social recognition, respect and dignity, which can harness the commitments undertaken by the Employer and Trade Union organisations to help them implement the core principles of public governance in democratic states, and serve as an effective instrument for sound human resource management to improve the quality of services provided to the public. The right to organise and bargain collectively is closely linked to the other fundamental rights at work. It is the corollary of freedom of association. It is a constructive means of promoting the protection of workers, often in vulnerable situations, and enables the promotion of all of the fundamental rights. It is a key instrument in ensuring non-discrimination and equality, including equal remuneration for men and women for work of equal value, embodying in the world of work the guarantee of fundamental rights at work for all, especially with a view to promoting social justice.

The Collective Bargaining Unit is responsible for among others, but not limited to the following: The implementation of the provisions of the GPSSBC Constitution, the implementation of relevant sections of the Governance Rules, and to ensure optimal administrative functioning of the various structures of Council and Chambers by:

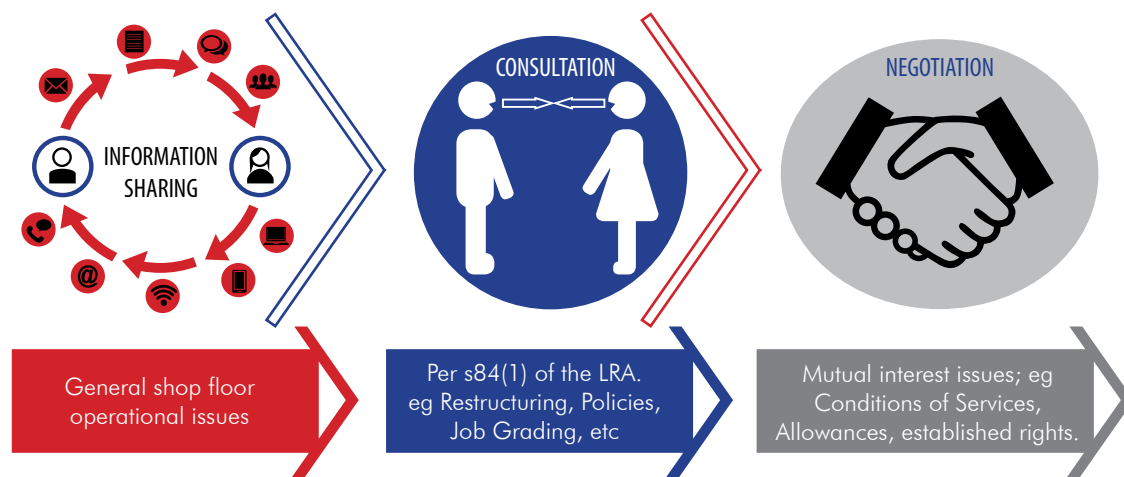
- Managing the logistics relating to all Council, EXCO, Provincial Chambers, National Chambers, Committees and Task Team meetings.
- Organise, prepare agendas for and take minutes of meetings.
- Prepare a Year Planner for the Council, Provincial Chambers and National Chamber meetings.
- Responsible for ensuring that decisions from respective meetings are communicated to relevant parties and having in place a follow-up system to ensure implementation.

The purpose of Provincial and National Chambers is to provide a conducive environment to expedite processes of information-sharing, deliberations, consultation, and negotiation. These processes unfold at National Departments and Provincial Administration-levels, respectively. Consequently, the Collective Bargaining Unit is obligated to ensure that the aforementioned purpose of the Labour Relations Act is fulfilled.

The core mandate of the Collective Bargaining Unit is to maintain an enabling environment for Collective Bargaining, as noted above in the Council's strategic objectives. To ensure the efficient functioning of Chambers, the Collective Bargaining Unit utilises Governance Rules for Chambers, Resolution 1 of 2012.

Healthy Collective Bargaining generally follows this dialogue process or stages, as outlined below. Depending on the issue at hand, parties at the start of the Collective Bargaining process decide which route will be taken. There is typically lower dialogue intensity at information-sharing level, medium at consultation, and higher intensity at the negotiation process.



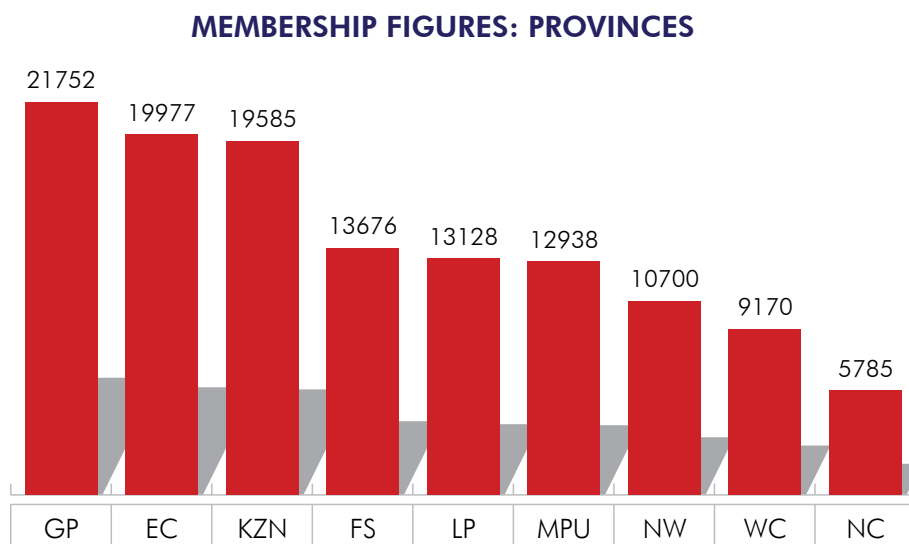


The Collective Bargaining Unit report reflects on the general state of Collective Bargaining in the General Public Service among others but not limited to workshops held, number of meetings, agenda items, Council interventions and other key administrative processes related to Collective Bargaining.

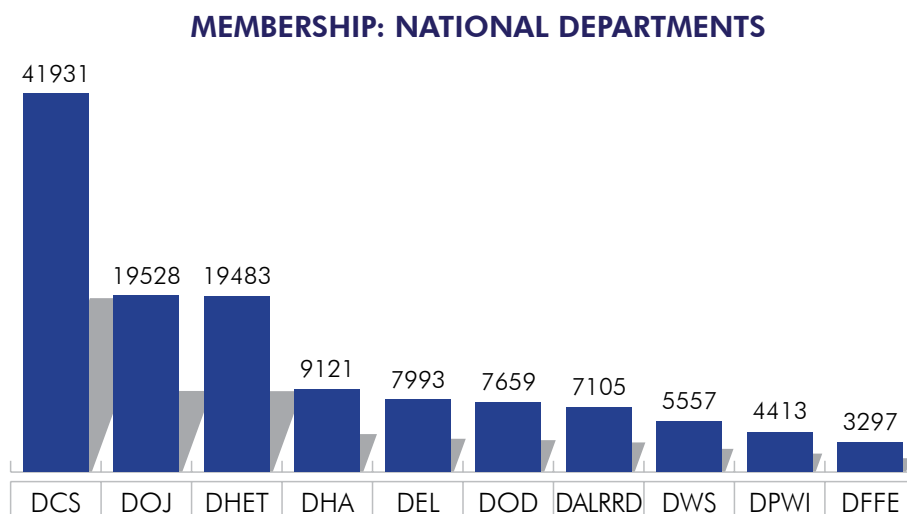
Unionised Employees in the Sector

The Membership Figures of Trade Unions admitted to the Council are determined on the basis of actual membership within the area of jurisdiction of the Chamber (as reflected by PERSAL figures) in proportion to the membership of all the Trade Unions admitted to the Chamber. Such figures are as at 31 December of the previous year.

The graph below illustrates the Provincial sizes of unionised employees in the GPSSBC



The graph below illustrates the 10 biggest National Departments in the GPSSBC Sector:



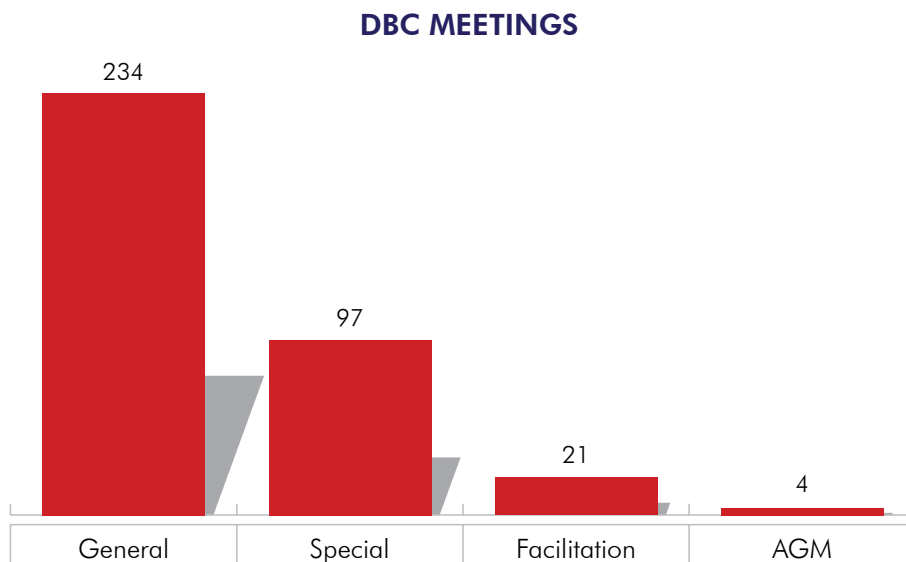
Chambers Operational Review

National Departmental Chamber Meetings

In this reporting year, there has been a slight increase in the demand for bargaining on issues from parties to the chamber.

Actual meetings held totalled 356 over the past 12 months, including general, special, facilitation and annual general meetings averaging 30 meetings per month.

The graph below illustrates the types and number of meetings held:



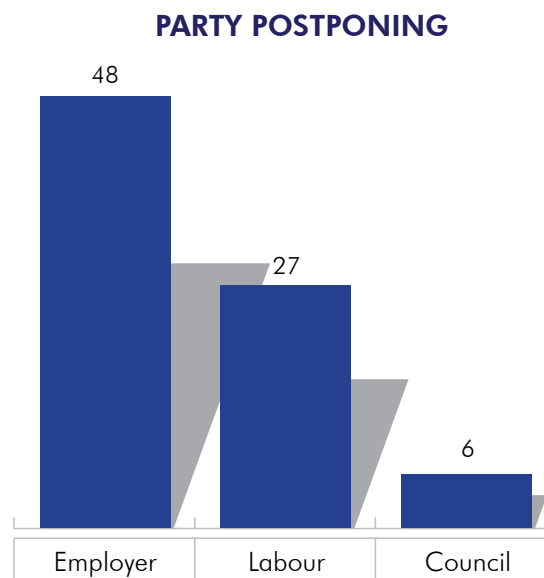
Postponements

The Governance Rules provide in clause 13.7 for the postponements of meetings. A request is submitted to the Secretariat, and must be granted by either the Chamber chairperson or administrator, provided there is an agreement from the Employer and a number of admitted Trade Unions representing a majority of votes on the side of Labour to the Chamber.

Postponements are mostly requested due to the unavailability of parties days before a scheduled meeting.

In this reporting period, there were eighty one (81) requests for postponements. Most of the requests for postponements were received from the Employer (48); Organised Labour accounted for 27; and the Council accounted for six postponements. Most of the postponements by the Secretariat were for facilitation meetings and some wherein the Council, due to other commitments, was not available to chair and parties were not amenable to either allow vice-chairpersons to chair or elect a chairperson among themselves.

The graph below illustrates responsible parties for postponements:



It is notable that the Employer leads in all meeting-type categories of postponements. The reason cited in several instances is unavailability of key representatives due to other pressing commitments. Parties are often very accommodative of postponement requests, though there are instances wherein complaints are raised.

Notwithstanding that there is usually a slight financial loss suffered by the Council (catering, flights, car rentals etc), the biggest setback resulting from postponements is matters remaining on the agenda for a protracted period of time and strained relations between parties, which hampers collective bargaining.

Agenda Items and Key Decisions

There has been a slight increase in terms of items deliberated on Chamber agendas, averaging 29 items dealt with per month.

Chambers mostly dealt with both consultation and negotiation issues and the following were common agenda items:

- Policies
- OHS Compliance and Covid-19 Regulations
- Restructuring, Transformation, Realignment or Modernisation
- Payment of Performance Rewards/Incentives/Bonuses
- Organisational Structure
- Contract workers
- Relocation of Departments
- Filling of Vacant Posts
 - Implementation of GPSSBC Resolution 5/2014
 - Monitoring Compliance with Occupational Health & Safety Legislative Framework.

Dispute Prevention – Clause 17 of Governance Rules for Chambers

Background

Clause 17 of the Governance Rules (Resolution 1 of 2012) is a mechanism for dispute prevention of matters emanating from the Chamber agenda, seeking to achieve a facilitated or mediated settlement of deadlocks. This is a measure of attempting to settle matters on deadlock/dispute between parties, emanating from the Chamber agendas, before they are referred to the Council for dispute-resolutions processes of Conciliations and Arbitrations.

During this reporting period, there has been a slight decrease of facilitation meetings as compared to the last financial year.

Issues on deadlock

Issues on deadlock vary from Chamber to Chamber and were referred to the Council for facilitations. The table below illustrates some of the referrals and issues, settlements, unresolved issues, and wherein parties reserved their rights.

DEADLOCKS/DISPUTES DEALT WITH — 2021/2022 FY					
Chamber	Referring Party	Date Referred	Issue(s) Referred	Facilitation Date	Facilitation Outcome
DEL	Labour	September 8, 2021	1. Outstanding merit bonuses and pay progression for 2019/2020.	October 22, 2021	Investigation into challenges; implementation in the matter conducted; measures put in place to avoid it happening again; and report provided at the next Chamber meeting.
			2. IES Section matter		The matter was revert back to the chamber for further engagements

DEADLOCKS/DISPUTES DEALT WITH — 2021/2022 FY					
Chamber	Referring Party	Date Referred	Issue(s) Referred	Facilitation Date	Facilitation Outcome
GPAA	Labour	October 4, 2021	1. Movement of Employees to align with the Establishment.	October 25, 2021	Employer would share communication it had with DPSA in writing with Organised Labour within 7 working days.
			2. Unsafe building in Polokwane		The Employer would provide a comprehensive report on the matter in OHS Committee meeting of 08 November 2021.
			3. Modernization Project: Business Enhancement		The Employer would propose a date to convene the DTMM meeting within 14 working days.
DSAC	Labour	October 22, 2021	Filling of vacant and funded posts (Labour representation in the shortlisting, and interviews of SMS post).	November 16, 2021	Noting the differences between parties, especially in terms of interpretation of the policy, there was no resolution in terms of facilitation, and parties had to exercise the right to embark on the dispute resolution.
DMRE	Labour	January 21, 2022	Uniform and protective clothing allowance for the year 2020/2021.	February 22, 2022	Parties could not reach consensus and Labour to reserve its rights in the matter.
Presidency	Labour	February 8, 2022	Reconfiguration of the Organisational Structure OHS Compliance, and Covid-19 Regulations.	March 2, 2022	Parties agreed to convene the Special DBC meeting on April 6, 2022 and the matter was referred back to the DBC agenda. Employer intends to conclude procurement of PPEs by April 1, 2022 and matter to be referred back to the DBC agenda. Employer to provide feedback on the matter.
FETC	Labour	December 20, 2021	1. Pam Document	March 11, 2022	Organised Labour reserved their right on the matter to only engage further with the Employer at a bilateral/ multilateral meeting. The matter was removed from the agenda only to be re-introduced to the agenda once there is agreement between all the parties.
			2. IES Section matter		Organized Labour reserve their right and the matter was removed from the agenda. The Employer will share the consolidated report with Organized Labour.

DEADLOCKS/DISPUTES DEALT WITH — 2021/2022 FY

Chamber	Referring Party	Date Referred	Issue(s) Referred	Facilitation Date	Facilitation Outcome
DWS	Labour	January 19, 2022	1. Consultation Chamber Task Team Dealing with item 4.1 A-J	March 11, 2022	The matter was referred back to the chamber for further engagement on it & it will part of the agenda for Special DBC meeting of 16 March 2022
			2. Review of Condition of Employment		The matter was referred back to the chamber for further engagement on it and it will be part of the agenda for the Special DBC meeting of 16 March 2022.
			3. Insourcing		The matter was referred back to the chamber for further engagement on it and it will be part of the agenda for the Special DBC meeting of 16 March 2022.
			4. The Catchment Management Agency (CMA) issue		The matter was referred back to the chamber for further engagement on it and it will be part of the agenda for the Special DBC meeting of 16 March 2022.
			5. Water Use Licensing Authorization		The matter was referred back to the chamber for further engagement on it & it will part of the agenda for Special DBC meeting of 16 March 2022 .NEHAWU will provide the Employer with the name list of the affected Contractors workers so that an investigation could be conducted.
			6. Payment of reduced performance bonus to staff appointments in terms of Section 76 of National Water Act 1998, and the merit process for the previous financial year.		Parties deliberated on the matter and agreed that a special DBC meeting be convened on March 16, 2022 to engage further on the matter, and the Employer to table a revised offer for Labour consideration.
DHA	Labour	January 24, 2022	OHS Compliance and Covid-19 Regulations.	February 23, 2022	Parties to convene a Special DBC meeting. Employer to present intention and measures put in place, especially to take Labour through the circular.

DEADLOCKS/DISPUTES DEALT WITH — 2021/2022 FY					
Chamber	Referring Party	Date Referred	Issue(s) Referred	Facilitation Date	Facilitation Outcome
DBE	Labour	February 11, 2022	OHS Compliance and Covid-19 Regulations	March 1, 2022	Parties also agreed that the Employer would provide an overview on what was happening currently in the Special DBC meeting, proposed to be held on March 10, 2022.

About 16 Chambers have had facilitations. The figure below illustrates the number of referrals and issues, as well as settlements and those that were not resolved, wherein parties reserved their rights.

Clause 17 Meetings	Facilitations	Mediations
Number of issues referred	21	3
Matters resolved	17	3
Matters not resolved	03	0
Pending	01	0

Labour unions as a collective or individually have referred all the items for facilitation. It can also be noted that some issues facilitated and settled are as a result of frustration from referring parties, claiming that matters stay for a protracted period of time on Chamber agendas, without notable progress.

Of great disquiet is that the same parties delaying progress at Chamber-level are more than readily amenable to offer settlements to issues once at Council-level. Parties should always approach the Collective Bargaining structures of the Council with mandates and willing to bargain on issues.

Dispute prevention (Clause 17) has also worked as parties settled a lot of issues, saving Council thousands in daily fees, rulings and or award fees. In this reporting period, a total of 17 items were resolved at facilitation-level. Consequently, Council potentially saved about R90 950.00 in dispute-resolutions fees over this reporting period.

See the illustration below:

Total matters resolved	17	
Conciliation fees saved	R 2 350.00	R39 950.00
Daily fees	R 1 850.00	
Rulings	R 500.00	
Arbitration fees saved	R 3 000.00	R 51 000.00
Daily fees	R 2 500.00	
Rulings	R 500.00	
Award fees	R1 000.00	
Estimated total amount saved (resolved items)		R 90 950.00

Provincial Administration Chambers

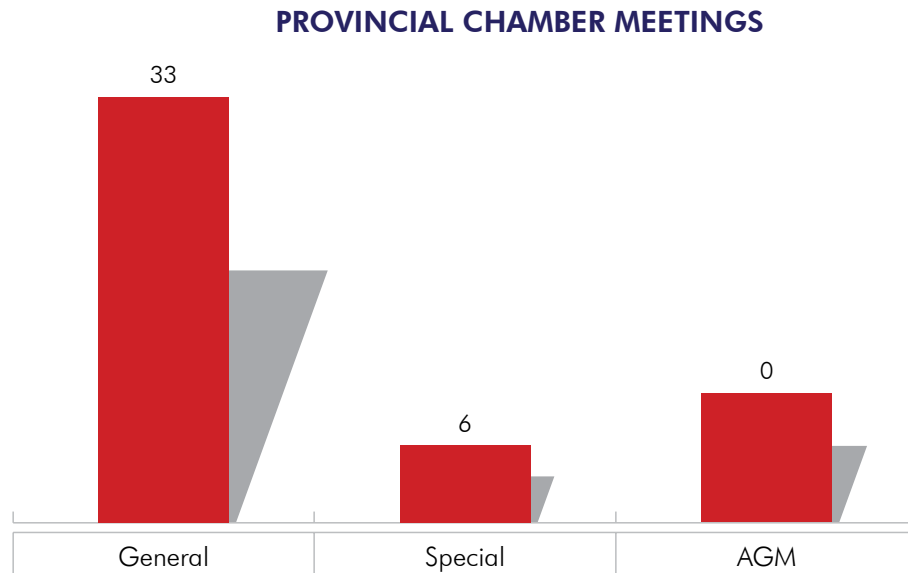
The GPSSBC Resolution 3 of 2004 institutionalised the establishment of the Provincial Chambers within their scope of operation in all nine provinces. The GPSSBC provides the secretariat services to all the provinces except for the Free State and Limpopo, which are serviced by the Employer on consensus with their Organised

Labour counterparts.

GPSSBC Resolution 1 of 2012; an amendment to GPSSBC Resolution 2 of 2005 provides guidelines on the functioning of the Provincial Chambers.

A total of 39 Chamber meetings took place and only one meeting was postponed. The total number of Provincial Chamber meetings was thirty-nine (39), including the special meetings. This figure has slightly decreased compared to the last financial year.

The graph below illustrates the types and number of meetings held:



Common agenda items dealt with during the period under review by the various Provincial Chambers are as follows:

- Restructuring in the departments.
- Covid-19 Regulations and OHS Policy.
- PMDS.
- Recognition of improved qualifications in the Public Service (GPSSBC Resolution 5/2014).
- Policies.

Matters of Mutual Interest

Below is a depiction of a few matters of mutual interest discussed during this reporting period; however, some of these items have not been concluded:

- Restructuring/Re-alignment/Transformation.
- DPSA Policy on return to work of officials.
- OHS and conditions of government buildings.
- PMDS (Payment of Performance Rewards/Incentives/Bonuses).
- Implementation of GPSSBC Resolution 5 of 2014: Agreement on Recognition of Improved Qualifications.
- Contract Workers.



Council Intervention in Chambers

The Governance Rules for Chambers (GPSSBC Resolution 1 of 2012) provides that the Council may intervene in the operations of a Chamber, if such intervention is regarded as necessary.

During this reporting period, Council made several interventions to Chambers; these include inter alia:

- Facilitating engagement between parties.
- Taking over the chairing of Chamber meetings.
- Conducting workshops on pertinent areas.
- Offering written advice to parties upon request.
- Observing functioning of Chambers by attending meetings.
- Facilitating and mediating settlements on deadlocks.

Out of fifty-two (52) Chambers, the Council provides chairpersonship for seventeen (17) National Departments. The Departmental Bargaining Chambers in question are the following; DTIC, DWYPD, DHS, DCDT, DHET, GPW, STATSSA, DMRE, OCJ, MISA, CSPA, FETC, DSD, CPSI, GPAA, DPWI and TOURISM.

Challenges in Collective Bargaining

The following are some of the notable challenges identified during this reporting period:

- Lack of understanding of the Chamber's role and non-compliance with its procedures.
- Lack of mandate and commitment by parties.
- Non-implementation of Chamber decisions.
- Issues remain on the Chamber agenda for a protracted period of time.
- Non-functional Task Teams that fail to finalise issues.
- Parties influenced by political issues and directly or indirectly undermine the Chamber's role, protocols and processes.

Recommendations:

- Council should monitor Chamber's functionality and performance.
- Parties should revive and improve the functioning of Labour and Employer caucuses.
- Parties should commit to consistency of representation that is properly mandated;
- Parties should convene priority joint workshops to address interpretation and implementation issues after signing of a Collective Agreement.
- Chambers should ensure that there is no deviation from Collective Agreements during implementation.
- Chambers should adopt a flexible approach, while improving capacity to expand knowledge of negotiations and develop bargaining skills.
- Council should develop/improve parties' negotiation skills through joint training.

7. DISPUTE MANAGEMENT

Introduction

The Dispute Management Unit is a central component of the Council, holding the principal obligation to maintain effective prevention and management of labour disputes within the Public Service in a fair and equitable manner to advance economic development, social justice, labour peace and the democratisation of the workplace.

It holds legislative authority to perform its role conferred in s52 and s127 of the Labour Relations Act 66 of 1995 (as amended), in alliance with provisos entrenched in the Bill of Rights and the Constitution of the Republic of South Africa, 1996.

The Unit's performance directly supports the Strategic Plan of the Council to achieve its efficiency targets to satisfy accreditation prerequisites and ability to attain its role within the Public Service.

Together we create better outcomes for all we serve.

Impact of Covid-19 Pandemic

The global pandemic has disrupted traditional processes forever, forcing the new norm and demanding adaptability. In the face of the pandemic the Unit could not continue with its normal mode of operation. To succeed with the committed strategic objective, it had to accept change and embrace the reality of the digital era with the introduction of alternative methodologies to ensure the Unit continues to deliver on its mandate.

As a result, non-dismissal/suspension matters are ordinarily conducted on virtual platforms to minimise infection risks while dismissal and disciplinary matters are continuing on a contact basis, considering their nature. Most activities for stakeholder participation, dispute prevention and constant insurance of effective dispute management are being conducted on virtual platforms.

Consequently, the global pandemic involuntarily ushered the Council processes into the 4th Industrial revolution.

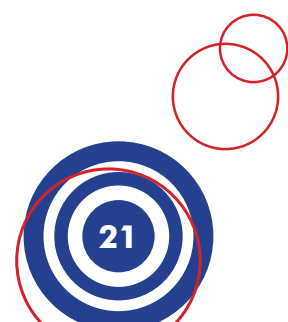
KPAs for the Unit

- Continuous reviewing to strengthen the Dispute Resolution Rules and Procedures for greater effectiveness, including standard operating procedures.
- Embolden and vitalise improvement of the outcome of the conciliation process.
- Advancement of the constitution and rules of the Council to ensure enforcement of collective agreements.
- Heighten dispute prevention strategies through training and communication, among others.
- Consider the viability of establishing a full-time Panel of Conciliators and Arbitrators (Quality/Cost/Control).
- Integrate and embrace technology in the Dispute Resolution Administration process. (Integrated Management System).
- Contribute meaningfully to the establishment of a professional body for Dispute Resolution Practitioners.



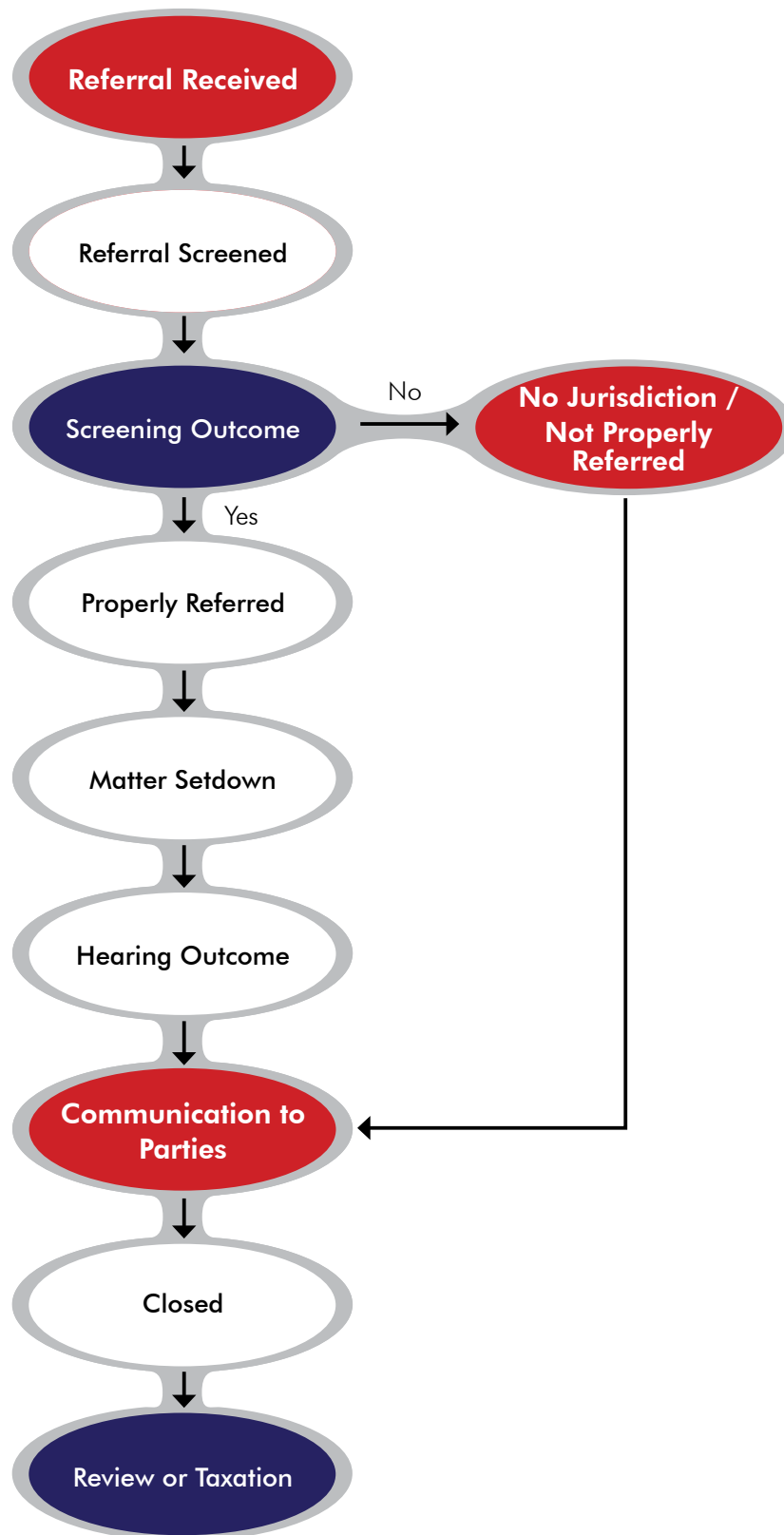
Daily fundamental activities of the Unit entails:

- Scheduling/rescheduling of cases.
- Amendment of Dispute Resolution Rules.
- Enhancement of Standard Operating Procedures.
- Management of Postponements.
- Management of Outcomes.
- Management of various applications.
- Performance Management of Panellists.
- Ensuring availability of interpreters for hearings.
- Liaise and provide statistics to the CCMA.
- Handling of notice of motions for review applications.
- Manage and administer records of proceedings.
- Filing notices of compliance/explanatory affidavits to Labour Courts.
- Managing notices of motions and applications.
- Representation in Labour Court costs, compelling applications in the Labour Court.
- Applications for Enforcement of Contempt Rulings in the Labour Court (s142).
- Ensuring implementation of Labour Court judgments.
- Monitoring and analysis of awards on review.
- Quality control of outcomes.
- Conducting of Conciliation hearings.
- Management of Taxation processes.
- Reconstruction hearings.
- Handling of complaints/enquiries/walk-ins etc.



The Unit Workflow

The model is convenient for confirming and monitoring of workflow stages.



Client Focus

Service Level Agreements with Panellists are reinforced for cost effectiveness and efficiencies to realise the core objective of the Act, for social justice.

The Council provides ongoing intervention services and develops communication to parties on matters such as general awareness of GPSSBC dispute resolution functions, the jurisdiction of the GPSSBC, non-compliance to GPSSBC rules, and referrals.

Automated SMS notices are sent in addition to notices reminding parties of the dates/times and venues of the hearings for their matters and in line with the rulings to ensure attendance. A Helpdesk workstation has been established, with operational and assisting parties on general enquiries and monitoring of dispute hearings on a daily basis as a mechanism to ensure progress on our hearings, and reducing unnecessary postponements.

Increased Stakeholder Participation

With the pandemic, a new approach of hybrid models has been introduced of virtual and physical platforms enabling stakeholder participation. The Dispute Review Committee has been resuscitated and has so far made great advancement in processes to monitor improved efficiencies of the Unit. Relationship By Objectives (RBO) sessions are conducted virtually and physically, with the relevant stakeholders.

Allocation of Cases in the Unit

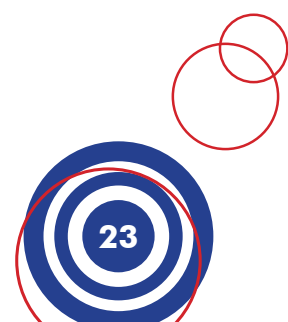
The Unit operates in a Case Cycle System through workstation formations.

Processes are streamlined via the respective workstations.

Allocation of cases to Commissioners is centralised within five scheduling workstations to set down matters.

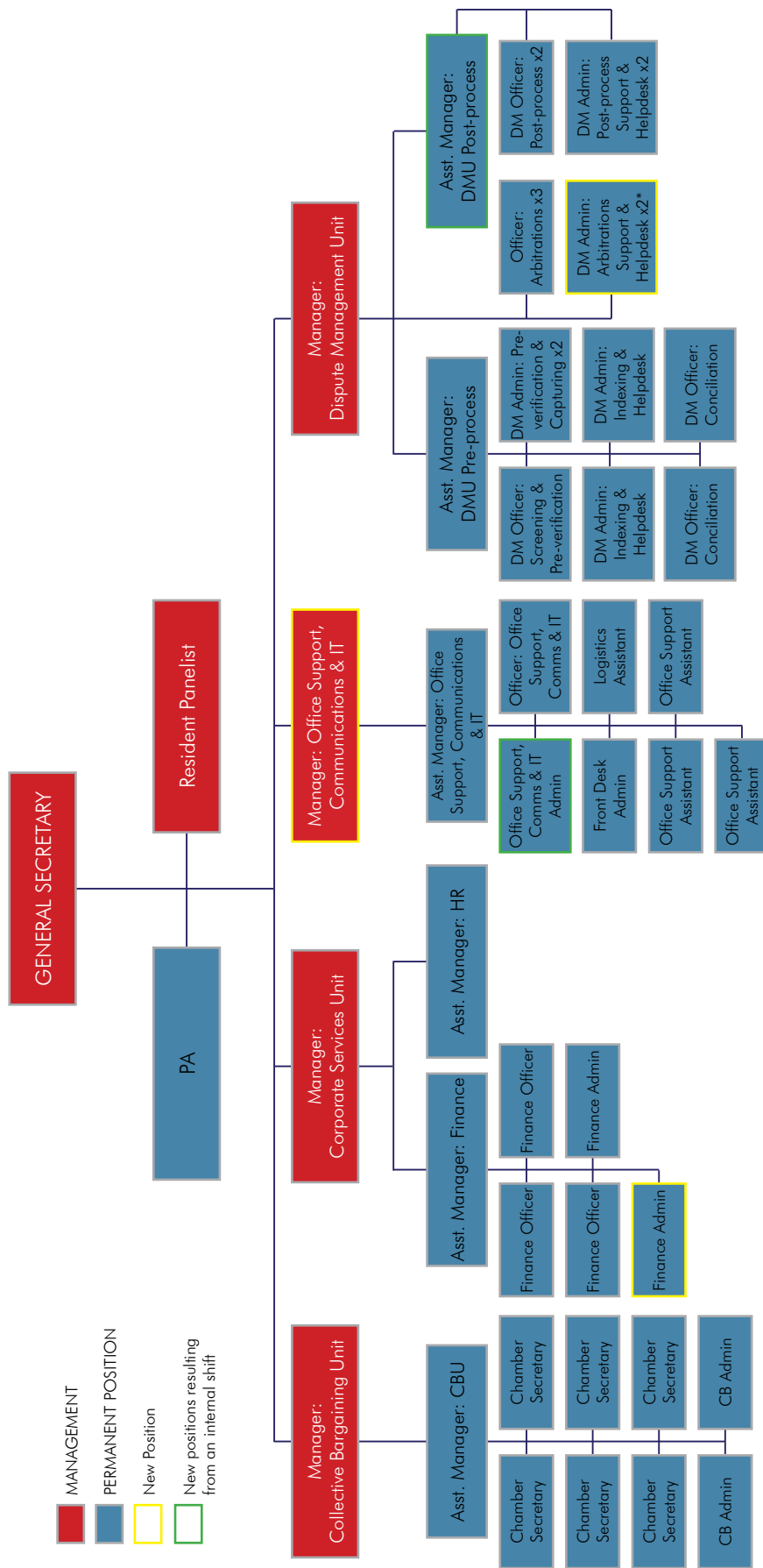
The following features are considered for allocation and scheduling:

- Nature of the dispute.
- Complexity of the matter also influences the calibre of the Commissioner assigned.
- Redlined matters as identified via screening receive special attention by allocating them to most experienced Commissioners.
- High profile/senior personnel with sensitive, complicated cases are allocated to the most experienced Commissioners.
- Cases are allocated equivalently among Commissioners, informed by their availability and performance.
- Timelines are considered when allocating cases.
- Geographic origin of the disputes are as well considered.



Operational Structure

The Unit is resourced with eighteen (18) staff members including management, subsequent to OD/JE process in 2021. The Unit work process flows in three (3) spheres made up of the pre-process, mid-process and post-process streams etc.



THE PRE-PROCESS STREAM

A pre-verification stream is primarily involved in indexing and screening all correspondence received by the Council for jurisdiction and distribution. The stream further attends to preliminary issues related to new referrals and ensuring timeous settings of conciliation and disciplinary hearing processes.

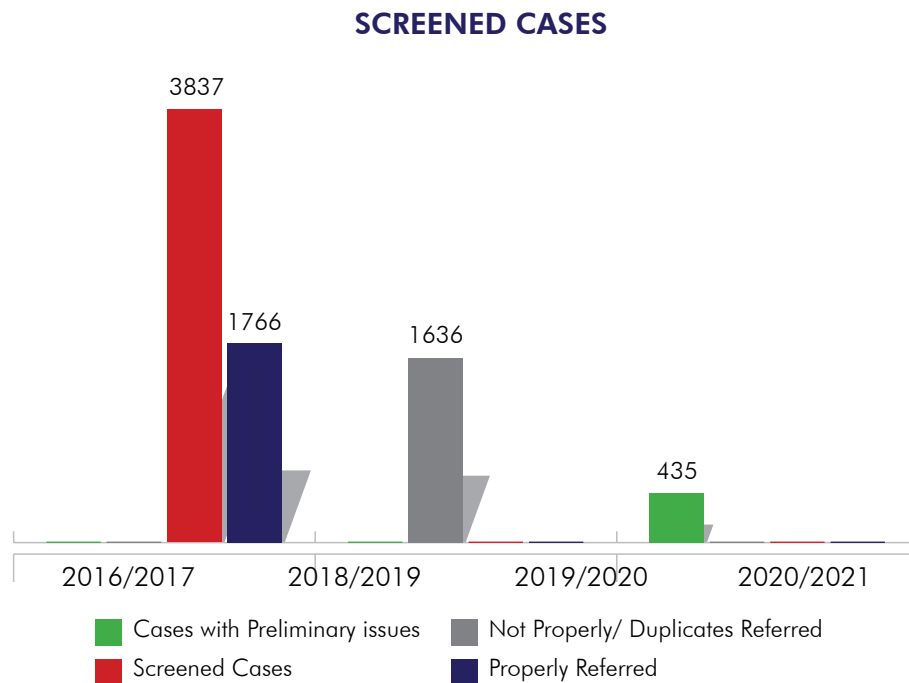
Correspondence Received

A total of **22 348** pieces of correspondence were received and captured in the collaborator system in the period 1 April, 2020 to 31 March, 2021. This include faxes, emails and hand-delivered documents.

Cases Screened

A total of **3 837** cases where screened formed of conciliation, arbitration referrals, disciplinary enquiry in terms of s188A and resolution 1 of 2003 applications, **1 766** were properly referred, **435** condonation cases and other preliminary applications.

Figure 1



Acknowledgement and other Letters

A total of **5 523** letters were sent to parties, they include acknowledgement letters, missing information letters on referral forms, no jurisdiction letters etc. The cases are scheduled once the required information is received.

Referrals for Conciliation

A total of **1 244** new referral applications for conciliations were referred to the Council.

Condonation Rulings and other Rulings

A total of **435** rulings were decided by Commissioners and distributed to respective parties; where condonation was granted cases were scheduled for conciliation or arbitration, accordingly. Other rulings included joinder applications and consolidation applications.

Referrals for Arbitration

A total of **1 491** new arbitrations were received, **511** were found properly referred cases and processed for scheduling. These are cases that will be scheduled for the first arbitration hearing, and they exclude rescheduled arbitration.

Requests for Certificate

Conciliations are conducted in compliance with the legislative requirements of the the LRA and Resolutions. Section 135 of the LRA provides that when conciliation has failed or at the end of the 30-day period or any further period agreed between the parties (a) the Commissioner must issue a certificate stating whether or not the dispute has been resolved; (b) the Commissioner must serve a copy of that certificate on each party to the dispute or the person who represented a party in the conciliation proceedings; and (c) the Commissioner must file the original of that certificate with Commission.

A total of 20 certificates we requested by parties and issued. These are cases where a party foresees no prospect of settlement before a case is scheduled for conciliation or after the expiry of 30 days.

Disciplinary Cases and Inquiry in terms of Section 188A

A total of 12 new disciplinary cases and inquiries in terms of section 188A were referred by the parties and are accordingly scheduled. These are allocated a date for a hearing once the Council is in receipt of proof of payment, and confirmed by our Finance Unit.

Issued Set Down Notices

A total of **6 052** individual set down notices were issued for cases scheduled for a first-time hearing; these are notices issued to parties and Commissioners. On average, four notices of set downs are issued per case (depending on the requirements of parties), these include email notices and faxed notices (notifications are also send via SMS).

Pre/Conciliation Hearings

A total of **1 645** hearings were conducted for conciliations, disciplinary in terms of section 188A and Resolution 1 of 2003. Conciliations were conducted virtually due to Covid-19 regulations. They also include cases where a Commissioner established that the Council does not have jurisdiction, cases not properly referred, withdrawals, point in limine etc.



Outcome Certificates

A total of **1 244** outcome certificates were issued by Commissioners after hearings were concluded.

Settlements

A total of **12** cases were settled at conciliation. These are cases settled prior to a conciliation hearing or after the conclusion of a conciliation hearing amounting to 0.010% of the referred conciliations.

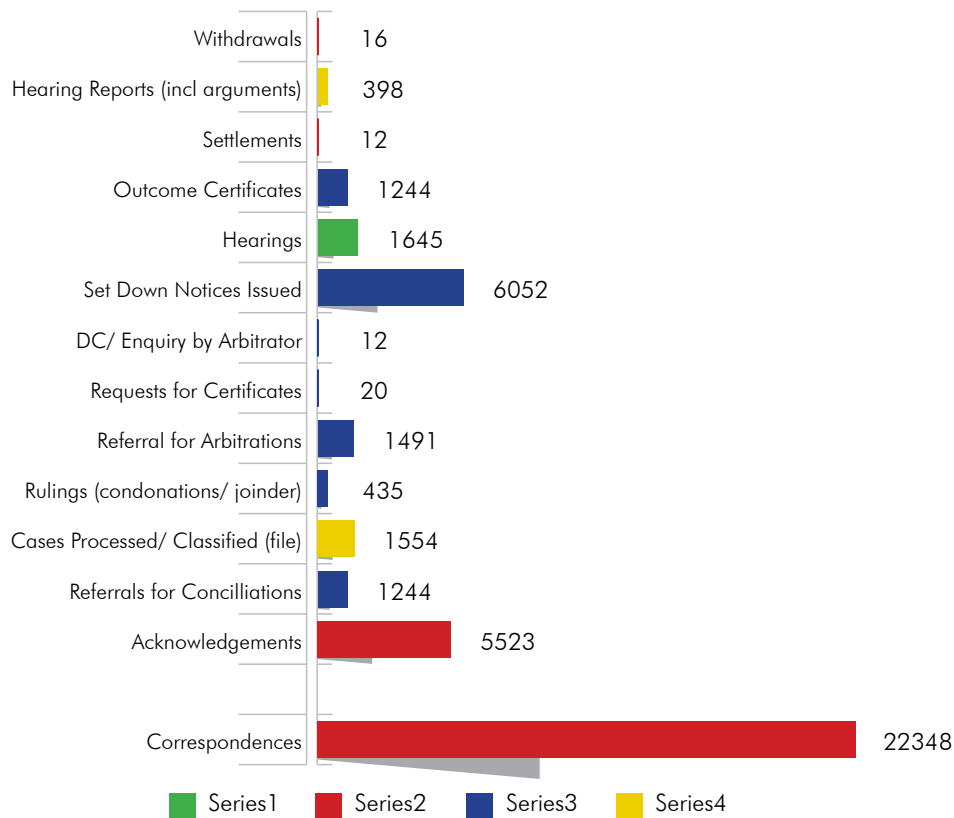
Hearing Reports and Arguments

A total of **398** outcome reports were issued after conclusion of the conciliation hearing and DC/inquiry in terms of s188A, they include argument filed by parties relating to issues emanating from these hearings.

Withdrawals

A total of **16** cases were withdrawn by the applicants, these are cases withdrawn prior to a conciliation hearing or after conclusion of the conciliation hearing.

Figure 2

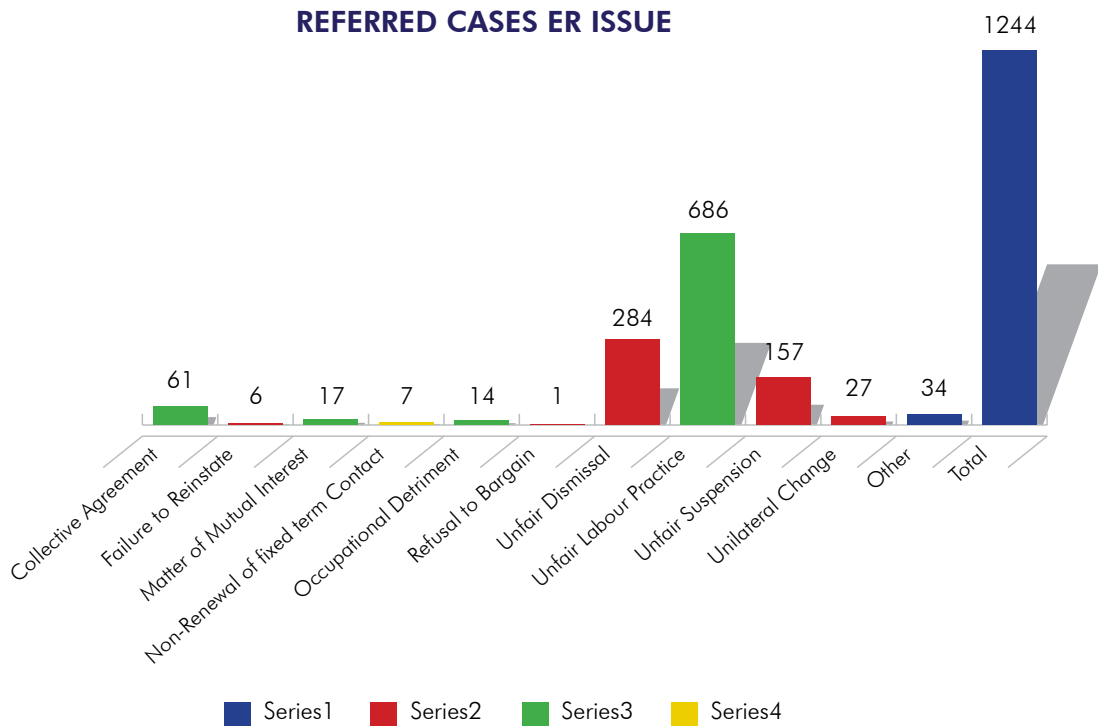


Breakdown of Referred Cases by Issue

Below provide reflection to nature of dispute as referred.

A total of 1244 referrals is illustrated per issue/nature in the chart below

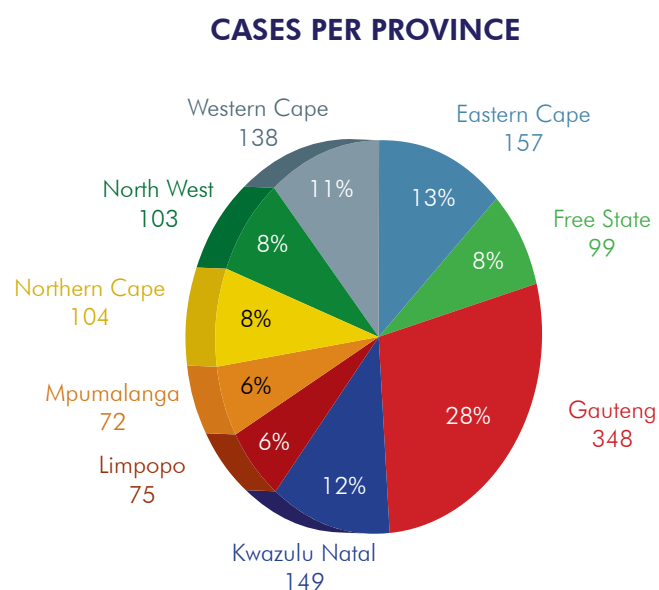
Figure 3



Breakdown of Referrals per Province

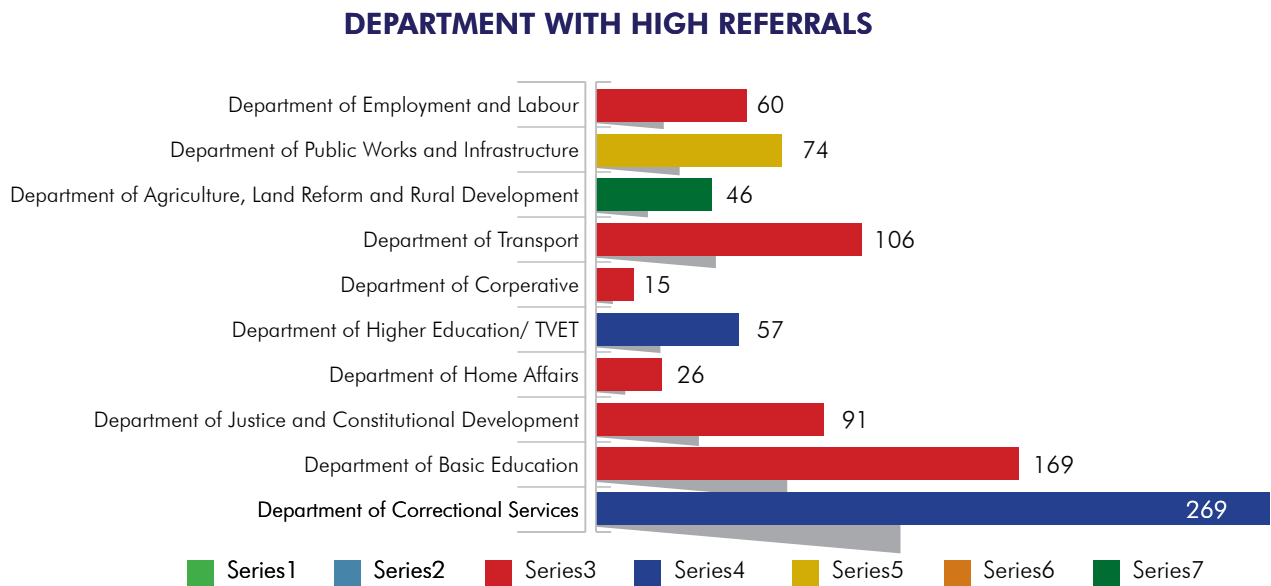
The chart below demonstrating break down of referrals per provinces.

Figure 4



The chart demonstrates the most referring departments

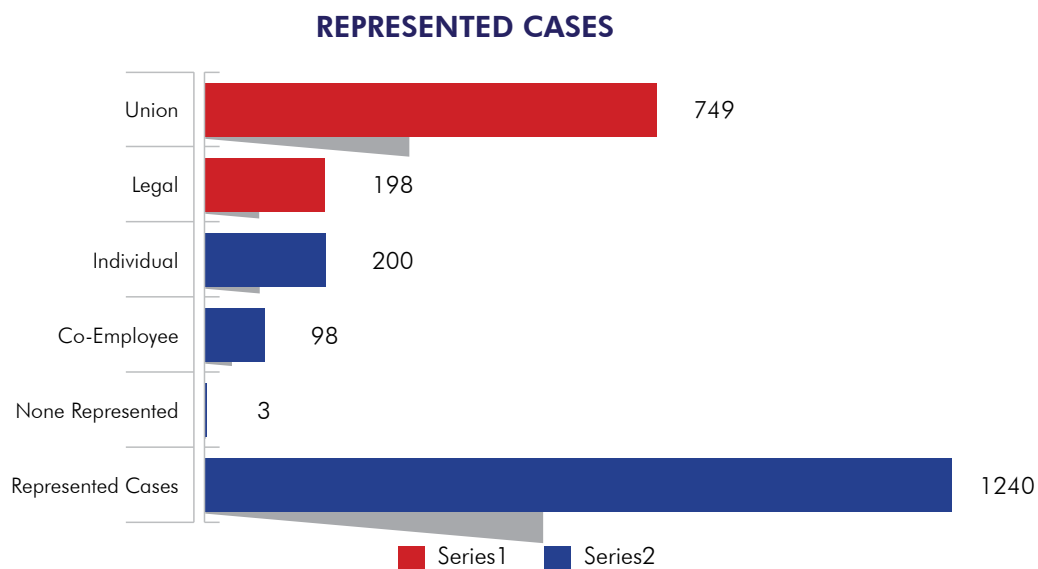
Figure 5



Represented Cases

From the **1 240** set hearings, **3** were none represented while **98** by co-employee with **200** by individual (self-representing), **198** legally represented and **749** had union representatives.

Figure 6



List of Cases Referred per Union

Breakdown of cases per union as reflected on record.

Figure 5

Union	Conciliations	Arbitrations
HOSPERSA	3	3
NAPTOSA	5	4
NEHAWU	118	88
NUPSAW	20	21
PAWUSA	7	7
POPCRU	34	47
PSA	267	225
SAPU	3	2
SASAWU	11	8
SOLIDARITY	4	4

THE STREAM – MID-PROCESS (ARBITRATIONS)

The Mid-process is primarily focused in processing arbitrations and disciplinary hearings for re/scheduling. Administration of postponements, subpoenas, cancellations, interpreters, hearing logistics etc. The link stream harnessing the Pre and Post-processes to ensure seamless progression and finalisation of matters.

Arbitrations

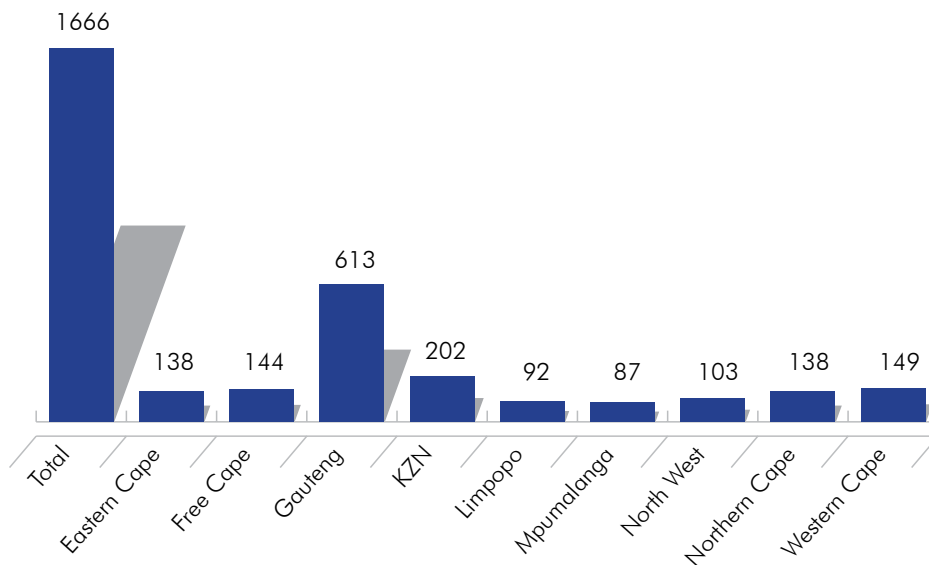
With the pandemic, the operational model for hearings was reformed to accommodate the circumstances by introducing virtual hearings for all non-disciplinary, dismissal and suspension matters. The traditional physical hearing model has been reserved only for dismissals and suspension disputes, considering their density in social prejudice if not expedited. The virtual hearing process echoes to cost-saving in travelling, accommodation and time etc.

For the current financial year **1 666** scheduled arbitrations were recorded.



Figure 1

Total number of scheduled arbitrations (set down) per provinces.

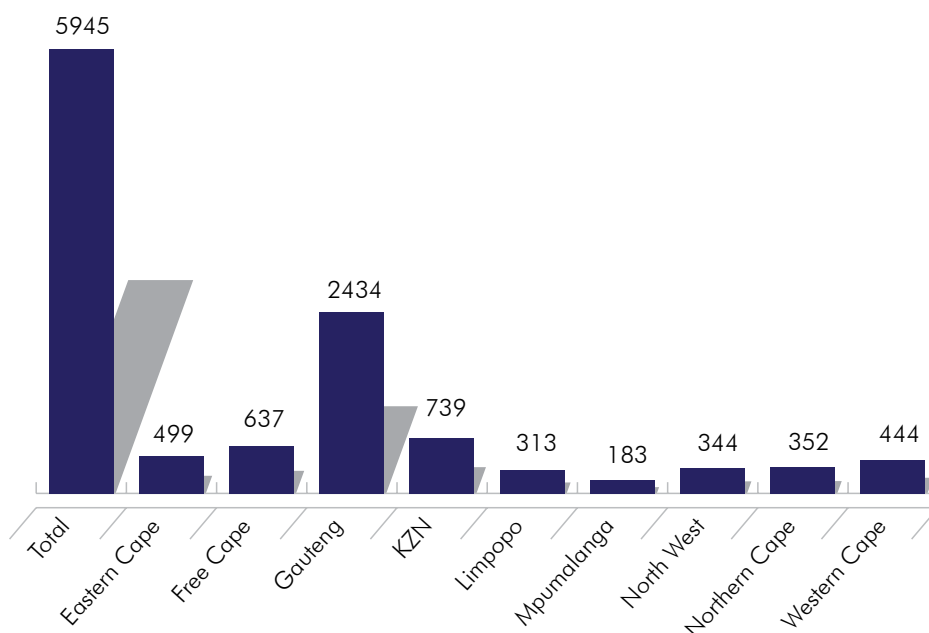


Hearing days per province

The scheduled 1 666 matters are equal and composed of 5 945 hearings days in the current financial year. Gauteng recorded the highest in hearing days of **2 434** followed by KwaZulu-Natal and the Free State with **739** and **637**, respectively.

Figure 2

Total number of hearing days per province



Other scheduled processes

Other facilitated hearings by the Mid-stream process are disciplinary hearings in terms of Resolution 1 of 2003 and section 188A.

Figure 3

The table below reflects the number of disciplinary hearings per province.

PROVINCE	INQUIRY IN TERMS OF SECTION 188A	DISCIPLINARY HEARING
EASTERN CAPE	00	00
FREE STATE	01	00
GAUTENG	14	11
KWAZULU-NATAL	01	00
LIMPOPO	00	00
MPUMALANGA	01	00
NORTH WEST	01	00
NORTHERN CAPE	00	01
WESTERN CAPE	00	00

Administrative tasks performed

Postponements

Three hundred and seven **(307)** postponement applications were administered, of which **221** were compliant with rules and granted while 85 were not compliant hence not granted and refused. As much as postponements form part of the process, if abused they become impediments and prime malefactors to lengthy processes and aggravating factors towards the high costs in the management of dispute resolutions. Unrelenting postponements undermine the key principal objective to ensure speedy resolutions to disputes.

Costly postponements are those in the form of adjournments during hearings owing to the many reasons parties advance such as alleging to not have been properly served with notices, processes going the legal route, and sometimes due to technical liabilities of our system as well as the lack of interpreters etc.

Of late, the greatest contributing factors to postponements have been the effect of the pandemic, load shedding affecting virtual hearings, and increasing adjournment of matters based on connection or data problems etc.

The Unit continues to monitor and working closely with Commissioners to ensure that matters are postponed only on justifiable and substantiated grounds.

Cancellations/Withdrawals

One hundred and twenty five (125) cancellation letters/withdrawals were administered owing to either non-availability of Commissioners due to illness, system failures etc.



Subpoenas

Two hundred and thirteen **(213)** subpoenas were also issued in terms of s142 of the LRA and the Rules.

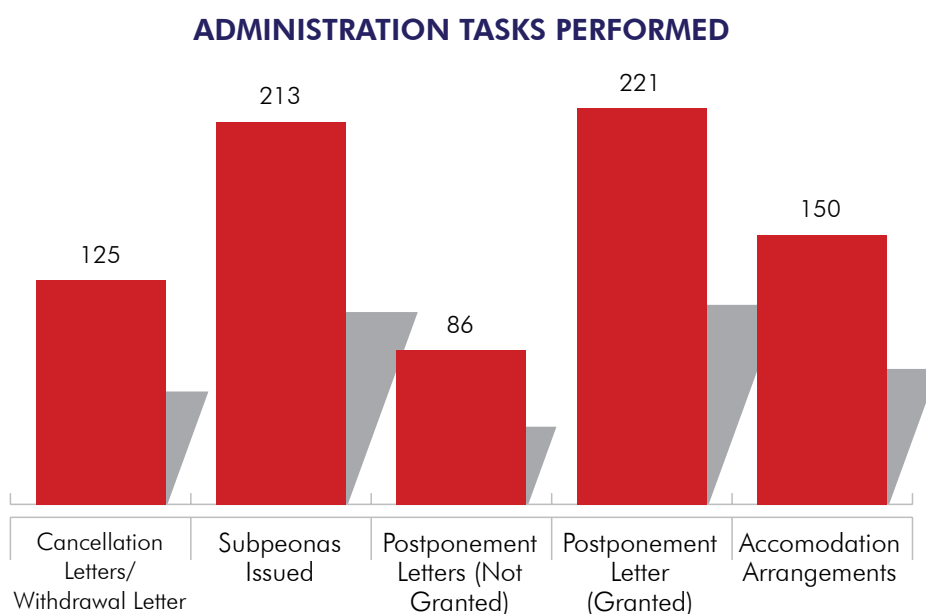
The Unit also administered section 142(9) applications to enforce compliance through contempt applications in the Labour Court for orders retaining the powers and status of the Council, and ensuring witnesses appear in the Labour Court.

Accommodation and Travelling Arrangements.

One hundred and fifty (150) arrangements were processed which is far less compared to other years, due to the pandemic.

Figure 4

Table reflecting performed administrative tasks



Service providers

Panellists

They are a primary resource providing dispute resolution services to the Council, they are the coal-face of the dispute resolution and the face of the Council. The principal requirements to qualify as a panellist is to be CCMA-accredited, that is per CCMA set terms for accreditation as a Council. The Council has entered into a Service Level Agreement with all its panellists for regulation of relationship, payments and performance.

Figure 5

Table of Panellists

Province	Totals
Eastern Cape	32
Free State	10
Gauteng Province	61
KwaZulu-Natal	43
Limpopo	18
Mpumalanga	08
North West	08
Northern Cape	05
Western Cape	23
Total	208

Interpreters

Interpreters play a cardinal role in dispute resolution processes, ensuring the advancement of meaningful social justice in our processes. The SLA has been drafted and processed, and is awaiting adoption by the Council. We are in the process of devising a practical model to formalise their services. The list of names of interpreters in our service is hereby attached.

Table 6

Interpreters List

Province	Total
Eastern Cape	17
Free State	06
Gauteng	34
KwaZulu-Natal	24
Limpopo	10
Mpumalanga	05
North West	08
Northern Cape	10
Western Cape	04
Total	118

THE POST-PROCESS STREAM

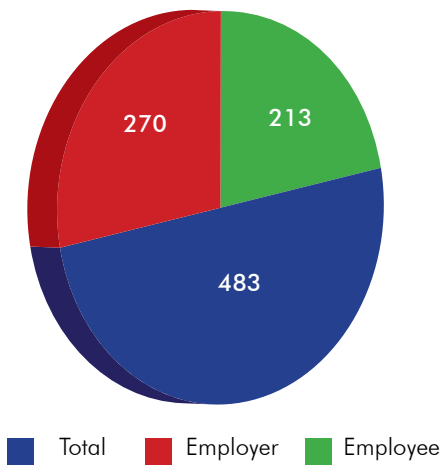
The stream is primarily responsible for the enforcement of Service Level Agreements with our panellists in monitoring daily outcomes reports, applications, rulings, awards, taxations, record management, reviews, reconstructions etc.

Arbitration awards rendered

During the current financial year 483 awards were issued, with 213 in favour of employees and 270 recorded to be in favour of the employer.

Total awards issued

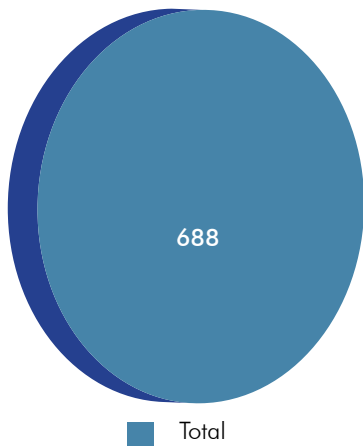
Figure 1



Arbitration rulings issued

During the current financial year 688 arbitration rulings were issued consisting of jurisdictions, postponements, dismissals, joinders, consolidations, contempt of court, recusals and disclosure of information.

Figure 2



Applications

For the current financial year 317 applications were filed with the Council. The following table shows the total number of applications received and processed.

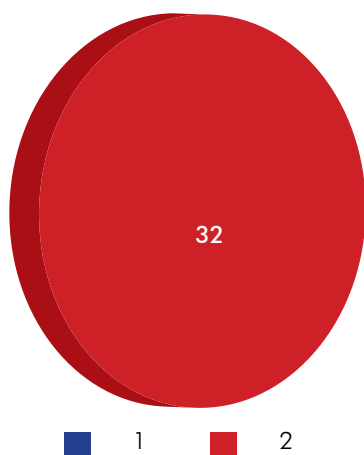
APPLICATION	TOTAL
Enforcement (s143)	134
Rescission and variation	151
Taxation	3
Section 142A	29
TOTAL NUMBER OF APPLICATIONS	317

Settlement agreements (arbitrations)

Thirty-two (32) cases were settled for the current financial year amounting to 0.01% of the set down arbitrations.

Figure 3

SETTLED CASES ARBITRATIONS

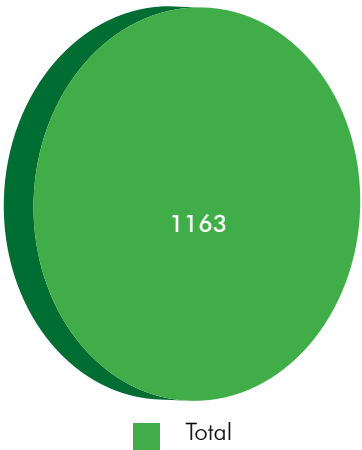


Records management

In the current financial year 1 163 records of proceedings were issued.

Total audio-recordings and bundles issued (records of proceedings).

Figure 4



Reconstruction of records

Seventeen (17) cases were set down for reconstruction of records in the current financial year.

Review applications

Process following section 145 and section 158 applications, high risk process beyond and over the rules of the Council with potential for high costs and integrity/reputational implications, if not adequately managed. The process is managed internally contrary to having outsourced the function to legal firms.

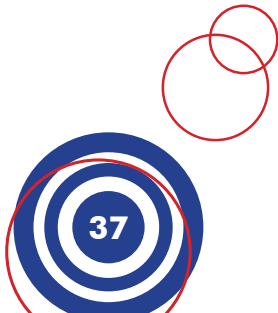
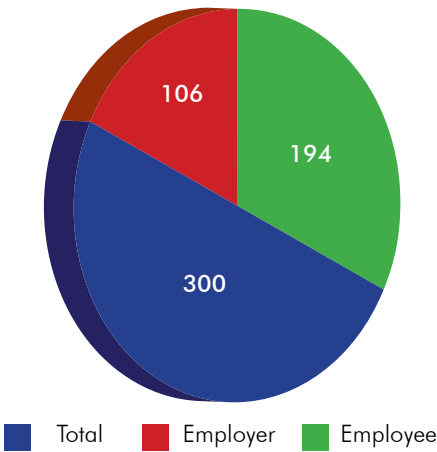
The Unit also appears in the Labour Court representing the Council in terms of s161 of the LRA, responding to compelling applications and for filing of records of proceedings to avert costs.

The Unit to date managed to retain a clean slate in the past seven financial years, with no compelling cost applications succeeding against the Council.

For the financial year 2021/2022, 300 notice of motions in terms of s145 and s158 of the LRA were administered. Of the 300 review applications, 194 were filed from the employee party and 106 by the employer party.

Total reviews per party

Figure 5



Prioritising dispute prevention

The Council provided various interventions in Labour Relations Training, RBOs, Negotiation, Skills Development, and Panellist Sessions. Collective bargaining by its right forms a dispute prevention mechanism, as it creates space for parties to bargain issues among themselves. Such processes have positive effect to dispute resolutions in general.

The Council remains a trailblaser in the dispute resolution industry as a cardinal point of reference in fulfilling aspirations of the Constitution and legislative objectives, in advancing social justice and labour peace in the sector. The Unit role is central contributing to the overall achievement of the objectives of the Council and the sector at large. It is an ongoing expedition for the Unit to keep on developing in line with the ever-revolutionising work relations trends. It constantly assesses and calculates systems for relevancy to ensure exceptional service delivery to Public Service.

8. RESIDENT PANELLIST

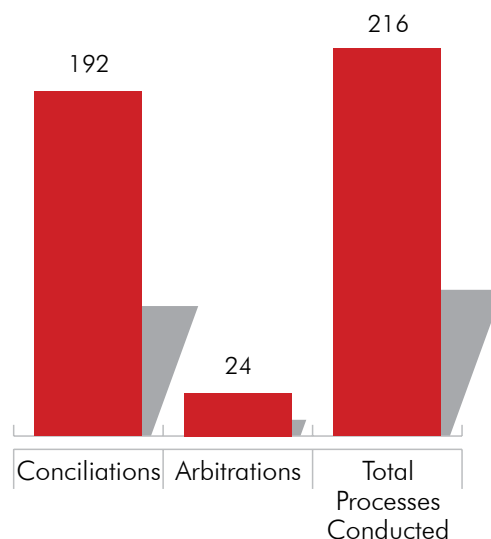
Introduction

The key function of the Resident Panellist Unit (RPU) is to provide effective labour relations support to the Council, stakeholders and assist in enhancing the dispute prevention initiatives of the Council.

The report covers the actual cases allocated to the Resident Panellist Unit both in the conciliation and arbitration processes during the reporting period 1 April, 2021 to 31 March, 2022.

Overview

The graph below is an indication of both processes conducted by Resident Panellist.



A total of 192 conciliation processes were conducted and heard within 30 days of the date the Council received the referrals.

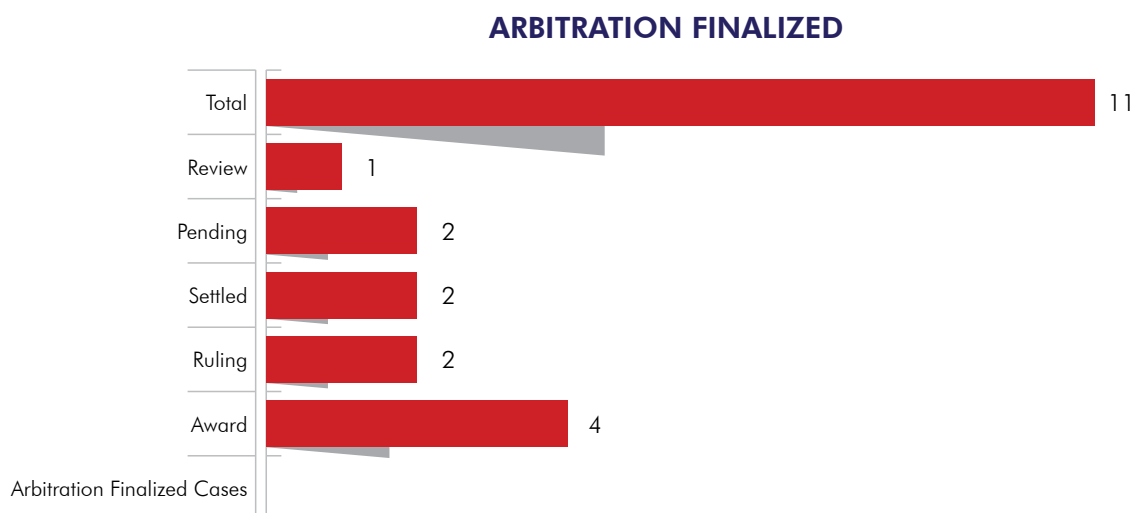
A total of 24 arbitration processes were also conducted on virtual platforms to reduce the cost of dispute resolution on arbitrations.



To accommodate the new normal brought about by Covid-19 and embracing the 4th Industrial Revolution (4IR), the conciliation processes were conducted on virtual platforms instead of physical hearings to minimise risk and cut costs. The Resident Panellists scheduled each case and forwarded parties a zoom link to all 216 cases, and wrote outcome reports for each case, as is part of the administrative process.

Arbitration finalised

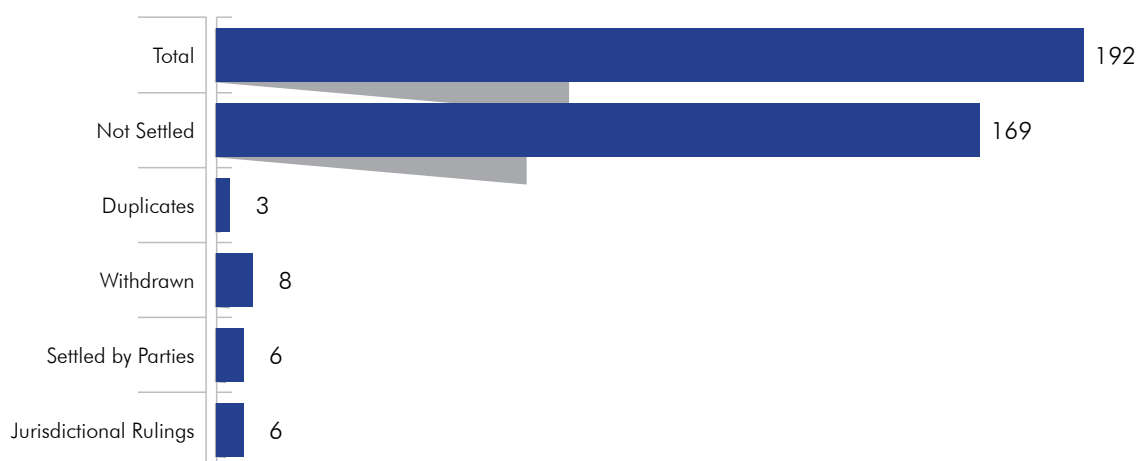
The graph below is the indication of finalised arbitration by Resident Panellists.



Out of 24 arbitrations scheduled, eleven (11) were finalised; four (4) awards were issued; two (2) rulings were handed down; two (2) disputes were settled by parties; and two (2) awards are pending. Only one (1) award was referred to the Labour Court on review.

Conciliations finalised

The graph below indicates conciliation outcomes and closed.



Out of 192 conciliation processes scheduled, (169) conciliations were unresolved at conciliation; eight (8) withdrawn; six (6) were settled by parties; six (6) rulings handed down; and three (3) were closed as duplicates.

The main challenge was parties requesting certificates of non-resolution and preferring to meet in arbitration, by-passing the conciliation processes. This affected the Council's conciliation settlement rate.

Linkage of performance to cost savings

Processes	Panellist Daily Rate	Actual Savings Cost
Conciliations	R1 850.00 x 38 days	R71 040.00
Conciliation Ruling	R500.00 x 6	R3 000.00
Arbitrations	R3 000.00 x 24	R72 000.00
Award	R1 000.00 x 4	R4 000.00
Total Cost Savings		R150 040.00

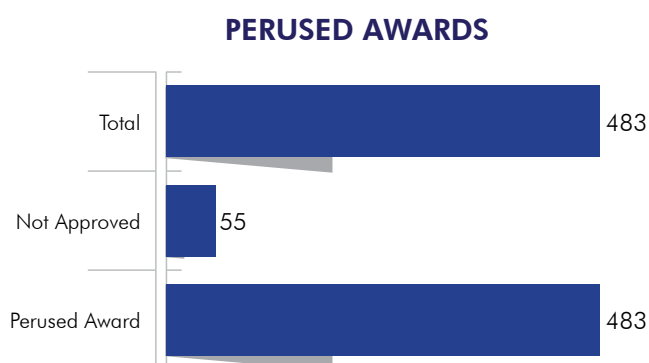
Vetting and Perusal of Arbitration Awards Report

Out of 483 arbitration awards received only 55 awards were returned back to panellists to make corrections on the awards, before the issuance to parties.

The purpose of quality control is to attempt to avoid embarrassment to the GPSSBC and panellists and to attempt to avoid reviews. However, quality control is not aimed at forcing panellists to change the outcome of their awards. The decision whether changes would be made to an award after receiving quality control comments, lies with the panellist who writes the award.

Minor issues encountered during quality control range from incorrect citation (of case numbers or parties) to failure to quantify backpay and compensation. More serious issues encountered during quality control include contradictory statements, poor reasoning, poor analysis of the facts, poor understanding or poor analysis of the law, and poor understanding of jurisdictional limitations.

The GPSSBC has a panel of senior panellists who assist the resident panellist with quality control of awards. The turnaround time for awards with corrections to be made is 24 hours; however some of the panellists are not complying with turnaround times.



Mentorship Programme for Accreditation as BC Council Panellists.

In the period under review, the following GPSSBC panellists applied for their accreditation to be Bargaining Council-accredited panellists to perform function of dispute resolution at the Council. The CCMA granted their applications, subject to the mentorship programme being successfully completed.

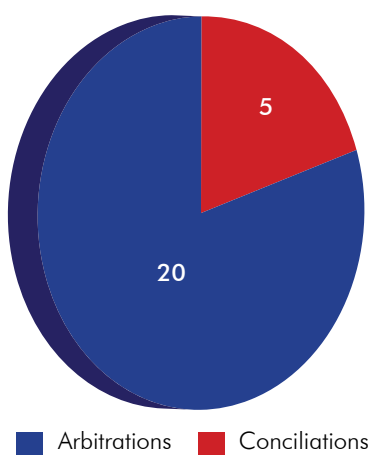


Number	Names	Surnames
1	Adv Eva Dorothy	Khoza
2.	Mr Tau Frans	Hlongwane
3.	Mr Rainier	Pieterse

- The attendance of an eight-day training programme on the overview of the CCMA practice and procedures was held virtually on 20 to 30 September, 2021.
- Observing matters at the Council with the guidance of a mentor in this instance to save the cost of the mentor fees, the resident panellist worked as a mentor.
- The panellist conducted a number of processes, including compulsory three opposed arbitration hearings in the presence and guidance of the mentor.
- The mentorship was done and completed at the Council from 11 September, 2021 to date.
- A comprehensive mentorship report was submitted to the CCMA National Mentorship Coordinator for tabling at the Mentorship Committee.
- The costs associated with the mentorship is borne by the Council or panellist.
- The rates for mentors as paid by the CCMA are R5 226.76 per day for the mentor and R1 027.20 for report writing.
- The mentees are paid at the part-time Commissioner daily rates for conducting matters on behalf of the Council and Agencies.

The graph below indicates the processes conducted.

MENTORSHIP CASES SCHEDULED



Linkage of performance to cost savings

Processes	Mentor Daily Rate	Actual Savings Cost
Arbitration	R5 226 .76	R00.00.
Report Writing	R1 027.20	R00.00
Subtotal		R00.00
Total Cost Savings		R104 535.20

Conclusion

In conclusion, this has been a better financial year compared with the previous financial year 2020/2021. As stated, the report covered the actual cases allocated to the resident panellist in the period under review.

A concern is that parties continue to come to conciliation without a mandate to settle. The resident panellist has conducted a total of 192 conciliations and 24 arbitration processes, finalised eleven (11), and issued four (4) awards.

In the new financial year, the target is to improve operational efficiencies on quality control of awards, as well as the turnaround times of awards sent back to panellists to make corrections. The Council has planned a training of panellists on case law monitoring, and legal drafting.

9. CORPORATE SERVICES

HUMAN RESOURCE MANAGEMENT

A human resources objective is a procedural step that contributes to an organisation's achievement of its goals. Objectives are the fundamental elements in a strategic plan. Fulfilling HR objectives enables the company to meet its goals, which in turn enables accomplishing the business strategy.

RECRUITMENT AND SELECTION

There following employees were appointed with respect to the approved 2021 organogram in the vacant posts:

Name	Position	Date
Ms Zandile Skosana	DM Assistant Manager – Post Process	1 April, 2021
Ms Deborah Roro	Finance Admin – Debt Management	1 April, 2021
Mr Oscar Mabelebele	CBU – Chamber Secretary	1 April, 2021
Ms Thelma Ndhlovu	DM Admin – Indexing and Helpdesk	1 April, 2021
Ms Rethabile Mahole	DM Admin – Arbitration	1 April, 2021
Mr Lebogang Makwe	DM Officer – Post Process	1 August, 2021

TRAINING AND DEVELOPMENT

During the 2021-2022 period under review, the Council sustained its commitment in terms developing staff and bursaries were granted in the following fields:

Course	Number of Employees
LLB	2
BA in Communication Science	1
National Certificate – N5	1
Bachelor of Arts in Law	1
BA in Public Administration	1
Diploma in Management – HRM	1
National Diploma in Financial Accounting	1
Certificate in Labour Dispute Management Practice	1
Advanced Diploma Administrative	1

The following courses were achieved in the financial year 2021-2022

Course	Institution
LLB	UNISA
National Certificate – Public Relations	Oxbridge Academy

10. EXECUTIVE SUPPORT, COMMUNICATIONS AND INFORMATION TECHNOLOGY

Introduction

The Unit was created as a result of the work-study conducted and the strategic objective 3 of the Council which is to develop an effective information communication and technology strategy. The goal statement is to improve the current ICT system, strengthen communication with stakeholders and enable reporting.

The key function of the Executive Support, Communications and IT is to provide an essential administrative, technical and logistical support service to the Council. This includes Secretariat services to the Executive Committee; Council; corporate events management; marketing, media and communications management; administrative support to the Office of the Secretary of Council, and resource and logistics management.

The report will describe in detail the key activities performed by the unit for the 2021-22 financial year.

Website

In this reporting period, the website continues to make its teething steps in maintaining and improving the image of the GPSSBC, and also continues to assist as a communications channel in the dissemination of information to all our clients.

The number of visits and documents downloaded registered **64 796** compared to 2020-21, with an increase of **14 488**. Referring a dispute to the GPSSBC for conciliation and application for condonation (G1) being the highest at **31 486** downloads, with a significant increase of **3 708** more than the last financial year.

Below is the statistics table of forms downloaded:

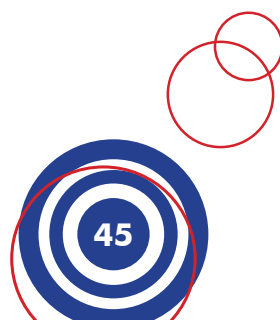
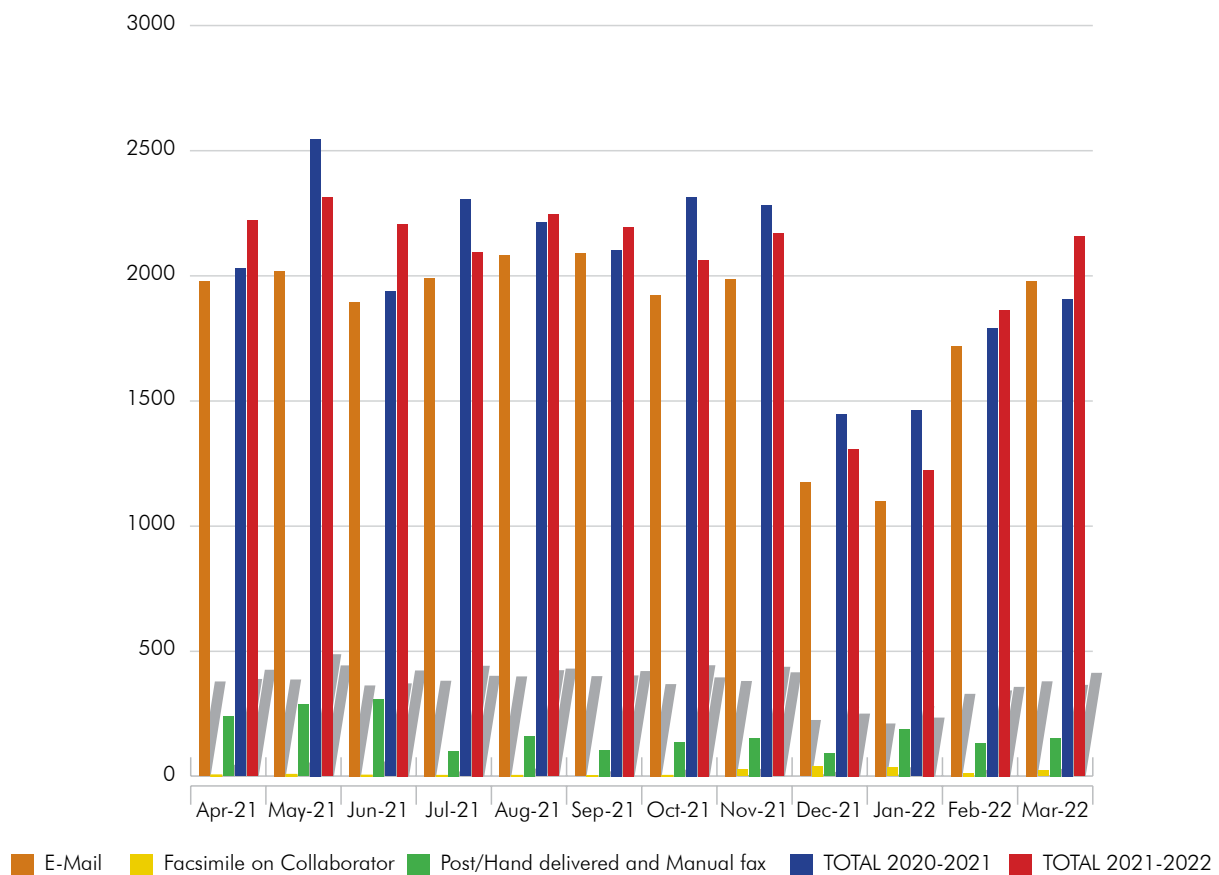
Forms	
Documents	
☐	Application in Terms of Section 142A (pdf, 817 KB) (4,180 downloads)
☐	Application in terms of section 142a (101 KB) (making a settlement agreement on award) (doc, 99 KB) (3806 downloads)
☐	Application to Certify Bargaining Council Award, LRA Form 7.18A (Application for Application for enforcement) (pdf, 1.02 MB) (3870 downloads)
☐	Inquiry by Arbitrator (Pre Dismissal Application G6) (doc, 75 KB) (2892 downloads)
☐	Referring a dispute to the GPSSBC for conciliation, plus Application for Condonation(G1) (pdf, 620 KB) (31486 downloads)
☐	Request for appointment of a chairperson in a disciplinary hearing (G5) (pdf, 113 KB) (2533 downloads)
☐	Request for Arbitration form (G2) (pdf, 138 KB) (17851 downloads)
Templates	
Documents	
☐	Arbitration Award Template (doc, 337 KB) (527 downloads)
☐	Arbitration Report Template (doc, 339 KB) (818 downloads)
☐	Arbitration Ruling Template (doc, 337 KB) (847 downloads)
☐	Attendance Register (doc, 340 KB) (856 downloads)
☐	Award Non Renewal Template (doc, 339 KB) (786 downloads)
☐	Conciliation Outcome Report Template (doc, 336 KB) (849 downloads)
☐	Invoice Template (doc, 338 KB) (802 downloads)
☐	Joinder Ruling Template (doc, 327 KB) (884 downloads)
☐	New Certificate Template (doc, 355 KB) (809 downloads)
☐	Settlement Agreement Template (doc, 337 KB) (921 downloads)
☐	Withdrawal of Dispute Template (doc, 337 KB) (789 downloads)

CORRESPONDENCE RECEIVED PER MONTH: Dated from 01/04/2020 to 31/03/2021

The below table and chart are an indication of the types and volume of correspondence the GPSSBC deals with on a monthly basis.

Type	April 2021	May 2021	June 2021	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	January 2022	February 2022	March 2022
E-Mail	1977	2018	1894	1992	2082	2088	1922	1987	1174	1101	1719	1980
Facsimile on Collaborator	5	7	4	3	3	2	3	27	42	35	13	23
Post/Hand delivered and Manual fax	239	287	308	100	160	104	137	154	91	88	132	154
TOTAL 2019-2020	2221	2312	2206	2095	2245	2194	2062	2168	1307	1224	1864	2157

CORRESPONDENCE RECEIVED PER MONTH: 01/04/2021 to 31/03/2022



Social Media

In the reporting period 1 April, 2021 to 31 March, 2022 we continued with unprecedented challenges, however, social media is increasingly becoming an important tool in educating and marketing the organisation. Due to the Covid-19 pandemic and restrictions on gatherings to control the spread of the virus, most of the Council events were impacted and lead to hosting all planned events virtually.

We are pleased to report that in this financial year, we were able to resuscitate the GPSSBC Facebook page in order to reach and register our stakeholders' views on various issues in the sector and also grow our visibility across the different social media platforms. The growth was not that momentous but showed that there is a need for an intensive effort which will result in attracting a high number of followers on the page. We have put Twitter and Instagram on hold to allow Facebook to perform optimally.

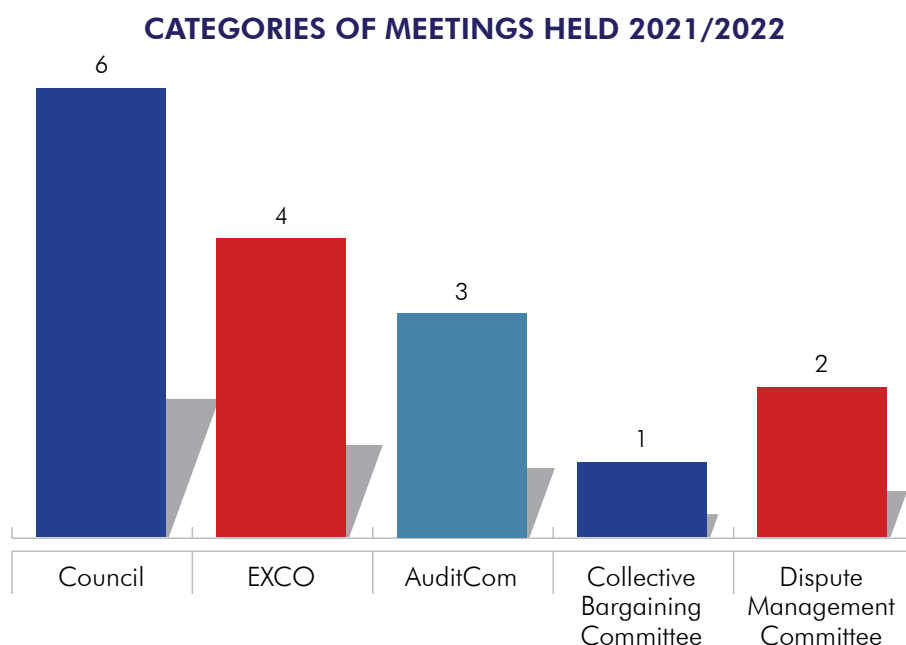
Events/Activities

In the reporting period the following events played a significant role in promoting, marketing and building the GPSSBC brand among all stakeholders. The GPSSBC continued to strive to maintain and strengthen relations by hosting and attending activities hosted by its stakeholders and strategic partners. Below are the events hosted, and those the GPSSBC participated in during this financial year:

Meetings

The GPSSBC Constitution provides that the Council meet once every month, unless it decides otherwise and one such meeting must be the Annual General Meeting. The Executive Committee meets at least once every three months. The Council may from time to time establish committees in terms of section 55 of the Act subject to such conditions as it may determine, and it may delegate any of its functions to any such committee.

Figure 1 below illustrates the categories of meetings held during the period under review:



GPSSBC 22nd Annual General Meeting (AGM)

The Annual General Meeting was held virtually on 29 June, 2021. The Secretary of Council, Ms Sharlaine Oodit gave a detailed presentation on the performance and the financial well-being of the Council.

The parties to the Council welcomed the report presented to them and the achievements were commended considering that the Council's operations had to move to virtual platforms during the 2021-2022 period under review; as well as the achievement of another unqualified audit report.

Public Service Month Commemoration

The GPSSBC in recognition and celebration of the Public Service Month conducted roadshows from 20 to 23 September, 2021 in the Department of Public Service and Administration, Higher Education and Training, Home Affairs and the Department of Correctional Services during its Employee Relations Quarterly Meeting at Losperfontein Correctional Centre. The Departments of Defence and Justice and Constitutional Development were also part of the identified departments; however, they were not available on the proposed dates.

The voice note was also published on our Facebook page. The Secretary of Council, Ms Sharlaine Oodit, recorded a voice note in recognition of all the public servants, saying she appreciated their commitment and dedication in providing service delivery to our country. Employees welcomed and appreciated the initiative and the information shared about the GPSSBC processes.





Department of Public Service and Administration



Department of Higher Education and Training



Department of Home Affairs



Losperfontein Correctional Centre

The GPSSBC attended the International Labour and Employment Relations Association (ILERA) Africa Regional Congress from 26 to 29 September, 2021 in Mpumalanga. The congress was held both physically and virtually due to the Covid-19 pandemic and the restrictions on gatherings in the country. The congress was held 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 congress sub-themes were:



ILERA's 9th Africa Regional Congress

TRACK 1: Collective voice and social dialogue.

TRACK 2: Work, employment relations and labour law in Africa.

TRACK 3: Social protection measures and systems.

TRACK 4: Migrancy in Africa.

TRACK 5: Digitisation of work and the 4th Industrial Revolution.

TRACK 6: Public sector employment relations in Africa.

TRACK 7: Gender and work.

A detailed newsletter is available at <https://www.lerasa.org.za/index.php/presentations-2021>.

Ethics and Conflict Management in the Public Service Training

The GPSSBC together with the Public Service Co-ordinating Bargaining Council (PSCBC) in collaboration with Public Service Education Training Authority (PSETA) conducted an in-depth skills development programme on Ethics and Conflict Management in the Public Service. The training was rolled out during September, 2021 and the sessions were divided into two groups.

The training was held virtually, 708 participants showed interest in the programme during the recruitment, but only 680 were able to attend and enabled the Council to reach out to more participants for the process. Out of the 680 learners enrolled for the programme, 348 were found competent.

NEHAWU 12th National Congress

The GPSSBC in support of its stakeholders attended NEHAWU's 12th National Congress from 3 to 6 November, 2021 in Birchwood and it was one of the sponsors at this congress. The GPSSBC used this platform to educate, market and promote its brand to the delegates about its processes.



GPSSBC Resolution 1 and 2 of 2021 Workshops

The GPSSBC through collective bargaining managed to conclude and signed significant agreements. Subsequently, it embarked on an initiative to conduct workshops in order to discuss the implementation with the affected departments.

The Secretary of Council, Ms Sharlaine Oodit, gave the presentation at these workshops and both the Employer and Labour representatives attended the sessions.

- Resolution 1 of 2021 – Agreement on Improvement in Conditions of Service: Compensation for Official

Duties Performed During Meal Interval.

- Resolution 2 of 2021 – Agreement on Seagoing Allowance for Employees Employed by the Department of Forestry, Fisheries and the Environment.



Limpopo/Polokwane Correctional Centre



Kgosi Mampuru II Correctional Centre



Public Service Summit on Collective Bargaining

The GPSSBC attended the Public Service Summit on Collective Bargaining from 28 to 30 March, 2022 hosted by the PSCBC. The summit was held physically at Emperors Palace in Kempton Park under the theme: "Strengthening and defending centralised Collective Bargaining to advance economic development, social justice, a capable and developmental state, labour peace and democratisation of the workplace."

The GPSSBC played an important role of a sponsor at this summit and used the platform to educate, market and promote its brand to the delegates about its processes.



Conclusion

The Executive Support, Communications and IT Unit still has a lot to improve on in order to achieve the strategic objective of the Council. The staff needs to be upskilled to use the website, social media platforms, and other technological innovations to reach our target audience.

GPSSBC INHOUSE PHOTOS



Women's Day Celebration



Staff



Heritage Day



Men's Celebration



General Public Service Sector Bargaining Council

(Registration number LR2/6/6/143)
Annual Financial Statements
for the year ended 31 March 2022

General Public Service Sector Bargaining Council

(Registration number: LR2/6/6/143)

Annual Financial Statements for the year ended 31 March 2022

General Information

Country of incorporation and domicile	South Africa
Nature of business and principal activities	Public sector collective bargaining (Established in terms of the Labour Relations Act No 66 of 1995)
Members of the Executive Council	L Modise (Chairperson) B Malwane (Vice Chairperson - Employer) O Sebilane (Vice Chairperson - Labour) S Oodit M Letsatsi G Makhubela V Mawela T Ratshilumela M Molongoana J Teffo
Registered office	260 Basden Avenue Public Service Bargaining Centre Centurion 0140
Business address	260 Basden Avenue Public Service Bargaining Centre Centurion 0140
Postal address	PO Box 16663 Lyttleton 0140
Bankers	Standard Bank ABSA
Auditors	Nexia SAB&T Chartered Accountants Incorporated Chartered Accountants (SA) Registered Auditors
Secretary	Sharfaine Oodit
Company registration number	LR2/6/6/143
Level of assurance	These annual financial statements have been audited in compliance with the applicable requirements of the Labour Relations Act No 66 of 1995.
Preparer	The annual financial statements were independently compiled by: Moyana and Associates Chartered Accountants (Pty) Ltd
Issued	29 June 2022

General Public Service Sector Bargaining Council

(Registration number: LR2/6/6/143)

Annual Financial Statements for the year ended 31 March 2022

Index

The reports and statements set out below comprise the annual financial statements presented to the council:

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Statement of Comprehensive Income	9
Statement of Changes in Equity	10
Statement of Cash Flows	11
Accounting Policies	12 - 14
Notes to the Annual Financial Statements	15 - 20
The following supplementary information does not form part of the annual financial statements and is unaudited:	
Detailed Income Statement	21 - 22



General Public Service Sector Bargaining Council

(Registration number: LR2/6/143)

Annual Financial Statements for the year ended 31 March 2022

Secretary's Responsibilities and Approval

The secretary is required to maintain adequate accounting records and is responsible for the content and integrity of the Annual Financial Statements and related financial information included in this report. It is her responsibility to ensure that the Annual Financial Statements fairly present the state of affairs of the Council as at the end of the financial year and the results of its operations and cash flows for the period then ended, in conformity with the International Financial Reporting Standard for Small and Medium-sized Entities. The external auditors are engaged to express an independent opinion on the Annual Financial Statements.

The Annual Financial Statements are prepared in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities and are based upon appropriate accounting policies consistently applied and supported by reasonable and prudent judgements and estimates.

The secretary acknowledges that she is ultimately responsible for the system of internal financial control established by the Council and place considerable importance on maintaining a strong control environment. To enable the secretary to meet these responsibilities, the executive committee sets standards for internal control aimed at reducing the risk of error or loss in a cost effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure an acceptable level of risk. These controls are monitored throughout the Council and all employees are required to maintain the highest ethical standards in ensuring the Council's business is conducted in a manner that in all reasonable circumstances is above reproach. The focus of risk management in the Council is on identifying, assessing, managing and monitoring all known forms of risk across the Council. While operating risk cannot be fully eliminated, the Council endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed within predetermined procedures and constraints.

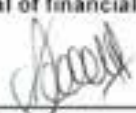
The secretary is of the opinion, based on the information and explanations given by management, that the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the Annual Financial Statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or loss.

The secretary has reviewed the Council's cash flow forecast for the year to 31 March 2023 and, in light of this review and the current financial position, she is satisfied that the Council has or has access to adequate resources to continue in operational existence for the foreseeable future. The external auditors are responsible for independently auditing and reporting on the Council's Annual Financial Statements.

The Annual Financial Statements have been examined by the Council's external auditors and their report is presented on pages 4 - 6.

The Annual Financial Statements set out on pages 7 to 22, which have been prepared on the going concern basis, were approved by the AGM on 29 June 2022 and were signed on its behalf by:

Approval of financial statements



S Oodit

INDEPENDENT AUDITOR'S REPORT

To the members of General Public Service Sector Bargaining Council

Opinion

We have audited the financial statements of General Public Service Sector Bargaining Council set out on pages 7 to 20, which comprise the statement of financial position as at 31 March 2022, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements present fairly, in all material respects, the financial position of General Public Service Sector Bargaining Council as at 31 March 2022, and its financial performance and cash flows for the year then ended in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities and the requirements of the Labour Relations Act, 1995 (Act No.66 of 1995).

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the council in accordance with the Independent Regulatory Board for Auditors' *Code of Professional Conduct for Registered Auditors* (IRBA Code) and other independence requirements applicable to performing audits of financial statements in South Africa. We have fulfilled our other ethical responsibilities in accordance with the IRBA Code and in accordance with other ethical requirements applicable to performing audits in South Africa. The IRBA Code is consistent with the corresponding sections of the International Ethics Standards Board for Accountants' *International Code of Ethics for Professional Accountants (including International Independence Standards)*. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

The members are responsible for the other information. The other information comprises the information included in the document titled "General Public Service Sector Bargaining Council Annual Financial Statements for the year ended 31 March 2022", which includes the Report of the Secretary to Council. The other information does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express an audit opinion or any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of the members for the Financial Statements

The members are responsible for the preparation and fair presentation of the financial statements in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities and the requirements of the Labour Relations Act, 1995 (Act No.66 of 1995), and for such internal control as the members determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the members are responsible for assessing the council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the members either intend to liquidate the council or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the members.
- Conclude on the appropriateness of the use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the council's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the council to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the members regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Nexia SAB&T

Nexia SAB&T

A. Ramasike

Director

Registered auditor

31 July 2022

General Public Service Sector Bargaining Council

(Registration number: LR2/6/6/143)

Annual Financial Statements for the year ended 31 March 2022

Report of The Secretary to Council

The secretary has pleasure in submitting her report on the annual financial statements of General Public Service Sector Bargaining Council for the year ended 31 March 2022.

1. Review of financial results and activities

The annual financial statements have been prepared in accordance with International Financial Reporting Standard for Small and Medium-sized Entities and the requirements of the Labour relations Act, 1995 (Act No.66 of 1995). The accounting policies have been applied consistently compared to the prior year.

Council revenue increased by 8% from R48 983 222 in the prior year to R53 674 097 for the year ended 31 March 2022.

Council cash flows from operating activities decreased by 575% from R10 875 582 in the prior year to R382 246 for the year ended 31 March 2022.

2. Property, plant and equipment

There was no change in the nature of the property, plant and equipment of the council or in the policy regarding their use.

At 31 March 2022 the Council's investment in property, plant and equipment amounted to R26 369 019 (2021:R26 348 830), of which R954 568 (2021: R748 043) was added in the current year through additions.

3. Events after the reporting period

Nature of event

At the time of publishing these results, the National State of Disaster had being lifted on 05 April 2022 returning the country to full economic activity. The impact of the lockdown is still to be determined, and the prognosis will remain fluid and uncertain for many months to come.

Estimate of the financial impact of COVID-19

General Public Service Sector Bargaining Council financial year end is 31 March 2022. The Council has assessed the impact of COVID-19 and has concluded that the pandemic would not materially affect the current financial year under audit and GPSSBC's mandate to serve its constituency and its ability to operate in the foreseeable future. The GPSSBC is funded by the State and the employees are employed by the State. The State as the Employer is stable and is not under any financial or employment constraints and therefore the GPSSBC does not foresee any adverse effect on its finances due to COVID-19.

4. Going concern

The financial statements have been prepared on the going concern basis. This basis presumes that funds will be available to finance future operations and that the realisation of assets and settlement of liabilities, contingent obligations and commitments will occur in the ordinary course of business.

5. Litigation statement

The company is not currently involved in any such claims or lawsuits, which individually or in the aggregate, are expected to have a material adverse effect on the business or its assets.

6. Auditors

Nexia SAB&T Chartered Accountants Incorporated continued as auditors for the council for 2021.

At the AGM, the council will be requested to reappoint Nexia SAB&T Chartered Accountants Incorporated as the independent external auditors of the council and to confirm A. Ramasike as the designated lead audit partner for the 2023 financial year.

7. Secretary

The secretary is Sharlaine Oodit.

General Public Service Sector Bargaining Council

(Registration number: LR2/6/6/143)

Annual Financial Statements for the year ended 31 March 2022

Statement of Financial Position as at 31 March 2022

Figures in Rand	Notes	2022	2021
Assets			
Non-Current Assets			
Property, plant and equipment	2	26 369 019	26 348 830
Intangible assets	3	162 869	3 519
		26 531 888	26 352 349
Current Assets			
Trade and other receivables	4	626 989	558 432
Cash and cash equivalents	5	10 524 957	10 972 506
		11 151 946	11 530 938
Total Assets		37 683 834	37 883 287
Equity and Liabilities			
Equity			
Retained income		34 216 340	33 543 331
Liabilities			
Non-Current Liabilities			
Finance lease liabilities	6	203 250	-
Current Liabilities			
Trade and other payables	7	3 076 803	4 287 120
Finance lease liabilities	8	187 441	52 836
		3 264 244	4 339 956
Total Liabilities		3 467 494	4 339 956
Total Equity and Liabilities		37 683 834	37 883 287

General Public Service Sector Bargaining Council

(Registration number: LR2/6/6/143)

Annual Financial Statements for the year ended 31 March 2022

Statement of Comprehensive Income

Figures in Rand	Notes	2022	2021
Revenue	10	53 674 097	52 734 270
Other income	11	564 225	133 884
Operating expenses		(53 785 745)	(44 519 221)
Operating profit		442 577	8 348 933
Interest income	12	235 832	354 419
Finance costs	13	(5 400)	(493 983)
Profit for the year		673 009	8 209 369
Other comprehensive income		-	-
Total comprehensive profit for the year		673 009	8 209 369

General Public Service Sector Bargaining Council

(Registration number: LR2/6/6/143)

Annual Financial Statements for the year ended 31 March 2022

Statement of Changes in Equity

Figures in Rand	Retained income	Total equity
Balance at 01 April 2020	25 333 962	25 333 962
Profit for the year	8 209 369	8 209 369
Other comprehensive income	-	-
Total comprehensive income for the year	8 209 369	8 209 369
Balance at 01 April 2021	33 543 331	33 543 331
Profit for the year	673 009	673 009
Other comprehensive income	-	-
Total comprehensive income for the year	673 009	673 009
Balance at 31 March 2022	34 216 340	34 216 340



General Public Service Sector Bargaining Council

(Registration number: LR2/6/6/143)

Annual Financial Statements for the year ended 31 March 2022

Statement of Cash Flows

Figures in Rand	Notes	2022	2021
Cash flows from operating activities			
Cash generated from operations	16	151 814	11 015 146
Interest Income		235 832	354 419
Finance costs		(5 400)	(493 983)
Net cash from operating activities		382 246	10 875 582
Cash flows from investing activities			
Purchase of property, plant and equipment	2	(392 195)	(748 043)
Sale of property, plant and equipment	2	1 440	999
Purchase of other intangible assets	3	(214 523)	-
Net cash (to) from investing activities		(605 278)	(747 044)
Cash flows from financing activities			
Net movements in standard bank loan		-	(6 251 344)
Finance lease payments		(224 517)	(131 887)
Net cash from financing activities		(224 517)	(6 383 231)
Total cash movement for the year		(447 549)	3 745 307
Cash at the beginning of the year		10 972 506	7 227 199
Total cash at end of the year	5	10 524 957	10 972 506

General Public Service Sector Bargaining Council

(Registration number: LR2/6/6/143)

Annual Financial Statements for the year ended 31 March 2022

Accounting Policies

1. Basis of preparation and summary of significant accounting policies

The annual financial statements have been prepared on a going concern basis in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities. The annual financial statements have been prepared on the historical cost basis, and incorporate the principal accounting policies set out below. They are presented in South African Rands.

1.1 Significant judgements and sources of estimation uncertainty

Critical judgements in applying accounting policies

In preparing the annual financial statements, management is required to make judgements, estimates and assumptions that affect the amounts represented in the annual financial statements and related disclosures. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results in the future could differ from these estimates which may be material to the annual financial statements.

1.2 Property, plant and equipment

Property, plant and equipment are tangible items that are held for use in the production or supply of goods or for administrative purposes; and are expected to be used during more than one period.

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

Cost includes costs incurred initially to acquire an item of property, plant 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, plant and equipment, the carrying amount of the replaced part is derecognised.

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

Item	Depreciation method	Average useful life
Land		Infinite
Buildings	Straight line	20 years
Furniture and fixtures	Straight line	5 - 14 years
Motor vehicles	Straight line	5 - 15 years
Office equipment	Straight line	5 - 11 years
Computer equipment	Straight line	3 - 8 years
Kitchen Equipment	Straight line	5 years

The residual value, depreciation method and useful life of each asset are reviewed only where there is an indication that there has been a significant change from previous estimate.

An item of property, plant and equipment is derecognised upon disposal or when no future economic benefits are expected from its continued use or disposal. Any gain or loss arising from the derecognition of an item of property, plant and equipment, determined as the difference between the net disposal proceeds, if any, and the carrying amount of the item, is included in profit or loss when the item is derecognised.

1.3 Intangible assets

An intangible asset is an identifiable non-monetary asset without physical substance.

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, as follows:

Item	Useful life
Computer software	2 years

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

General Public Service Sector Bargaining Council

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Annual Financial Statements for the year ended 31 March 2022

Accounting Policies

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. Trade receivables and trade payables are measured at initial recognition at fair value, and are subsequently measured at amortized cost using the effective interest rate 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 profit or loss.

Financial instruments at cost

Equity instruments that are not publicly traded and whose fair value cannot otherwise be measured reliably without undue cost or effort are measured at cost less impairment.

Financial instruments at fair value

All other financial instruments, including equity instruments that are publicly traded or whose fair value can otherwise be measured reliably, without undue cost or effort, are measured at fair value through profit and loss.

Cash and cash equivalents

Cash and cash equivalents consist of cash on hand and balances with banks and other financial institutions, as well as short term call deposits with financial institutions. Cash and cash equivalents are recognised at fair value.

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.

Finance leases – lessee

Finance leases are recognised as assets and liabilities at amounts equal to the fair value of the leased property or, if lower, the present value of the minimum lease payments.

The lease payments are apportioned between the finance charge and the reduction of the outstanding liability using the effective interest method.

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 indexes or statistics) to compensate for the lessor's expected inflationary cost increases.

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

General Public Service Sector Bargaining Council

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Annual Financial Statements for the year ended 31 March 2022

Accounting Policies

1.6 Impairment of assets

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

If there is any such indication, the recoverable amount of any affected asset 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 profit or loss.

If an impairment loss subsequently reverses, the carrying amount of the asset 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 in prior years. A reversal of impairment is recognised immediately in profit or loss.

1.7 Share capital and equity

An equity instrument is any contract that evidences a residual interest in the assets of an entity after deducting all of its liabilities.

1.8 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 and sick leave, bonuses, and non-monetary benefits such as medical care), are recognised in the period in which the service is rendered and are not discounted.

1.9 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.

Contingent assets and contingent liabilities are not recognised.

1.10 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, excluding sales taxes and discounts.

Levy income is recognised by reference to the stage of completion of the transaction at the end of the reporting period. The stage of completion is determined by services performed to date as a percentage of total services to be performed. When the outcome of a transaction involving the rendering of services cannot be estimated reliably, revenue is recognised only to the extent of the expenses recognised that are recoverable.

Levies are recognised when there is reasonable assurance that:

- the organisation will comply with the conditions attaching to them; and
- the levies will be received.

Interest is recognised, in profit or loss, using the effective interest rate method.

1.11 Borrowing costs

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

General Public Service Sector Bargaining Council

(Registration number: LR2/6/6/143)

Annual Financial Statements for the year ended 31 March 2022

Notes to the Annual Financial Statements

Figures in Rand

2022

2021

2. Property, plant and equipment

	2022			2021		
	Cost	Accumulated depreciation	Carrying value	Cost	Accumulated depreciation	Carrying value
Buildings	20 049 850	(2 736 003)	17 313 847	20 049 850	(2 721 768)	17 328 082
Land	6 948 391	-	6 948 391	6 948 391	-	6 948 391
Furniture and fixtures	2 471 118	(1 968 325)	502 793	2 471 118	(1 797 555)	673 563
Motor vehicles	838 069	(430 726)	407 343	838 069	(370 122)	467 947
Office equipment	1 050 627	(529 061)	521 566	747 782	(540 313)	207 469
Computer equipment	1 941 086	(1 266 007)	675 079	1 565 431	(842 162)	723 269
Kitchen Equipment	8 955	(8 955)	-	8 955	(8 846)	109
Total	33 308 096	(6 939 077)	26 369 019	32 629 596	(6 280 766)	26 348 830

Reconciliation of property, plant and equipment - 2022

	Opening balance	Additions	Disposals	Depreciation	Closing balance
Buildings	17 328 082	-	-	(14 235)	17 313 847
Land	6 948 391	-	-	-	6 948 391
Furniture and fixtures	673 563	-	-	(170 770)	502 793
Motor Vehicles	467 947	-	-	(60 604)	407 343
Office equipment	207 469	562 362	-	(248 285)	521 566
Computer equipment	723 269	392 206	(1 440)	(438 956)	675 079
Kitchen Equipment	109	-	-	(109)	-
Total	26 348 830	954 568	(1 440)	(932 939)	26 369 019

Reconciliation of property, plant and equipment - 2021

	Opening balance	Additions	Disposals	Depreciation	Closing balance
Buildings	17 342 316	-	-	(14 234)	17 328 082
Land	6 948 391	-	-	-	6 948 391
Furniture and fixtures	838 701	5 175	-	(170 313)	673 563
Motor Vehicles	528 551	-	-	(60 604)	467 947
Office equipment	209 030	143 282	-	(144 843)	207 469
Computer Equipment	426 470	599 586	(999)	(301 788)	723 269
Kitchen Equipment	408	-	-	(299)	109
Total	26 293 867	748 043	(999)	(692 081)	26 348 830

General Public Service Sector Bargaining Council

(Registration number: LR2/6/6/143)

Annual Financial Statements for the year ended 31 March 2022

Notes to the Annual Financial Statements

Figures in Rand	2022	2021
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2. Property, plant and equipment (continued)

Property, plant and equipment encumbered as security

Details of properties:

Erf number:	Erf 798
Deeds office:	Pretoria, South Africa
Township:	Die Hoewes Ext 213
Title deed number:	T39813/2016
Sqm2:	2,999sqm (erf extent)

Land and buildings: Cost	26 998 241	26 998 241
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	2021	2020
- Purchase price	6 948 391	6 948 391
- Additions since purchase	20 049 850	20 049 850
	26 998 241	26 998 241

3. Intangible assets

	2022			2021		
	Cost	Accumulated amortisation	Carrying value	Cost	Accumulated amortisation	Carrying value
Computer software	895 280	(732 411)	162 869	680 758	(677 239)	3 519

Reconciliation of intangible assets - 2022

	Opening balance	Additions	Amortisation	Total
Computer software	3 519	214 523	(55 173)	162 869

Reconciliation of intangible assets - 2021

	Opening balance	Amortisation	Total
Computer software	17 595	(14 076)	3 519

4. Trade and other receivables

Trade receivables	661 295	448 094
Provision for doubtful debts	(200 405)	(150 650)
Prepaid expense	81 053	78 731
Staff loan	4 087	5 087
Study loan	55 709	16 929
Sundry debtors	25 250	160 241
	626 989	558 432

Aging of trade and other receivables

Trade and other receivables which are less than 3 months past due are not considered to be impaired.
At 31 March 2021 R 623 694 (2021: R 448 098) were past due but not impaired.

General Public Service Sector Bargaining Council

(Registration number: LR2/6/6/143)

Annual Financial Statements for the year ended 31 March 2022

Notes to the Annual Financial Statements

Figures in Rand	2022	2021
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4. Trade and other receivables (continued)

Reconciliation of provision of bad debts	2022	2021
Opening balance	(150 650)	(47 245)
(Increase)/decrease in the provision	(49 755)	(103 405)
	(200 405)	(150 650)

The aging of the trade and other receivables is as follows:

	2022	2021
Current	46 500	(2 500)
30 days	37 500	-
90 days	27 081	-
120 days	550 214	450 597
	661 295	448 097

5. Cash and cash equivalents

Cash and cash equivalents consist of:

Cash on hand	-	672
Bank balances	5 524 957	10 971 834
Short-term deposits	5 000 000	-
	10 524 957	10 972 506

6. Finance lease liabilities

Minimum lease payments which fall due		
- within one year	187 714	54 683
- in second to fifth year inclusive	203 357	-
	391 071	54 683
- Less: future finance charges	(380)	(1 847)
Present value of minimum lease payments	390 691	52 836
 Non-current liabilities:	203 250	-
Current liabilities	187 441	52 836
	390 691	52 836

It is Council policy to lease certain motor vehicles and equipment under finance leases. The average lease term is 5 years (2021: 5 years) and the average effective borrowing rate is 7% (2021: 7%). Interest rates are linked to prime at the contract date. The new leases entered into by the council in May 2022 do not have an escalation clause, the lease rental will be increased by lessor as the exchange rate increases. The Council's obligations under finance leases are secured by the leased assets.

General Public Service Sector Bargaining Council

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Annual Financial Statements for the year ended 31 March 2022

Notes to the Annual Financial Statements

Figures in Rand

7. Trade and other payables

Trade payables	7 868	-
Accrued expense	636 437	2 075 139
PAYE, SDL and UIF	763 582	669 778
Accrued leave pay	894 139	844 387
Bonus provision - 13th cheque	286 538	251 289
Provident fund	326 525	297 923
Medical aid contribution	161 714	148 604
	3 076 803	4 287 120

8. Financial assets by category

The accounting policies for financial instruments have been applied to the line items below:

2022	Loans and receivables	Total
Trade and other receivables	626 989	626 989
Cash and cash equivalents	10 524 957	10 524 957
	11 151 946	11 151 946

2021	Loans and receivables	Total
Trade and other receivables	558 432	558 432
Cash and cash equivalents	10 972 506	10 972 506
	11 530 938	11 530 938

9. Financial liabilities by category

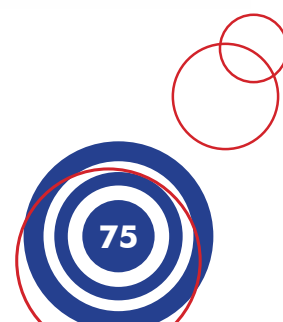
The accounting policies for financial instruments have been applied to the line items below:

2022	Financial liabilities at amortised cost	Total
Trade and other payables	3 076 803	3 076 803
Finance lease liabilities	390 691	390 691
	3 467 494	3 467 494

2021	Financial liabilities at amortised cost	Total
Trade and other payables	4 287 120	4 287 120
Finance lease liabilities	52 836	52 836
	4 339 956	4 339 956

10. Revenue

Levies collected from Government Departments	53 674 097	52 734 270
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General Public Service Sector Bargaining Council

(Registration number: LR2/6/6/143)

Annual Financial Statements for the year ended 31 March 2022

Notes to the Annual Financial Statements

Figures in Rand	2022	2021
11. Other income		
Cost orders	495 606	54 000
Grant received from PSETA	22 856	14 053
Sundry income	45 763	65 831
	564 225	133 884
12. Investment revenue		
Interest revenue		
Bank	235 832	354 419
13. Finance costs		
Standard bank bond interest	-	477 073
Finance lease interest	1 103	16 910
Interest paid	4 297	-
	5 400	493 983
14. Taxation		
The Council is exempt from income tax in terms of Section 10(1)(cA)(i) of the Income Tax No. 58 of 1962.		
15. Auditor's remuneration		
Audit Fees	384 297	383 985
16. Cash generated from operations		
Profit before taxation	673 009	8 209 370
Adjustments for:		
Depreciation and amortisation	988 111	706 156
Interest received	(235 832)	(354 419)
Finance costs	5 400	493 983
Changes in working capital:		
Trade and other receivables	(68 557)	(63 444)
Trade and other payables	(1 210 317)	2 023 500
	151 814	11 015 146

General Public Service Sector Bargaining Council

(Registration number: LR2/6/6/143)

Annual Financial Statements for the year ended 31 March 2022

Notes to the Annual Financial Statements

Figures in Rand	2022	2021
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17. Related parties

Relationships

The following are related parties:

Members of the council are principal decision makers:

Secretary of Council:
S.Oodit

The Chairperson:
L. Modise

Vice Chairpersons
O Sebiloane
B Malwane

Related party balances and transactions with other related parties

Related party transactions

Compensation to members of the Executive Committee

Chairperson's fees

128 473

145 547

18. Events after the reporting period

Nature of event

At the time of publishing these results, the National State of Disaster had being lifted on 05 April 2022 returning the country to full economic activity. The impact of the lockdown is still to be determined, and the prognosis will remain fluid and uncertain for many months to come

Estimate of the financial impact of COVID-19

General Public Service Sector Bargaining Council financial year end is 31 March 2022. The council have assessed the impact of COVID-19 and have concluded that the pandemic would not materially affect the current financial year under audit and GPSSBC's mandate to serve its constituency and its ability to operate in the foreseeable future. The GPSSBC is funded by the State and the employees are employed by the State. The State as the Employer is stable and is not under any financial or employment constraints and therefore the GPSSBC does not foresee any adverse effect on its finances due to COVID-19.

19. Contingencies

The company is not currently involved in any such claims or lawsuits, which individually or in the aggregate, are expected to have a material adverse effect on the business or its assets.

General Public Service Sector Bargaining Council

(Registration number: LR2/6/6/143)

Annual Financial Statements for the year ended 31 March 2022

Detailed Income Statement

Figures in Rand	Notes	2022	2021
Revenue			
Levies Collected from Government Departments		53 674 097	52 734 270
Other income			
Cost orders		495 606	54 000
Grant received from PSETA		22 856	14 053
Sundry income		45 763	65 831
Interest received from investment	12	235 832	354 419
		800 057	488 303
Expenses (Refer to page 22)		(53 795 745)	(44 519 221)
Operating profit		678 409	8 703 352
Finance costs	13	(5 400)	(493 983)
Profit for the year		673 009	8 209 369

The supplementary information presented does not form part of the annual financial statements and is unaudited

General Public Service Sector Bargaining Council

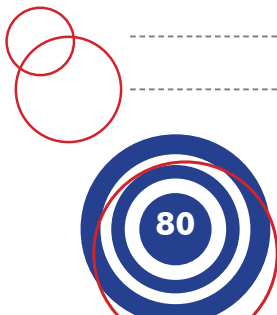
(Registration number: LR2/6/6/143)

Annual Financial Statements for the year ended 31 March 2022

Detailed Income Statement

Figures in Rand	Notes	2022	2021
Operating expenses			
AGM costs		(160 870)	(34 600)
Accounting fees		(27 750)	(50 500)
Auditors fees	15	(384 297)	(383 985)
Bad debts		(5 000)	-
Bank charges		(45 801)	(43 781)
Body Corporate-levy charges		(987 085)	(380 477)
Bursaries		(278 285)	(135 475)
Cellphone expenses		(87 150)	(84 600)
Chairperson fees		(128 473)	(148 547)
Compensation commissioner		(37 982)	(39 212)
Consulting fees		(218 828)	(115 976)
Depreciation and amortisation		(988 111)	(706 156)
Dispute resolution		(17 833 809)	(14 690 132)
Employee costs		(25 683 206)	(21 629 804)
Insurance		(212 455)	(193 005)
Lease rentals on finance lease		(78 409)	(123 483)
Leave annual & termination		(49 752)	(412 035)
Legal expenses		(79 673)	(145 329)
Levies refund		-	(343)
Licence renewals		(104 312)	(96 638)
Marketing & communication and electronic media		(660 673)	(35 285)
Meetings EXCO		(26 794)	1 982
Municipal expenses - property rates		(204 236)	(219 163)
Office security		(228 633)	(212 399)
Operating costs		(101 737)	(113 961)
Postage		(130 036)	(53 964)
Corporate uniform		(145 192)	(49 883)
National and provincial chambers		(146 214)	(64 712)
Provision for doubtful debts Adjustment		(49 756)	(103 405)
Recruitment		(10 656)	(23 796)
Repair, maintenance and operating contracts		(906 351)	(1 388 568)
Staff welfare		(92 648)	(48 535)
Travelling dispute and secretariat		(22 845)	(6 475)
Stationery		(112 767)	(72 179)
Strategic partnership		(553 849)	-
Strategic project		(1 377 953)	(1 370 575)
Subscriptions		(68 726)	(91 795)
Telephone and fax		(472 562)	(516 544)
Training and development		(349 205)	(34 655)
Warranty costs		(8 829)	-
Water and sanitation		(362 598)	(499 727)
Workshops (Dispute Resolution and Chambers)		(49 094)	(135 506)
Year end function		(323 163)	(66 000)
		(53 795 745)	(44 519 221)

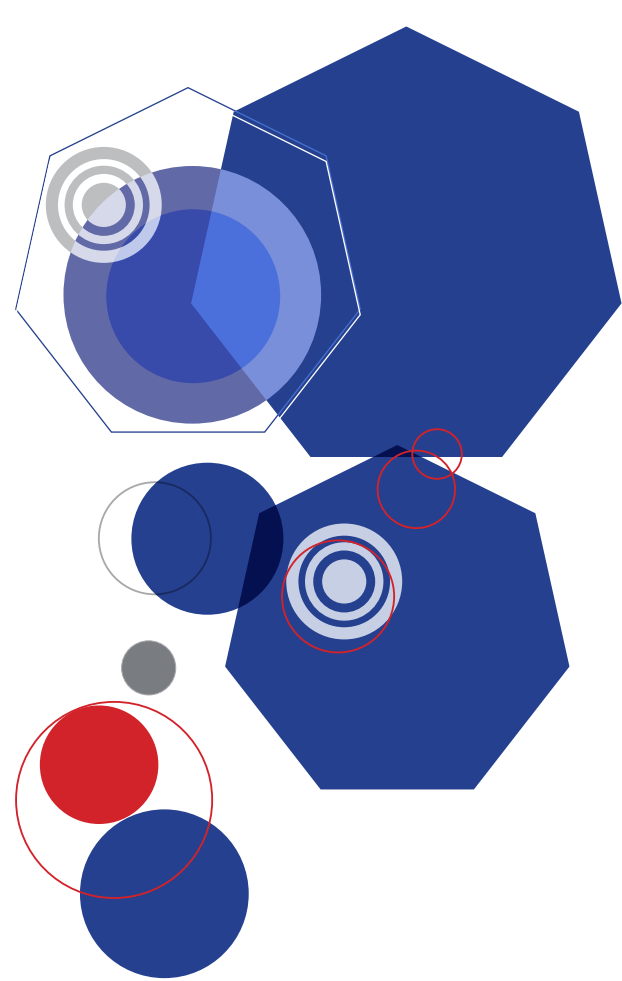
Notes

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