



**MINUTES OF THE CHAMBER COMMITTEE MEETING HELD AT
THETA OFFICES ON WEDNESDAY,
13TH FEBRUARY 2008 AT 09h00**

Chairperson Mr Cedric Shezi/Muzi Mwandla

Scribe Ms Minah Matlala

Present As per attendance register

Apologies Mr Brian Magqaza
Ms Nikki Akani
Ms Simone Lobetti
Mr Caleb Mabaso

1. Opening and welcome

Muzi welcomed everyone and declared the meeting open.

2. Registration and Apologies

QUORUM – NOT ACHIEVED

There should be at least 6 people to make up a quorum. The Hospitality Chamber is undersubscribed and members were encouraged to identify people and organisations which Muzi can contact for representation on the Chamber. Arlene Wilson-Max from Tourism BEE was invited. Muzi to email out the THETA recognised organisation and check previous membership for the Chamber to identify and recruit some members back.

The issue of poor attendance was raised again and the following were suggested:

- Members should advise THETA on time if they are not going to make it for the meeting.

3. AGENDA ITEMS

The items on the agenda were noted and additions were made as follows:

- Under point number 9: Learner Selection Criteria and Learner allocation.

4. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting were not received.

5. PROGRESS REPORT - CHAMBER PROJECTS

Hloni presented the approved Chamber Projects business plan as follows:

1. Management Programme

- Targeting 100 learners per chamber @ R30 000 per learner; beneficiaries of the programme are junior, middle and senior managers
- Pre-assessment will be conducted to determine the learner competency
- 1 or 2 University per province will be contracted and employers will apply for grants or 1 institution of higher learning that has got the capacity in every province, i.e. satellite offices or the capacity to deploy appropriate resources nationwide as and when required or the learners could convene at a central venue on a block release basis.

2. SA Host Customer Care

- Targeting 1000 learner per chamber. Criteria and schedule to be developed.

3. Computer Literacy Programme

- It will benefit junior level employees, targeting 100 learners at R5 000.00 per learner per module. (Refer to the Computer Literacy Course Outline)

4. Foreign Language

- 200 learners @ R3 000 per learner. Employers will apply for grants
- Languages offered will be French, Italian and Spanish

5. Guesthouse Assistant Programme

- Targeting 1 000 @ R1 000 per learner.
- Course outline once received from industry will be circulated to members for comment

EMPLOYER AND LEARNER SELECTION CRITERIA

The following changes and additions were made on the criteria:

Employer Selection

- Point No.2 – 40% allocation preference to THETA non-levy paying member employer
- Point No.3 – 40% allocation preference to member employer who submitted WSP
- Point No.4 – 20% allocation preference to member employer who pays levy and did not submit WSP

Learners Selection

In case one does not have the minimum requirements they should have the right to give own representation to management.

- Remove support from their family under point No.5 – in case someone has family problems

6. **CONCERNS RAISED:**

- That if the project is taken to the organisation, they will take an advantage and it will only be limited to senior managers.
- The Hospitality industry is made up of 90% foreign managers; the people who have the potential to be managers will be overlooked.

7. **RESOLUTIONS:**

- Learner selection criteria should clearly stipulate that 50% of 100 learners must be new entrants for the Management Programme
- Chamber should decide which organisations should benefit from project between levy paying and non-levy payers and will inform the criteria as they see fit.
- That there can be no amendments on the Business Plan as it has been approved by EXCO and was put together by Chamber itself.
- The issue of black management should have been captured in the SSP and that the SSP has been presented to members, findings discussed and accepted by all.
- It is at the discretion of the employer of who should attend the computer skills.
- Learner allocation should be done around March 2008.
- The advert will go to the papers on February 2008.
- Chamber members will ensure that the information is disseminated to their member employers.
- THETA will ensure that they circulate information directly to their employers on the database
- Muzi and Hloni will forward all the documents to the Chamber members including the outline of all projects.

8. **THETA REPORT**

- The Hospitality Chamber Coordinator recruitment is still in progress and THETA is hoping to get someone soon.
- Food Safety Project – CEO's consulting for ideas from hospitality sector on food safety. A project which will run on a separate budget is underway. The purpose of the project is to train food handlers. Hloni undertook to give more details and feedback in the next meeting.
- The SSP launch for training providers will take place on the 14th March 2008; to inform them of what the skills set the industry wants.
- CEO proposed that Chamber specific research be conducted. An estimate of R1 million per

chamber will be allocated in the next financial year. Chamber members to identify arrears where they need to conduct research.

- DoL requires a list of occupations within the Hospitality Industry - Organisation Framework Occupations (OFO's). The information is needed by THETA as well to link it to the WSP and to report to DoL. Members were requested to identify existing occupation in the sector.
- Service provider has been appointed by the partnership (DEAT, THETA and NBI) to do a Tourism HRD Strategy. They will submit their report by end of March 2008.

9. **OTHER MATTERS**

Chamber combined meeting will be held twice this year; on the 07th July 2008 and 03rd October 2008. Muzi and Hloni undertook to forward information on projects to the Chamber members before circulating it to the public and will give a report on how many employers and employees are participating in the programmes.

10. **MEETING SCHEDULE**

The date of the next meeting is 08th April 2008 at 10h00

11. **Closure**

At 12h25 there being no further business.