



## Collective Agreements and Bargaining Councils

Duration: 2 Days  
NQF Level: 6  
Credits: 12  
Unit Standard: 337121

Target Audience: Managers in all economic sectors, typically second level managers such as heads of department, section heads or divisional heads, and may have more than one team reporting to them.

### Course Overview:

The objective of this Labour Relations course is to develop the learner to be able to give an explanation of the role that bargaining councils play in the labour market. Learners will also be able to explain how a bargaining council functions, who the parties to the Council are, how collective agreements are negotiated, extended and enforced and how disputes resolved.

### This Course will enable learners to:

- Explain what a collective agreement in a bargaining council is.
- Explain the binding nature of collective agreements.
- Extend collective agreements.
- Enforce collective agreements.
- Explain prescribed wages and conditions of employment.

## Learning assumed to be in place:

Apply writing, listening and talking skills at least at NQF level 5

### SETA Assessment of Competency (Optional):

Optional competency assessment is available for this course. This module is based on outcomes based learning principles where delegates are responsible for their own learning with support available when required.

#### **Topics:**

#### 1. Bargaining Councils

- Establishing a Bargaining Council

#### 2. Collective Agreements

- Collective Representation
- Power as a Basis for Bargaining
- The Purpose and Conduct of Collective Bargaining
- Bargaining Structures and Bargaining levels
- Collective Agreements

#### 3. Commitment from Leadership

- Visible Support
- Informed Stakeholders
- Purpose of Change Communication with stakeholders
- Understanding the Audience – Stakeholder Analysis
- Change Communication Fundamentals
- Aligned Workforce
- People Impacts
- Organisational Needs Assessment
- Workforce Development

#### 4. Implement Change:

- Innovation in organisational change
- Learning Organisations
- Monitoring of change progress within the organisation

#### 5. Six Sigma Approach to change management