

PERFORMANCE PLAN
SOCIAL AND ECONOMIC DEVELOPMENT DIRECTOR
Okhahlamba Local Municipality
2014/2015

This plan defines the Council's expectations of the Director Social & Economic Development Services in accordance with the performance agreement to which this document is attached and Section 57 (5) of the Municipal Systems Act, which provides that performance objectives and targets must be, based on the key performance indicators.

The **main parts** to this performance plan are:

1. A statement about the *purpose of the position*;
2. A performance scorecard *key performance Area (KPA)s, performance indicators (KPIs), weightings, target/target dates (i.e. annual and quarterly) and evidence required*;
3. Brief *Individual Learning Plan (ILP)*.
4. Evaluation Sheet

The period of this plan is from **1st July 2014** to **30th June 2015**

Signed and accepted by the: <i>MUNICIPAL MANAGER</i> on behalf of the Council	
Signed by the SOCIAL & ECONOMIC DEVELOPMENT DIRECTOR:	
DATE:	

1. Purpose

The performance plan defines the Council's expectations of the Director Social Services and Economic Development Services' performance agreement to which this document is attached and Section 57 (5) of the Municipal Systems Act, which provides that performance objectives and targets must be based on the key performance indicators as set in the Municipality's Integrated Development Plan (IDP) and as reviewed annually.

2. Key responsibilities

The following objects of local government will inform the Director Social Services and Economic Development Service's performance against set performance indicators:

- 2.1 Provide democratic and accountable government for local communities.
- 2.2 Ensure the provision of services to communities in a sustainable manner.
- 2.3 Promote social and economic development.
- 2.4 Promote a safe and healthy environment.
- 2.5 Encourage the involvement of communities and community organisations in the matters of local government.

3. Key Performance Areas

The following Key Performance Areas (KPAs) as outlined in the Local Government: Municipal Planning and Performance Management Regulations (2001) inform the strategic objectives listed in the table below:

- 3.1 Municipal Transformation and Organisational Development.
- 3.2 Basic Service Delivery
- 3.3 Local Economic Development (LED).
- 3.4 Municipal Financial Viability and Management.
- 3.5 Good Governance and Public Participation.

KPA	GOAL	OBJECTIVE	REFERENCE NUMBER	STRATEGY	INDICATOR	WEIGHT 100%	QUARTER 1 TARGET	QUARTER 2 TARGET	QUARTER 3 TARGET	QUARTER 4 TARGET	PROTFOLIO OF EVIDENCE
Local Economic Development and Social Development	To respond to social development issues and create a climate conducive for local economic development	Promote economic growth and developm+C24ent	LESD01	Create jobs through LED initiatives	Number of jobs created through EPWP		94			240	SALARY REPORT ON JOB CREATION
					Number of jobs created through CWP			1000			
					Number of jobs created through capital projects		50				
			LESD02	Provide support to Local Businesses	Number SMMEs and Co-ops supported		24		24	SOCIAL SERVICES REPORT & FINANCIAL RECORDS	
					Number of Business Forums Held		1	1	1		1
Good Governance and Public Participation	To enhance and implement systems and procedures towards accountable local governance	Effective Public participation	GGPP01	Ensure functional Ward Committees	Number of functioning Ward Committees		42	42	42	42	ATTENDANCE REGISTER
Cross-cutting Issues	To create functional systems and procedures to attain effective land use and sustainable environmental management	Efficient credible strategic and spatial municipal planning	CRCI01	Development of Wall-Wall Scheme	Date of adoption of Wall-to-Wall Scheme					30-Jun-15	COUNCIL RESOLUTION
			CRCI02	Implementation of the KZN Planning and Development Act	% of applications processed within the legal timeframes		100%	100%	100%	100%	
	CRCI03	To mitigate the effect of disasters and ensure improved responses	Establishment of disaster management Structures and systems	Date of adoption of reviewed Disaster Management Plan					30-Mar-15		COUNCIL RESOLUTION
				Number of Established Disaster Management Forums			1				ATTENDANCE REGISTERS & MINUTES

KPA	GOAL	OBJECTIVE	REFERENCE	STRATEGY	INDICATOR	WEIGHT	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	PROTFOLIO OF EVIDENCE
	response to disasters and; Post-disaster recovery and rehabilitation.				Date disaster management centre established		30-Dec-14				ESTABLISHED DISASTER MANAGEMENT CENTRE
				Functional Disaster Management Centre	Percentage response to reported disasters		100%	100%	100%	100%	DISASTER MANAGEMNT REPORTS

CORE COMPETENCY REQUIREMENTS FOR EMPLOYEES (CCR)

The CCRs will make up the other 100%/20% of the employee's assessment score. CCRs that are deemed to be most critical for the employee's specific job should be selected from the list below as agreed to between the employer and the employee and must be considered with due regard to the proficiency level agreed to.

2. CORE COMPETENCY REQUIREMENTS FOR EMPLOYEES (CCR)			1st	2nd	3rd	4th
Core Managerial and Occupational Competencies	√ (Indicate choice)	Weight	Score	Score	Score	Score
<i>A. Core Managerial Competencies:</i>						
Strategic Capability and Leadership						
Programme and Project Management						
Financial Management	Compulsory	20				
Change Management		5				
Knowledge Management		5				
Service Delivery Innovation						
Problem Solving and Analysis		10				
People Management and Empowerment	Compulsory	10				
Client Orientation and Customer Focus	Compulsory	5				
Communication						
Honesty and Integrity						
<i>B. Core Occupational Competencies:</i>						
Competence in Self Management						
Interpretation of and implementation within the legislative and national policy frameworks		10				
Knowledge of developmental local government		5				
Knowledge of Performance Management and Reporting		10				
Knowledge of global and South African specific political, social and economic contexts						

Competence in policy conceptualisation, analysis and implementation		5				
Knowledge of more than one functional municipal field / discipline						
Skills in Mediation		10				
Skills in Governance		5				
Competence as required by other national line sector departments						
Exceptional and dynamic creativity to improve the functioning of the municipality						
Total percentage		100%				

The employee's assessment will be based on his or her performance in terms of the outputs/outcomes (performance indicators) identified as per the performance plan which are linked to the KPA's, which constitute 100%/80% of the overall assessment result as per the weightings agreed to between the employer and employee.

1. Key Performance Areas (KPA's) for Technical Services Director		1st	2nd	3rd	4th
	Weighting	Score	Score	Score	Score
Good Governance & Public Participation	20				
Institutional Development and Transformation	70				
Financial Viability	5				
Basic Service Delivery	5				
Total	100%				