

<b>PERFORMANCE PLAN</b>
TECHNICAL SERVICES DIRECTOR
Okhahlamba Local Municipality
2013/2014

This plan defines the Council's expectations of the Director Technical 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 **1 August 2012** to **31 June 2013**

Signed and accepted by the: <i>MUNICIPAL MANAGER</i> on behalf of the Council	
Signed by the TECHNICAL SERVICES DIRECTOR:	
DATE:	

## **1. Purpose**

The performance plan defines the Council's expectations of the Director Technical 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 Technical Services'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.



**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.

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

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

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.

<b>1. Key Performance Areas (KPA's) for Technical Services Director</b>		<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>	<b>4<sup>th</sup></b>
	<b>Weighting</b>	<b>Score</b>	<b>Score</b>	<b>Score</b>	<b>Score</b>
Good Governance & Public Participation					
Institutional Development and Transformation	5				
Financial Viability	10				
Basic Service Delivery	85				
<b>Total</b>	<b>100%</b>				