MR FB SITHOLE : MUNICIPAL MANAGER'S PERFOMANCE PLAN

Key Performance Area's (KPA's)	Weight	Performance Indicators/ Key Deliverable/Output	Target/Standard/Measure	Progress on date of review	Score
		Progress made regarding management of municipal contracts	Reports on municipal contracts submitted to ExCo on quarterly basis		
		MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT - FINAL SCORE			
SOCIO-ECONOMIC DEVELOPMENT	**20**	Progress made in the adoption and implementation of the approved LED strategy	LED Strategy review adopted by Council by 31 MARCH 2016		
		Progress made with the lobbying of funding for the preparation of the Tourism strategy	Business proposal submitted to NDT by 30 December 2015		
		Progress with the implementation of the HIV/Aids strategy	Progress with regards to HIV/Aids strategy implementation		
		Hosting the IDP strategic session to review the municipal vision	Hold a strategic planning session by March 2016		
		SOCIO - ECONOMIC DEVELOPMENT - FINAL SCORE			
MUNICIPAL TRANSFORMATION AND INSTITUTIONAL DEVELOPMENT	**10**	No of staff meetings held per annum	One (1) meeting held on bi-monthly basis Six (6) meetings held by 30 June 2016		

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Key Performance Area's (KPA's)	Weight	Performance Indicators/ Key Deliverable/Output	Target/Standard/Measure	Progress on date of review	Score
		No of Manco meetings held per annum	One (1) meeting held per month Twelve (12) meetings held by 30 June 2016		
		Number of people from the designated group employed in three highest levels of management	Two (2) people from the designated group employed in three highest levels of management by 30 June 2016		
		% of resolutions implemented of all the meetings held with key stakeholders	100% by 30 June 2016		
		Progress made in the review of the Municipal organogram	Organogram reviewed and finalised by 30 June 2016		
		Quarterly performance reports submitted to ExCo	Four reports, one per quarter submitted to ExCo Four quarterly reports submitted to ExCo by 30 June 2016		
		% of vacancies on the approved organogram budgeted and filled	100% filled by 31 December 2016		
		MUNICIPAL TRANSFORMATION AND INSTITUTIONAL DEVELOPMENT - FINAL SCORE			

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Key Performance Area's (KPA's)	Weight	Performance Indicators/ Key Deliverable/Output	Target/Standard/Measure	Progress on date of review	Score
STRATEGIC PLANNING	15	Progress made with the preparation and aligning IDP sector plans with PGDS, DGDP, PSEDS and NSDP.	• Adoption of the DGDP. • IDP finalised and adopted by Council by 30 June 2016		
		No of +IDP progress reports submitted	IDP progress report submitted to Council on quarterly basis		
		STRATEGIC PLANNING - FINAL SCORE			
PERFORMANCE MANAGEMENT SYSTEM	10	Progress made with the alignment of the organizational Score Card to the IDP under review	Organizational scorecard developed and finalised by 31 October 2015		
		No of performance reports submitted	Performance Reports submitted to Council on bi-annually basis		
		% employees KPIs reviewed and aligned to the Job descriptions	100% employees KPIs reviewed and aligned to Job Descriptions by 31 October 2015		
		PERFROMANCE MANAGEMENT SYSTEM - FINAL SCORE			

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LEADING COMPETENCY REQUIREMENTS FOR EMPLOYEES LEADING COMPETENCIES	√	WEIGHT	Progress on date of review	Score
1. Strategic Direction and Leadership	✓	15		
Impact and Influence	✓			
Institutional Performance Management	✓			
Strategic Planning and Management	✓			
Organisational Awareness	✓	10		
2. People Management	✓			
Human Capital Planning and Development	✓			
Diversity Management	✓			
Employee Relations Management	✓			
Negotiation and Dispute Management				
3. Program and Project Management	✓	10		
Program and Project Planning and Implementation	✓			
Service Delivery Management	✓			
Program and Project Monitoring and Evaluation	✓	15		
4. Financial Management	✓			
Budget Planning and Execution	✓			
Financial Strategy and Delivery	✓			
Financial Reporting and Monitoring	✓	10		
5. Change Leadership	✓			
Change Vision and Strategy	✓			
Process Design and Improvement	✓			
Change Impact Monitoring and Evaluation	✓	10		
6. Governance Leadership	✓			
Policy Formulation	✓			
Risk and Compliance Management	✓			
Cooperative Governance	✓			
Policy Formulation	**total**	**30**		
CORE COMPETENCIES	✓	5		
• Moral Competence	✓	5		
• Planning and Organising	✓	5		
• Analysis and Innovation				