CEDERBERG MUNICIPALITY

## PERFORMANCE EVALUATION SUMMARY

Performance evaluation of:	Henry Slimmert
Period	Midyear 2020/21
Panel Members	Mayor: N Qunta Other: F Kamfer
Date of evaluation	11 February 2021

PERFORMANCE RESULTS

	Total score for period	Total weight for period	Weighted percentage	Performance %
Operational Performance	31.00	49.00	80.00%	50.61%
Core Competency Requirements	16.03	20.04	20.00%	16.00%
Final Score	47.03	69.04	100.00%	66.61%

OVERALL PERFORMANCE
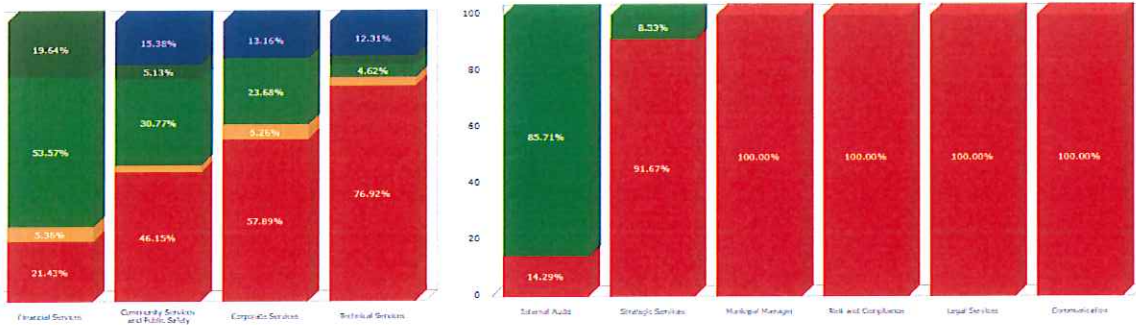
PERFORMANCE COMMENTS

Signed by panel members:	Mayor: N Qunta		
	Other: F Kamfer		
Signed by employee	Henry Slimmert		Date 15/03/2021
Comments	....		

OPERATIONAL KPI'S

PMS REF	Ref No	National KPA	Key Performance Indicator (KPI)	Unit of measurement	Targets Q1	Q2	Q3	Q4	Weight	Self Eval	Mayor Score	Final score	Performance Comment & Corrective Measures	Target	Actual	R
1	SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 80% of the KPI's of the Directorate: Financial Services	80% of the KPI's of the directorate have been met as per Ignite Dashboard report	80%	80%	80%	80%	4	3	4	3.2	Refer to Graph			
2	SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 80% of the KPI's of the Directorate: Corporate Services	80% of the KPI's of the directorate have been met as per Ignite Dashboard report	80%	80%	80%	80%	4	3	3	2.4	Refer to Graph			
3	SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 80% of the KPI's of the Directorate: Community Services and Public Safety	80% of the KPI's of the directorate have been met as per Ignite Dashboard report	80%	80%	80%	80%	4	3	4	3.2	Refer to Graph			
4	SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 80% of the KPI's of the Directorate: Technical Services	80% of the KPI's of the directorate have been met as per Ignite Dashboard report	80%	80%	80%	80%	4	3	3	2.4	Refer to Graph			
5	SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 90% of the KPI's of the Sub Directorate: Internal Audit	90% of the KPI's of the directorate have been met as per Ignite Dashboard report	90%	90%	90%	90%	4	3	3	2.4	Refer to Graph			
6	SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 90% of the KPI's of the Sub Directorate: Strategic Services	90% of the KPI's of the directorate have been met as per Ignite Dashboard report	90%	90%	90%	90%	4	3	3	2.4	Refer to Graph			
7	SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 90% of the KPI's of the Sub Directorate: Legal Services	90% of the KPI's of the directorate have been met as per Ignite Dashboard report	90%	90%	90%	90%	4	3	3	2.4	Refer to Graph			
8	SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 90% of the KPI's of the Sub Directorate: Risk and Compliance	90% of the KPI's of the directorate have been met as per Ignite Dashboard report	90%	90%	90%	90%	4	3	3	2.4	Refer to Graph			
9	SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 90% of the KPI's of the Sub Directorate: Communication	90% of the KPI's of the directorate have been met as per Ignite Dashboard report	90%	90%	90%	90%	4	3	3	2.4	Refer to Graph			
10	TL1 (Fin)	Basic Service Delivery	The percentage of the municipal capital budget actually spent on capital projects as at 30 June 2021 (Actual amount spent on capital projects/Total amount budgeted for capital projects)X100	% of the municipal capital budget actually spent on capital projects as at 30 June 2021	0	20%	60%	90%	4	3	3	2.4		20.00%	21.80%	G2
11	TL2	Good Governance and Public Participation	Develop and submit the risk-based audit plan for 2021/22 to the Audit Committee by 30 June 2021	Risk based audit plan submitted to the Audit Committee by 30 June 2021	0	0	0	1	4				Not applicable for this period			

PMS REF	Ref No	National KPA	Key Performance Indicator (KPI)	Unit of measurement	Q1	Q2	Q3	Q4	Weight	Self Eval	Mayor Score	Final score	Performance Comment & Corrective Measures	Target	Actual	R
													Targets			
12	TL3	Good Governance and Public Participation	Compile and submit the draft annual report for 2019/20 to Council by 31 January 2021	Draft annual report for 2019/20 submitted to Council by 31 January 2021	0	0	1	0	4				Not applicable for this period			
13	TL4	Good Governance and Public Participation	Compile and submit the final annual report and oversight report for 2019/20 to Council by 31 March 2021	Final annual report and oversight report for 2019/20 submitted to Council by 31 March 2021	0	0	1	0	4				Not applicable for this period			
14	TL5	Good Governance and Public Participation	Submit the final reviewed IDP to Council by 31 May 2021	Final IDP submitted to Council by 31 May 2021	0	0	0	1	4				Not applicable for this period			
15	TL20 (Fin)	Municipal Financial Viability and Management	Submit financial statements to the Auditor-General by 31 August October 2020	Approved financial statements submitted to the Auditor-General by 31 August October 2020	1	0	0	0	3	3	3	1.8	KPI was ot updated when AFS was submitted in Oct 20	1	0	R
16	TL22 (Fin)	Municipal Financial Viability and Management	Achieve an unqualified audit opinion for the 2019/20 financial year	Unqualified Audit opinion received	0	1	0	0	4				Not applicable for this period			
17	TL23 (Fin)	Municipal Financial Viability and Management	Submit the draft main budget to Council by 31 March 2021	Draft main budget submitted to Council by 31 March 2021	0	0	1	0	4				Not applicable for this period			
18	D1	Municipal Transformation and Institutional Development	Hold monthly EXCO meetings	Number of meetings held	3	3	3	3	3	3	3	1.8		6	4	R
19	D2	Municipal Transformation and Institutional Development	Hold an annual meeting with all staff	Number of meetings held	0	0	0	1	3				Not applicable for this period			
20	D3	Municipal Transformation and Institutional Development	Approve the departmental SDBIP within 28 days after the approval of the main budget by Council	Departmental SDBIPs approved	0	0	0	1	4				Not applicable for this period			
22	D4	Municipal Transformation and Institutional Development	Monitor the implementation of the action plan developed to address all the issues raised in the management letter of the Auditor-General and submit quarterly progress reports to Executive Mayor	Number of progress reports monitored and submitted to Executive Mayor	1	1	1	1	3	3	3	1.8		2	1	R
				Total					80			31				
			Weights applicable for the period						49							

Clusters	Leading Competencies (Competency Name)	Competency Definition	Weighting	Score out of 5	Final Score	Core Competencies	Competency Definition	Weighting	Score out of 5	Final Score
	Strategic Direction and Leadership	Provide and direct a vision for the institution, and inspire and deploy others to deliver on the strategic institutional mandate	1.67	4	1.34	Moral Competence	Able to identify moral triggers, apply reasoning that promotes honesty and integrity and consistently display behaviour that reflects moral competence	1.67	5	1.67
	People Management	Effectively manage, inspire and encourage people, respect diversity, optimise talent and build and nurture relationships in order to achieve institutional objectives	1.67	4	1.34	Planning and Organising	Able to plan, prioritise and organise information and resources effectively to ensure the quality of service delivery and build efficient contingency plans to manage risk	1.67	5	1.67
	Program and Project Management	Able to understand program and project management methodology; plan, manage, monitor and evaluate specific activities in order to deliver on set objectives	1.67	3	1.00	Analysis and Innovation	Able to critically analyse information, challenges and trends	1.67	3	1.00
	Financial Management	Able to compile, plan and manage budgets, control cash flow, institute financial risk management and administer procurement processes in accordance with recognised financial practices. Further to ensure that all financial transactions are managed in an ethical manner	1.67	4	1.34	Knowledge and Information Management	Able to promote the generation and sharing of knowledge and information through various processes and media, in order to enhance the collective knowledge base of local government	1.67	4	1.34
	Change Leadership	Able to direct and initiate institutional transformation on all levels in order to successfully drive and implement new initiatives and deliver professional and quality services to the community	1.67	4	1.34	Communication	Able to share information, knowledge and ideas in a clear, focused and concise manner appropriate for the audience in order to effectively convey, persuade and influence stakeholders to achieve the desired outcome	1.67	4	1.34
	Governance Leadership	Able to promote, direct and apply professionalism in managing risk and compliance requirements and apply a thorough understanding of governance practices and obligations. Further, able to direct the conceptualisation of relevant policies and enhance cooperative governance relationships	1.67	4	1.34	Results and Quality Focus	Able to maintain high quality standards, focus and achieving results and objectives while consistently striving to exceed expectations and encourage others to meet quality standards. Further, to actively monitor and measure results and quality against identified objectives	1.67	4	1.34
			10.02		7.68			10.02		8.35

TOTAL SCORE 16.03