



PERFORMANCE PLAN - MANAGER: CORPORATE SERVICES 2010/11

NAME:	S. PERUMALL	LINE MANAGER:	D. B. CE BEKHULU
EMPLOYEE NO.	5010287	JOB TITLE:	MUNICIPAL MANAGER
JOB TITLE:	MANAGER CORPORATE SERVICES	BUSINESS UNIT / SITE:	
DIVISION / BUSINESS UNIT:	CORPORATE SERVICES	PERIOD:	
SITE:		REVIEW DATE:	01 JULY 2010 TO 30 JUNE 2011
RATING SCALE:	1. Not meeting the standards; 2. Meet some of the standards; 3. Meet all the standards; 4. Meet all & exceed some standards; 5. Meet & exceed all standards		

Key Performance Area's (KPA's) Weight = 80%  
 Core Competency requirements (CCR's) Weight = 20%

Key Performance Area's (KPA's)	Weight	Performance Indicators/ Key Deliverable/Output	Target/Standard/Measure	Progress on date of review	Score
COMMUNITY SERVICES		Libraries	Reporting to Portfolio Committee and Exco Frequency: Monthly		
		Museum	Reporting to Portfolio Committee and Exco Frequency: Monthly		
		Traffic & Law Enforcement	Reporting to Portfolio Committee and Exco Frequency: Monthly		
		Testing Station	Reporting to Portfolio Committee and Exco Frequency: Monthly		
<b>COMMUNITY SERVICES - FINAL SCORE</b>					

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ANNEXURE A

Key Performance Area's (KPA's)	Weight	Performance Indicators/ Key Deliverable/Output	Target/Standard/Measure	Progress on date of review	Score
<b>DIFFERENTLY ABLED AND EMPLOYMENT EQUITY</b>		Annually review Council's Employment Equity Plan	Employment Equity Plan in place and reviewed annually (yes/no)		
		Promote Employment Equity	Number of black staff employed		
			Number of female staff employed		
			Number of disabled staff employed		
			Number of youth employed		
<b>DIFFERENTLY ABLED AND EMPLOYMENT EQUITY - FINAL SCORE</b>					
<b>HEALTH SERVICES, PRIMARY CARE AND HIV/AIDS</b>		Render an efficient and comprehensive service to residents	Reporting to Portfolio Committee and Exco Frequency: Monthly		
		Mitigate the effect of HIV/ Aids	Reports by responsible co-ordinator		
			Annual HIV/ Aids awareness campaign		
			HIV/ Aids strategy in place (yes/no)		
<b>HEALTH SERVICES, PRIMARY CARE AND HIV/AIDS - FINAL SCORE</b>					

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Handwritten initials: "Aly"

Handwritten mark: "B"



Endumeni Municipality

ANNEXURE A

Key Performance Area's (KPA's)	Weight	Performance Indicators/ Key Deliverable/Output	Target/Standard/Measure	Progress on date of review	Score
<b>PERFORMANCE MANAGEMENT, HUMAN RESOURCE MANAGEMENT</b>		Manage the performance of the Endumeni Municipality and staff	Number of sec 57 performance agreements in place and signed		
		Monitor and control all leave	AG and internal audits audit opinion on leave records		
		Put in place staff structure that will enable Council to deliver on its mandate	Organogram adopted (yes/no)		
<b>PERFORMANCE MANAGEMENT HUMAN RESOURCE MANAGEMENT AND WORKPLACE SKILLS- FINAL SCORE</b>					
<b>WORKPLACE SKILLS</b>		Advance the skills level of employees	Annually reviewed workplace skills plan in place		
	<b>WORKPLACE SKILLS - FINAL SCORE</b>				
<b>COMMUNITY SAFETY, DISASTER MANAGEMENT &amp; FIRE</b>		Update Council on disaster management and fire emergency	Report to Portfolio Committee and Exco Frequency: Monthly		
		Ensure the Disaster Management Plan is updated regularly	Disaster Management Plan in place (yes/no)		
		Ensure delivery of comprehensive fire fighting service	Fire response plan in place (yes/no)		
<b>COMMUNITY SAFETY, DISASTER MANAGEMENT &amp; FIRE - FINAL SCORE</b>					
<b>INFORMATION TECHNOLOGY</b>		Improve communication	Website updated regularly (yes/ no)		
		Appropriate IT Strategy	IT Strategy in place (yes/no)		
<b>INFORMATION TECHNOLOGY - TOTAL SCORE</b>					

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Endumeni Municipality

ANNEXURE A



Core Competency Requirements	Weight	Performance Indicators/ Key Deliverable / Output	Target/Standard/Measure	Progress on date of review	Score
Strategic Capability and Leadership	25%	See competency framework	See competency framework		
Financial Management	25%	See competency framework	See competency framework		
Project Management	25%	See competency framework	See competency framework		
Communication	25%	See competency framework	See competency framework		

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INDIVIDUAL TRAINING & PERSONAL DEVELOPMENT PLAN (PDP)

SIGNATURES

Employee's Comments NONE

Line Manager's Comments \_\_\_\_\_

[Signature] \_\_\_\_\_  
Signature Date 22/06/2010

[Signature] \_\_\_\_\_  
Signature Date 22/06/2010 Contracting Period

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_ After Appraisal

[Handwritten Signatures]