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MID-YEAR PERFORMANCE EVALUATIONS OF SECTION 56 & 57 EMPLOYEES OF 2019/2020 FINANCIAL YEAR

PURPOSE

The purpose of the report is to:

- Submit to Council mid-year performance reports for information
- Enable Council to observe the individual performance of Section 56 & 57 employees; *and*

Background

The Municipal Systems Act, 2000 (Act 32 of 2000) prescribes that the municipality must enter into a performance-based agreement with all s56-employees and that performance agreements must be reviewed annually.

The performance agreements of the s57-employees (s56-appointees and the managers reporting directly to the municipal manager) therefore establish the performance relationship between the employer and the employee and require that the performance of the employee needs to be evaluated at least twice per annum.

The evaluations reported on in this report focussed on the performance of the senior management for the 2019/2020 MID-YEAR EVALUATION CONDUCTED ON 21 February 2020.

For purposes of evaluating the mid-year performance of the employee, a one on one session between Portfolio head and the Municipal Manager prior to the scheduled formal session . The formal evaluation session was scheduled for 26 February 2020 but the Mayor indicated that he was not available, and was then moved to 2 April 2020.

Due to the national state of disaster declared by President Ramaphosa due to COVID 19 the session could not take proceed

The evaluation of the Section 57 employees was done Mr Mokweni and respective Portfolio heads

- Executive Mayor H Jansen - Chairperson for Municipal Manager
- Councillor B Janse - Portfolio Chairperson for Corporate Services
- Councillor GD Joubert - Mayco member for Municipal Manager
- Councillor SW Strauss - Portfolio Chairperson for Community Services
- Councillor GD Joubert -Portfolio Chairperson for Engineering
- Councillor K Burger - Portfolio Chairperson for Strategy and Social Development
- Councillor E. Scheffers - Portfolio Chairperson for Finance
- Mr S. Mokweni - Municipal Manager & Chairperson for directors' assessments

Recommendation

That Council take cognizance of the mid-year performance evaluation process that was followed.

According to Council Resolution A2999 dated 24 June 2014 the System of Delegations states as follows:

113 **Emergency Decision-making**

1. *To decide on and acts in cases requiring an immediate decision, in consultation with the Executive Mayor or Deputy Mayor or Speaker. If the Executive Mayor or Deputy Mayor or Speaker is not available, then only in exceptional cases the Municipal Manager may act on his/her own initiative.*
 - a) *This delegation may only be exercised in an emergency or in exceptional circumstances which may severely prejudice and have a detrimental impact on the Municipality and/or its residents, without detracting from the principle of accountability.*
 - b) *This power cannot be delegated or sub-delegated and whenever it is exercised, a report must be submitted to Council as soon as possible.*

This report has been approved by:


ALD. H. M. JANSEN
EXECUTIVE MAYOR


S. A. MOKWENI
MUNICIPAL MANAGER

Date: 13/05/2020.....

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