

Individual Performance Scorecard: 2007/2008				Level	Terminology	Description
				5	Outstanding performance	Performance far exceeds the standard expected of an employee at this level. The appraisal indicates that the Employee has achieved above fully effective results criteria and indicators as specified in the PA and Performance plan and maintained this in all areas of responsibility throughout the year.
Director:Public Safety, Health and Disaster Management				4	Performance significantly above expectations	Performance is significantly higher than the standard expected in the job. The appraisal indicates that the Employee has achieved above fully effective results against the performance criteria and indicators and fully achieved all others throughout the year.
VR Lwana				3	Fully effective	Performance fully meets the standards expected in all areas of the job. The appraisal indicates that the Employee has fully achieved effective results against all criteria and indicators as specified in the PA and Performance Plan.
				2	Performance not fully effective	Performance is below the standard required for the job in key areas. Performance meets some of the standards expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against more than half the key performance criteria and indicators as specified in the PA and Performance Plan.
Position Purpose:				1	Unacceptable performance	Performance does not meet the standard expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against performance criteria and indicators as specified in the PA and Performance Plan. The employee has failed to demonstrate the commitment or ability to bring performance up to the standard expected in the job despite management efforts to encourage improvement.

To provide strategic leadership and management of the Public Safety, Health and Disaster Management Directorate within Buffalo City Municipality to ensure that department meet the needs and requirements of the community according to available resources

KPA	Service Delivery Objective	IDP / SDBIP Reference Codes	Indicators	Indicator Type	Measurement Source	Frequency	Baseline	Target 07/08	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Indicator Owner	Weighting	Reason for Deviation / Barriers	Score				
																Review				
																1	2	3	4	5
Basic Service Delivery	To achieve Disaster Management Plan Objectives	S11	% achievement of Framework Policy Objectives.	Output	Disaster management annual report - approved by Council	Annually	0%	100%	10%	30%	60%	100%	Secondary	6.67						
			% Reduction of crime through municipal policing	Output	Report to Management	Quarterly	0%	10%	2%	5%	7%	10%	Secondary	6.67						
			% progress towards the formulation and adoption of a liquor trading hours by-law	Outcome	Council minutes	Annually	0%	100%	25%	50%	75%	100%	Primary	6.67						
			% progress towards the formulation and adoption of a noise pollution by-law	Outcome	Council minutes	Annually	0%	100%	25%	50%	75%	100%	Primary	6.67						
Municipal Financial Viability & Management	To safeguard the property and assets of the municipality		Number of contracts managed by the Directorate PHS&DM	Output	Management Reports	Annually	0	3	0	0	0	3	Primary	10						

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																Review				
																1	2	3	4	5
Basic Service	To ensure enforcement of Traffic Laws & by-laws		% progress against the annual traffic law enforcement plans	Outcome	Management Reports	Annually	0%	100%	25%	50%	75%	100%	Secondary	6.67						

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																Review				
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Delivery	To maintain standards with regards to average response time	BCM6	Average response time from call to dispatch to all fire, traffic, law enforcement emergencies	Output	Traffic, fire, law enforcement records	Annually	Within 60 seconds	Within 60 seconds	Within 60 seconds	Within 60 seconds	Within 60 seconds	Within 60 seconds	Primary	6.67						
Good Governance & Public Participation	To conduct HIV related training sessions to increase public awareness	BCM 6	Number of training sessions conducted for professionals, NGOs and support groups on STIs, HIV, PMTC, VCT and ARVs	Output	Quarterly reports	Quarterly	68	75	20	40	60	75	Secondary	10						
	To establish annual trends of HIV prevalence among antenatal customers at municipal clinics		% HIV prevalence of antenatal women reporting to clinics in the Buffalo City Area	Output	Annual Survey	Annually	29%	29%	0	0	0	29%	Primary	6.67						
Basic Service Delivery	To prevent the occurrence of key water-related diseases			% containment of any reported incidents of Typhoid, Cholera and Hepatitis A	Output	District Health Information System and BCM Health Department Report	Annually	0%	100%	100%	100%	100%	100%	Primary	6.67					
Basic Service Delivery	To improve air quality monitoring in compliance with National Health Act	E1	Fully functional Air quality monitoring stations x2 in BCM	Output	Presence of Air Quality Monitoring Stations	Annually	1 x Partially Functioning Air Quality Monitoring Station	2	1	1	1	2	Secondary	6.67						
	To ensure training and capacitation of health care givers and communities on HIV/AIDS prevention, treatment, care and support within the BCM area	S2	Number of health care givers trained in provincially approved programmes	Output	Reports Attendance Registers	Quarterly	1058	1300	325	650	975	1300	Primary	6.67						
	To contribute to a safe and healthy environment through adequate, integrated and sustainable municipal health services (as defined in the National Health Act)	S3	Compliance with National Policy and associated indicators (monitoring, enforcement, promotion, vector control)	Process	Management Reports	Annually	60%	70%	60%	62%	66%	70%	Primary	6.67						
			Obtain agency status for Environmental Health from Amathole District Municipality	Outcome	Service Level Agreement	Yearly	0	1	0	0	0	1	Primary	6.67						

APPENDIX A
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Review 2
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