

Individual Performance Scorecard: : 2009 / 2010		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 against all performance criteria and indicators as specified in the PA and Performance plan and maintained this in all areas of responsibility throughout the year.
Director: Engineering Services		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 more than half of the performance criteria and indicators and fully achieved all others throughout the year.
N. NCUNYANA		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 result significant performance 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 almost all of the performance criteria and indicators as specified in the PA and Performance Plan. The employee has failed to demonstrate the commensurate performance up to the level expected in the job despite management efforts to encourage improvement.

To provide a sustainable, reliable and affordable engineering service and infrastructure for Buffalo City Municipality and all stakeholder communities

KPA	Service Delivery Objective	IDP / SDBIP Reference Codes	Indicators	Indicator Definition	Measurement Source	Frequency	Baseline	Target 08/09	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Indicator Owner	Weighting	Reason for Deviation	Score
																Review 1
																1 2 3 4 5
Municipal Institutional Development & Transformation	A safe, efficient, functioning and well maintained electricity infrastructure network	BCM2 I&S31	Rand value of capital		Financial Reports	Quarterly	90%	90%	10%	30%	60%	90%				
	Repair and replace non-functional streetlights in accordance with the available budget	I&S31	No. of days taken in reducing response time to repair street lights		Number of days to repair from Receipts to Outage Report	Quarterly	0%	80%	20%	40%	50%	80%				
	All low-income settlements are electrified	BCM5 I&S26	No. of households in low income settlements electrified		INEP Report	Annually	1000	1000	0	0	500	1000				
Basic Service Delivery	To provide road lighting that meets the relevant standards	BCM5 I&S28	No. of all street light faults reported within 7 days		Monthly reports	Monthly	90%	90%	90%	90%	90%	90%				
		I&S26	No. of new street lights installed		Report to Council	Annually	1500	1500	0	0	700	1500				
	Reduction in the negative impact of sanitation on the environment		% compliance (E-Coli and nutrient levels) wrt effluent discharged from Waste Water Treatment Works		Lab Results	Monthly	55%	58%	55%	55%	55%	58%				
	Accreditation of BCM laboratory		% progress towards accreditation of the BCM lab		Accreditation certification	Annually	8%	20%	8%	8%	8%	20%				

KPA	Service Delivery Objective	IDP / SDBIP Reference Codes	Indicators	Indicator Definition	Measurement Source	Frequency	Baseline	Target 08/09	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Indicator Owner	Weighting	Reason for Deviation	Sci
																Review 1
Basic Service Delivery	Reduction in turn around time between sample receipt and analytical result submission		Average of lag period		Analytical Report Status	Quarterly	14 days	10 days	12 days	12 days	11 days	10 days				
	Review the Water Service Development Plan in conjunction with IDP development and review	I & S 13	% WSDP reviewed		Council approval of updated WSDP	Annually	80%	100%	85%	90%	95%	100%				
	Well maintained and operated water services infrastructure	I & S 15	% availability of waste water services to serviced customers		Management Report	Monthly	95%	95%	95%	95%	95%	95%				
	Eliminate sanitation backlogs	I & S 17	No. of households with access to the minimum basic standard of sanitation provision		BCM Water Services Master Plan & Progress Report	Quarterly	122167 (63%)	126027	123132	124097	125062	126027				

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																Review 1	
Basic Service delivery	Provide and maintain a safe & economical road and stormwater network which supports the development & economic growth of the City	BCM5 I&S13	Kilometers of roads upgraded to surfaced standards and storm water drainage system.		Management Report	Annually	25km	50km	5km	15km	35km	50km					
			Kilometers of surfaced gravel roads maintained and associated storm water to acceptable standards.		Management Report	Quarterly	500km	600km	100km	250km	400km	600km					
	Well maintained and operated water services infrastructure	I & S 15	WTW in BCM to obtain Blue Drop Status		DWAEE audit	Annually	0	2 of 2	0	0	0	2 of 2					
			No. of WWTW in BCM to obtain Green Drop Status			Annually	0	4 of 15	0	0	0	4 of 15					
Local Economic Development	Create work opportunities and training for work opportunities	BCM5 I&S22	No. of EPWP Learnership contractors engaged by the municipality		Report to Council	Annually	10	20	10	10	10	20					
	Undertake projects using labour intensive options where possible	BCM5 I&S22	No. of mana-days of labour created through the EPWP and other projects		Report to Council	Quarterly	80000	90000	20000	40000	65000	90000					
Financial viability & Management	implement revenue protection measures	I&S30	% of reported defective meters repaired		Audit register	Quarterly	0%	80%	80%	80%	80%	80%					
	MIG Funding is expended in applicable financial year		Amount of Grant Funding spent		National Treasury Report	Quarterly	R136m	R17,136m	R17,21m	R68,85m	R120,65m	R172,136m					

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																Review 1
Good Governance & Public Participation	Efficient Water Resource Management	I & S 19	% reduction in water losses		Water Statistics	Quarterly	43%	30%	43%	40%	35%	30%				
			Finalise and develop asset register for electricity , water, sanitation, roads and stormwater		Asset register	Annually	0									
	Formulation of a Services Charter to establish levels of water to be provided	I & S 15	% implementation of annual targets in the SLA with Amathole Water Board		Report to Standing Committee & Council	Annually	30%	100%	30%	60%	80%	100%				
MUNICIPAL MANAGER:	AMANDA MAGWENTSHU				DIRECTOR:	N. NCUNYANA										
SIGNATURE:	_____				SIGNATURE:	_____										
DATE:	_____				DATE:	_____										

APPENDIX A

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