SALGA
South African Local Government Association

PROGRESS REPORT ON JOB EVALUATION

MUNIMEC

SALGA
South African Local Government Association

MATTERS TO BE CONSIDERED

1. Job Evaluation: Update
2. Senior Managers Induction Program: Update

SALGA
South African Local Government Association

Job Evaluation : Update

Background

- The Collective Agreement that regulated job evaluation expired at the end of October 2009.
- The current status of job evaluation in the province is as follows :
- Task results received- 50 [83%]
- Task results audited- 42 [70%]
- Results published- 38 [63%]
- The following municipalities were not job evaluated but benchmarked:

Greater Kokstad, Hibiscus Coast, Harry Gwala, Umgungundlovu, Umzumbe, Nongoma, Abaqulusi, eDumbe, Ugu, Vulamehlo, Umdoni, Ezinqoleni

SALGA
South African Local Government Association

Job Evaluation

- SALGA resolved to deal with the matter of job evaluation as policy matter and developed a job evaluation guideline document that was adopted by the NEC of SALGA ,working groups and the municipalities
- 5 Job Evaluation Regions were established (EThekwini, Msunduzi, Emnambithi, Uthungulu and Ugu)
- The municipalities closest to these regions shall be evaluated and trained in those regions.
- The outcomes of the JEU to be referred to a Provincial Audit Committee
- The Committee to consist of 4 representatives and 2 alternates whilst each committee to have 1 representative from each union as observers
- SALGA shall be responsible for the publishing of results and the capturing of all job evaluation outcomes

SALGA
South African Local Government Association

PMA RESOLUTION ON JOB EVALUATION

- The five regions as established and agreed by the human resources working group are confirmed
- All members of the JEUs to sign a confidentiality agreement regarding the job evaluation process
- All municipalities to budget for the job evaluation process per category as agreed between SALGA and Deloitte and these monies be paid to SALGA
- The advertising of posts within municipalities only be done once a formal job evaluation of the post is concluded by the JEU/ Audit Committee

SALGA
South African Local Government Association

PMA RESOLUTION ON JOB EVALUTION… Cont

- The policy of SALGA in terms of job evaluation be accepted as the document to regulate job evaluation in the province
- That the JE Members be released (seconded) for 6 months to expedite the JE process.
- Quarterly evaluation reports be provided to the working group on any challenges experienced by JEUs or municipalities in respect to the job evaluation process

SALGA
South African Local Government Association

Senior Managers Induction Program

- The SALGA 2011-2017 Strategic Plan identified senior leadership and management support as a critical area of intervention to ensure the achievement of municipal human capital development goals and to professionalise local government to meet their constitutional obligations.
- After the conclusion of the 2013 HRM&D Strategy conference held at Gallagher Estate, the SALGA governance structures approved the introduction and roll out of a Senior Management Induction Programme (SMIP) targeted at Municipal Managers and their direct reports. This programme is part of a basket of service offerings provided by SALGA aimed at building the capacity of officials as well as contribute to improved levels of performance on the part of municipalities as institutional organs of service delivery as envisaged in the National Development Plan objective of building a capable state at a local level.
- The overall objective of the SMIP is to properly assimilate municipal Senior Managers into their roles as Heads of Municipal Administrations (and Accounting Officers) together with their direct reports as Heads of Portfolios or Departments whilst also entrenching the desired culture and ethos of professionalism.
- SALGA KZN held its first induction training from 02 – 04 September 2014 for newly appointed Senior Managers and Municipal Managers in KZN appointed in the period of July 2012- Feb 2014.

SALGA
South African Local Government Association

- Below is a breakdown of the municipalities that participated in the SMIP Training together with the number of participants that had registered for the training and actual number of officials that attended the training:

NAME OF MUNICIPALITY	NUMBER OF PARTICIPANTS REGISTERED	PARTICIPANTS THAT ATTENDED ACTUAL TRAINING
1.Newcastle Municipality	3	5
2. Mtonjaneni	4	3
3.Umzumbe	3	3
4. Dannhauser	4	2
5. Ilembe	2	1
6. Umlalazi	4	1
7. Zululand District Municipality	1	1
8.Hibiscus Coast Municipality	2	2
9.Mkhambathini	1	1
10. Uthukela	2	2
11. Enambithi	1	1
12. Msunduzi	1	0
TOTAL	28	22

SALGA
South African Local Government Association

- The SMIP training will be run on a quarterly basis with the next session anticipated to take place in November 2014.
- Officials who registered for the previous SMIP training but did not attend will be afforded an opportunity to attend the second training session.
- Municipalities must ensure that officials nominated are committed to attend the 3 day training session on the SMIP training.

SALGA
South African Local Government Association

RECOMMENDATIONS
INDUCTION FOR SENIOR MANAGERS

- The quarterly induction of all newly appointed senior managers and newly elected councillors was supported
- The list of newly appointed senior managers and newly elected councillors be updated quarterly
- Bi annual evaluation report be submitted to the working group to assess the impact of the induction course and to propose possible amendments to the manual where necessary

SALGA
South African Local Government Association

THANK YOU