

CIRCULAR 08/ 2018

**FROM : XOLILE GEORGE
CHIEF EXECUTIVE OFFICER**

**TO : EXECUTIVE MAYORS / MAYORS
SPEAKERS,
POLITICAL HEADS OF CORPORATE
SERVICES PORTFOLIOS,
CITY/MUNICIPAL MANAGERS**

DATE : 28 FEBRUARY 2018

**INVITATION TO THE INAUGURAL, ANNUAL LOCAL GOVERNMENT: PERFORMANCE MANAGEMENT AND
LABOUR LAW SEMINARS TO BE HELD ON 22 & 23 MARCH 2018**

1. PURPOSE

The purpose of this circular is to cordially invite municipalities to attend the inaugural **Annual Local Government: Performance Management Seminar** to be held on the **22 March 2018**, and/or the **Annual Local Government Employment/Labour Law Seminar** to be held on the **23 March 2018**, at the **Birchwood Hotel & OR Tambo Conference Centre**.

2. BACKGROUND

In pursuance of the SALGA mandate on institutionalizing municipal capacity building, its National Executive Committee (NEC) meeting held on the 13th October 2017 resolved to host the two seminars under the auspices of the SALGA Centre for Leadership and Governance (SCLG), as part of its package of Continuing Professional Development initiatives.

Since the advent of the developmental local government in 2000, various pieces of legislation have been introduced to institutionalise our new system of local government. In particular, the Municipal Systems Act, which ushered a system of performance management for municipalities. The jury is still out on whether, the performance management as regulated has had the desired impact in as far as the realisation of transformational improvements in service delivery and good governance. *By a similar token, each year, the South African Employment/Labour Law environment undergoes shifts, informed by changes in labour legislation, judicial precedents/case law and sector based labour relations practices, such as collective bargaining and dispute resolution. The significance of the presence or lack thereof of a stable labour relations environment to the achievement of the municipality's service delivery goals and objectives cannot be overly emphasized*

The introduction of the SCLG hosted, annual local government seminars should be viewed against the above background and as well as, being a concrete step towards creating an empowered and knowledgeable cadre of political and administrative leadership on the one hand, as well as practitioners on the other hand based on the triple operating model of learning, reflection and sharing.

3. OBJECTIVES OF THE SEMINARS

The seminars, serve as authentic platforms for addressing topical issues affecting performance management and employment relations in Local Government in separate and distinct seminars delivered on consecutive days. They also provide an avenue for cross-pollination of ideas, transfer of knowledge and municipal peer learning on the subjects concerned.

Expressed from a consolidated perspective, the overall objectives of the seminars include the following:

- To keep the political and administrative leadership and practitioners abreast of important developments;
- To create a platform for networking and sharing of best practices based on the audience's particular, and/or peculiar on the ground experience;
- To create a platform for thought leadership and engagement between industry thought leaders and the municipal delegation;
- To create an enabling environment for effective advocacy and constituency immersion on SALGA programmes and interventions;
- To create a user-friendly and open reflective opportunity, that enables problems experienced at a local level to be surfaced with a view of generating mutually beneficial solutions that contribute to high performing municipalities; and
- To assess capacity development needs of the sector in the arena of municipal performance management systems and employment relations/labour law.

4. SOME OF THE TOPICS TO COVERED IN THIS INAUGURAL ROUND OF SEMINARS

The following features shall be examined during each interactive seminar:

- Introduction to performance management for local government; how do I obtain buy-in and motivate the management team to use the performance management system to advance the municipality's developmental goals? How do I develop good quality KPI's to add value to my municipality? What about norms and standards & service delivery standards to improve performance? How can I use Standard Operating Procedures to improve individual and organisational performance? Can performance in terms of compliance be measured whilst we focus on service delivery? Portfolio of evidence: Why is it such a big issue and how to I deal with it? Can I measure performance on resilience? Do we have to measure the performance of our staff at all levels, why and how will be discussed? Talent management: Is individual performance important?
- Ensuring compliance with employment legislation; Handling the Minority Trade Unions with due regard to the Freedom of Association and Collective Bargaining Arrangements within the Sector; Dealing with a Municipality as an Essential Service versus the limitations presented by the signed Minimum Service Agreements; Promoting Interest-Based Collective

Bargaining Approach as a mechanism to enhance orderly collective bargaining within the Local Government; The signed Disciplinary Procedure Collective Agreement (2018-2023) and the improvements it presents on the management of discipline in municipalities.

Thought provoking, keynote presentations by experts and captains in the fields concerned, shall, based on case studies, panel/group sessions, and practical examples, stimulate in-depth discussions relative to the above topics.

Precise and updated programme outlines for the two seminars shall be published in due time as speaker and RSVP confirmations are being secured.

5. THE THEMES FOR THIS INAUGURAL ROUND OF SEMINARS

Notwithstanding the interrelatedness of the contexts, each seminar has been assigned its unique theme as set out below:

PERFORMANCE MANAGEMENT THEME	LABOUR LAW THEME
“Performance Management: A Propeller towards Effective Service Delivery and Good Governance”.	“Advancing an Effective Labour Relations System that Promotes Compliance and Good Governance”.

6. DATE AND DURATION

A day has been set aside for each seminar, in the following sequence:

- Annual Local Government: Performance Management Seminar - 22 March 2018.
- Annual Local Government: Employment/Labour Law Seminar - 23 March 2018.

Each seminar is scheduled to resume at 8h00am and end by 16h30pm each day.

7. ENVISAGED DELEGATION PER MUNICIPALITY

- Portfolio Heads or Chairpersons of Portfolio Committees responsible for Human Resource Management (HRM) or Corporate Services depending on organizational structure in each municipality.
- Head of Department for HRM or Corporate Services
- IDP and Performance Management and/or
- Labour Relations Practitioners.

8. COST

No fee is charged for participation in each of the seminars as SALGA offers this as a value add to its members. This position may be reviewed for subsequent rounds of seminars due to delivery cost considerations and upon the approval of the SALGA National Executive Committee.

Delegates are, however, liable for the cost of their travel and accommodation where applicable, as well as other incidental costs.

9. VENUE

- Birchwood Hotel & OR Tambo Conference Centre, 14 View Point Rd, Bardene, Boksburg – GAUTENG Province.

10. CONFIRMATION OF ATTENDANCE, CLOSING DATE AND GENERAL ENQUIRIES

- The closing date for registration is **16 March 2018**;
- Please register for the seminar you wish to attend, by completing the attached booking form/s and sending it on the email address provided below, depending on whether your interest is in one or both seminars.

Performance Management Seminar : pmsseminar@salga.org.za

Employment/Labour Law Seminar : labourlawseminar@salga.org.za

For further assistance and clarity, please contact Ms Tebogo Moyo or Ms Zikhona Magadla, telephonically on (012) 369 – 8000 who are the Programme Administrators for these seminar initiatives.

We wish to further implore the Executive Mayors/Mayors and Municipal Managers in particular to ensure that this circular is distributed widely within the political and administrative echelons of the designated or target beneficiary audience within the municipality for constituency reach and adequate uptake in enrolment. Become part of co-creating an enhanced local government performance management and employment relations practices, policy and systems by your active participation on either of these inaugural seminars.

Yours sincerely,



MR XOLILE GEORGE
CHIEF EXECUTIVE OFFICER