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CIRCULAR 41 / 2022

FROM : CHIEF EXECUTIVE OFFICER (ACTING)
MR LANCE JOEL

TO : EXECUTIVE MAYORS/MAYORS/CITY/MUNICIPAL MANAGERS
POLITICAL HEADS OF CORPORATE SERVICES, PORTFOLIO COMMITTEES,
SPEAKERS, HEADS OF CORPORATE SERVICES/HUMAN RESOURCES

DATE : 12 DECEMBER 2022

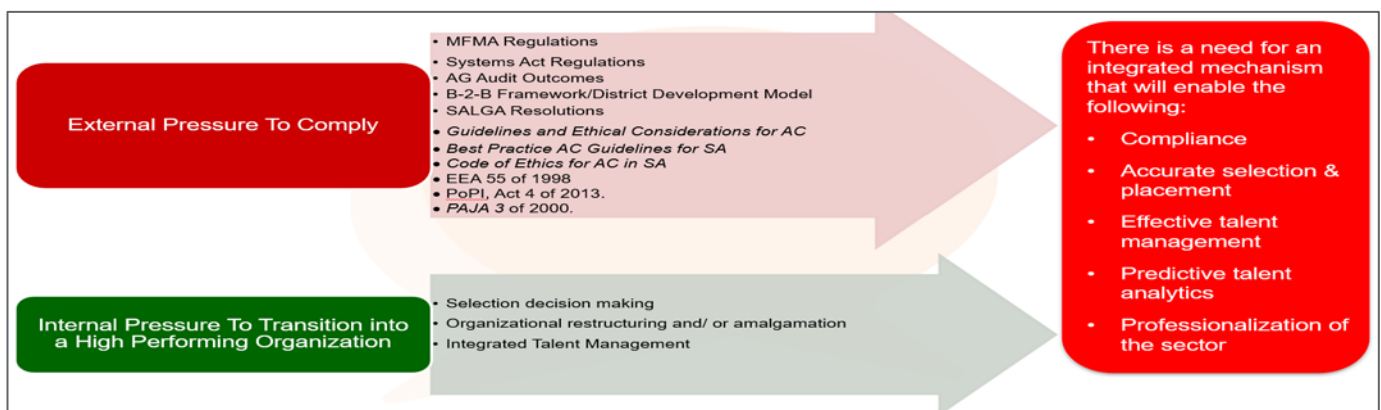
AVAILABILITY OF THE MUNICIPAL LEADERSHIP COMPETENCY ASSESSMENT CENTRE SERVICES DURING THE FESTIVE SEASON

1. PURPOSE OF THIS CIRCULAR

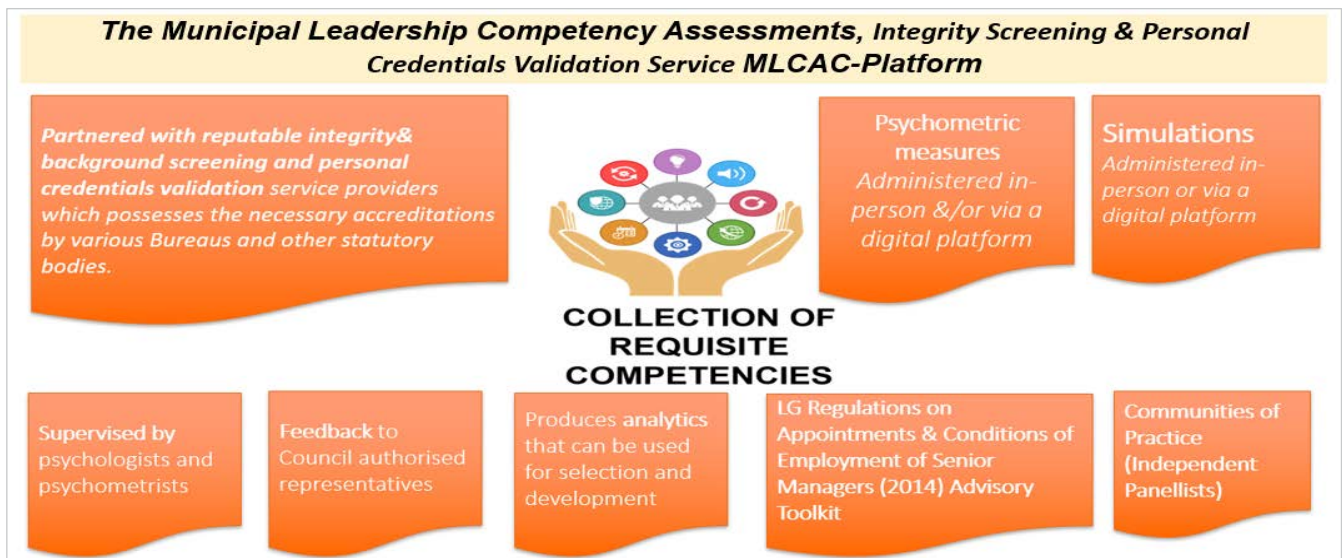
The purpose of this Circular is to inform that the competency assessments, personal credentials verifications, security and integrity vetting services offered by SALGA to municipalities to aid in filling senior manager positions, under the auspices of its Municipal Leadership Competency Assessment Centre (MLCAC), is unavailable from 14 December 2022 to 16 January 2023.

2. BACKGROUND

2.1 Municipalities as well as legislators continue to place the necessity of suitable competence at the core of the success of delivering services by a municipality. Therefore, the drivers of demand for assessing competence prior to appointing senior managers and other levels of staff in municipalities can be summarised as per the graph below:



2.2 The SALGA Municipal Leadership Competency Assessment Centre (MLCAC) established in 2017, only to offer competency assessments, has largely transitioned as envisioned by its sustainability model approved by the Working Group on 6 July 2018. The MLCAC now extends an end-to-end product mix to its members as depicted on the image below:



2.3 This programme of strategic senior management recruitment was also tagged as one of the programmes endorsed by the Special National Members Assembly held on the 13-14 May 2021 as part of the 2021 Local Government Elections Transition Management Plan.










2.4 To carry out its role as mandated, with the necessary veracity, SALGA has, as of 24 November 2021, partnered with Managed Integrity Evaluation (Pty) Ltd (“MIE”) & Encapsulate Consulting / Dots Africa (Pty) Ltd (EC) through a procurement process.



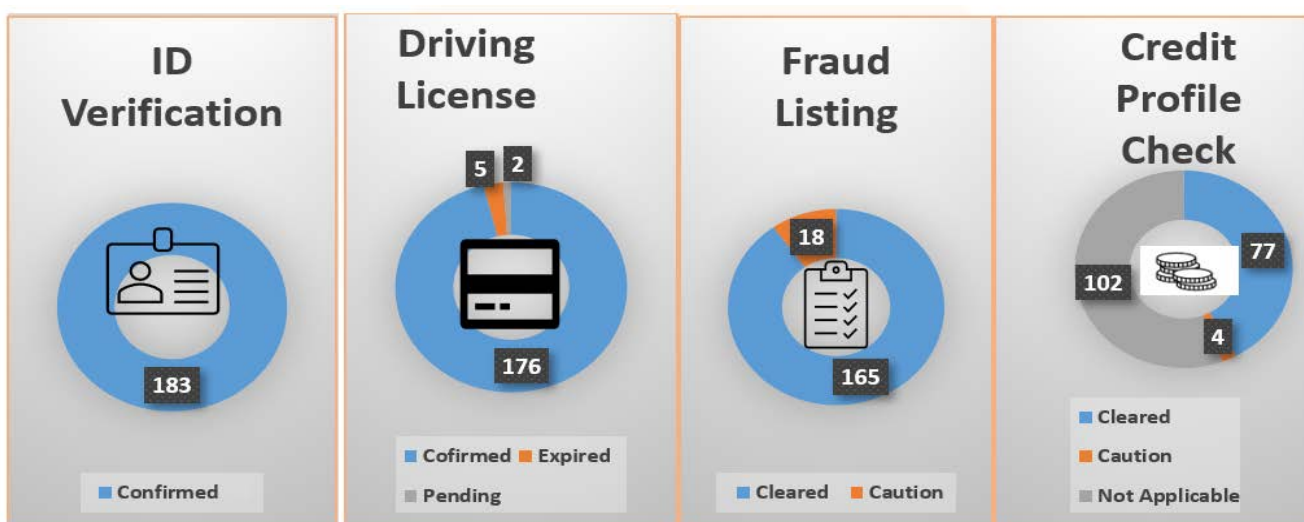
3. DISCUSSION

3.1 Services Offered to Municipalities to Date

- To date, legislatively defined, **validation of credentials and integrity vetting** of sixty-five (65) candidates, as per the graph below, was undertaken for 19 municipalities, just for the quarter under review

 Criminal Checks	 Driving License	 Professional Association	 Employment Character Reference	 Fraud Listing	 Consumer Credit Profile ALL COMBINED	 Matric	 Academic Qualifications	 Verification ID
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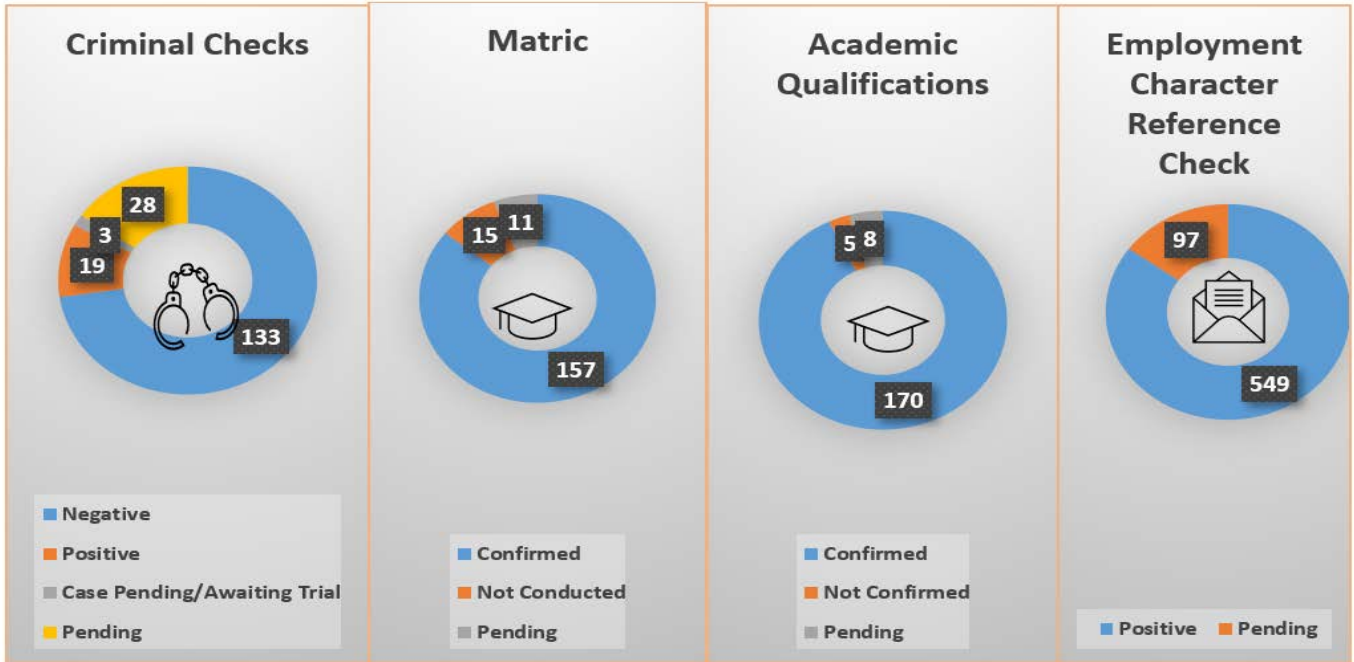
3.2 Results Presented to Municipalities on Personal Credentials Verification and Intergrity Checks



ID Verification	Successful Verification. Match and Alive. Fraud/Fictitious Identity Mitigation
Driving License	Confirmed- Successfully validated Expired- The driving license had expired at the time the check was conducted Pending- Awaiting Outcome
Fraud Listing	South African Fraud Prevention Service (SAFPS) reported no listing for fraudulent activities against the candidates Caution- A Protective Registration exists for the candidate/ Victim of Fraud/Victim of Impersonation
Credit Profile Check	Cleared- No information on Judgment taken against a Consumer/ Defaults supplied by Credit/Service providers for Non-payment, slow payment, bad debt written off, repossession/ Notices refer to legal action taken for administration orders, provisional sequestration or rehabilitation orders.



Caution – There is Judgment taken against a Consumer/ Defaults supplied by Credit/Service providers for Non-payment, slow payment, bad debt written off, repossession/ Notices refer to legal action taken for administration orders, provisional sequestration or rehabilitation orders. Not Applicable- Candidates who applied for positions that are not directly handling finances of the municipality or where there is no legislative imperative.



Criminal Checks	<p>Negative- No illicit activities found by SAPS when searching on the fingerprints of the candidate</p> <p>Positive - There candidate has a criminal record. The <u>19 candidates</u> were convicted for offences such as Assault, Driving under the influence of intoxicating substance, Fraud, Theft, Failure to comply with a lawful instruction of a police or traffic officer, Public Violence, Exceeding Speed limit, Possession of Ammunition and Reckless or Negligent Driving.</p> <p>Case Pending/Awaiting Trial- Charges have been laid against the candidate however this does not constitute a criminal record. The presumption of innocence principle prevails.</p> <p>Pending-Awaiting Outcome</p>
Matric	<p>Confirmed- Successfully validated</p> <p>Not Conducted- Check was non conducted due to the absence of a copy of matric certificate</p> <p>Pending- Awaiting Outcome. Not on uMalusi. Challenges and or delays of validation information on legacy system.</p>
Qualification	<p>Confirmed- Successfully validated</p> <p>Not Confirmed- Successful verification did not occur due to no active contact details for the institution. Institution closed down. Unpaid fees or the candidate could not provide additional information/documents</p> <p>Pending- Awaiting Outcome. Delays and or challenges in authenticating qualification from global sources.</p>



Employment Character Reference	Positive- Positive feedback was received from the referees Pending- Awaiting response from the referees. Delays and or challenges of non response or delayed response from referees. Non submission of referees or alternative referees timely.
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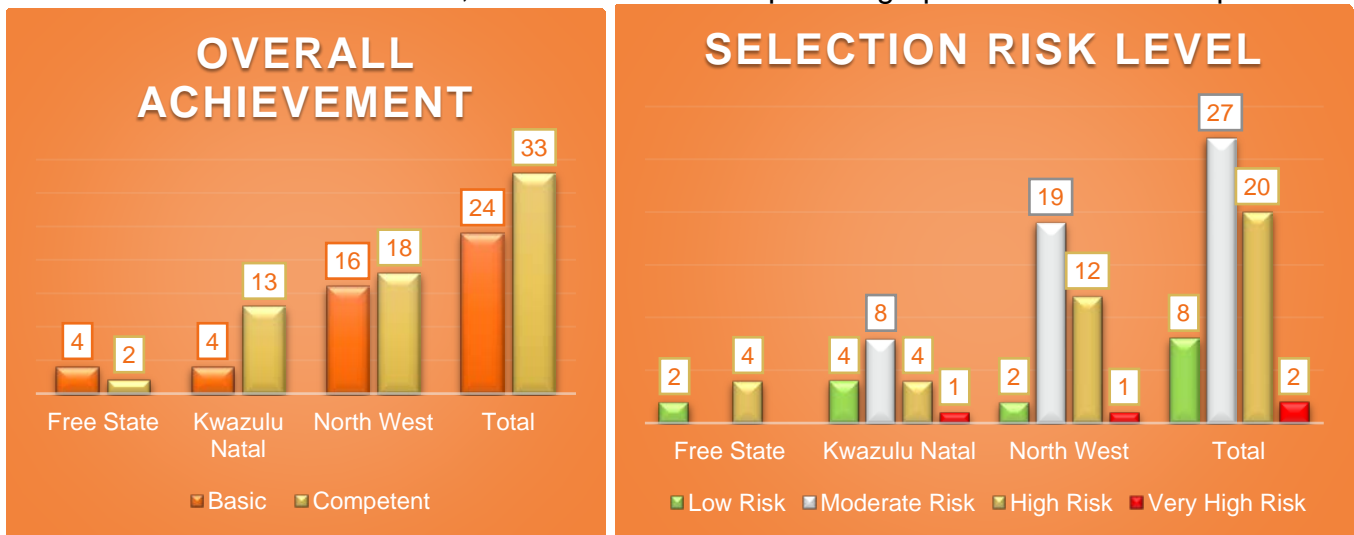
3.2 Competency Assessment of thirty-two (32) candidate senior managers were coordinated and offered through SALGA at the request of municipalities, for the quarter under review.

The table below depicts achievement level per competency relying on CoGTA achievement level descriptors and competency framework as legislated, to predict, largely, behaviours likely to be exhibited by the candidate as well as performance.

	Competency	Basic	Competent	Advanced
Leading Competencies	Strategic Direction and Leadership	41	15	1
	People Management	25	31	1
	Change Management	16	39	2
Core Competencies	Moral Competence	5	45	7
	Planning and Organising	29	28	
	Analysis and Innovation	29	28	
	Communication	14	38	5
	Results and Quality Focus	5	43	9

3.4 Overall Selection Risk Profile

Based on the above undertaken, the selection risk as per the graphs below has been profiled:



- A total of twenty four (24) candidates achieved a “basic” competency level;
- Thirty-three (33) achieved a “competent” level;
- Zero(0) achieved an “advanced and or Superior” level.

Noting that candidates who score “Basic” are not appointable. Noting as well the determination made by courts in this regard, SALGAs position as well as the prevailing discourse within the sector on the application of the achievement level for appointment and remuneration decision making.

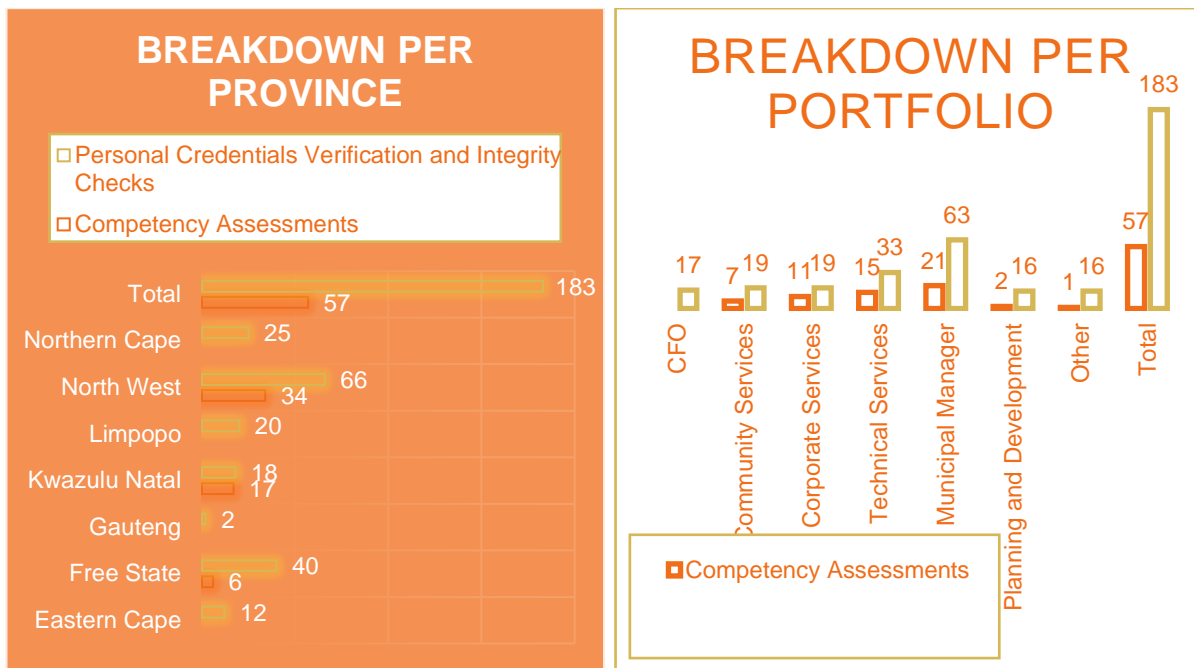


3.5 In terms of the data at SALGAs disposal, accrued from the work undertaken on behalf of municipalities, the Selection Risk Level is as follows:

- eight (8) candidates ranked Low Risk;
- twenty-seven (27) ranked Moderate Risk,
- twenty(20) High Risk
- two(2) Very High Risk.

SALGA affords the selection panel designated by Council an opportunity to engage the Psychometrist to interpret the candidates results. There has not been an uptake of this offer to date by municipalities.

3.6 The **usage per province and service type** since resumption of the SALGA service post 2021 Local Government Elections, is graphically set out below:



3.7 Professional Membership

The table below depicts the list of professional bodies (statutory&non statutory), profiled from the candidate's disclosure of professional body registration and affiliation as required by local government legislation

PROFESSIONAL BODIES		NO. OF CANDIDATES
1.	Chartered Institute of Government Finance Audit and Risk Officers	2
2.	Employee Assistance Professional Association	1
3.	Engineering Council of South Africa	24
4.	Institute of Commercial and Financial Accountants of Southern Africa	1
5.	Institute For Local Government Management	4
6.	Institute of Municipal Personnel Practitioners of Southern Africa	1
7.	Institute of Municipal Engineering of South Africa	2
8.	Institute of Waste management of South Africa	1
9.	Institute of traffic, <u>licensing</u> and metro police officers of Southern Africa	1
10.	Legal Practice Council	1
11.	South African Board of People Practices	1
12.	South African Council of Educators	1
13.	South African Institute of Chartered Accountants	5
14.	South African Association of Public Administration & Management	1
15.	South African Council for Natural Scientific Professionals	2
16.	South African Council for Property Valuers Profession	1
17.	South African Institute of Professional Accountants	1
18.	South African Cemeteries Association	1
19.	The South African Council for Planners	9
20.	South African Council of Social Work	1
21.	The South African Council for Project and Construction Management Professions	1
	Total	62

* Except for some of legislation within the jurisdiction of sector department, Municipal Systems Act regulations consider professional body membership to be an added advantage.

* Few of the above candidates were deemed not to be in good standing by the professional bodies, owing to non renewal of professional membership in the main.



4. AVAILABILITY OF SERVICES

The competency assessments, personal credentials verifications, security and integrity vetting services offered by SALGA to municipalities *shall not be available from 14 December 2022 to 16 January 2023*.

The various accredited agencies visualised below, who are custodians of some of the information and enabling search systems and technologies, have presented different operating intervals during the festive session.

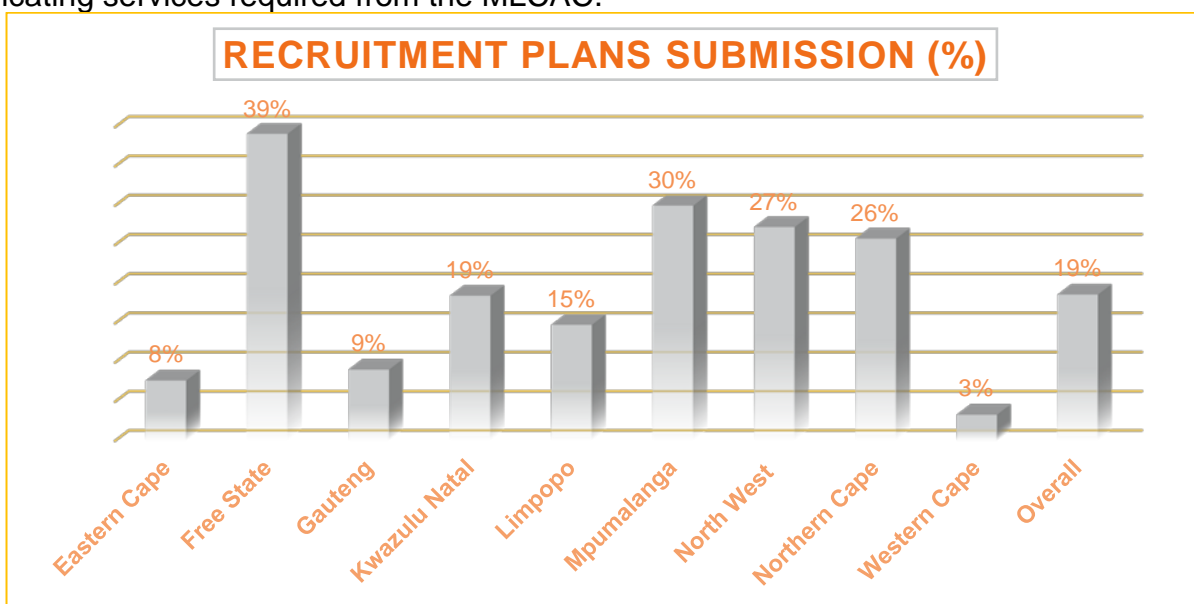


Accordingly, SALGA shall not be able to provide a comprehensive coverage of checks as required by local government legislation.

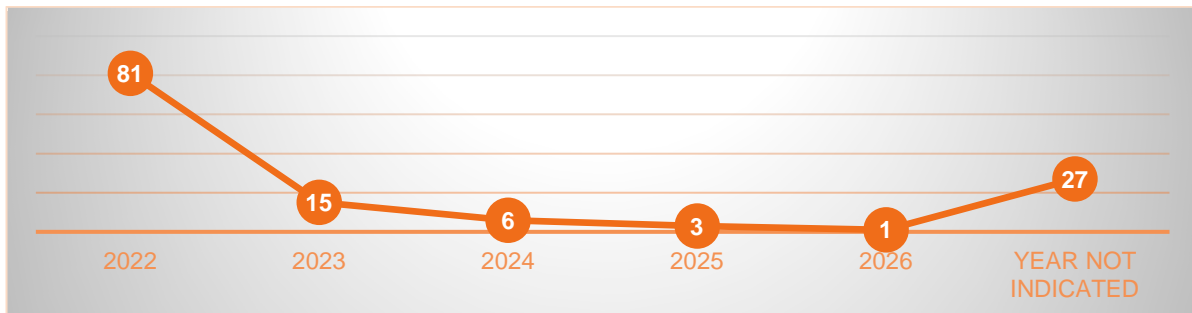
5. LOOKING AHEAD

5.1 Projected Service Requirements by Municipalities

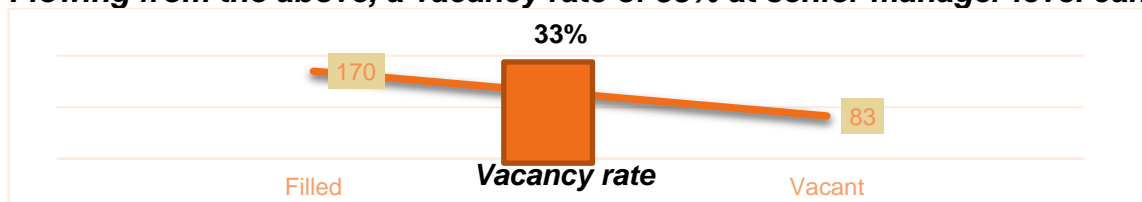
A Recruitment Plan Template was conceptualized and developed for municipalities to populate indicating services required from the MLCAC.



- The graph above depicts submitted Recruitment Plans per province to date.
- The graph below depicts the demand for competency assessments and integrity checks services (drawn from Recruitment Plans submitted by municipalities), for 5 years expressed as the total number of positions to be recruited for



Flowing from the above, a vacancy rate of 33% at senior manager level can be deduced.



5.2 Out of the 253 senior management positions reported to SALGA since inception of the service: 170 have been filled and 83 remain vacant.

5.3 Having been brought to the attention of SALGA that 5 senior managers have been appointed on a permanent basis and 165 are on a fixed-term contract. Further monitoring is fitting in this regard to ensure timeous filling of vacancies.

6. Conclusion

Ms. Fikile Tshabangu – Senior Manager: Municipal Human Resource & Organizational Development and Ms. Virginia Dlamini – Advisor: Human Resource Information Systems can be contacted through email address: mlcac@salga.org.za for any queries in this regard.

Thank you for understanding and SALGA looks forward to being of further service henceforth.

Yours sincerely

 LANCE JOEL
 CHIEF EXECUTIVE OFFICER (ACTING)

