PERFORMANCE AGREEMENT

IN TERMS OF THE:

LOCAL GOVERNMENT: MUNICIPAL SYSTEMS ACT, 2000 (32 OF 2000), AS AMENDED

AND

LOCAL GOVERNMENT: MUNICIPAL PERFORMANCE REGULATION FOR MUNICIPAL MANAGERS AND MANAGERS DIRECTLY ACCOUNTABLE TO MUNICIPAL MANAGERS, 2006

AND

LOCAL GOVERNMENT: REGULATIONS ON APPOINTMENT AND CONDITIONS OF EMPLOYMENT OF SENIOR MANAGERS, 2014

Entered into by and between

The CITY OF MATLOSANA herein represented by

LESEGO SEAMETSO

in her capacity as

Municipal Manager (hereinafter referred to as the Employer)

and

JOHANNES JOHANNA PILUSA

as the

Acting Director: Technical and Infrastructure (hereinafter referred to as the Employee)

For the Period

1 November 2023 to 31 December 2023

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PERFORMANCE AGREEMENT

ENTERED INTO BY AND BETWEEN:

The CITY OF MATLOSANA herein represented by LESEGO SEAMETSO (ID NR. 870301 0275 080) in her capacity as the MUNICIPAL MANAGER (hereinafter referred to as the Employer) and JOHANNES JOHANNA PILUSA (ID NR. 720210 5840 081) in his capacity as the ACTING DIRECTOR: TECHNICAL AND INFRASTRUCTURE of the Municipality (hereinafter referred to as the Employee).

WHEREBY IT IS AGREED AS FOLLOWS:

1. INTRODUCTION

- 1.1 The **Employer** has entered into a contract of employment with the **Employee** in terms of section 57(1)(a) of the Local Government: Municipal Systems Act 32 of 2000, as amended ("the Systems Act"). The **Employer** and the **Employee** are hereinafter referred to as "the Parties".
- 1.2 Section 57(1)(b) of the Systems Act, as amended read with the Contract of Employment concluded between the parties, requires the parties to conclude an annual performance agreement.
- 1.3 The parties wish to ensure that they are clear about the goals to be achieved, and secure the commitment of the **Employee** to a set of outcomes that will secure local government policy goals.
- 1.4 The parties wish to ensure that there is compliance with Sections 57(4a), 57(4b) and 57(5) of the Systems Act and Section 57(4c) of the Systems Amendment Act.

2. PURPOSE OF THIS AGREEMENT

The purpose of this Agreement is to -

- comply with the provisions of Section 57(1)(b), (4a), (4b) and (5) of the Systems Act, Section 57(4c) of the Systems Amendment Act, as well as the employment contract entered into between the parties;
- 2.2 specify objectives and targets defined and agreed with the employee and to communicate to the employee the employer's expectations of the employee's performance and accountabilities in alignment with the Integrated Development Plan (IDP), Service Delivery and Budget Implementation Plan (SDBIP) and the Budget of the municipality;
- 2.3 specify accountabilities as set out in a performance plan, which forms an Annexure to the Performance Agreement;
- 2.4 monitor and measure performance against set targeted outputs and outcomes;
- 2.5 use the Performance Agreement as the basis for assessing whether the employee has met the performance expectations applicable to his or her job;
- in the event of outstanding performance, to appropriately reward the employee; with Section 11 of this agreement and
- 2.7 give effect to the employer's commitment to a performance-orientated relationship with its employee in attaining equitable and improved service delivery.

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3 COMMENCEMENT AND DURATION\

- 3.1 This Agreement will commence on the 1 NOVEMBER 2023 and will remain in force until 31 DECEMBER 2023 thereafter a new Performance Agreement, Performance Plan and Personal Development Plan shall be concluded between the parties for the next financial year or any portion thereof.
- This Agreement will terminate on the termination of the **Employee**'s contract of employment.
- The content of this Agreement may be revised at any time during the above-mentioned period to determine the applicability of the matters agreed upon.
- If at any time during the validity of this Agreement the work environment alters (whether as a result of government or council decisions or otherwise) to the extent that the contents of this Agreement are no longer appropriate, the contents shall immediately be revised.

4 PERFORMANCE OBJECTIVES

- 4.1 The Performance Plan (Annexure A) sets out-
 - 4.1.1 The performance objectives and targets that must be met by the **Employee**; and
 - 4.1.2 The time frames within which those performance objectives and targets must be met.
 - 4.1.3 The Competencies (Annexure B) definitions in terms of regulation 21 of 17 January 2014 are required, to operate effectively as senior manager in the Local Government environment.
- 4.2 The performance objectives and targets reflected in the Performance Plan (Annexure A) are set by the **Employer** in consultation with the **Employee** and based on the Integrated Development Plan (IDP), Service Delivery and Budget Implementation Plan (SDBIP) and the Budget of the **Employer**, and shall include:
 - 4.2.1 Key objectives that describe the main tasks that needs to be done.
 - 4.2.2 Key performance indicators that provide the details of the evidence that must be provided to show that a key objective has been achieved.
 - 4.2.3 Target dates that describe the timeframe in which the work must be achieved.
 - 4.2.4 Weightings that show the relative importance of the key objectives to each other.
- The Personnel Development Plan (Annexure C) sets out the employee's personnel development requirements in line with the objectives and targets of the employer.
- The **Employee**'s performance will, in addition, be measured in terms of contributions to the goals and strategies set out in the **Employer**'s Integrated Development Plan.

5 PERFORMANCE MANAGEMENT SYSTEM

5.1 The **Employee** agrees to participate in the performance management system that the **Employer** adopts or introduces for the **Employer**, management and municipal staff of the **Employer**.

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- The **Employee** accepts that the purpose of the performance management system will be to provide a comprehensive system with specific performance standards to assist the **Employer**, management and municipal staff to perform to the standards required.
- The **Employer** will consult the **Employee** about the specific performance standards and targets that will be included in the performance management system as applicable to the **Employee**.
- The **Employee** undertakes to actively focus towards the promotion and implementation of the KPA's (including special projects relevant to the employee's responsibilities) within the local government framework.
- The criteria upon which the performance of the **Employee** shall be assessed shall consist of two components, both of which shall be contained in the Performance Agreement.
 - 5.5.1 The **Employee** must be assessed against both components, with a weighting of 80:20 allocated to the Key Performance Areas (KPA's) and the Competencies respectively.
 - 5.5.2 Each area of assessment will be weighted and will contribute a specific part to the total score.
 - 5.5.3 KPA's covering the main areas of work will account for 80% and Competencies will account for 20% of the final assessment.
- The **Employee**'s assessment will be based on his / her performance in terms of the outputs / outcomes (performance indicators) identified as per attached Performance Plan (Annexure A), which are linked to the KPA's, and will constitute 80% of the overall assessment result as per the weightings agreed to between the **Employer** and **Employee**:

Key Performance Areas (KPA's)	Weighting
Service Delivery & Infrastructure Development	56%
Municipal Institutional Development and Transformation	5%
Local Economic Development (LED)	0%
Municipal Financial Viability and Management	2%
Good Governance and Public Participation	37%
Total	100%

- 5.7 In the case of Senior Managers directly accountable to the Municipal Manager, key performance areas related to the functional area of the relevant manager must be subject to negotiation between the municipal manager and the relevant manager.
- 5.8 The competencies will make up the other 20% of the **Employee**'s assessment score. The competencies are split into two groups, Leading competencies that drive strategic intent and direction and Core competencies which drive the execution of the leading competencies.

	LEADING COMPETENCIES									
Strategic Direction and Leadership	 Impact and Influence Institutional Performance Management Strategic Planning and Management Organisational Awareness 	8.33%								
People Management	 Human Capital Planning and Development Diversity Management Employee Relations Management Negotiation and Dispute Management 	8.33%								



Program and Project Management	 Program and Project Planning and Implementation Service Delivery Management Program and Project Monitoring and Evaluation 	8.33%							
Financial Management	 Budget Planning and Execution Financial Strategy and Delivery Financial Reporting and Monitoring 								
Change Leadership	 Change Vision and Strategy Process Design and Improvement Change Impact Monitoring and Evaluation 	8.33%							
Governance Leadership	Policy FormulationRisk and Compliance ManagementCooperative Governance	8.33%							
	CORE COMPETENCIES	WEIGHTING							
	Moral Competence	8.33%							
	Planning and Organising	8.33%							
	8.33%								
Knowle		8.33% 8.33%							
	Cooperative Governance CORE COMPETENCIES Moral Competence Planning and Organising Analysis and Innovation Knowledge and Information Management Communication								
	Results and Quality Focus	8.33%							
TOTAL PERCENTAGE		100%							

6. EVALUATING PERFORMANCE

- 6.1 The Performance Plan (Annexure A) to this Agreement sets out -
 - 6.1.1 The standards and procedures for evaluating the Employee's performance; and
 - 6.1.2 The intervals for the evaluation of the **Employee**'s performance.
- 6.2 Despite the establishment of agreed intervals for evaluation, the **Employer** may in addition review the **Employee**'s performance at any stage while the contract of employment remains in force.
- 6.3 Personal growth and development needs identified during any performance review discussion must be documented in a Personal Development Plan (Annexure C) as well as the actions agreed to and implementation must take place within set time frames.
- 6.4 The **Employee**'s performance will be measured in terms of contributions to the goals and strategies set out in the **Employer**'s SDBIP as described in 6.6 below.
- 6.5 The **Employee** will submit quarterly performance reports (SDBIP) and a comprehensive annual performance report prior to the performance assessment meetings to the evaluation panel chairperson for distribution to the panel members for preparation purposes.
- 6.6 The **Employee** will submit quarterly performance reports on the implementation of the Financial Recovery Plan, on approved thereof.
- 6.7 The annual performance appraisal will involve:

6.7.1 Assessment of the achievement of results as outlined in the Performance Plan:

(a) Each KPA should be assessed according to the extent to which the specified standards or performance indicators have been met and with due regard to ad hoc tasks that had to be performed under the KPA.



- (b) A rating on the five-point scale described in 6.7 below shall be provided for each KPI or group of KPI's which will then be multiplied by the weighting to calculate the score.
- (c) The **Employee** will submit his/her self evaluation to the **Employer** prior to the final assessment.
- (d) In the instance where the employee could not perform due to reasons outside the control of the employer and employee, the KPI will not be considered during the evaluation. The **Employee** should provide sufficient evidence in such instances.
- (e) An overall score will be calculated based on the total of the individual scores calculated above.
- (f) The applicable assessment rating calculator must be used to add the scores and calculate a final KPA score.

6.7.2 Assessment of the Competencies

- (a) Each competency will be assessed in terms of the description provided in (Annexure B).
- (b) An indicative rating on the five-point scale should be provided for each competency.
- (c) This rating should be multiplied by the weighting given to each competency during the contracting process, to provide a score.
- (d) The applicable assessment rating calculator must be used to add the scores and calculate a final competency score.

6.7.3 Overall rating

An overall rating is calculated by using the applicable assessment-rating calculator. Such overall rating represents the outcome of the performance appraisal.

The assessment of the performance of the **Employee** will be based on the following rating scale for KPA's and Competencies:

Rating scale for KPA's

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 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.
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 more than half of the performance criteria and indicators and fully achieved all others throughout the year.
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 significant performance criteria and indicators as specified in the PA and Performance Plan.

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Level	Terminology	Description
2	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.
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 almost all of the 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 level expected in the job despite management efforts to encourage improvement.

Rating scale for Competencies

Level	Terminology	Description							
1	Basic	Applies basic concepts, methods, and understanding of local government operations, but requires supervision and development intervention.							
2	Competent	Develops and applies more progressive concepts, methods and understanding. Plans and guides the work of others and executes progressive analysis.							
3	Advanced	Develops and applies complex concepts, methods and understanding. Effectively directs and leads a group and executes in-depth analysis.							
4	Superior	Has a comprehensive understanding of local government operations, critical in strategic shaping direction and change, develops and applies comprehensive concepts and methods.							

- 6.9 For purposes of evaluating the annual performance of the Municipal Manager, an evaluation panel constituted of the following persons must be established: -
 - 6.9.1 Executive Mayor;
 - 6.9.2 Chairperson of the performance audit committee or the audit committee in the absence of a performance audit committee;
 - 6.9.3 Member of the Mayoral Committee;
 - 6.9.4 Mayor and/or Municipal Manager from another municipality; and
 - 6.9.5 Member of a ward committee as nominated by the Executive Mayor.
- 6.10 For purposes of evaluating the annual Performance of Senior Managers directly accountable to the Municipal Manager, an evaluation panel constituted of the following persons must be established:-
 - 6.10.1 Municipal Manager;
 - 6.10.2 Chairperson of the performance audit committee or the audit committee in the absence of a performance audit committee;
 - 6.10.3 Municipal Manager from another municipality.
- 6.11 The Performance Management Unit of the municipality must provide secretariat services to the evaluation panels referred to in paragraphs 6.9 and 6.10.

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7. SCHEDULE FOR PERFORMANCE REVIEWS

7.1 The performance of each Employee in relation to his / her performance agreement shall be reviewed on the following dates with the understanding that reviews in the first and third quarter may be verbal if performance is satisfactory:

First quarter Second quarter July 2023 - September 2023 October 2023 - December 2023

7.2 The Employer shall keep a record of the mid-year review and annual assessment meetings.

- 7.3 Performance feedback shall be based on the Employer's assessment of the Employee's performance.
- 7.4 The Employer will be entitled to review and make reasonable changes to the provisions of (Annexure A) from time to time for operational reasons. The Employee will be fully consulted before any such change is made.
- 7.5 The Employer may amend the provisions of (Annexure A) whenever the performance management system is adopted, implemented and / or amended as the case may be. In that case the Employee will be fully consulted before any such change is made.

8. DEVELOPMENTAL REQUIREMENTS

The Personal Development Plan (PDP) for addressing developmental gaps is attached as (Annexure C). Such plan may be implemented and/or amended as the case may be after each assessment.

9. OBLIGATIONS OF THE EMPLOYER

- The Employer shall -9.1
 - 9.1.1 Create an enabling environment to facilitate effective performance by the employee;
 - 9.1.2 Provide access to skills development and capacity building opportunities;
 - 9.1.3 Work collaboratively with the Employee to solve problems and generate solutions to common problems that may impact on the performance of the Employee;
 - 9.1.4 On the request of the Employee delegate such powers reasonably required by the Employee to enable him / her to meet the performance objectives and targets established in terms of this Agreement; and
 - 9.1.5 Make available to the Employee such resources as the Employee may reasonably require from time to time to assist him / her to meet the performance objectives and targets established in terms of this Agreement.

10. CONSULTATION

- The Employer agrees to consult the Employee timeously where the exercising of the powers 10.1 will have amongst others -
 - 10.1.1 A direct effect on the performance of any of the **Employee**'s functions;
 - 10.1.2 Commit the Employee to implement or to give effect to a decision made by the Employer; and
 - 10.1.3 A substantial financial effect on the **Employer**.

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10.2 The **Employer** agrees to inform the **Employee** of the outcome of any decisions taken pursuant to the exercise of powers contemplated in 10.1 as soon as is practicable to enable the **Employee** to take any necessary action without delay.

11. MANAGEMENT OF EVALUATION OUTCOMES

- 11.1 The evaluation of the **Employee**'s performance will form the basis for rewarding outstanding performance or correcting unacceptable performance.
- 11.2 A performance bonus of between 5% to 14% of the all-inclusive annual remuneration package may be paid to the **Employee** in recognition of outstanding performance to be constituted as follows:

Perfo	rmance Score	Dorformanas Panus Paraentara
From	То	Performance Bonus Percentage
130%	133%	5%
134%	137%	6%
138%	141%	7%
142%	145%	8%
146%	149%	9%
150%	153%	10%
154%	157%	11%
158%	161%	12%
162%	165%	13%
166%	169%	14%

- 11.3 In the case of unacceptable performance, the **Employer** shall
 - 11.3.1 Provide systematic remedial or developmental support to assist the **Employee** to improve his or her performance; and
 - 11.3.2 After appropriate performance counselling and having provided the necessary guidance and/ or support as well as reasonable time for improvement in performance, the **Employer** may consider steps to terminate the contract of employment of the **Employee** on grounds of unfitness or incapacity to carry out his or her duties.

12. DISPUTE RESOLUTION

- 12.1 Any disputes about the nature of the **Employee**'s performance agreement, whether it relates to key responsibilities, priorities, methods of assessment and/ or any other matter provided for, shall be mediated by
 - 12.1.1 The MEC for local government in the province within thirty (30) days of receipt of a formal dispute from the **Employee**; or
 - 12.1.2 Any other person appointed by the MEC.
 - 12.1.3 In the case of Senior Managers directly accountable to the Municipal Manager, a member of the municipal council, provided that such member was not part of the evaluation panel provided for in sub-regulation 27(4)(e) of the Municipal Performance Regulations, 2006, within thirty (30) days of receipt of a formal dispute from the employee;

whose decision shall be final and binding on both parties.

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12.2 In the event that the mediation process contemplated above fails, clause relevant of the Contract of Employment shall apply.

13. GENERAL

- 13.1 The contents of this agreement and the outcome of any review conducted in terms of (Annexure A) may be made available to the public by the **Employer**.
- Nothing in this agreement diminishes the obligations, duties or accountabilities of the **Employee** in terms of his/ her contract of employment, or the effects of existing or new regulations, circulars, policies, directives or other instruments.
- 13.3 The performance assessment results of the **Employee** must be submitted to the municipal council by the **Employer** within fourteen (14) days after the conclusion of the assessment for information purposes.

14. PERFORMANCE APPRAISALS

14.1 The **Employee** will be responsible for developing annual performance work plans and conducting performance appraisals with all staff in the Directorate as stipulated in Section 27 of the 2020 Performance Management System Framework document and Local Government Municipal Staff Regulations in terms of Gazette 45181, September 2021.

15. MIMIMUM COMPETENCY LEVELS

15.1 The **Employee** shall ensure to attain the minimum competency levels required for the position within 18 months after the date of appointment, published in the Local Government Finance Management Act, 2003 Amendments to Municipal Regulations on Minimum Competency levels 2007, Government Notice 41996 of 26 October 2018.

Thus done and signed at KLERKSDORP on this the 3rd day of NOVEMBER 2023

AS WITNESSES:		
1. Janou heardung	EMPLOYEE	

Thus done and signed at KLERKSDORP on this the 3rd day of NOVEMBER 2023

AS WITNESSES:

1. EMPLOYER

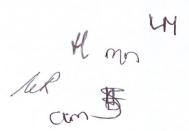
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Performance Plan

ACTING DIRECTOR: TECHNICAL AND INFRASTRUCTURE JJ PILUSA

CITY OF MATLOSANA
Period 1 November 2023 to 31 December 2023



ACTING DIRECTOR TECHNICAL AND INFRASTRUCTURE MR JJ PILUSA

DIRECTORATE TECHNICAL AND INFRASTRUCTURE

TOTAL WEIGHTING PER KEY PERFORMANCE AREA (VEA) = 100%.
Service Diveryor & Entireture Development (24)
Municipal Institutional Development and Transformation (2)
Local Exporter Development (1)
Municipal Francis Videoley & Menagement (1)
Coord Coverning and Public Performance (10)

56% 5% 0% 2% 2% 37%	800	Portfolio of Evidence	Appointment letter. Implementation plan. Progress report. Invoices, vote number,	- GO40, Photos. Reconciliation spreadsheet. Photos. Completion report and contificate		Appointment letters. Implementation plan. Progress report.	Invoices, vote number, GO40, Photos. Reconciliation	spreadsneer. Photos. Completion report and	certificate											Appointment letter. Implementation plan.	Progress report. Invoices, vote number, GO40, Photos.	Reconciliation spreadsheet. Photos.		
		Comments	The Contractor has acapacity to carry out the work.			ri ci																		
		Planned Remedial Action				Contractor to be advised to speed up progress. Notice to ferminate contractor issued to contractor on 20 July 2023.														SCM to be asked to fast track the advertisement for the Contractor.				
((n/4) = 100% (2)		/ Reason for Deviation				Slow progress by the contractor														Slow progress by the Consultant to submit the draft tender document on 24 July 2023.				
nent (24) ransformation (; if (1)		Actual Expenditure / Revenue	R 1 313 619			R 963 238														RO				
Service Delays, Infrastructure Development (24) Municipal Institution Development and Transformation (2) Lossi Economic Development (1) Municipal Franchis (1) Sood Covernance and Public Penicipalion (16)		Quarterly Actual Achievement	Installing roof 1 main ablution facility, 1 Foffice facility, 1 trading area and 2 small ablution facilities completed.			Laid 0,5296 km of stormwater, 0,532 km of box cutting (roadbed)														Draft tender document submitted to SCM on 21 September 2023.				
		Rating		3)																		0		
		er Quarterly Projected Target	Installing roof for 1 main ablution facility, 1 office facility, 1 trading area and 2 small ablution facilities	Installing 4,917m² roof covering for the main tax rank and waiting area. Installing 5856m² paving	Project completed. Final Payment. R22 227 380	2,21Km of layer works (subgrade and subbase) and laying of 1.4Km of storm water	pipeline in Skhosana. Installingnof 1,1Km paving and 2,2Km kerbing in Skhosana.	Installing of 4.44Ves per per	2,22Km kerbing in Skhosana.	(600mms, 525mms and	and 0,85km of box culting/excavation in Ext 11.		1,14Km of box cutting/excavating and 1.99Km	of layer works (roadbed,	11. Installing of 0,73km paving and 1.46km kerbing in	Extension 11	Installing of 1,26km paving and	2,54km kerbing in Extension 11. Project Completed. Final Payment.	K21 45/ 130	Appointment of the contractor. Site establishment		Constructing 0,8km of 355mmø uPVC pipeline	Constructing 1km of 355mms uPVC pipeline	Constructing 0,613km of 355mms uPVC pipeline. Scope completed. R19 000 000
		Base Quarter Line	-	2	ω 4		-			•	7				e			4			-	toejord ea	wew	4
		Revised Target / Adjustment Budget																						
		Re Budget 11	R 22 227 380			R 21 457 136														R 19 000 000				
		Annual Parlomance Target	Completing construction of 1 new taxi rank with facilities in Jouberton Ext 19 by installing: - a roof for 1 main ablution facility, - 1 folloo facility,	- 1 inauling area, - 2 man absulture facilities; - 4.917m² toof covering for the main taxi rank and walting area; and 5866m² paving by 31 March 2024		Paving of 4,2km taxi route and constructing 3,592km storm-water drainage in Skhosana Street, Khuma Ext 11 (Phase 9) (Ward 33) by	constructing 3 592km of storm-water pipes; constructing 4,2km layer works; -kaying of 4,2km pawing blocks; and -installing 6,4km kerbing	by 30 June 2024												Upgrading sections of the sewer pipeline in Jouberton Ext 19 (Phase 1) (Wards 7, 8 & 37) by properting 2 4/3tm of 355mm (13/10 pipeline)	by 30 June 2024			
		Key Performance Indicators (KPI) and Type	Number of taxi ranks with facilities constructed in Jouberton Ext 19 (Ward 37)			Kilometre of taxi routes paved and km of storm-water drainage constructed in Khuma Ext 11 (Phase 9) (Ward 33)														To upgrade sections of the outfall Kildmetre of outfall sewer time in sewer time from Journation Ext 19 (Phase 1) (Wards 7, to Althous (Phase 1) (Wards 1) (Ward	Topon Bala (10 so			
1			To improve public access to transport in Jouberton Ext 19 (Ward 3.7) with the construction of a new taxi rank with facilities				road erosion in Khuma Ext 11 (Phase 9) (Ward 33)														8 & 37) to increase the capacity of the sewer system.			
		DDW DSB / C88 / Weighting	38 73 880iA.	nfrastructure Ser	4	2,3%				waa	98.7 C88	soivie2 (ncjnue	ntastin						2,3%	\$80	oivie& etu	frastruct	ч
		Key Performance Area (KPA)	estructure	o Delivery & Infi	oivie2				jueu	nqoleve	Ucture D	ıfzerifni	wery &	ile Deli	Servio				-	Juami	e Develop	astructure	ery & Infi	Service Delivi
		Responsible nostaq	(en	reilir(9) eistM M							(ewsiji	d9) eist	NW								(ewsilid9)	eistM M	
		item Nr.	PMU 1			PMU 2													0	PMU 3		4		
		Budget																			9122	OWCC54	2161199	VS/
MR JJ PILUSA	-	Bottom Layer IDP Linkage I Project ID.	-Year Project) -	illuM) bebru7 D IVO - 6 emootuO	40N - 40I						Grant	- WIC	HOI						-			IIG Grant	N - 40I	
MR JJ	IDP PF	Top Layer I	7			7													ļ	2				

DIRECTORATE TECHNICAL AND INFRASTRUCTURE

Portfolio of Evidence	Appointment letter Progression of the progression o	Appointment letter Implementation of the control of	Appointment letter. Implementation plan implementation plan implementation plan implementation plan implementation plan implementation plan implementation i	Appointment letter implementation plan, organization report and certificate				
Comments								
Planned Remedial Action	SCM to fast track appointment of the contrador.	SOM to be asked to fast track the advertisement for the Contradior.	Municipally to request Parmission from National tressury to advertise project	SCM requested to that the advertisement to be on 12 October 2023.				
	Delega n. SCL, processes research in the classification of advantage that consultant and advantage of advanta	Sine progress by the Consultant to submit the draft tender document.	National treasory has not given permission to Municipality to request Permission from procure the contradent due to the state of the st	Dutage by SOM to absertise for the approximent for the Contradict.				
Actual Expenditure / Revenue	999 See 1999 See 1990 See 1999 See 1990	R 1 340 362	0					
Quarterly Actual Achievement	Taga nos ablwes. Tendre absversod. R	Detail Design Report accepted by the Municipally Draft lender document surmitted to SCM on 14 September 2003.	Riget not archeved	To Clint lender document was submitted RO of a time 2023.				
Rating Key								
Quarterly Projected Target	Appointment of the contrador. Establishing the site. Creaming the set of 55,507. Bulk enzandor and stockpile (22,27br.* Construct layer works or (1 selected layer, 1 per and 0,055m HDPE sub-soil drainage perso Contraling and 0,055m HDPE sub-soil drainage perso Contralind all drainage perso Contralind and controlled and 10,055m HDPE sub-soil drainage perso Contralind a layers of day sill iner. Project controlled Friedom.	Abentising lender. Se explainment of the contractor. Se of the contractor. Constructing 750 beliefs in Constructing 750 beliefs in Constructing 750 beliefs in Constructing 750 beliefs.	Advertising lender Advertising lender She establishment She establ	Appointment of the contractor Site establishment Constitution of 9500m of Constitution of 9500m of Constitution of 9500m of Constitution of 4 another Constitution of 4 another Constitution of 2 4650m of Constitution of 2 2600m Constitution of 1 2600m Constitution of				
Base Quarter	New Project	100 meV	Dejorq weV ← − − − − − − − − − − − − − − − − − −	Deloy weW				
Revised Target ### Adjustment Budget	ројом мем	Poling wold	Points wall	Protective work				
	92	9		R 19 000 000				
Budget	R 35 471 188	R 11 417 615	R 8 934 620					
Annual Performance Target	Developent by Revocato Landini Sile Cell 3 Plansa Zilywari (9) by	Number of toxics re-constituted and Re-constituting and relubeling tokes in relubeling to Research (Winder 20 & 2.9) Assame Toxic of Research Ed. 4 (Winder 20 & 20 & 2.9) Apply upon and Research Ed. 4 (Winder 20 & 2.9) Apply toxic of Research Ed. 4 (Winder 20 & 2.9) Apply toxic of Research Ed. 4 (Winder 20 & 2.9) Apply toxic of Research Ed. 4 (Winder 20 & 2.9) Apply toxic of Research Ed. 4 (Winder 20 & 2.9) Apply toxic of Research Ed. 4 (Winder 20 & 2.9) Apply 20 App	Continuing 1 New Youth Development Centre in Acceptant Centre in Acceptant En 15 personn (Ward 37) by a chartering the triff personn (Ward 37) by a capturing the contractor and establishing the site. — appointing the contractor and establishing the site. — appointing the contractor and establishing the site. — contractoring by development and to situation by 30 June 2024.	Number of water line for Jouberton Constitucing 1 water supply positive from Reservoir to Kantana (Wards & 14 and Juberton Research Chantana Bulk water Supply (Phesa) 1 (Wards & 14 and Juber 1) (Wards & 14 and 19 by Ambressment for the Contractor - appointment of the contractor and site excellestiment of the contractor and site constituction of 3,558m of 200m dismeller pre Constituction of 1, air valves and Constituction of 4 soour valves. by 30 June 2024				
Key Performance Indicators (KPI) and Type	Number of coals developed for Reference of coals developed for 2)(Ward 19)	Number of toletic re-constructed and refurbled in Kansura (Wards 20 & 24).	Whether of my Auth Development Certife authorities or Statute discrete Joubenton Exit 19 present (Mand St)					
Objectives	To extrue the saids and disposal of the manual disposal of turbes rolled was an order to protect furmain health and to freshost the risks of extremental poliution in Klerksdorp (Ward 19)	To provide dignified sentiation that is structural compliant and sale to use and promote good meath and higher to the poope of Kanteria (Wards 20 & 24).	To improve the social and coccomic activities for the community of Jouberton.	To ingrove water supply from to Auderson feasons to Kanana to communely, comm				
MGD Weighting	eacived elubritizatini	seolvieč erulciutizatini	seolviač erulburtsehini	Mdd 1883 l seoivies Sericutirer l				
H2B (C88 / Performance Area (KPA)	InempoleveO enutrantenthi & yevileO ecive2	Service Delivery & Infrastructure Development	Service Delivery & Infrastructure Development	Service Delivery & Infrastructure Development MGD1,882,1050				
Responsible Reson	(ewshird) oistn M	(Philliswa)	(6wailin9) eksivi M	(Mammoko)				
	PMU4	PMUS	PMU6	PMU 7				
Project ID. Budget Linkage	Jnes D SM - qDI	IDP - WSIG GRBnt	IDP-0 Grant	f Judy Eunded (Multi-Year Project) - Outcome 9 - Output 1				
Top Layer / Bottom Layer	resourt du	Olom dui	outh adi	MO Enamed Others Victorial Offi				

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	Portfolio of Evidence	Appointment letter Transferrent and my			Appointment letter. Implementation plan. Progress report. Invoices vote number		Appointment letter. Implementation plan. Progress report.	Invoices, vote number, GO40, Photos. Reconciliation spreadsheet. Photos.	Completion report and certificate	Appoinment letter. Implementation plan. Progress report. GOAO, Photos. Reconciliation spreadabled. Photos. Completion report and certificate						
	Comments	8 2 2 5 0 2 8	8		A 11 12 11	Reconciliation Spreadsheet, Photos	certificate.		A 11 17	E 0 % 0	8		A-F	4 50	Z & 3	88
	Planned Remedial Action	SCM to fast trask processes to advertise.			SCM to be asked to fast track the advertisement.				SCM to be asked to fast track the advertisement for the Contractor.							
	Reason for Deviation	Delays in SCM advertising of the project			Delays in getting a quotation from Eskom to confirm that there is a capacity to connect the high mast lights.				Delays on the implementing agent to finalize the draft of tender document for the advretisement for the Contractor.							
	Actual Expenditure / Revenue	R0			R0				RO				RO			
	Quarterly Actual Achievement	Tender document submitted to SOM on R 17 August 2023 and appeared at Bid specification on 19 September 2023			BID specification sat on 20 September R 2023.				BID specification sat on 20 September R 2023.				Appointment of Consultant on the 30 R			
	Rating Key		3		ш (у	(1)			ш к					3)	
	Quarterly Projected Target	Tender advertisement Appointment of the contractor. Site establishment	Construction of 705m of 25cm sever pipe and 50cm of 315mm sewer pipe. Installation of 9.25cmm installation of 9.25cmm concrete manifoles. Installation of 6.315mm concrete manifoles.	Construction of 705m of 25cm sever ppe and 73cm of 25cm sever ppe and 73cm of 315cm sever ppe and 12 5cm or one refer matheless. Installation of 11 25cm or one refer matheless. Translation of 11 315cm concrete matholes Scope compeleted R14 319 717	Tender Advertisement	Appointment of the contractor.	Constructing 2 high mast lights	Constructing 1 high mast lights. Testing, commissioning and handing over. Project completed. R1 285 525	Tender Advertisement	Appointment of the contractor. Site establishment	Constructing 3 high mast lights in Alabama Ext 4	Constructing 3 high mast lights in Alabama Ext 5. Testing, commissioning and handing over. Project completed. R2 188 652.	Appointment of Consultant	Investigation and Development of Feasibility study report	Development of Detailed Designs	Submition of Detailed design report and costing. R1 732 000
	Base Quarter Line	- 2	уре(оид мар	4	-	64	6	4	-	2	ю	4	-	2	6	4
	Revised Target Bar / Adjustment Lit Budget		New project			pejo.	IQ WƏN			р	rew broje	V		pejo.	New pr	
	Re Budget	R 14319717					R 2 188 652				R 1 732 000					
	Annual Performance Target	Upgrading sections of the sewer position in R Munan Property in stalling. 14 (10th of 250mm sewer pipe 1330m of 316mm sewer pipe 1330m of 316mm sewer pipe 2030m of 316mm sewer pipe 150mm sewer pipe 300mm sewer			Constructing 3 high mast lights in Brakspruit / Nkagisang CPA's (Phase 1) by 30, June 2024				Number of high mast lights at Alabama Constructing 6 high mast lights in Alabama Ext 4 R 5 & 5 constructed (Phase 2) (Wards & 5 (Phase 2) (Wards 4 & 5) by 30 June 2024 4 & 5)				Pre-engineering on 1 x Jouberton substation by Re-engineering a consulting engineer;	-developing a feasibility study report; and -developing and submitting of a detailed design report by 30 June 2024		
	Key Performance Indicators (KPI) and Type	Metres of outfall sewer line in Khuma L Proper upgraded	Number of high mast lights at Briefspul / Nuspsang constructed Prages 1)					Number of high mast lights at Aubtema (Ex. 4. 6. Sonstructed (Phase 2) (Wards 8. 4.8. 5)					Number of leaching studies and designs on the Jouberton substation			
	Objectives	2.3% To upgrabs exclores of the ruitfal severe from its forms in special to responsy of this assert system.			To construct high mast lights to enhance a safe social economic environment in Brakspruit/Nkagisang (Phase 1)				To construct high mast lights to Numbe enhance a safe social economic Ex 4 & environment Alabama Ext 4 & 5 4 & 5)	(C-+- CD IP M) (Z RCBILL)			Pre-enginnering of Jouberton substation to determine which	substation the electricification of Ext 25 will draw electricity from		
	DDM				2,3%	110001000	VIDO O :-	no ilspirii	2,3%	00011	a a linea	ерши	2,3%	egysies :	Injon isse	
	Performance Performance	/aRaccal constituti				structure Dev		Service Deliver	bweu		intrastru tructure S	Service Delivery 8	ain	& Infrastruc pment e Services	Olevelo	
	Responsible Person Key					(эшшоко)	M) eistM	W		шоко)	msM) eis	IN W	oni,) eistM M	
STATE OF THE PARTY	Item Mr.	PMU 8	PMU 9				PMU 10				PMU 11					
THE STATE OF THE PARTY.	Budget Linkage				dun -				und-		-		da.c			
IDE PROJECTS	Bottom Layer IDP Linkage / Project ID.	i iuqiuO	- Year Project) - Outcome 9 -	IDP - WSIG Grant (Muli	- 6 emostuO -	ear Project) - t tu		Debnu RIG Funded	- 6 amostu		neeY-iiluñ TuqiuO	A) bebru 7 DIM - 901	-66	rt - Outcome	NEP Grar	1-40I
	Top Layer /	1		i				i i			1					

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DIRECTORATE TECHNICAL AND INFRASTRUCTURE

	Portfolio of Evidence	nt letter. ation plan.	Progress report. Invoices, vote number, GO40, Photos.	recontrollerion spreadsheet. Photos. Completion report and certificate		Appointment letter. Implementation plan. Progress report. Invoices, vote number, GO40, Photos.	ion at. Photos.	Completion report and certificate		Appointment letter. Implementation plan. Progress report. Invoices, vote number, GG40, Photos. Scrondishoel Photos.	Completion report and certificate		Appointment leiter Progress report Innoise, sude nurber, Ood, Protos Protosis production Protosis protos		Appointment letter. Implementation plan. Progress report. Invoices, vote number,	on to	spreadsheet. Photos. Completion report and
	Portfi	Appointment letter. Implementation plan	Invoices, vote nu GO40, Photos.	Spreadsheet. Photos. Completion report and	T	Appointment letter. Implementation plan. Progress report. Invoices, vote numbe	Reconciliation spreadsheet. Photos.	Completion	T	Appointment letter. Implementation plan. Progress report. Invoices, vote number (SO40, Photos. Reconcilation szneadsheet. Photos	Completion	T T	Appointment letter implementation plan profermentation plan profermentation plan profession stage number of profession stage number of profession profession profession profession profession rectification rectification rectification profession	_	Appointment letter. Implementation plan Progress report. Invoices, vote numbi	GO40, Photos. Reconciliation	spreadsheet. Photos Completion report and
	Comments																
	Com					Mid-Year											
	oo									ocurement			Хое Хое		ant to to be put on		
	Planned Remedial Action									The Municipality to fast track the procurement process.			New romaliant appointed to fast track processes for works to began		Municipality to appoint new consultant to complete works on site. Contractor to be put on penalties for slow progress		
	Planned R									inicipality to fa			ses for works		vality to appoil te works on si ss for slow pro		
							-										H
	Jeviation									Delays in gating approval from National Treasury to participate in Transversal contracts.			Appainment of contractor was delayed by Appainment of contract of the Consultant of the Consultant resulten in delay in see consultant resulten in delay, in see consultant it (5 expertment 20.23). New consultant appointed on 11 september 20.23).		Slow progress by the contractor. Consulting engineers contract ended on 6 September. Consultant not yet replaced.		
	Reason for Deviation									participate in			Appointment of contractor was obleged 25M process. End of contract of the Consultant resident or leage in side establishment (6 September 2023) No consultant appointed on 11 September 2009.		ess by the cor contract ender not yet replac		
										Delays in g Treasury to contracts.			Appointment SOM proof Consultant		Slow progn engineers Consultant		
	Actual Expenditure / Revenue																
		d site RO				er er at Bid 2023.				the R0 ocure 21 the1 tas been delivery.			2023 2023		<u>«</u>		
	Quarterly Actual Achievement	Appointment of Contractor and site establishment acchieved				Appointment of consultant, preparation of the scoping report and tender document. Tender document at Bid specification on 1 September 2023.				National treasury has granted the Manicpality the approval to proure using transversion contrasts on 21 September 2023. Payment for their procusement of Tipper truck has been processed, currently awaiting delivery.			Appointment of contractor - 31 July 2023 and accopping 11 August 2023				
	Quarterly A	Appointment of Contract establishment acchieved				pointment of the scoping recording to the scoping recording to the scoping recording to the scoping to the scop				unicipality the ing transverse sptember 2022 ocurement of ocessed, curri			023 and acception		arget not met		
	Rating Key	₹ %	((C		र ० ४ ४))		2 2 3 3 5 5	(1)		3				+
	ed Target	nd	g building na	ie dosing ttings in Orkney	y upgrades Scope 870	sultant. ng report	II.	contractor.	LED lights.	uisition, for an order, it of 1 x	uisition, for an order, nt of 1vx				Me mpleted.		П
	Quarterly Projected Target	Site establishment and procurement of material	Renovation of dosing building in Orkney and Kanana	Installation of chlorine dosing equipment with all fittings in Jouberton, Kanana, Orkney	Installation of security upgrades in 3 Pump stations. Scope completed. R11 417 870	Appointment of consultant. Preparation of scoping report and tender document	Tender advertisement	Appointment of the confractor Site establishment	XXXX Conventional street lights replaced with LED lights. Project completed. R4 000 000	Submission of a requisition, for approval, issuing of an order, delivery and payment of 1 x. Tipper truck	Submission of a requisition, for approval, issuing of an order, delivery and payment of 1vx Water tanker. Project completed.	Final payment. R4 542 900	Constituting player's turnel Constituting through sporting codes (long Jury, title) and the codes (long Jury, title) and the codes (long Jury, title) and the short of the code of the code of the codes completed.		Refurbishing the 26M8 reservoir. Scope completed R1 147 4798		
	Quarter Qua	1 Site e	Renov 2 in Ork	Install equip 3 Joube	Install in 3 P compl	Appoil Prepa	2 Tende	Appoi 3 Site e	XXXXX lights 4 Projec	Submappro delive delive	Submission approval, iss delivery and Water tanke completed.	3 R454	Const const const shid p shid		Refuri resen 1 R1 14		. 4
	Base			New project			olecı	New bu			New project		new sbort complex in Khuma Ext 9 (Ward 31) constructed.	A			
	Revised Target / Adjustment Budget																
	R. Budget	R 11 417 870				000 0				2 900			0000		R 11 474 798		
	8		80	2024		ith R 4 000 000				d d			а Ежн R 7 000 000 000 от 1 000 000 000 000 000 000 000 000 000				-
	ice Target	lorine dosing lations at Joub	dosing building	nstalling of security upgrades by 30 June 2024		street lights w ase 4)				ecialised vehi anker) for sotio 2023			contracting a two act or complor in folume Ed (Ward 3)(Press 2) by (Ward 3)(Press 2) by controlling player in time controlling player in time controlling player in time for by (March 2) (San of 25zme - Samme controlling (San of 25zme - Samme y 31 Aquat 2023		erton reservoi 2023		
	Annual Performance Target	of 3 dosing cl water pump s	onstruction of ine dozing eq	urity upgrade		conventional erksdorp (Ph				d delivery of stand 1 Water by 31 March			contracting a row sport cor (Ward 21)(Phase 2) by constructing players turned constructing players turned more trapple june, closure in trapple june, closure in constructing 0, itsem of 3m constructing 0, itsem of 3m shantscattering 1, itsem of 3m shantscattering 1, itsem of 3m		ne 26M8 Jour		
	Апп	Refurbishment of 3 dosing chlorine dosing plants, reservoirs at 3 water pump stations at Jouberton, Orkner, and Kanana (Warte. 1) hv.	removating / construction of dosing building installing chlorine dozing equipment with pipe fillion.	nstalling of sec		Retrofiting 284 conventional street lights with LED lights in Klerkedorp (Phase 4)				Puchasing and delevery of specialised vehicles (1 R 4 5/2 800 X 1 Epoi trucks and Water tentod) for solid waste removal by 31 March 2023.			Constructing a rowe sport complex in Khuma Exit 9 (Water 31/Phases 2) - containing players turnel - containing players turnel - containing the grading obesit (long) - imp, imps, lump, discuss frow, leaden frow, - constructing 0.08m of 110mms of HD/E pipe - constructing 0.08m of 110mms of HD/E - pipe 120mms of 110mms of 110mms of 110mms - by 31 August 2023		Refurbishing the 26M& Jouberton reservoir (ward 13) by 30 September 2023		
	stors (KPI)	-											_				
	Key Performance Indicators (KPI) and Type	Number of water pump-stations refurbished with chlorine dosing equipment at the Matlocana area as	well as security upgrades at various pump stations(Wards 1 - 39)			Number of street lighting with LED lights retrofitted in Klerksdorp (Phase 4)				pecialised vet emoval purch:			Number of ress Sports Complex in Khuma Ext 9 (Ward 51) (Phase 2) constructed		Number of Jouberton reservoirs (Ward13) refurbished		
	Key Perfor	Number of w refurbished w	well as secur pump station			Number of st lights retrofitt 4)				Number of specialised vehicles for solid waste removal purchased and delivered			Number of in Khuna Ext 9 constructed		Number of Jouberton (Ward13) refurbished		
	8	e dosing jupment in Wards 1	ons to			losses cipal own sdorp							ports xx 9 (Ward de for the		on reservoir		
	Objectives	To refurbish chloringe dosing plants, reservoirs equipment in the Mathosana area (Wards 1 =	39) water pump-stations to maintain the desired quality of water			To reduce electricity losses associated with municipal own consumption in Klerksdorp (Phase 4)				To improve collection of refuse and maintain environmental care			occupient a rew goth company from the set of What all 31(Prises 2) provide recurring the sites for the community		To refurbish Jouberton reservoir to maintain the existing infrastructure		
	Weighting		39) wat maintai water										2.13% To construction of the construction of t	T	3% To refurbish J to maintain th infrastructure		-
	DDW BSB / C88 I	Z.3%	C88 / DDI	seoivies Services	ntsethni	SS DDW	Infrastructure Services / C88 / DDM			Ifrastructure Services I	nl	Infrastructure Services		seoineS etut	irastruc	ni	
	Key Performance Area (KPA)					ne Development	M Wise (Gosego) Service Delivery & Infrastructure Developmen Infrastructure Services (588 / DSM		re Development	Delivery & Infrastructu	Services	Service Delivery & Infrastructure Development		Delivery & structure	Service		
	Responsible Person	12	(06)	esoĐ) eistN M			(Gosego) wisiN M				ornmeM) eistM M		M Nitsie (Gosego)	-	(G08905)) e	istN M	-
	Linkage Item Vr.	PMU 1	WWZZ8Z	00446020WGD	1157	PMU 13				WWZZ	70066420420MGD1		60ZZ61/05/W0Z9E/1/90Z0E		PMU 16		-
ECTS	IDP Linkage I Project ID. Budget	olect) -	į įndį	M) bebrui inste uO - 6 emostuc)	f fuqfuO - 6 en	ioojuC	O - triant - C	NP - EEDSN	tuqtuO - 6 emostuO - (f	ı	IDP - MIG Fu	tuduO - 6 emootuO - (belorq 'test'-lituM) bebru-1 ƏIM - 9-	aı	SIG Grant - 1 tuqtuO - 6		
IDP PROJECTS	Top Layer /	7.				1				1.1			로		-		

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	Portfolio of Evidence	Tracking document. Execution letters / notes	202023 EY PAAP	Approved Financial Recovery Plan. Management response / progress. Updated FRP report	Signed-off SDBIP planning template. Attendance Register	Notices Agenda. Altendance register. Minutes	Notices Agenda. Attendance Register. Minutes.
	Comments					An extra meetig was Notices. Agenda arranged by Labour Relations Atlandaron register. Minutes	Meetings are being held bi- weekly due to monitoring on
	Planned Remedial Action						
	Reason for Deviation						
	Actual Expenditure / Revenue						
	Quarterly Actual Achievement	the and quelle (exception in the Audior-General during 1st quarter.	All and y resolved in previous firancial year (10% and 9 Sessigned audit findings resolved (2021/22))			3 LLF meetings attended	5 SDBIP meelings conducted
	Rating Key		(3)		(1)	3	
	Quarterly Projected Target	100% Nr of audit queries received / Nr of audit queries received / 100% and queries received /Nr of audit queries answered	No dessigned audi findings findings readwed (2021/12 FY) 100% findings readwed (2021/12 FY) 100% for dessigned audi findings for dessigned audi findings received IV of assigned audi findings readwed (2021/12 FY) 95% findings readwed (2022/12 FY) 95% findings readwed (2022/12 FY) 95% findings readwed (2022/12 FY) 95% findings readwed (2022/12 FY) 95%	90% No of arthrides recoved / 90% No of arthrides recoved / 90% No of arthrides recoved / 90% Some of arthrides recoved / 90% No of arthrides recoved / 90% The office of the	Credble 2024/25 SDBIP inputs	21LF meetings attended 11LF meeting attended 21LF meetings attended 21LF meetings attended	3 SDBIP meetings conducted 3 SDBIP meetings conducted 3 SDBIP meetings conducted 3 SDBIP meetings conducted
	Base Quarter	- 2 6 4		- 0 0 4	t 2 8 4	1 2 8 4	- 0 E 4
	Revised Target Ban / Adjustment Lir Budget						
	Budget	0	ο α	RO	R 0	RO	0
	Annual Performance Target	Amening 10% of all the discontained audit genes (exception report / communications) provided from the Auditor-Contral within the required time frame by 31 December 2023 required time frame by 31 December 2023	Executing at least 100% of assigned audi inverses resed in the 2021/22 and 2020/23 AG Report and kinangement Report by 30 June 2024 (PAAP)	Recolong at least 50% of all the activities as per the Count's approved Francial Necovery Plan. by 50 June 2024.	Providing the office's SDBIP inputs before the draft 2024/25 SDBIP is submitted by 31 May 2024	Attending 7 LLF meetings by 30 Juna 2024	Conducting 12 SDBP meetings with senior personnel in own directorate by 30 June 2024
	Key Performance Indicators (KPI) and Type	Percentage of external auch queries areawored within required time trame	Percentage Responsibility and fromges season the GS Report recolvent Management Report recolvent	Percentago of the activities as per the Countries approved Francial Recovery Plan resolved	Directorale's SDBIP inputs provided before the 2024/25 SDBIP is tabled	Number of LLF meetings attended	Number of SDBIP meetings with semior personnel in own directorate conducted
		To ensure an infective external audit process (Exception report) communications)	To exercise the all and findings framed in the AS Regard and Management Regord are accepted mortificial and controlled of the things and controlled of filterally and controlled of the things are accepted to the things and controlled of the things are all the things and the things are all the thi	To ensure an efficience resentue consideran agreem, es explore E4 (1) of the Municipal Francos Managament (A2 (1) of the Municipal of 2003, as amenabed (Countil) Financial Recovery Plan)	To ensure that the all the directorates KPTs are catered for	To attend to all LLF meetings to ensure industrial harmony	To ersure that the set goals of countril are achieved
	DDW DSB 1 C88 1	Financial Management / C88	880 \ InamegeneM leichen! 3	Financial Management	Good Governance	Institutional Capacity	Good Governance
	Key Performance Area (KPA)	Inemgolevel Development noilsemoltries T bne	Good Governance and Public Participation	8 Wunicipal Financial Viability 8. Management	Good Governance and Public Participation	Municipal Institutional Development and Transformation	Good Governance and Public Participation
	Responsible Person	isuli9 U.	esuliq U.	eauliq LL	esuliq Lt	esuliq ()	usuli9 LL
	Linkage item Nr.	1110	D 112	0113	DTIA	0116	0116
7	IDP Linkage (Budget ID. Linkage	8 luqtuO - 6 emootuO - IsnoitsneqO A\N	8 JuquiO - e emooivO - lenoiteseqO A/N	luqtuO - e Outcome 9 - Outcome 9 - A/N	Operational A/M	lanolitateqO A\M	lenoilereqO A\N
OPERATIONAL	Top Layer I Bottom Layer	2	1	InqtuO - 6 emootuO - IsnoifsreqC	8	2	J.B

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DIRECTORATE TECHNICAL AND INFRASTRUCTURE

Portfolio of Evidence	Annual maintenance programme Monthly reports Reconciliation spreadsheet GO40 Lay-out plan				Annual maintenance programme Maintenance report Lay-out plan					Annual maintenance programme Maintenance report Lay-out plan				Register of Hh with access Urban areas	Water meter register with new installations.		Annual programme. Cleaning check list. GO40. Photos.		
Comments	Yellow fleet hired to assist, therefore the over-achevement. There is a delay of signatures and printing of orders. To date the no orders has been printed and service providers not paid.									Yallow feet free to assess; Therefore the row-cabenment. There is a delay of signature and principle of codes; to cale the no cross has been printed and service provides not paid.				24 New applications approved					
Planned Remedial Action					The remaining 500m will be carried over to the 2nd quarter												To revise the reservoir cleaning programme. The 3 reservoirs that were listing into considerable backgride the backers in the 12 Quarter where possible. The backgrid 3 reservoir will was cleaned by Michael at be covered in the 2nd Quarter.		
Reason for Deviation					The section submitted the requisition to SCM for procurement of Pant and Wass referred back to procurement of Pant and Wass referred back to the section (3 times) due to the new internal controls that the CPO has introduced as per the attached learner. Sowing that there is an 6 also yet agreement of the procurement of the procurement of produced to per out the machines. To date the procurement of the procurem												Unplanned interruptions due to Load Shedding damaged Bulk pipe lines.		
Actual Expenditure / Revenue	RO				R O					RO							RO		
Quarterly Actual Achievement	16.5 km graded				4.6 km open storm-water channels obeaned					7.19km of storm-water pipes cleaned							3 Reseroirs cleaned		
Rating Key													00		6		()		
duanterly Projected Target	10 km Graded R1 430 203	30 km Graded R3 830 203	30 km Graded R6 230 203	30 km Graded R8 630 203	5km open storm-water channels cleaned R1 000 000	10 Km open storm-water channels cleaned R2 500 000	10 Km open storm-water channels cleaned	R4 000 000 5 Km open storm-water	channels cleaned R5 000 000	Skin of storm-water pipes cleared 000	10km of storm-water pipes cleaned R2 500 000	10km of storm-water pipes cleaned R4 000 000	5km of storm-water pipes cleaned R5 000 000	ı		98% Nr Hh with access / Nr Hh below minimum level	4 Reservoirs cleaned	6 Reservoirs cleaned	10 Reservoirs cleaned
Revised Target Base Quarter Adjustment Line Budget	-	2	m	4	-	2			4	-	2	ю	4	-	3 2	4	-	2	
Budget 1	R47 403 309 (Split vate with ROA2) R8 630 203				R 5 000 000					R 5 000 000				RO			RO		
Annual Performance Target	Grading of 100 km roads in the KOSH as per manteriance programme by 30 June 2024				Cleaning 30 km of open storm-water channels as for maritetraryos programme in the CoM municipal area by 30 June 2024					maintenance programme in the CoM municipal areas by 30. June 2024.				Providing at least 96% of households in the CoM area with access to basic level of water by 30	June 2024		Cleaning 30 reservoirs according to the programme in the Matkosana area by 30 June 2024		
Key Performance Indicators (KPI) and Type	Kilometres roads graded in the CoM municipal area				Kikometres of open storm-water channels cleaned					Klometee of under ground som- water pipe cleaned				Percentage of households in the CoM area provided with access to basic			Number of reservoirs cleaned		
Objectives	To grade roads to maintain the existing road infrastructure				To address cleaned blockages to ensure reactive maintenance of cleaned throughout the year					To address man swere bloodages to ensure reacher maintenance of man sewers throughout the year				To provide basic municipal services			To clean reservoirs to comply with legislation		
MOD Weighting	vices / C88 / DDW	14 26U	esituctu		% % % %	MAJES EIN	Infrastruc			% Convices / C88	····ii astructure			2,3%	WGG / 8	38O	ree Services	asitudiu	811118
BSB (C88) Vies (KbV) Sequimence Key	8. Infrastructure gramps	oleveC			ture Development				3	astructure Development		Service		lnemqo		Service Infrastructur Infrastruct	& Infrastructure	Develo	
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Linkage Item Nr.	PRG37ZZWW	20902	EZGZ0+		WWZZ78	DB42090	**************************************			MWZZY6DR99	7090Z£Z\$Z0+			WAT1	∀/N		OHZZGEDAW 8 MWZZGEOAW		
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DIRECTORATE TECHNICAL AND INFRASTRUCTURE

Portfolio of Evidence	Blue Drop Assessment Report. Monthly Blue Drop Systems Report Blue Drop Status	Feedback report.			Meter replacement schedule. Reconciliation spreadsheet GO40 Photos				Complaints Register. Monthly reports to Council				Register of Hh with access Urban areas.	Sewer house	with new installations.	Annual programme. Sewer cleaning checklist. Lay-out plan. Photos			
Comments									Maintenance Teams have been sensetised to attend to recorded backlogs as and when they can				2 New connections approved			Should the interventions work A the backlog will be addressed S in the next quarters o			
Planned Remedial Action	Increase dozing of chlorine and alternd to all the major kelagase within the bulk system, and flush the system after every repair work done.				Water meless were only available in the Follow to with the specifications committee for Central Stores towards the end of 1st Qarter. The scheduling of Meles Repalsoment Tender (28 Sparientee 2023)				Follow up with Mechanical Section for the availability of repaired Vehicles/Trucks							Item sent to Council previously to resolve. Executive of Council and the Minister of Water and Sanitation intervened and such stoppage are from hence forth be reported to Minister (form will be sent by DWS to report stoppages)			
	Water Quality Faitures encounted in the month of September.				Water meters were only available in the Central Stores towards the end of 1st Qarit (28 Spetember 2023)											Due to cost containment measures and 30% on hised jet truck threats at some townships learn had to concentrate on critical point.			
Actual Expenditure / Revenue																R 2 964 310			
Quarterly Actual Achievement	Morthly compliance documentation submitted to DWS. Obtaining 95% on IRIS water compliance system				329 faulty water meters replaced. Water Balance not concluded due to unavailability of billing info from Finance				44% 1 538 Complaints received / 1 102 resolved 927 Rolled-over / 849 resolved							5 km of main / outfall sewers cleaned			
Rating Key							0			((6			(00		
Quarterly Projected Target	Monthly compliance documentation submitted to DWS. Obtaining 96% on IRIS water compliance system	Monthly compliance documentation submitted to DWS. Obtaining 96% on IRIS water compliance system	Monthly compliance documentation submitted to DWS. Obtaining 99% on IRIS water compliance system	Monthly compliance documentation submitted to DWS. Obtaining 96% on IRIS water compliance system	Replacement of 600 consumer stuck water meters. 1% Reduction in water losses (58% to 57%)	Replacement of 600 consumer stuck water meters. 1% Reduction in water losses (57% to 56%)	Replacement of 600 consumer stuck water meters. 1,5% Reduction in water losses (56% to 54,5%)	Replacement of 600 consumer stuck water meters. 1,5% Reduction in water losses (54,5% to 53%)	61% Nr. Complaints received / Nr. resolved	61% Nr. Complaints received / Nr. resolved	61% Nr. Complaints received / Nr. resolved	61% Nr. Complaints received / Nr. resolved	-	1 1	92% Nr of Hh with access / Mr of Hh below minimum level	10 km of main / outfall sewers cleaned R2 817 674	10 km of main / outfall sewers cleaned R5 635 347	10 km of main / outfall sewers cleaned R8 456 021	10 km of main / outfall sewers cleaned
Base Quarter	-	7	м	4	-	64	ю	4	-	7	ю	4	- 0	3 6	4	-	73	m	4
Revised Target Ba / Adjustment Li Budget																			
Budget	30				RO				RO				RO			R 11 270 694			
Annual Performance Target	Obtaining a minimum score of 96% of quality compleance on the Department of Water and Sentiation and IRIS water compleance system by 30 June 2024				Reducing water losses with 5% (188% to 53%) by Faceboing 2 400 consumer stuck (blocked / too deep / unreadable water meters by 30 June 2024				st. Resolving at least 61% of all water leaks and burst pipe complaints in the Mallocana area (Reiphonic, written and verbal) received by 30 June 2024.				Providing at least 92% of households in the CoM area with access to basic level of sanitation by 30	June 2024		Cleaning 40 km of main / outfall sewers as per program in the CoM municipal area by 30 June 2024			
	A minimum score of 96% of quality compliance obtained				Percentage of water losses reduced				Percentage of all water leaks and bur pipe complaints resolved				Percentage of households in the CoM area provided with access to basic			Kikometre of main / outfall sewers and blockages cleaned			
Objectives	To obtain at least 96% of quality compliance working towards achieving the Blue Drop Award and to comply with the environmental health protection provides.	To organization			To maintain existing infrastructure				To maintain existing infrastructure				To provide basic municipal services			To address main / outfall sewer blockages to ensure a healthy environment for the community			
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Portfolio of Evidence	Monthly Green Drop Systems Report. Green Drop Status Feedback report. Green Drop Assessment Report.				Complaints Register. Monthly reports to Council					Council			Job card Complaints Register. Summary. Monthly reports to	Council		
Comments					Constant cleaning boasted performance				Experienced and Dedicated staff and time management				Experienced and Dedicated staff and time management			
Planned Remedial Action	Problem resolved on credentials and the data loading for september 2023 will be adjusted in the following month. Security was increased. but the plants and pump-stations are not yet repaired.															
Reason for Deviation	Sample results of September 2023 couldn't appear due to system adjustments on credentials for beading and viewing. Due to redentials for beading and viewing. Due to avandalism some plants and pump-stations are not operational															
Actual Expenditure / Revenue																
Quarterly Actual Achievement	Monthy compliance documentation submitted to DNS. Octaining 13% IRIS wastewater effiltent compliance system				96% 1 584 Complaints received / 1 520 resolved 52 Complaints rolled over / 52 resolved				100% 19 Complaints received 7 19 resolved				66,4% 104 Complaints received 7 69 resolved			
Rating Key						3				6))			(:)	
Guarterly Projected Target	Monthly compliance documentation submitted to DWS, Obtaining 70% IRIS wastewater effluent compliance system	Monthly compliance documentation submitted to DWS, Obtaining 70% IRIS wastewater effluent compliance system	Monthly compliance documentation submitted to DWS. Obtaining 70% IRIS wastewater effluent compliance system	Monthly compliance documentation submitted to DWS. Obtaining 70% IRIS wastewater effluent compliance system	96% Nr. Complaints received / Nr resolved	96% Nr. Complaints received / Nr resolved	96% Nr. Complaints received / Nr resolved	96% Nr. Complaints received / Nr resolved	99% Nr. Complaints received / Nr resolved	99% Nr. Complaints received / Nr resolved	99% Nr. Complaints received / Nr resolved	99% Nr. Complaints received / Nr resolved	55% Nr. Complaints received / Nr resolved	55% Nr. Complaints received / Nr resolved	55% Nr. Complaints received / Nr resolved	55% Nr. Complaints received / Nr
Base Quarter	-	5	ю	4	-	8	ю	4	-	7	ю	4	-	2	0	4
Revised Target / Adjustment Budget																
Budget	3.0				RO				RO				RO			
Annual Performance Target	Octaining a minimum score of 70% of efficient Replay complains of the Department of Water & Santiation - REISGreen Drop complains system by 30 June 2024.				Resolving at least 95% of all main / outfall sewers R blockage complaints within 90 days in the Matlosana area (telephonic, written and verbal) received by 30 June 2024				Resolving at least 99% of all municipal facility of default sewer and waste line complaints within 90 default sewer and waste line complaints, written deys in the Matlosana area (telephone, written and the complaints).	and vendal) tedeved by 30 Julie 2020			Resolving at least 55% of all municipal facility Redeault complaints within 30 days in the Matiosana area (telephonic, written and verbal)	received by 30 June 2024		
Key Performance Indicators (KPI) and Type	A percentage of the minimum score of the IRIS/Green Drop score obtained				A percentage of all main / outfall sewers blockage complaints in the Matlosana area resolved				A percentage of all municipal facility default sewer and waste line complaints in the Matlosana area	Davices			A percentage of all municipal facility default complaints in the Matlosana area resolved			
Objectives	To improve the Green Drop score for improved waste water quality management				To maintain existing infrastructure and respond to all complaints related to sewer blockages				To maintain existing infrastructure and respond to all sewer and waste fine complaints related to all maintains balldrane facilities.	company of the control of the contro			ucute maintain I to all I to all municipal	oundings radintes		
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	Portfolio of Evidence	Register of Hh with	access to electricity's.	Register of total Hn in Mattosana		Appointment letter.	KMU and transformer maintenance schedule.	Monthly report. Layout	pigli. I Iooo.							_								Complaints Register	Monthly reports to	Council						Interruption Register.	Monthly reports to Council						
	Comments																							Available resource increased	percentage of achievement							D	percentage of achievement						
	Planned Remedial Action																																						
	Reason for Deviation					Awaiting appointment of service providers																																	
	Actual Expenditure / Revenue																																						
	Quarterly Actual Achievement					100% - 135 faulty meters replaced, 231	RMU's serviced and zero installation of	anti-boxes																86,8%	1 697 received / 1 694 resolved and 3	esolved outside the standard						99% 118 renaised 7117 renakud and 1	resolved outside the standard						
	Rating Key)	- :	S LE	ro .					(1									0	-	2	()			0) +	. 2	-	3)			
	Quarterly Projected Target				92% Nr Hh with access / Nr Hh below minimum level	Replacing 100% of faulty	and carry out 200 tampering	inspections and servicing 30 Transformers and RMU'S in	the CoM area and installing 600 anti-tampering boxes	Replacing 100% of faulty	conventional / pre-paid meters	and carry out 200 tampering	Transformers and RMU'S in	the CoM area and installing	Depleting of ferth	Replacing 100% of faulty	and carry out 200 tampering	inspections and servicing 30	Transformers and RMU'S in the CoM area	Replacing 100% of faulty conventional / pre-paid meters	and carry out 200 tampering	inspections and servicing 30	I ransformers and KMU'S in the CoM area	80%	Nr. received / Nr resolved		3%	Nr. received / Nr resolved	80% Nr. received / Nr resolved	RIPAL	Nr. received / Nr resolved	95% Nr received / Nr received	- Indillos / III roomos	70	Nr. received / Nr resolved		Nr. received / Nr resolved	95% Nr received / Nr recolved	LIBURINGS / IN TRACES
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	Revised Target Base / Adjustment Line Budget																																						
	Budget																																						
	Annual Performance Target	Providing at least 92% of households in the CoM R 0	area with access to basic level of electricity by 30			Reducing technical electrical losses by R 0	pre-paid meters,	 carrying out 800 schedule inspection on suspected tempering and illegal connections and 	technical losses, - Servicing of 120 transformers & RMU's in	municipal supplied areas;	-installing1 200 anti-tampering boxes by 30 June 2024													Resolving 80% of all low voltage complaints in R 0		verbal) received in accordance to NRS-047-1 Electricity Supply Quality of Service (Minimum	Standard) by 30 June 2024	person/felephonic – 24 hours. Time to resolve	customer written complaints - 2 weeks)			Resolving at least 95% of all medium voltage R 0 forced interminions within industry standard	timeframes (8 hours) in the CoM licensed area in accordance to NRS-047-1 Electricity Supply	Quality of Service (Minimum Standard) by 30	June 2024 (Time to restore supply after a forced interruption	- 24 hours. Time to restore supply after a forced	mentprontequing investigative work = z weeks)		
	Key Performance Indicators (KPI) and Type	Wo	area provided with access to basic			Percentage of electricity losses																		To maintain existing infrastructure Percentage of low voltage complaints								Percentage of medium voltage forced internations complaints resolved							
	Objectives	de basic municipal	Services			To maintain existing infrastructure																		To maintain existing infrastructure								To maintain existing infrastructure							
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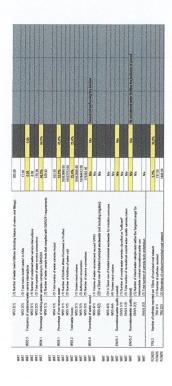
Portfolio of Evidence	Complaints Register. Monthly reports to Council				Complaints Register. Monthly reports to	Council					Council					Complaints Register. Monthly Inspection	report. Council	Resolution.			
Comments										Stores had material in stock	to repair iduity toools										
Planned Remedial Action	procurement of required resources				Procurement of required resources																
Reason for Deviation	Resource constraints				Resource constraints																
Actual Expenditure / Revenue																					
Quarterly Actual Achievement	47% 149 received / 59 resolved 722 rollover / 348 resolved				60% 48 received / 27 resolved 12 rollover / 9 resolved					67% 32 received / 25 resolved	7 rollover / 1 resolved					100% 21 received / 21 resolved					
Rating		I				((- (1	_				
Quarter Quarterly Projected Target	50% Nr of complaints received / Nr of complaints resolved	50% Nr of complaints received / Nr of complaints resolved	50% Nr of complaints received / Nr of complaints resolved	50% Nr of complaints received / Nr of complaints resolved	80% Nr of complaints received / Nr of complaints resolved	80% Nr of complaints received / Nr	or complaints resolved	80% Nr of complaints received / Nr of complaints resolved	80% Nr of complaints received / Nr of complaints resolved	60% Nr of complaints received / Nr	of complaints resolved	60% Nr of complaints received / Nr of complaints resolved	%09	Nr of complaints received / Nr of complaints resolved	60% Nr of complaints received / Nr of complaints resolved	100% Nr. received / Nr investigated		100% Nr. received / Nr investigated	100% Nr. received / Nr investigated	100% Nr. received / Nr investigated	
	-	0	m	4	-	2		6	4			8		m	4	-		2	6	4	
Revised Target I Adjustment Budget																					-
																					-
Budget	R0				RO					RO	'n					ar R0	4				-
Annual Performance Target	Resolving at least 50% of all street lights complaints in the Mallosana licensed area (telephonic, written and verbal) within a month from received by 30 lines 2024.				Resolving at least 80% of all high mast lights complaints within 30 days in the CoM licensed area (felephonic, written and verbal) within a	month from receival by 30 June 2024				Resolving 60% of all traffic control signals complaints within 30 days in the CoM licensed	area (telephonic, written and verbal) received by	F-707 ping 00				Conducting at least 100% of all electricity meter tampering investigations, as received from	inance and community tip-ons by 30 June 2024				
Key Performance indicators (KPI) and Type	Percentage of street lights complaints resolved				Percentage of high mast light complaints resolved					Percentage of traffic control signals complaints resolved						Percentage of electricity meter tampering irvestigations complaints	paranting				
Objectives	To maintain existing infrastructure				To maintain existing infrastructure Percentage of high mast light complaints resolved					To maintain existing infrastructure						To reduce possible fraud and illegal tampering to Council's	diduliniy ildiwork dosdis				
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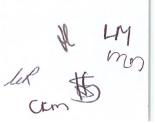


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Local Government: Competency Framework for Senior Managers

ACTING DIRECTOR: TECHNICAL AND INFRASTRUCTURE JJ PILUSA

CITY OF MATLOSANA
Period 1 November 2023 to 31 December 2023



LOCAL GOVERNMENT: COMPETENCY FRAMEWORK FOR SENIOR MANAGERS

1. Definitions

In this framework -

"core competencies" are competencies that cut across all levels of work in a municipality and enhance contextualised leadership that guarantees service delivery impact; and

"leading competencies" means competencies that are required to develop clear institutional strategy, initiate, drive and implement programs to achieve long-term sustainable and measurable service delivery performance results.

2. Competency Framework

- 2.1 This competency framework replaces regulation 26(8) of the Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers, (Government Notice No. 805) as published in *Government Gazette No.* 29089 of 1 August 2006.
- 2.2 A person appointed as a senior manager must have the competencies as set out in this framework. Focus must also be placed on the following key factors:
 - (a) Critical leading competencies that drive the strategic intent and direction of local government;
 - (b) Core competencies which senior managers are expected to possess, and which drive the execution of the leading competencies; and
 - (c) The eight Batho Pele principles.
- 2.3 The competency framework consists of six leading competencies which comprise of twenty (20) driving competencies that communicate what is expected for effective performance in local government.
- 2.4 The competency framework further involves six (6) core competencies that act as drivers to ensure that the leading competencies are executed at an optimal level.
- There is no hierarchical connotation to the structure and all competencies are essential to the role of a senior manager to influence high performance. All competencies must therefore be considered as measurable and critical in assessing the level of a senior manager's performance.
- 2.6 The competency framework is underscored by four (5) achievement levels that act as benchmark and minimum requirements for other human capital interventions, which are, recruitment and selection, learning and development, succession planning, and promotion.

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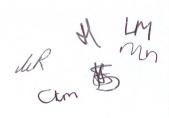
3. Competency Framework Structure

The competencies that appear in the competency framework are detailed below.

	LEADING COMPETENCIES								
Strategic Direction and Leadership	 Impact and Influence Institutional Performance Management Strategic Planning and Management Organisational Awareness 								
People Management	 Human Capital Planning and Development Diversity Management Employee Relations Management Negotiation and Dispute Management 								
Program and Project Management Program and Project Planning and Implementation Service Delivery Management Program and Project Monitoring and Evaluation									
Financial Management	 Budget Planning and Execution Financial Strategy and Delivery Financial Reporting and Monitoring 								
Change Leadership	 Change Vision and Strategy Process Design and Improvement Change Impact Monitoring and Evaluation 								
Governance Leadership	 Policy Formulation Risk and Compliance Management Cooperative Governance 								
	CORE COMPETENCIES								
	Moral Competence Planning and Organising								
	Analysis and Innovation								
Kn	owledge and Information Management								
	Communication								
	Results and Quality Focus								

4. Minimum Requirements

The minimum requirements that accompany the competency framework, but do not govern the selected competencies, as set out in annexure B of the minimum competency requirements for Senior Managers, refer to the level of higher education qualification, work experience and knowledge that are needed to operate effectively in the local government environment.



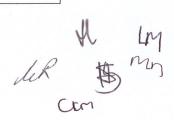
5. Competency Descriptions

Cluster		Leading Competenci	es			
Competency Name		Strategic Direction ar	nd Le	eadership		
Competency Definition	า	deliver on the strateg	ic in		nspir	re and deploy others to
		ACHIEVEME	ENT			
BASIC		COMPETENT		ADVANCED		SUPERIOR
Understand institutional and departmental strategic objectives, but lacks the ability to inspire others to achieve set mandate Describe how specific tasks link to institutional strategies but has limited influence in directing strategy Has a basic understanding of institutional performance management, but lacks the ability to integrate systems into a collective whole Demonstrate a basic understanding of key decision- makers		Give direction to a team in realising the institution's strategic mandate and set objectives Has a positive impact and influence on the morale, engagement and participation of team members Develop actions plans to execute and guide strategy implementation Assist in defining performance measures to monitor the progress and effectiveness of the institution Displays an awareness of institutional structures and political factors Effectively communicate barriers to execution to relevant parties Provide guidance to all stakeholders in the achievement of the strategic mandate Understand the aim and objectives of the institution and relate it to own work	•	Evaluate all activities to determine value and alignment to strategic intent Display in-depth knowledge and understanding of strategic planning Align strategy and goals across all functional areas Actively define performance measures to monitor the progress and effectiveness of the institution Consistently challenge strategic plans to ensure relevance Understand institutional structures and political factors, and the consequences of actions Empower others to follow strategic direction and deal with complex situations Guide the institution through complex and ambiguous concern Use understanding of power relationships and dynamic tensions among key players to frame communications and develop strategies, positions and alliances	•	Structure and position the institution to local government priorities Actively use in-depth knowledge and understanding to develop and implement a comprehensive institutional framework Hold self accountable for strategy execution and results Provide impact and influence through building and maintaining strategic relationships Create an environmental that facilitates loyalty and innovation Display a superior level of self-discipline and integrity in actions Integrate various systems into a collective whole to optimise institutional performance management Uses understanding of competing interests to manoeuvre successfully to a win/win outcome





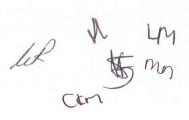
Cluster		Leading Compete	ncies	
Competency Name		People Managem	ent	
Competency Definition	on	diversity, optimise order to achieve in	e, inspire and encourage talent and build and nurt nstitutional objectives	people, respect ure relationships in
PASIC	1		ENT LEVELS	SUDEDIOD
Participate in team goal-setting and problem solving Interact and collaborate with people of diverse backgrounds Aware of guidelines for employee development, but requires support in implementing development initiatives		COMPETENT Seek opportunities to increase team contribution and responsibility Respect and support the diverse nature of others and be aware of the benefits of a diverse approach Effectively delegate tasks and empower others to increase contribution and execute functions optimally Apply relevant employee legislation fairly and consistently Facilitate team goal-setting and problem-solving Effectively identify capacity requirements to fulfil the strategic mandate	ADVANCED Identify ineffective team and work processes and recommend remedial interventions Recognise and reward effective and desired behaviour Provide mentoring and guidance to others in order to increase personal effectiveness Identify development and learning needs within the team Build a work environment conducive to sharing, innovation, ethical behaviour and professionalism Inspire a culture of performance excellence by giving positive and constructive feedback to the team Achieve agreement or consensus in adversarial environments Lead and unite diverse teams across divisions to achieve	SUPERIOR Develop and incorporate best practice people management processes, approaches and tools across the institution Foster a culture of discipline, responsibility and accountability Understand the impact of diversity in performance and actively incorporate a diversity strategy in the institution Develop comprehensive integrated strategies and approaches to human capital development and management Actively identify trends and predict capacity requirements to facilitate unified transition and performance management
			institutional objectives	



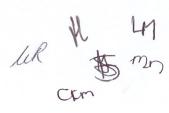
Cluster	Leading Competencies						
Competency Nam	9	Program and Proje	ct N	lanagement			
Competency Definition		plan, manage, mor deliver on set object	Able to understand program and project management methodology; plan, manage, monitor and evaluate specific activities in order to deliver on set objectives				
BASIC		ACHIEVEMI COMPETENT	=NI	ADVANCED	Г	SUPERIOR	
Initiate projects	•	Establish broad	•	Manage multiple	•	Understand and	
after approval from higher authorities		stakeholder involvement and		programs and		conceptualise the	
 Understand 		communicate the		balance priorities and conflicts		long-term implications of	
procedures of		project status and		according to		desired project outcomes	
program and projec management		key milestones Define the roles		institutional goals Apply effective risk		Direct a	
methodology,		and		management		comprehensive	
implications and stakeholder		responsibilities of the project team		strategies through impact assessment		strategic macro and micro analysis	
involvement		and create clarity		and resource		and scope projects	
 Understand the rational of projects 		around expectations		requirements Modify project		accordingly to realise institutional	
in relation to the	•	Find a balance		scope and budget		objectives	
institution's strategion objectives		between project deadline and the		when required without	•	Consider and initiate projects that	
 Document and 		quality of		compromising the		focus on	
communicate factors and risk		deliverables Identify		quality and objectives of the		achievement of the long-term	
associated with own		appropriate project		project		objectives	
work Use results and		resources to facilitate the	•	Involve top-level authorities and	•	Influence people in positions of	
approaches of		effective		relevant		authority to	
successful project implementation as		completion of the deliverables		stakeholders in seeking project		implement outcomes of	
guide	•	Comply with		buy-in		projects	
		statutory requirements and	•	Identify and apply	•	Lead and direct	
		apply policies in a		contemporary project		translation of policy into workable	
		consistent manner		management		actions plans	
	•	Monitor progress and use of		methodology Influence and	•	Ensures that programs are	
		resources and		motivate project		monitored to track	
		make needed adjustments to		team to deliver exceptional results		progress and optimal resource	
		timelines, steps,	•	Monitor policy		utilisation, and that	
		and resource allocation		implementation and apply		adjustments are made as needed	
				procedures to		ado do filodod	
				manage risks			



Cluster	Leading C	Leading Competencies				
Competency Name	Financial N	Management				
Competency Definition	financial ris accordanc all financia	sk managem e with recog Il transaction	ent and administer pro nised financial practice s are managed in an e	control cash flow, institute ocurement processes in es. Further to ensure that ethical manner		
DACIC		HEVEMENT		CURERIOR		
BASIC Understand basic financial concepts and methods as they relate to institutional processes and activities Display awareness into the various sources of financial data, reporting mechanisms, financial governance, processes and systems Understand the importance of financial accountability Understand the importance of asset control	COMPETE Exhibit know of general financial co planning, budgeting, forecasting how they interrelate Assess, ide and manag financial ris Assume a c saving appreto financial manageme. Prepare finareports basis specified fo Consider ar understand financial implications decisions all suggestions. Ensure that delegation a instructions required by National Treguidelines a reviewed ar updated. Identify and implement promotioning a evaluation practices to ensure appropriate spending against the second of the second	wledge ncepts, and and entify e ks cost- coach nt ancial ed on rmats nd the s of nd s and as easury are nd oroper and	Take active ownership of planning, budgeting, and forecast processes and provides credible answers to queries within own responsibility Prepare budgets that are aligned to the strategic objectives of the institution Address complex budgeting and financial management concerns Put systems and processes in place to enhance the quality and integrity of financial management practices Advise on policies and procedures regarding asset control Promote National Treasury's regulatory framework for Financial Management	SUPERIOR Develop planning tools to assist in evaluating and monitoring future expenditure trends Set budget frameworks for the institution Set strategic direction for the institution on expenditure and other financial processes Build and nurture partnerships to improve financial management and achieve financial savings Actively identify and implement new methods to improve asset control Display professionalism in dealing with financial data and processes		

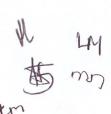


Cluster		Leading Competencies					
Competency Name		Change Leadership	Change Leadership				
Competency Definition	order to successful	ly dr uality	te institutional transfor rive and implement ner y services to the comn	w ini	tiatives and deliver		
BASIC	Τ	COMPETENT	_141	ADVANCED	Т	SUPERIOR	
Display an awareness of change interventions, and the benefits of transformation initiatives Able to identify basic needs for change Identify gaps between the current and desired state Identify potential risk and challenges to transformation, including resistance to change factors Participate in change programs and piloting change interventions Understand the impact of change interventions on the institution within the broader scope of local government	•	Perform an analysis of the change impact on the social, political and economic environment Maintain calm and focus during change Able to assist team members during change and keep them focused on the deliverables Volunteer to lead change efforts outside of own work team Able to gain buy-in and approval for change from relevant stakeholders Identify change readiness levels and assist in resolving resistance to change factors Design change interventions that are aligned with the institution's strategic objectives and goals	•	Actively monitor change impact and results and convey progress to relevant stakeholders Secure buy-in and sponsorship for change initiatives Continuously evaluate change strategy and design and introduce new approaches to enhance the institution's effectiveness Build and nurture relationships with various stakeholders to establish strategic alliance in facilitating change Take the lead in impactful change programs Benchmark change interventions against best change practices Understand the impact and psychology of change, and put remedial interventions in place to facilitate effective transformation Take calculated risk and seek new ideas from best practice scenarios, and identify the potential for implementation	•	Sponsor change agents and create a network of change leaders who support the interventions Actively adapt current structures and processes to incorporate the change interventions Mentor and guide team members on the effects of change, resistance factors and how to integrate change Motivate and inspire others around change initiatives	

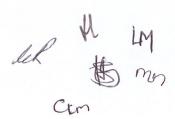


Cluster	Leading Competencies				
Competency Name	Governance Leade	ership			
Competency Definition	and compliance red governance practic conceptualisation of governance relation		orough understanding of r, able to direct the		
		ENT LEVELS			
BASIC	COMPETENT	ADVANCED	SUPERIOR		
Display a basic awareness of risk, compliance and governance factors but require guidance and development in implementing such requirements Understand the structure of cooperative government but requires guidance on fostering workable relationships between stakeholders Provide input into policy formulation	Display a thorough understanding of governance and risk and compliance factors and implement plans to address these Demonstrate understanding of the techniques and processes for optimising risk taking decisions within the institution Actively drive policy formulation within the institution to ensure the achievement of objectives	 Able to link risk initiatives into key institutional objectives and drivers Identify, analyse and measure risk, create valid risk forecasts, and map risk profiles Apply risk control methodology and approaches to prevent and reduce risk that impede on the achievement of institutional objectives Demonstrate a thorough understanding of risk retention plans Identify and implement comprehensive risk management systems and processes Implement and monitor the formulation of policies, identify and analyse constraints and challenges with implementation and provide recommendations for improvement 	 Demonstrate a high level of commitment in complying with governance requirements Implement governance and compliance strategy to ensure achievement of institutional objectives within the legislative framework Able to advise Local Government on risk management strategies, best practice interventions and compliance management Able to forge positive relationships on cooperative governance level to enhance the effectiveness of local government Able to shape, direct and drive the formulation of policies on a macro level 		





Cluster	Core Competencie	Core Competencies				
Competency Name	Moral Competence	•				
Competency Definition		ral triggers, apply reasonin onsistently display behavio				
		ENT LEVELS				
BASIC	COMPETENT	ADVANCED	SUPERIOR			
Realise the impact of acting with integrity, but requires guidance and development in implementing principles Follow the basic rules and regulations of the institution Able to identify basic moral situations, but requires guidance and development in understanding and reasoning with moral intent	Conduct self in alignment with the values of Local Government and the institution Able to openly admit own mistakes and weaknesses and seek assistance from others when unable to deliver Actively report fraudulent activity and corruption within local government Understand and honour the confidential nature of matters without seeking personal gain Able to deal with situations of conflict of interest promptly and in the best interest of local government	 Identify, develop, and apply measures of self-correction Able to gain trust and respect through aligning actions with commitments Make proposals and recommendations that are transparent and gain the approval of relevant stakeholders Present values, beliefs and ideas that are congruent with the institution's rules and regulations Takes an active stance against corruption and dishonesty when noted Actively promote the value of the institution to internal and external stakeholders Able to work in unity with a team and not seek personal gain Apply universal moral principles consistently to achieve moral decisions 	 Create an environment conducive of moral practices Actively develop and implement measures to combat fraud and corruption Set integrity standards and shared accountability measures across the institution to support the objectives of local government Take responsibility for own actions and decisions, even if the consequences are unfavourable 			

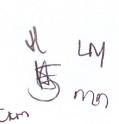


Cluster		Core Competencies				
Competency Name Plan		Planning and Orga	nisin	g		
Competency Definition		e the				
BASIC		COMPETENT	-141	ADVANCED		SUPERIOR
Able to follow basic plans and organise tasks around set objectives Understand the process of planning and organising but requires guidance and development in providing detailed and comprehensive plans Able to follow existing plans and ensure that objectives are met Focus on short-term objectives in developing plans and actions Arrange information and resources required for a task, but require further structure and organisation	A all or innered for the second innered	actively and ppropriately rganise information and esources required or a task ecognise the rgency and inportance of easks ealance short and eng-term plans indigorate into the team's erformance bjectives echedule tasks to insure they are erformed within udget and with efficient use of the eand esources easures rogress and innitor erformance esults		Able to define institutional objectives, develop comprehensive plans, integrate and coordinate activities, and assign appropriate resources for successful implementation Identify in advance required stages and actions to complete tasks and projects Schedule realistic timelines, objectives and milestones for tasks and projects Produce clear, detailed and comprehensive plans to achieve institutional objectives Identify possible risk factors and design and implement appropriate contingency plans Adapt plans in light of changing circumstances Prioritise tasks and projects according to their relevant urgency and importance	•	Focus on broad strategies and initiatives when developing plans and actions Able to project and forecast short, medium and long term requirements of the institution and local government Translate policy into relevant projects to facilitate the achievement of institutional objectives

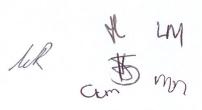


Cluster	Core Competencie	Core Competencies				
Competency Name	Analysis and Innov	/ation				
Competency Definition	establish and imple	Able to critically analyse information, challenges and trends to establish and implement fact-based solutions that are innovative to improve institutional processes in order to achieve key strategic objectives				
		ENT LEVELS				
BASIC	COMPETENT	ADVANCED	SUPERIOR			
basic operation problem solving of analysis, but lack detail and thoroughness Able to balance independent analysis with requesting assistance from others Recommend new ways to perform tasks within own function Propose simple	communicate the benefits of new opportunities and innovative solutions to stakeholders Continuously identify opportunities to enhance internal processes	 Coaches team members on analytical and innovative approaches and techniques Engage with appropriate individuals in analysing and resolving complex problems Identify solutions on various areas in the institution Formulate and implement new ideas throughout the institution Able to gain approval and buyin for proposed interventions from relevant stakeholders Identify trends and best practices in process and service delivery and propose institutional application Continuously engage in research to identify client needs 	 Demonstrate complex analytical and problem solving approaches and techniques Create an environment conducive to analytical and fact-based problem-solving Analyse, recommend solutions and monitor trends in key challenges to prevent and manage occurrence Create an environment that fosters innovative thinking and follows a learning organisation approach Be a thought leader on innovative customer service delivery, and process optimisation Play an active role in sharing best practice solutions and engage in national and international local government seminars and conferences 			



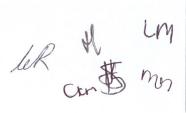


Cluster	Core Competencie	Core Competencies				
Competency Name	Knowledge and Inf	ormation Management				
Competency Definition	n information through	e generation and sharing on various processes and marledge base of local govern	edia, in order to enhance			
	ACHIEVEME	ENT LEVELS				
BASIC	COMPETENT	ADVANCED	SUPERIOR			
 Collect, categorise and track relevant information required for specific tasks and projects Analyse and interpret information to draw conclusions Seek new sources of information to increase the knowledge base Regularly share information and knowledge with internal stakeholders and team members 	Use appropriate information systems and technology to manage institutional knowledge and information sharing Evaluate data from various sources and use information effectively to influence decisions and provide solutions Actively create mechanisms and structures for sharing of information Use external and internal resources to research and provide relevant and cutting-edge knowledge to enhance institutional effectiveness and efficiency	 Effectively predict future information and knowledge management requirements and systems Develop standards and processes to meet future knowledge management needs Share and promote best- practice knowledge management across various institutions Establish accurate measures and monitoring systems for knowledge and information management Create a culture conducive of learning and knowledge sharing Hold regular knowledge and information sharing sessions to elicit new ideas and share best practice approaches 	 Create and support a vision and culture where team members are empowered to seek, gain and share knowledge and information Establish partnerships across local government to facilitate knowledge management Demonstrate a mature approach to knowledge and information sharing with an abundance and assistance approach Recognise and exploit knowledge points in interactions with internal and external stakeholders 			

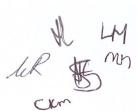




Cluster	Core Competencie	Core Competencies				
Competency Name	Communication					
Competency Definitio	and concise manner effectively convey, the desired outcome		ence in order to			
BASIC		ENT LEVELS				
Demonstrate an understanding for communication levers and tools appropriate for the audience, but requires guidance in utilising such tools Express ideas in a clear and focused manner, but does not always take the needs of the audience into consideration Disseminate and convey information and knowledge adequately	Express ideas to individuals and groups in formal and informal settings in an manner that is interesting and motivating Able to understand, tolerate and appreciate diverse perspectives, attitudes and beliefs Adapt communication content and style to suit the audience and facilitate optimal information transfer Deliver content in a manner that gains support,	ADVANCED Effectively communicate highrisk and sensitive matters to relevant stakeholders Develop a well-defined communication strategy Balance political perspectives with institutional needs when communicating viewpoints on complex issues Able to effectively direct negotiations around complex matters and arrive at a win-win situation that promotes Batho Pele principles Market and promote the	SUPERIOR Regarded as a specialist in negotiations and representing the institution Able to inspire and motivate others through positive communication that is impactful and relevant Creates an environment conducive to transparent and productive communication and critical and appreciative conversations Able to coordinate negotiations at different levels within local government and externally			
	commitment and agreement from relevant stakeholders Compile clear focused, concise and well-structured written documents	institution to external stakeholders and seek to enhance a positive image of the institution Able to communicate with the media with high levels of moral competence and discipline				



Cluster		Core Competencies				
Competency Name	Results and Quality	Results and Quality Focus				
Competency Definition	and objectives while encourage others to	e co o me re re	uality standards, focus nsistently striving to ex eet quality standards. I esults and quality agai	xcee Furth	ed expectations and ner, to actively	
BASIC	Г	COMPETENT	:141	ADVANCED		SUPERIOR
	•		•		•	
 Understand quality of work but requires guidance in attending to important matters Show a basic commitment to achieving the correct results Produce the minimum level of results required in the role Produce outcomes that is of a good standard Focus on the quantity of output but requires development in incorporating the quality of work Produce quality work in general circumstances, but fails to meet expectation when under pressure 		Focus on high- priority actions and does not become distracted by lower-priority activities Display firm commitment and pride in achieving the correct results Set quality standards and design processes and tasks around achieving set standards Produce output of high quality Able to balance the quantity and quality of results in order to achieve objectives Monitors progress, quality of work, and use of resources; provide status updates, and make adjustments as needed	•	Consistently verify own standards and outcomes to ensure quality output Focus on the end result and avoids being distracted Demonstrate a determined and committed approach to achieving results and quality standards Follow task and projects through to completion Set challenging goals and objectives to self and team and display commitment to achieving expectations Maintain a focus on quality outputs when placed under pressure Establishing institutional systems for managing and assigning work, defining responsibilities, tracking, monitoring and measuring success, evaluating and valuing the work of the institution		Coach and guide others to exceed quality standards and results Develop challenging, client-focused goals and sets high standards for personal performance Commit to exceed the results and quality standards, monitor own performance and implement remedial interventions when required Work with team to set ambitious and challenging team goals, communicating long-and short-term expectations Take appropriate risks to accomplish goals Overcome setbacks and adjust action plans to realise goals Focus people on critical activities that yield a high impact



6. Achievement Levels

The achievement levels indicated in the table below serve as a benchmark for appointments, succession planning and development interventions.

- 6.1 Individuals falling within the Basic range are deemed unsuitable for the role of senior manager, and caution should be applied in promoting and appointing such persons.
- 6.2 Individuals that operate in the Superior range are deemed highly competent and demonstrate an exceptional level of practical knowledge, attitude and quality. These individuals should be considered for higher positions, and should be earmarked for leadership programs and succession planning.

Level	Terminology	Description
1	Basic	Applies basic concepts, methods, and understanding of local government operations, but requires supervision and development intervention.
2	Competent	Develops and applies more progressive concepts, methods and understanding. Plans and guides the work of others and executes progressive analysis.
3	Advanced	Develops and applies complex concepts, methods and understanding. Effectively directs and leads a group and executes in-depth analysis.
4	Superior	Has a comprehensive understanding of local government operations, critical in strategic shaping direction and change, develops and applies comprehensive concepts and methods.

Personal Development Plan (PDP)

ACTING DIRECTOR: TECHNICAL AND INFRASTRUCTURE JJ PILUSA

CITY OF MATLOSANA
Period 1 November 2023 to 31 December 2023



IN W. W

Personal Development Plan of: Mr JJ Pilusa

Compiled on: 3 November 2023

			T		I	1
7. Support Person	Skills					
6. Work opportunity created to practice skill / development area	e Management Act, Government Notice					
5. Suggested Time Frames	Adjusted CPMD training to be in line with published in the Local Government Finance Management Act, 2003 Amendments to Municipal Regulations on Minimum Competency levels 2007, Government Notice 41996 of 26 October 2018.					
4. Suggested mode of delivery	published in the Loca ons on Minimum Com				\	V
3. Suggested training and / or development activity	ning to be in line with to Municipal Regulati r 2018.					
2. Outcomes Expected (measurable indicators: quantity, quality and time frames)	Adjusted CPMD training 2003 Amendments to Mu 41996 of 26 October 201					
1. Skills / Performance Gap (in order of priority)	1.	2.	જ	4.		

Municipa Municipa

Acting Director's signature:

Municipal Manager's signature:



DISCLOSURE FORM FOR BENEFITS AND INTERESTS

I, the undersigned (S	urname	e and Initials)				
Postal Address						
Residential Address_						
Position Held						
Name of Municipality						
Tel:	Email:					
hereby certify that t of my knowledge:		owing informa				
1. Shares, securitie financial instituti		other financial	interests (N	ot bank	accounts with	
Number of shares/Extent of financial interest	Nature		Nominal Value		Name of Company/Entity	
2. Interest in a trust						
Name of trust			Amount of Remuneration! Income			
3. Membership, dir	ectorsl	nips and partr	erships			
Name of corporate entity, partnership or firm		Type of business			Amount of Remuneration/ Income	

mn con

4. Remunerated w	ork out	tside the Mun	icipality (M	lust be san	ctioned by Council.)	
Name of Employer		Type of Work			Amount of remuneration/	
Confidential Signature by Municip		ager:	1	,		
Date: 3 November 20	023					
5. Consultancies, l	Retaine	r ships and R	elationshi	р		
Name of Client Nature		Type of bus activity		ousiness	Value of any benefits received	
6. Subsidies, grant	ts and s	sponsorships	by any orç	ganisation		
Source of assistance		Descriptions assistance	of	Value	Value of assistance	
7. Gifts and Hospit	ality fro	om a source r	ather than	a family m	ember	
7. Gifts and Hospitality from a source rather than a family Description Value Me						
8. Land and Prope	rty					
Description		Extent Area		ea	Value	
-14						

SIGNATURE OF ACTING SENIOR MANAGER

DATE: PLACE: 3 November 2023

OATH/AFFIRMATION

1.	I certify that before administering the oath/affirmation I asked the deponent the following questions and wrote down her/his answers in his/her presence:							
	(i)			and the conte	nts of the declaration?			
		Answer	Yes					
	(ii)	Do you have ar	ny objection	n to taking the	prescribed oath or affirmation?			
		Answer	Answer No					
	(iii)		Do you consider the prescribed oath or affirmation to be binding on your					
		conscience?						
		Answer	Yes					
2.	the co	ontents of this dec ne contents of this	claration. TI s declaratio claration ar	he deponent uen are true, so re true". The	nat she/he knows and understands utters the following words: "I swear help me God." / "I truly affirm that signature/mark of the deponent is			
Comm	nission	Janou Rudeleg er of Oath /Just	ice of the F	Peace				
Full fire	st name	es and surname:	CHERÈL	_ JANSEN VA	N RENSBURG (Block letters)			
Design			R PERFOR	RMANCE MAN	NAGEMENT Ex Officio Republic			
Street	addres	s of institution	c/o Bram	n Fischer and	Emily Hobhouse Street			
-			KLERKS	DORP				
Date _	3 Nov	ember 2023		Place	KLERKSDORP			
	_	1			3 November 2023			
CONT	ETHE	NOTED: MUNICI	DATE					

CC 184/2023 EXTENSION FOR ACTING IN THE VACANT POSITIONS OF DIRECTOR: COMMUNITY DEVELOPMENT, DIRECTOR: TECHNICAL AND INFRASTRUCTURE AND DIRECTOR: PUBLIC SAFETY

(ITEM 4.1 PP 1-2 - SPCC 31/10/2023)

RESOLVED

- a) That Council extend the acting appointment of Ms Makgantse Jerminah Masilo with the necessary skills, expertise, competencies and qualifications, as acting Director Community Development, in terms of Section 56 of the Local Government: Municipal System Act, 2000 as amended, for another period of 2 months (1 November 2023 31 December 2023) and that a performance agreement be signed.
- b) That Council extend the acting appointment of Mr Johannes Johanna Pilusa with the necessary skills, expertise, competencies and qualifications, as acting Director Technical and Infrastructure, in terms of Section 56 of the Local Government: Municipal System Act, 2000 as amended, for another period of 2 months (1 November 2023 31 December 2023) and that a performance agreement be signed.
- c) That Council appoints Morulaganyi Botsheleng as acting Director Public Safety, with the necessary skills, expertise, competencies and qualifications, in terms of Section 56 of the Local Government: Municipal System Act, 2000 as amended, for a period of 3 months, 1 November 2023 31 January 2024) not exceeding, unless the period is extended by the MEC responsible for local government in the province.
- d) That concurrence be obtained from MEC responsible for local government in the province for the extension of the above-mentioned acting appointment.