REVISED 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

THEETSI SOLOMON ROGER NKHUMISE

in his capacity as

Municipal Manager
(hereinafter referred to as the Employer)

and

MARY MOTLAGOMANG MOLAWA

as the

<u>Director: Community Development</u> (hereinafter referred to as the Employee)

For the Period

1 July 2020 to 30 June 2021

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PERFORMANCE AGREEMENT

ENTERED INTO BY AND BETWEEN:

The CITY OF MATLOSANA herein represented by THEETSI SOLOMON ROGER NKHUMISE (ID NR. 7212265390082) in his capacity as the MUNICIPAL MANAGER (hereinafter referred to as the Employer) and MARY MOTLAGOMANG MOLAWA (ID NR. 6009030859081) in her capacity as the DIRECTOR: COMMUNITY DEVELOPMENT 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 -

- 2.1 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;
- 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;
- 2.6 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 JULY 2020 and will remain in force until 30 JUNE 2021 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.
- 3.2 The parties will include a new performance agreement that replaces this agreement at least once a year not later than 31st of July of the succeeding financial year.
- 3.3 This Agreement will terminate on the termination of the Employee's contract of employment.
- 3.4 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.
- 3.5 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.
- 4.3 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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- 5.2 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.
- 5.3 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 KPAs (including special projects relevant to the employee's responsibilities) within the local government framework.
- 5.5 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	15.8%
Municipal Institutional Development and Transformation	26.3%
Local Economic Development (LED)	0.0%
Municipal Financial Viability and Management	0.0%
Good Governance and Public Participation	57.9%
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%							

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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 	8.33%		
Change Leadership	 Change Vision and Strategy Process Design and Improvement Change Impact Monitoring and Evaluation 	8.33%&		
Governance Leadership	 Policy Formulation Risk and Compliance Management Cooperative Governance 	8.33&		
	CORE COMPETENCIES	WEIGHTING		
	Moral Competence	8.33%		
	Planning and Organising	8.33%		
	Analysis and Innovation	8.33%		
Knowle	edge and Information Management	8.33%		
	Communication	8.33%		
	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 annual performance appraisal will involve:

6.6.1 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.

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- (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.

6.6.2 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.

6.6.3 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.

- For purposes of evaluating the annual performance of the Municipal Manager, an evaluation panel constituted of the following persons must be established:
 - 6.8.1 Executive Mayor;
 - 6.8.2 Chairperson of the performance audit committee or the audit committee in the absence of a performance audit committee;
 - 6.8.3 Member of the Mayoral Committee;
 - 6.8.4 Mayor and/or Municipal Manager from another municipality; and
 - 6.8.5 Member of a ward committee as nominated by the Executive Mayor.
- 6.9 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:
 - 6.9.1 Municipal Manager;
 - 6.9.2 Chairperson of the performance audit committee or the audit committee in the absence of a performance audit committee;

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- 6.9.3 Municipal Manager from another municipality.
- 6.10 The Performance Management Unit of the municipality must provide secretariat services to the evaluation panels referred to in paragraphs 6.8 and 6.9.

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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

July - September 2020

Second quarter

October - December 2020

Third quarter

January - March 2021

Fourth quarter

April - June 2021

- 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

- 9.1 The Employer shall -
 - 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

- 10.1 The **Employer** agrees to consult the **Employee** timeously where the exercising of the powers 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

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- 10.1.3 A substantial financial effect on the Employer.
- 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:

Performa	nce Score	Berformense Benne Bennetten
From	To	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**.
- 13.2 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 2017 Performance Management System Framework document.

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 30 day of June 2021

AS WITNESSES:	
1 ~	Mula lan- EMPLOYEE
2. <u>Mansu bashuez</u>	

Thus done and signed at KLERKSDORP on this the 30 day of June 2021

AS WITNESSES:

1. Manger EMPLOYER

Revised Performance Plan

DIRECTOR: COMMUNITY DEVELOPMENT MM MOLAWA

CITY OF MATLOSANA Period 1 July 2020 to 30 June 2021

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COMMUNITY DEVELOPMENT DIRECTORATE

15,8% 26,3% 0,0% 0,0% 57,9% 100%

DIRECTORATE COMMUNITY DEVELOPMENT

DIRECTORATE COMMUNITY DEVELOPMENT MS. MM MOLAWA

TOTAL WEIGHTING PER KEY PERFORMANCE AREA (KPA) = 100% Service Daiway & Intrastructure Dawkopment (3)
Municyal Institutional Development and Transformstinu (5)
Losal Economic Development (0)
Municipal Timendo Vitality & Municipant (0)
Good Governance and Public Participalism (11)

Reports to province.
Reconciliation
spreadsheet.
Proof of payment. Reports to province.
Reconcilisation spreadsheet.
Proof of payment. Portfollo of Evidence Tracking document. Execution letters / notes Signed-off SDBIP planning template. Attendance Register Notices. Agenda. Attendance register. Minutes The money has committed through an order Write letter to SCM to Priorise Allocation of tender to Bki Evaluation Committee for evalution by 14 April 2021 To follow up on specification document regarding the pertitioning of 5 offices and suggestion boxesfor 12 fibraries To follow up on requisition for fencing tender submitted on 29 December 2020 Annual larget to be amended during Mid-Year Performance Assessment Planned Remadia! Action Planned Remedial Action Tender process was delayed by itots, it labore unreat, rotation of staff due to A lockdown regulations, and backlage at C BSC. Equitable Share Grant was received in October and requisition was dope in November 1 Extra meeting was conducted during the second quarter due to labour urrest. Conditional Grant was transfered in October and specification for fencing was concluded late in November Reason for Devlution Actual Expenditure / Revenue Actual Expanditure 157 335 2 2 Kettles, Suggestion Boxes, Flogist Safes, Hand Indo Digital Safes, Hand Indo Scanners, Water Colless, Banners, Catering for Transfer Poyment meeting and Training for Sor Library and Library Assistents 100% 1 AG exception queries received / 1 answered 100%
1 AG exception quaries received 1 answered 3 LLF meetings attended 3 LLF meetings attended Quarterly Actual Achievement Quarterly Actual Achievement Rating > × Rafing > -5 Quarterly Projected Target Quarterly Projected Target 100% Nr of AG exception quaries received ! Nr answered R215 000 Gredible 2021/22 SDBIP inputs provided 3 LLF meetings attended 2 LLF meetings attended (3) 3 LLF meetings attended RG R600 600 3 LLF meetings attended R 108 000 R216 000 R108 000 R607 000 R303 500 Quarter Quarter ٠. ~ 4 - 2 8 63 Ç4 -_ 65 4 Base Line Base Line ediole 2020/21 SDBtP R 209 332 R 552 493 V LLF meetings attended Revised
Target /
Adjustment
Budget
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dated
08/02/2021 Ravised
Target /
Adjustment
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GG 43502
August 2020.
August 2020.
Fig. - COSI2020
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Fig. - COSI2020 Mid-Year Assessment CC5/2021 dated 09/02/2021 Mid-Year Assessment CC52921 dated 09/02/2021 R216 800 (R84 800 + R84 800) 600 000 Budget Budget Attending 44 12 LLF meetings by 30 R 0 June 2021 Arswering 100% of all the office's it auth queries (exception report) received from the Auditor-Ceneral within the required time frame by 33-1 Weventher-2020 February 2021 Providing the directorate's SDBIP 6 2 inputs before the 2021/22 SDBIP is submitted by 25 May 2021 Improving library services and gradients according to the operational activities on the approved project business plan by 30 June 2021 Inproving supplementary shortcoming at all 12 libraries according to the operational activities on the approved project business plan by 30 June 2021 Annual Performance Target Annual Performance Target Shortcomings at various
(Intraries Intproved according it to the approved project business plan Percentage of external audit a queries enswered within a required time frame Directorate's SDBIP inputs provided before the 2021/22 in SDBIP is tabled s Supplementary Improvements at various libraries done Key Performance Indicators (KPI) Key Performance Indicators (KPI) Number of LLF meetings altended To address shortcomings by the improving library services and if maintenance To ensure an effective external P audit process (Exception report q / communications) To address supplementary Improvements (shodcomings) at various latraries To ettend to all LLF meetings to ensure industrial harmony To ensure that the all the firectorates KPI's are catered Objectives Objectives **Unitry Die Weighting** 5,26% Weighting 25% 28% Back to epiese Back to Essics Sond Governance GOOD GOVERNSHIPS Financial Management Боюф Сометпавлее institutional Capacity e Area (APA) Key Performen Area (KPA) ing institutional Development and institutions Беглісе Delivery & Infrastructure Development Dood Covernmone and Public Parlicipary lencihilitzni legizinuM molenerT bne memqol Key Idienoqae Rotraon dienogesi e Person NS Mempene BOM MM MAN MORN Hom Mr. Hem Mr. 0003 30162263610NXP95ZZWW; tegbuð egsalnil Budget Linkage WWZZZS9XN00988ZZS100 AW A\N WIN IDP Linkage TProject iD. BE Linkage Froject ID. 1 tuqtuO - 6 emantrO - friend enertic elitietiup3 1 JuqtuO - 6 errostuO - friend AROO 2 Perational - Outcome 9 - Output 6 leneiteraqO Operational Paket Bogom top Paket \ Top Layer! Softon Laye

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	Portfolio of Evidence	Notices, Agenda. Alfendance Register.	Manutes.			Annual safety inspection on	equipment report.	Invoice. Approved License.	Inspection Report						Report to council and province. GO40.	Spendill			Register. Town maps.				Notice Programme Attendance Register Lesson Plan) who we will be a second of the second of t						M			
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	Planned Remedial Action																													8			
	Resson for Deviation																																
	Actual Expanditure / Revenue														R25 538																		
	19810	3 SDBIP meetings conducted	3 SDBIP meetings conducted	3 SDBIP meetings conducted					3 PC Pelser Aiport inspections conducted	3 DC Defeet binort	inspections conducted	3 PC Pelser Airport	raponero compaden		Trees were distributed to Kidiemetse Primary	School and Kenana Primary School			31 1				19 Health programmes conducted		15 Health programmes conducted		31 Health programmes conducted						
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	Budget	R O				R 5 000			R O						R28 000 R29 606				RO				200										
	Annual Performance Target	Conducting 12 SDBIP meetings with senior personnel in own directorate	by 30 June 2021			Renewing the annual PC Pelser almost livense to obtain authority to			Conducting 12 inspections at PC Pelser Airport to ensure aviation	safely by 30 June 2021					Hossing 1 Artour Day event (educational proper) by 30 September 2020 Providing at least 85% of households in the CoM area with eccess to bank lared of relater removel by 30 Lune 2021					Conducting & 50 health promotions programmes as Unrilled by 30 June 2021													
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	Objectives	To ensure that the set goals of council are achieved				To advance aviation facilities to N	with legislation		1	To crange the diport effectively to comply with re legislation A			क क				To provide basic municipal services (helional Key				To enhance healthy ilestyles and involve health of employees employees												
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DIRECTORATE COMMUNITY DEVELOPMENT

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Inwereness programmes and events

at libraries and offer winnes in the

Cost municipal area by 30 June

2021 Presenting at feast 39 10 aducational is programs to learners and adults to expand their knewledge of SA history and cultural harriage in general and that of e CoM municipal area in particular by 30 June 2021 Convening 6.4 heritage sweateness projects to disseminets knowledge regarding heritage and promote cultural heritage and national unity by 30 June 2021 Presenting / facilitating at least 6 iffelong skills development programs to adults and youth to empower them to develop entrepreneurial and fire skills by 30 June 2021 reseachers and general public upon request to promote heritage awareness and disseminate educational content by 30 June 2021. Conducting 3 sport council meelings to ensure the smooth running of sport clubs by 30 June 2021 Conducting at least 45 consultation sessions with educators, students, 2021 Administrating the ennual COIDA assessment process by 30 June Annual Performance Target R14 000 (R9 000 + R5 000) R2 900 000 Revised
Target J
Adjustment
Budget
3—Adjustment
CG17/2021
dated
31/03/2021 Amendments
due to COVID19 - CG6022020
dated
18/10/2020
Mild-Year
Assessment
CC5/2021
dated 2 Sport events co-ordinated. R72 532 6 Heritage awareness projects convened 12 Lifelong skills COIDA payment finalized, COIDA process administrated, R2 631 263 3 Sport council meeting conducted 100 Consultation ses 177 Programmes / events presented nt programs conducted Line w N Quarter w w 2 w 1 Event co-ordinated R7 000 Freject-convened
 Heritage awareness
 Projects convened
 Heritage awareness
 projects convened 1 Sport council
meeting conducted
t Sport council
meeting conducted 2 Heritage awareness projects convened 20 0 Programmes presented 10 4 Programmes presented 1 Event co-ordinated R14 000 1 Sport council meeting conducted Complete COIDA
documeration and
awailing assessment.
Complete requisitions
forms. Finalize
36 Programmes I
overlie presented 3 Programmes presented / facilitated 20 Consultation sessions conducted 15 Consultation sessions conducted 108 60 Programmes / events presented 408 90 0 Programmes I events presented 3 Programmes presented / facilitated 10 Consultation sessions conducted Quarterly Projected 3 × × 8 3 × Rating 20 Consultation sessions conducted Bush 1 Heritage awareness project convened 1 Heritage awareness project convened 1 Sport council meeting conducted 2 programs were conducted Sport council meeting conducted 4 educational programs
were hosted 33 Programmes 12 Consultation sessions 32 Programme Quarterly Actual Achievement Actual Expenditure I Could not have an event due to lockdown regulations Less programmes were presented due to strict Covid-19 measures at schools, The facilitator was not available to present the third programme Less programmes were presented due to strict Covid-19 measures (during Less programmes were presented due to strict Covid-18 measures at schools. ECO's and Old Age Homes Reason for Deytation Will coordinate 2 events in the 4th quarter with Football Accessions and boxing More Progammes to be done in the forth quarter. Target to be met during the third quarter Projection will be revised during Mid-term adjustments More programmes to be presented during the forth quarter. More Programmes to be done in the forth quarter. Planned Remodial Action More programmes were conducted due to public demand.

More programmes were conducted due to public demand. There was no quorum. Target to be met during the third quarter Comments Notices & Agendas. Attendance register. Minutes. Notice.
Notice.
Programme of sport
events. Photos.
Invoices, GO40 Programme. Photographic evidence. Attendance register.
Photographic
evidence. Consultation Museum / site booking form. Photos Attendance Register.
Progress report RoE

COIDA assessment

-document

Requisition

Proof of payment Portfolio of Evidence poor

TSR NACIONISE
MUNICIPAL MANAGER

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REVISED 2020/21 SDBIP