

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

LEOPOLD LETLHOGONOLO FOURIE

as the

Director: Local Economic Development

(hereinafter referred to as the Employee)

For the Period

1 July 2020 until 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 LEOPOLD LETLHOGONOLO FOURIE (ID NR. 7104025448088) in his capacity as the DIRECTOR: LOCAL ECONOMIC DEVELOPMENT of the Municipality (hereinafter referred to as the **Employee**).

WHEREBY IT IS AGREED AS FOLLOWS:

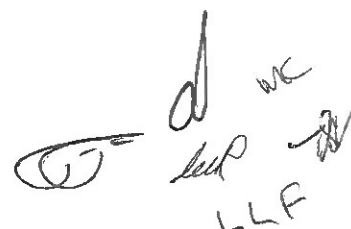
1. INTRODUCTION

- 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;
- 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;
- 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

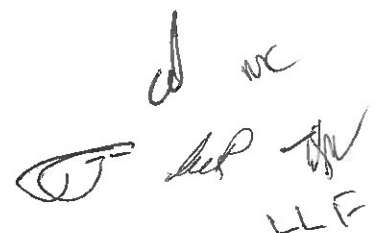
- 3.1 This Agreement will commence on the **1 JULY 2020** and will remain in force until **30 JUNE 2021** thereafter a new Performance Agreement, Performance Plan and Personal Development Plan shall be concluded between the parties for the next financial year or any portion thereof.
- 3.2 The parties 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.
- 4.4 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**.
- 5.4 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.
- 5.6 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	0.0%
Municipal Institutional Development and Transformation	12.0%
Local Economic Development (LED)	32.0%
Municipal Financial Viability and Management	36.0%
Good Governance and Public Participation	20.0%
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		WEIGHTING
Strategic Direction and Leadership	<ul style="list-style-type: none"> • Impact and Influence • Institutional Performance Management • Strategic Planning and Management • Organisational Awareness 	8.33%
People Management	<ul style="list-style-type: none"> • Human Capital Planning and Development • Diversity Management • Employee Relations Management • Negotiation and Dispute Management 	8.33%

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Program and Project Management	<ul style="list-style-type: none"> • Program and Project Planning and Implementation • Service Delivery Management • Program and Project Monitoring and Evaluation 	8.33%
Financial Management	<ul style="list-style-type: none"> • Budget Planning and Execution • Financial Strategy and Delivery • Financial Reporting and Monitoring 	8.33%
Change Leadership	<ul style="list-style-type: none"> • Change Vision and Strategy • Process Design and Improvement • Change Impact Monitoring and Evaluation 	8.33%
Governance Leadership	<ul style="list-style-type: none"> • 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%
Knowledge 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.

- 6.7 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.

- 6.8 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;
 - 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:

Performance Score		Performance Bonus Percentage
From	To	
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%

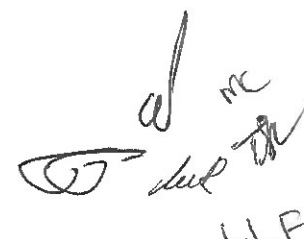
- 11.3 In the case of unacceptable performance, the **Employer** shall –

- 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. MINIMUM 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. 

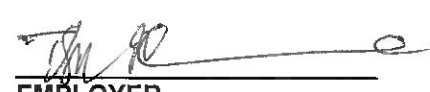

EMPLOYEE

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

AS WITNESSES:

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EMPLOYER

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Revised Performance Plan

**DIRECTOR: LOCAL ECONOMIC
DEVELOPMENT
LL FOURIE**

CITY OF MATLOSANA
Period 1 July 2020 until 30 June 2021

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DIRECTORATE

LOCAL ECONOMIC DEVELOPMENT

DIRECTOR LOCAL ECONOMIC DEVELOPMENT
MR LL FOURIE

TOTAL WEIGHTING PER KEY PERFORMANCE AREA (KPA) = 100%

Service Delivery & Infrastructure Development (6)	0.0%
Municipal Institutional Development and Transformation (3)	12.0%
Local Economic Development (8)	32.0%
Municipal Financial Viability & Management (9)	36.0%
Good Governance and Public Participation (5)	20.0%
	100%

Top Layer / Bottom Layer	Project ID	Budget Linkage	Item Nr.	Responsible Person	Key Performance Indicators	Objectives	Key Performance Indicators (KPI)	Annual Performance Target	Budget	Revised Target / Adjustment Budget	Base Line	Quarter	Quarterly Projected Target	Rating Key	Quarterly Actual Achievement	Actual Expenditure / Revenue	Reason for Deviation	Planned Remedial Action	Comments	Portfolio of Evidence
TL	IDP Linkage Project 6 - Outcome 9 - Output 6	N/A	DLED1	LL Fourie	To ensure an effective external audit process (Exception report / communications) answered within required time frame	Percentage of external audit queries answered within required time frame	Answering 100% of all the directorate's audit queries (exception report / communications) received from the Auditor-General within the required time frame by 30-November-2020-28 February 2021	R 0	GG 43532 dated 5 August 2020. Amendments due to COVID-19 - CC56/2020 dated 16/10/2020	No AG queries received	1	400% Nr of AG exception-audit queries received / Nr answered	✓	No exception queries received from AG					PMS - A RF is not an audit query (exception report)	Tracking document. Execution letters / notes
BL	Operational - Outcome 9 - Output 6	N/A	DLED2	LL Fourie	To ensure that the all the directorate KPIs are achieved for the 2021/22 SDBIP in tabular	Directorate's SDBIP inputs provided before the 2021/22 SDBIP is submitted by 25 May 2021	Providing the directorate's SDBIP inputs before the 2021/22 SDBIP is submitted by 25 May 2021	R 0	Credible 2021/22 SDBIP inputs provided	SDBIP inputs provided	1	3 LIF meetings attended	✓	3 LIF meetings attended						Signed-off SDBIP planning template. Attendance Register
TL	Operational	N/A	DLED3	LL Fourie	To attend to all LIF meetings to ensure industrial harmony	Number of LIF meetings attended	Attending 44 42 LIF meetings by 30 June 2021	R 0	Mid-Year Assessment CC5/2021 dated 09/02/2021	5 LIF meetings attended	1	3 LIF meetings attended	✗	2 LIF meetings attended						Notices, Agenda, Attendance Register, Minutes
BL	Operational	N/A	DLED4	LL Fourie	To ensure that the set goals of council are achieved	Number of SDBIP meetings with senior personnel in own directorate conducted	Conducting 12 SDBIP meetings with senior personnel in own directorate by 30 June 2021	R 0	11 SDBIP meetings conducted	3 SDBIP meetings conducted	1	3 SDBIP meetings conducted	✓	3 SDBIP meetings conducted						Notices, Agenda, Attendance Register, Minutes
BL	Operational	N/A	DLED5	LL Fourie	To regulate informal trading within the jurisdictional area of the City of Melsiana in a manner that recognises and enhances the City's constitutional and other statutory obligations	The Street Trading By-Law reviewed and approved	Reviewing and approving the Street Trading By-Law by 30 June 2021	R 0	New indicator	Review the current Street Trading By-Law in progress	1	Review the current Street Trading By-Law in progress	✗	Present the reviewed Street Trading By-Law to the relevant structures						Draft Street Trading By-Law. Reviewed Street Trading By-Law. Notice, Attendance Register of workshop. Council resolution

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OPERATIONAL										Rating Key	Quarterly Actual Achievement	Actual Expenditure / Revenue	Reason for Deviation	Planned Remedial Action	Comments	Portfolio of Evidence		
Top Layer / Bottom Layer	IDP Linkage / Project ID	Budget Linkage	Item Nr.	Responsible Person	Key Performance Indicators (KPI)	Annual Performance Target	Budget	Revised Target / Adjustment Budget	Base Line	Quarterly Projected Target	Quarterly Actual Achievement	Actual Expenditure / Revenue	Reason for Deviation	Planned Remedial Action	Comments	Portfolio of Evidence		
BL	Operational	N/A	DIED6	J Danxa	To promote employment, advance social and economic welfare, contribute to transforming the milling industry and ensure that milling companies contribute to the development of the areas where they operate	Number of reports on Corporate Social Investment / Social Labour Plan projects implemented submitted to Council by 30/30 June 2021	Substantiating 4 reports on Corporate Social Investment / Social Labour Plan projects implemented to Council by 30 June 2021	R 0	New Indicator	1 Report on Corporate Social Investment / Social Labour Plan projects implemented submitted	Confirmation of SLP Projects to Hemroy attached for 2020/21					Corporate Social Investment / Social Labour Plan projects implementation plan, Reports, Council resolution		
										2	1 Report on Corporate Social Investment / Social Labour Plan projects implemented submitted	1 Report on meeting with milling issues on Social Labour Plan submitted, but not yet approved by Council		The Portfolio Committees and Council not sitting				
										3	1 Report on Corporate Social Investment / Social Labour Plan projects implemented submitted	1 Report from Hemroy Guid Mine on Social Labour Plan submitted, but not yet approved by Council		The Portfolio Committees and Council not sitting	N/A			
										4	1 Report on Corporate Social Investment / Social Labour Plan projects implemented submitted							
TL	National KPI Outcome 9 - Output 3	N/A	LED1	J Danxa	To create jobs to reduce unemployment and enhance local economic development activities	Number of permanent / sustainable jobs which exceed 3 months	Creating 240-350-109 permanent / sustainable jobs which exceed 3 months through the Municipality's local economic development initiatives including capital projects by 30 June 2021	R 0	130 Jobs created	1 46 Jobs created	-				PMS: Only positions created exceeding 3 months can be counted. Thus, the 230 jobs created must be reduced to 35 jobs created	Attendance Register Confirmation letter		
										2	80 Permanent / sustainable jobs which exceed 3 months created (38)	35 Permanent / sustainable jobs which exceed 3 months created						
										3	80-35 Permanent / sustainable jobs which exceed 3 months created	38 Permanent / sustainable jobs which exceed 3 months created						
										4	80-35 Permanent / sustainable jobs which exceed 3 months created							
TL	Outcome 9	N/A	LED2	J Danxa	To ensure alignment between LED strategies and NDP Vision 2030 to synergize the communication between the three spheres of government	Number of cooperatives and SNAME's established and functional	Establishing / resuscitating 4 functional cooperatives and 46-10 SNAME's in the Matsiana area by 30 June 2021	R 588 000	4 established / resuscitated functional	-	None	R 0	Awaiting procurement processes to be finalised.	Follow up with SCM		Cooperative certificate Report & Council Resolution		
										2	2 Cooperative and 6 SNAME's R800 (0)	None	R 0	Awaiting for shortlisting of the beneficiaries.	To report the final SNAME funding on the fourth quarter			
										3	1 Cooperative and 6 SNAME's R300 000	None						
										4	1 Cooperative and 4 SNAME's R598 000							
BL	Operational	N/A	LED3	J Danxa	To conduct consultations meeting to share information with all relevant stakeholders aimed at the economic revitalisation of these areas to support the development of Small Enterprises, cooperatives and Small, Micro and Medium Enterprises (SNAME's), to grow economy by providing an enabling platform for the local informal sector by implementing a set of operational and management initiatives to transition and capacitate informal street traders to formal local business investors	Number of LED consultation meetings conducted with stakeholders 2021	Conducting 12 LED consultation meetings with stakeholders by 30 June 2021	R 0	9 LED consultation meetings conducted	1 4 LED consultation meetings conducted	4 LED consultation meetings conducted					Notice & Attendance Register, Minutes		
										2	4 LED consultation meetings conducted	4 LED consultation meetings conducted						
										3	4 LED consultation meetings conducted	4 LED consultation meetings conducted						
										4	4 LED consultation meetings conducted							
BL	Operational	N/A	LED4	J Danxa	To manage the informal economy by providing an enabling platform for the local informal sector by implementing a set of operational and management initiatives to transition and capacitate informal street traders to formal local business investors	Number of informal street traders registered to transformed from informal local business investors	Registering at least 400-125 street traders informal street traders to transformed from informal local business investors by 30 June 2021	R 0	New Indicator	1 25 Street traders registered	None		Registration to be finalised with License department.	Meeting to be arranged with License department.		Street Traders register.		
										2	25 Street traders registered	50 Street traders registered						
										3	25-37 Street traders registered	25 Street traders registered					The section will embark on awareness and catch-up in the 4th quarter	
										4	25-38 Street traders registered							






Handwritten signatures and initials are present on the right side of the page, including a large signature that appears to be "J. Danxa" and several other initials and marks.

OPERATIONAL										Revised Target / Adjustment Budget	Budget	Annual Performance Target	Key Performance Indicators (KPI)	Objectives	Weighting	Baseline	Back to Basics	Performance	Responsibility	Item Nr.	Budget Linkage	Top Layer / Bottom Layer
BL	Operational	N/A	J Denxha	Local Economic Development	Public Participation	4,0%	To conduct workshops to capacitate SMEs and cooperatives to enhance enterprise development	Number of SME workshops conducted to capacitate SMEs and cooperatives by 30 June 2021	Conducting 4 SME workshops to capacitate SMEs and cooperatives by 30 June 2021	R 0	R 0	3 SME workshops conducted	R 0	1 Workshop conducted	1 Workshop conducted	1 Workshop conducted	1 Workshop conducted	1 Workshop conducted	1 Workshop conducted	1 Workshop conducted	1 Workshop conducted	1 Workshop conducted
BL	Operational	N/A	J Denxha	Good Governance and Public Participation	Financial Management	4,0%	To conduct consultations meeting to share information with all relevant stakeholders aimed at the economic revitalisation of those areas to support the development of Small Enterprises, Cooperatives and Small, Micro and Medium Enterprises (SMEs), to grow	Number of marketing initiatives implemented	Implementing 4 marketing initiatives by 30 June 2021	R 0	R 0	New indicator	R 0	1 Marketing initiative implemented	1 Marketing initiative implemented	1 Marketing initiative implemented	1 Marketing initiative implemented	1 Marketing initiative implemented	1 Marketing initiative implemented	1 Marketing initiative implemented	1 Marketing initiative implemented	1 Marketing initiative implemented
BL	Operational	N/A	J Denxha	Good Governance and Public Participation	Financial Management	4,0%	To conduct tourism programmes to increase market penetration of local content on the internet and globally, grow industry networks, and grow audience consumption of local content	Number of tourism programmes conducted to improve access to tourism high potential areas by 30 June 2021	Conducting 2 tourism programmes to improve access to tourism high potential areas by 30 June 2021	R 0	R 0	New indicator	R 0	1 Tourism programme conducted	1 Tourism programme conducted	1 Tourism programme conducted	1 Tourism programme conducted	1 Tourism programme conducted	1 Tourism programme conducted	1 Tourism programme conducted	1 Tourism programme conducted	1 Tourism programme conducted
BL	Operational	N/A	J Denxha	Good Governance and Public Participation	Financial Management	4,0%	To facilitate the Mallosana Agricultural Production and Fresh Produce Market in terms of food security and to provide a trading platform	Number of Mallosana Agricultural markets facilitated	Facilitating the implementation of 2 Mallosana Agricultural markets by 30 June 2021	R 0	R 0	New indicator	R 0	1 Mallosana Agricultural market facilitated	1 Mallosana Agricultural market facilitated	1 Mallosana Agricultural market facilitated	1 Mallosana Agricultural market facilitated	1 Mallosana Agricultural market facilitated	1 Mallosana Agricultural market facilitated	1 Mallosana Agricultural market facilitated	1 Mallosana Agricultural market facilitated	1 Mallosana Agricultural market facilitated
BL	Operational	N/A	N Makenzie	Municipal Financial Viability & Management	Financial Management	4,0%	To promote the City and communicate programme to ensure a well informed community	Rand value spent on marketing activities	Spending on marketing and communication activities according to Marketing Plan by 30 June 2021	R 330 000	R 330 000	Branding material purchased R599 025 spent	R 0	1 Newsletter compiled and distributed	1 Newsletter compiled and distributed	1 Newsletter compiled and distributed	1 Newsletter compiled and distributed	1 Newsletter compiled and distributed	1 Newsletter compiled and distributed	1 Newsletter compiled and distributed	1 Newsletter compiled and distributed	1 Newsletter compiled and distributed
BL	Operational	N/A	N Makenzie	Municipal Financial Viability & Management	Financial Management	4,0%	To promote the City and communicate programme to ensure a well informed community	Number of external newsletters compiled and distributed regarding Council affairs to the community	Compiling and distributing 6 external newsletter regarding Council affairs to the community by 30 June 2021	R 0	R 0	6 External newsletters compiled and distributed	R 0	1 Newsletter compiled and distributed	1 Newsletter compiled and distributed	1 Newsletter compiled and distributed	1 Newsletter compiled and distributed	1 Newsletter compiled and distributed	1 Newsletter compiled and distributed	1 Newsletter compiled and distributed	1 Newsletter compiled and distributed	1 Newsletter compiled and distributed

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BL	Operational	N/A	COM3	N Masegela	Municipal Institutional Development	Public Participation	4.0%	To distribute internal & external newsletters to ensure transparency with Council affairs	Number of internal newsletters compiled & distributed to all employees of Council	Compiling & distributing 6 internal newsletters to all employees of Council by 30 June 2021	R 0		6 Internal newsletters compiled and distributed	1	2 Newsletters compiled and distributed	1 Newsletter compiled and distributed	2 Newsletters compiled and distributed	2 Newsletters compiled and distributed	2 Newsletters compiled and distributed	Invoices, Expenditure Vols, Marketing programme, Distribution list for external newsletter, Item and resolution, Copy of newsletters

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Top Layer / Bottom Layer		IDP Linkage / Project ID	Budget Linkage	Item N°	Responsible Person	Key Performance Indicators (KPI)	Objectives	Weighting	Key Performance Indicators (KPI)	Annual Performance Target	Budget	Revised Target / Adjustment Budget	Quarter	Quarterly Projected Target	Rating Key	Quarterly Actual Achievement	Actual Expenditure / Revenue	Reason for Deviation	Planned Remedial Action	Comments	Portfolio of Evidence		
BL	Operational	8005140080RFFZZZZZZWM	FPM4	L Ramabodu	Municipal Financial Viability & Management	To promote the fresh produce market to ensure a well informed community	Rand value spent on fresh produce market programmes	4,0%	Financial Management	Spending on fresh produce market programmes by 30 June 2021	R 149 000	R235 928 spent	1	25% R37 250		0%	R 0	Due to the implementation of a new system, orders are not	To be rectified on the second Quarter.		Invoices, Expenditure (Vote GO 40), Marketing programme, Attendance registers, Notices/notifications Minutes		
													2	50% R74 500		0%	R0						
													3	75% R111 750		36,00%	R 53 400					It is a struggle to source quotations since suppliers don't want to supply the municipality, as the municipality delays in payments.	To speed up the process of acquisition and payment of service providers.
													4	100% R149 000									
BL	Operational	8005140080RFFZZZZZZWM	FPM5	W Maponya	Municipal Financial Viability & Management	To collect revenue to ensure financial sustainability	Rand value revenue collected from rental estate	4,0%	Financial Management	Collecting revenue from rental estate by 30 June 2021	R 50 000	R1 256 821 collected	1	25% R12 500		0%	R 9 495			Reason offers from GO40, because correct allocations are not done yet. All the outstanding rental from the tenants were collected, and therefore the rental amount exceeded what was budgeted.	GO40 / Income Vote, Receipts, FreshMark System printout		
													2	50% R25 000		60%	R 49 287						
													3	75% R37 500			R 288 148						
													4	100% R50 000									
BL	Operational	8005140080RFFZZZZZZWM	FPM6	W Maponya	Municipal Financial Viability & Management	To collect revenue to ensure financial sustainability	Rand value revenue collected from opening and cooling rooms	4,0%	Financial Management	Collecting revenue from opening & cooling rooms by 30 June 2021	R 600 000	R1 035 208 collected	1	25% R150 000		0%	R 0		Correction to be made on receipt codes and correct linking to the income vote		GO40 / Income Vote, Receipts, FreshMark System printout		
													2	50% R300 000		0%	R0					Amounts are lying in a suspense accounts with the finance directorate	
													3	75% R450 000			R185 020						
													4	100% R600 000									
BL	Operational	80051380520RFFZZZZZZWM	FPM7	W Maponya	Municipal Financial Viability & Management	To collect revenue to ensure financial sustainability	Rand value revenue collected from market commission (dues)	4,0%	Financial Management	Collecting revenue from market commission (dues) by 30 June 2021	R20 000 000	R1 366 660	1	25% R 5 000 000		6%	R 1 366 660		Due to post Covid 19 level 1 the customers are back in business		GO40 / Income Vote, Receipts, FreshMark System printout		
													2	50% R 10 000 000		6%	R 1 366 660					Covid-19 has negatively impacted on produce and thus less sales went through, unrests and strikes also negatively affected the income of the FPM.	A meeting was held with the security cluster, with the purpose of addressing security challenges caused by the unrests, so as to allow the fees of the producers and the buyers. This will in turn improve on the income since there will be more stock and more buyers.
													3	75% R 15 000 000			R 2 616 493						
													4	100% R 20 000 000									
BL	Operational	8005140080RFFZZZZZZWM	FPM8	W Maponya	Municipal Financial Viability & Management	To collect revenue to ensure financial sustainability	Rand value revenue collected from rental of carriages	4,0%	Financial Management	Collecting revenue from rental of carriages by 30 June 2021	R 82 000	R161 255 collected	1	25% R20 500		12%	R 10 025		Most of the pallets jacks and trolleys have been fixed		GO40 / Income Vote, Receipts, FreshMark System printout		
													2	50% R41 000		12%	R 10 025					The carriage fees are no longer collected since the carriages are defective.	Procure new carriages
													3	75% R61 500		12%	R 10 025					The carriage fees are no longer collected since the carriages are defective.	Purchase of new carriage is currently underway.
													4	100% R82 000									

KPIs 25 TL 4 BL 21

LL FOURIE
DIRECTOR LOCAL ECONOMIC DEVELOPMENTTSR NGUMISE
MUNICIPAL MANAGER