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

BENJAMIN BAGANNE CHOCHE

as the

<u>Director: Planning and Human Settlements</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 BEJAMIN BAGANNE CHOCHE (ID NR. 8512095426082) in his capacity as the DIRECTOR: PLANNING AND HUMAN SETTLEMENT 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.
- 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

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.
- 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% |
| Municipal Institutional Development and Transformation | 10% |
| Local Economic Development (LED) | 00% |
| Municipal Financial Viability and Management | 10% |
| Good Governance and Public Participation | 65% |
| 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.
- 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% |
| Knowled | dge 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. |



| 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.
- The Employer agrees to inform the Employee of the outcome of any decisions taken pursuant 10.2 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

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

| Performat | nce Score | Boofeen B. B. |
|-----------|-----------|------------------------------|
| 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**.
- 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

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

1. EMPLOYEE

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

AS WITNESSES:

- Manger EMPLOYER

Revised Performance Plan

DIRECTOR: PLANNING AND HUMAN SETTLEMENTS BB CHOCHE

CITY OF MATLOSANA Period 1 July 2020 until 30 June 2021

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HUMAN SETTLEMENTS DIRECTORATE PLANNING &

DIRECTOR PLANNING AND HUMAN SETTLEMENTS

DIRECTORATE PLANNING AND HUMAN SETTLEMENTS MR BB CHOCHE

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| Revised Target / Base Adjustment Line | | agailtean 19802 of | rotsolbri wel/ | F E Z Si F Si Needs registaria (847 f | Уем indicator | noteolbri weW | |
| Budget Adju | Mid-Year Assessment CCS/DRY dated GSI/02/2021 | | | Mid-Year Assessment CCS/0201 dated 06/02/2021 | | 06 | |
| - BB | 8 | 7 R 0 | R 80 | aring R.O. | 0 ee | R 115 000 | |
| Annual Performance Target | Adending 44 12 LLF meetings by 30 June 2021 | Confedering 12 SQEP mechage with sensing rate for an disectorate by 30 June 2021. | Calcillation de socialismo de socialismo de la describinda de describing desc | Registering 1-200 2 500 burndricators on the Mallouan Hooking needs register for transing opportunities by 30 June 2021 | Apphing for 1 133 lounting subsidies for 0 occupants on residential states at Nationana Communication of the Provincial Education of the Provincial Education of the Provincial Education of the Provincial Communication of Department of Human Selfements by 30 and June 2021 | Tearleating at least 166 del monicipal hosing atok by 90 June 2021 i hosing atok by 90 June 2021 | |
| Key Performance Indicators (KPI) | Number of LLF meelings attended | Number of SDBP meetings with senior personnel in own directorate conducted | acadaling the number of acadaling the number of carefulling and perceival and acadam caternalin 15 serviced acteristical 15 serviced | Number of reeds registered on the Multisum Housing Neess Register | Number of housing stabilities / spikelites / spikelite occupants on carbonidas dands at Matternar Estate element of from the Provincial Department of Human Settlements | Number of old municipal housing slock hansiletred housing slock hansiletred | |
| Objectives | To alead to all LF meetings to ensure industrial humany | To ensure that the set goals of council are achieved | Servicing of residential stands which bear services (seeduling electricity) to address the housing becking | To register Medissarea Housing employee to careful housing employee careful housing backing | To wide ress the houring backles | To avidness the housing be-chog | |
| Basics Printing | Winstyle Canoliulibrai | eanismevoo looo | Infrastructure Services | infrastructure Services | eachyse? sruburtherith) | SOCIALISC SINCOLESCIIII | |
| e Area 6 Area (AGN) dt Dack to | notisanotans i trus triamidoleve C | - | Davelopment | notined oil and this somenevo bood | noBaqlains 9 aidus bina sonamavo 2 bood | Good Governance and Public Participation | |
| e Person Key | | | | | | | |
| Hem Mr. | BB Choche | PHS SECHOLORIA BECHOCHE | 530 8184 8184 8184 8184 8184 8184 8184 818 | H 25 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 | SSO | 한 한 항에서 성S | |
| Property Bridges | V/N | AW | | A/N | Alu A | ZE10222061PSZZ8MM | |
| Linkage / GE 139 CP | al lerrobinago | ГаподазачО | HSDGrant (Multi-Year project) Catalle | lano8s1sqO | lenoùereqO | lenolismaQQ | |
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| Reason for Deviation or ordicing council and portfolio committies commend in October Ordicing committies commend in October Ordicing committies commend in October Ordicing Committees and Development of Deviation of October Ordicing Committees and Development of October Ordicing Committees or october Ordicing Committees or october Ordicing Committees or october Ordicing October Ordicing Ordicing Committees or october Ordicing Ordicing October Ordicing | |
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| February (S) | |
| Countering Projected Target 1986 1986 1986 1986 1986 1986 1986 1986 | 3 Compliance inspections |
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| Wow indications (17%) (48%) (4 | N . |
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| Annual Performance Target Recorbing at least 60% 25% of all feusing degutes in the Methodson area by June 2005. Administering and finalising at least 50% 20% Administering and finalising at least 50% of all recording and finalising at least 50% of all lease applications within 60 days by 50 June 2021. Conducting 12 tomplance impectors on land kened for eginenthani purposes by 30 June June 2021. | |
| Resolves in disputes in dispute in dispute in dispute dispute in dispute dispute in dispute | |
| Not Performance indicators (repulse resolved dispulse resolved dispulse resolved dispulse resolved and finalised administrate of only licition for administrate of only licition for administrate of only licition for principle lind administrate of only licition for administrate of only licition for administrate of only licition for a principle of of all lease of principles of only licition for the licition for th | |
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| Anamanica from the formation of the following the following from the following frow the following from the following from the following from the f | |
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| 1 Negled 97 Page 11 Page 11 Page 12 Pa | |

| Portfollo of Evidence | Register of contravention notices served (letters annexed | contraventions submitted to legal services | | | Building Plan Register, Application Forms, | Bailding Plant Register, Apticulation Forms, Surlaining Plan Circulating Plant payment payment | | | Building Inspection request register | Bellefing Inspector | | | | | | | | Librard Use Applications Program Almoignal Bell Committee Almoignal Planning Trebund Procedutions Authoridations register of approvals | | | | | |
|--|--|---|---|--------------------------------------|---|--|--|--|--|---|---|---|--|---|---|--|--|---|--|---|---|--|--|
| Comments | 25x Notices Issued 2 Resolved 15 Register of x 2nd notices 3 x contravention notices to Legal notices served (letters nerved to the contravention to the con | füx Znd Notice tx3rd Notice | 6x Notices to Legal, 3x Notice Resubmitted to legal. 2tx 2nd notice, 11x3rd notice, 4x Resolved | | | New circulating process implemented | March submissions still in circulation. Circulation to be in 30 days time frame. | | | | | | 1. GO 40 keeps on changing. 2. All EFTs do not shown on | Ba & | All EFT's do not show on GO40 | The section interns were assisting with the work load and ensuring | | The section Interns were assisting if with the work load and ensuring | that all explications are processed with in the stipulated limeframe. | The section interns were assisting with the work toad and ensuring that all applications are processed with in the stipulated finitirams. | | | |
| Planned Remedial Action | | Request to advertise post to HR already submitted | Requesting BFs to do move follow up on notices | | | | Plans will be approved / assessed within 30 days of submission | | | | | | | | | | | | | | | | |
| Reason for Deviation: | | Follow up on notices is slow because of strontage of Building Inspectors. | To resolve illegal buildings, notices take 80 working deys. | | | | Offices were closed a few days due to public disruptions. | | | | | | | | | | | | | | | | |
| Actual Expenditure Revenue | | | | ļ | | | | | | | | | R 277 473 | R494 662 | R690,659.02 | | | | | | | | |
| Quarlerly Actual Achievament | 21.9% 25 Detected / 5 Resolved 16 Rolled over / 4 resolved | 11.8% 54 Detected / 10 Resolved 32 Rolled over / 0 resolved | 12.37% 21 Detected / 2 Resolved 76x Rolled over / 10 resolved | | 74.36% 238 Plans received / 177 plans assessed | 87% 241 Plans received / 210 Assessmi | 83.4% 211 Plans received / 176 Assessed | | 100% 345 Inspections booked / 345 attended to | 100% 308 Inspections booked / 308 ettended to | 100% 254 inspections broked / 254 attended to | | | <u>u. </u> | | 67.18% 55 Received 1.36 finalised | 9 Rolled-over / 7 finalised | 94% 54 Received 751 finalised. | 21 Rolled-over / 28 finalised | 97% Received / 30 linalised. 4 Rolled-over / 4 finalised | | | |
| Rating Key | | × |) | | | 4 | S | | | | 3 | | | S |) | | | TOT W | 5 | \ | <u> </u> | | |
| Quarterly Projected Targel | 35% Nr delected / Nr resolved | 35% Nr detected / Nr resolved | 36% 85% Ar detected / Nr resolved | 35% 85% Nr delacted / Nr resolved | 70% Nr of plans received / Nr of plans assessed | 70% Nr of plans received / Nr of plans accessed | 70% 90% Nr of plans received / Nr of plans assessed | 7194, 90% Nr of plans received / Nr of plans assessed | 100% Nr of bookings received / No of booking attended | 100% Nr of bookings received / No of booking attended | 100% Nr of bookings received / No of booking attended | 100% Nr of bookings received ! No of booking ettended | R 137 000 | R 274 000 | R411.000 R548 000 | 50% North analysis of | received / Nr of applications finalised | So% Nr of applications | received / Nr of applications finalised | 56% 95% Nr of applications received / Nr of applications finalised | 60% 95% Nr of applications received / Nr of | | |
| Se Quarter | - | | endibegeni. ∞ | * | - | pass | 9538 281 | 4 | | conditioner resolve | Ar \ beuzzi zeob | DU 68 | - | 2 | Ш. | e | = | | 7 | 1 heviecelved 1 | 4 | | |
| Revised Target / Base Adjustment Line Budget | | % | 701 Oct enoibequal | 17411 | Mid-Year Assessment CC5/2021 | 7 pan | %7.87 nace # 218 | | | | % L'91 | | | 121 | 70 05as | | CC5/2021 dated | | % | 99.56 | _ | | |
| Budget Ta | Mid-Year Assessmen CCS/2024 dated | 7090 | | | Mid-Year Ausessma CC5/2021 | dated 09/02/2021 | | | | | | | | | - | | dated | OSANTA | | | | | |
| 200 | e RO By | | | | % of R 0 | | | | RO | | | | 80% of | (R548-0) | R730 000 (R657 000) | 1 _ | | | | | | | |
| Annual Performance Target | Resolving at least 36% 85% of conducted building inspections to moving end enforce compliance with the building regulations and slanderts earsts the CoM municipal area by | June 2020 | | | Receiving and assessing at least 70% 90% of all building plan applications within the legal efamilished hondrome of 30 working days by 30 | June 2021 | | | Ensuring that least 100% of all building inspection requests are eltended to by 30 June 2021 | | | | Collecting at least 89%-90% of budgeted research from building name and leakings by 30 | ne 2021 | | Finalising at least 50% 95% of all land use | | | | | | | |
| Key Performance Indicators (KPI) | Percentage of building scontravention (to prevent submitting for legal action within 6 weeks from detection) | resolwed | | | Percentage of all building plans assessed within 30 days from second A analication and | payment to finalisation of assessment | | | Percentage of building inspections conducted within 32 working hours from the time of resulest of according near the state of the state | | | | Rand value revenue collected from hildring plan and collected | | | Percentage of land use | and finalised within the legislated timetraine of 90 | days from the date of submission | | | | | |
| Objectives | To ensure compliance with building regulations, standard and Municipal By-Laws | | | | To ensure that building plans are assessed within 38 | i de la companya de l | | | To attend to all requests for building inspections | | | | To collect revenue to ensure | | | To ensure that land use | within 90 days | | | | | | |
| BulingleW | 5,00% | | | | 2,00% | | | | %00'5 | | | | 5,00% | uawe6 | gya.w | 2,00% | | | | | | | |
| Performance Area (KPA) of Mass to | noñadi | | ong sonamevoð minstranini | 1 bood | notigajishe 9 alidur pine sanarwaca bood comercial alidur perungan proposa sanaraterini | | | noibaquine Falloy bita sonamence bood services environmente Services | | | 1 | & Villi gemen gemen gemen gemen | siaM BnaM BniT | | Good Governance and Public Participation Good Governance | | | | | | | | |
| Responsible Person Key | - | | | | flyosom | | | | gnesomela? | | | | | ned 1 | eqisimi | | | | | | | | |
| Hom Mr. | Sa prosection of | - | | | 258 | -149 U | | | SS Briesornala 2 | <u>u</u> | | | ZZ. | omələ | u | T. Calso | ව මෙද්ගණයට | | | | | | |
| Sudget Linkage | | | #N | | | | AW | | | | AVI | | ZZZ | SSDOR | ZZ 986191: | SZ | | | | AIN | | | |
| IDP Linkage 1 | | lanoi | JeneqO | | | įul | witeraq0 | | | InnoberaqO lanob | | | ational | Deed | | ІвлованоД | | | | | | | |

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| | The state of the s | | | | | | | | | | |
| | Franced Kenedial Action | Monthly meetings to be scheduled with Finance section | On 11 January 2021 follow-ups with consultants will be done to see if there is any applications ready for submission. | Reconsiderame does not correlate with Follow-ups with Finance section for clurity CO40 because further way that discarded to CO40 because further way that discarded to correct fown Planning V048 further finances. | | | | | | | |
| | | Reconstitutione does not corrected with Monthly meeting application register because funds are not Finance section allocated to correct Town Planning Vote Number | Consultants closed offices on 11 December 2020 so funited applications was received thereafter. | Reconstitute does not correlate with GO46 because funds are not allocated to correct Town Planning Vote Number firmousty. | | | | | | | |
| Actual Expenditure | Revisius | R 45 178 | R85 181,92 | R 137 552,00 | | | | | | | |
| Quarterly Actual | Achievement | | | | | | | | | | |
| Saling Balling | Key | × | | | | | | | | | |
| Quarterly Projected | Adjustment Line Quarter Target Budget | R 72.375 | R 144 750 | R217 125 R144 750 | R289-600 R212 300 | | | | | | |
| | Quarter | - | 8 | е . | 4 | | | | | | |
| 88.88 | t Line | | balballop 390 8 | B18 | | | | | | | |
| Revised Tardet / | Adjustmen | Mid-Year Assessment CC5/2021 dated | L'azzasa | | | | | | | | |
| | Budget | | (R212 300) | | | | | | | | |
| | Annual Performance Target | Rend valve revenue collected. Collecting at least 7595, 65% of budgeled from land use / development revenue from land may fleathen applications by 30 Aure 2027. | | | | | | | | | |
| Key Performance Indicator | (къл | Rand value revenue collected from land use / development applications | | | | | | | | | |
| | Objectives | 5,00% To collect revenue to ensure sound financial matters | | | | | | | | | |
| Buft | rigiaW | %00% | | | | | | | | | |
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