PERFOMANCE AGREEMENT

Entered into by and between

MR GAFANE L.A

ACTING MUNICIPAL MANAGER

And

MR MAPHORU D

ACTING EXECUTIVE MANAGER: PLANNING AND LED

FOR THE FINANCIAL YEAR: 2020/2021

PERFORMANCE AGREEMENT

ENTERED INTO BY AND BETWEEN:

The Municipality of Lepelle-Nkumpi herein represented by Mr Gafane L.A in his capacity as the Acting Municipal Manager (hereinafter referred to as the Employer or Supervisor) and Mr Maphoru D, Acting Executive Manager: Planning and LED of the Municipality of Lepelle-Nkumpi (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 ("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, 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.



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 as well as the Contract of Employment entered into between the parties;
- 2.2. Specify objectives and targets established for the Employee and to communicate to the Employee the Employer's expectations of the Employee's performance expectations and accountabilities;
 - 2.3 specify accountabilities as set out in the Performance Plan (Annexure A);
 - 2.4 monitor and measure performance against set targeted outputs;
- 2.5. Use the Performance Agreement and Performance Plan as the basis for assessing the suitability of the Employee for permanent employment and/or to assess whether the Employee has met the performance expectations applicable to his/her job;
- 2.6. Appropriately reward the Employee in accordance with the Employer's performance management policy in the event of outstanding performance; and
- 2.7. Give effect to the Employer's commitment to a performance-orientated relationship with the Employee in attaining equitable and improved service delivery.

3. COMMENCEMENT AND DURATION

3.1 This Agreement will commence on the **01 July 2020** and will remain in force until **30 June 2021** where after 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 review the provisions of this Agreement during June each year. The parties will conclude a new Performance Agreement and Performance Plan that replaces this Agreement at least once a year by not later than the beginning of each successive financial year.
- 3.3 This Agreement will terminate on the termination of the Employee's contract of employment for any reason.
- 3.4 The content of this Agreement may be revised at any time during the abovementioned 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.
- 4.2 The performance objectives and targets reflected in Annexure A are set by the Employer in consultation with the Employee and based on the Integrated Development Plan and the Budget of the Employer, and shall include key objectives; key performance indicators; target dates and weightings.



- 4.3 The key objectives describe the main tasks that need to be done. The key performance indicators provide the details of the evidence that must be provided to show that a key objective has been achieved. The target dates describe the timeframe in which the work must be achieved. The weightings show the relative importance of the key objectives to each other.
- 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.
- 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 that will be included in the performance management system as applicable to the Employee.
- 6. The Employee agrees to participate in the performance management and development system that the Employer adopts.
- 6.1 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.

- 6.2 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.
- 6.2.1 The Employee must be assessed against both components, with a weighting of 80:20 allocated to the Key Performance Areas (KPAs) and the Core Managerial Competencies (CMCs) respectively.
- 6.2.2 Each area of assessment will be weighted and will contribute a specific part to the total score.
- 6.2.3 KPAs covering the main areas of work will account for 80% and CMCs will account for 20% of the final assessment.
- 6.3 The Employee's assessment will be based on 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 PERFOMANCE AREA	WEIGH TING	INDICATOR	TARGET
Municipal Financial Viability and Management	3%	Number of progress reports provided on financial	04
	3%	recovery plan % of departmental budget spent	100%
Good Governance and Public Participation	6%	Number of IDPs reviewed and approved by Council	01
	6%	Number of SDBIP developed and approved by the Mayor within 28 days after approval of IDP and Budget	01
	2%	Number of SDBiP reviewed and approved by Council.	01
	2%	Number of Annual Performance Report compiled and submitted to Auditor General	01
	2%	Number of Annual Reports prepared and approved by Council.	01

	2%	Number of Quarterly Performance Reports compiled	04
Municipal Transformation	2%	and submitted to Council Number of reports compiled on management of personnel and leave	04
Local Economic Development	2%	Number of reports compiled on CWP and EPWP jobs creation	04
	10%	Number of reports on business support, tourism development and job creation compiled	04
	5%	Number of reports on business support, tourism and land development compiled(Transaction Advisor)	04
Spatial Rational	10%	Number of reports compiled on prevention of illegal land invasion within Lebowakgomo	04
	4%	Number of hectares of land acquired	7786 0588 hectors
	4%	Number of km of streets surveyed for zone A and F	5km
	3%	Number of Building Control Policies developed and approved by Council	01
	2%	Number of building inspections conducted	04
	2%	Number of supplementary valuation roll compiled and approved by	01
	10%	Number of newly acquired properties registered in municipality's name	200
TOTAL	80%		

6.4 The CMCs will make up the other 20% of the Employee's assessment score. CMCs that are deemed to be most critical for the Employee's specific job should be selected from the list below as agreed to between the Employer and Employee:

CORE COMPTENCY REQUIREMENTS FOR EMPLOYEES

CORE MANAGERIAL COMPETENCY	✓	WEIGHT
Strategic Capability	✓	4%
Programme and Project Management	√	1%
Financial Management	/	3%
Change Management		
Knowledge Management		
Service Delivery Innovation		
Problem Solving and Analytical thinking	✓	4%
People and Diversity Management		



Client orientation and Customer Focus	✓	4%
Communication		
Accountability and Ethical Conduct		
Policy Conceptualization and implementation	√	2%
Mediation Skills		
Advanced Negotiation Skills		
Advanced Influencing Skills		
Partnership and Stakeholder relations	✓	2%
Supply Chain Management		
Total		20%

7. EVALUATING PERFORMANCE

- 7.1 The Performance Plan (Annexure A) to this Agreement sets out -
- 7.1.1 The standards and procedures for evaluating the Employee's performance; and
- 7.1.2 The intervals for the evaluation of the Employee's performance.
- 7.2 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.
- 7.3 Personal growth and development needs identified during any performance review discussion must be documented in a Personal Development Plan as well as the actions agreed to and implementation must take place within set time frames.
- 7.4 The Employee's performance will be measured in terms of contributions to the goals and strategies set out in the Employer's IDP.



- 7.5 The annual performance appraisal will involve:
- 7.5.1 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) An indicative rating on the five-point scale should be provided for each KPA.
- (c) The applicable assessment rating calculator (refer to paragraph 7.5.3 below) must then be used to add the scores and calculate a final KPA score.

7.5.2 Assessment of the CMCs

- (a) Each CMC should be assessed according to the extent to which the specified standards have been met.
- (b) An indicative rating on the five-point scale should be provided for each CMC.
- (c) The applicable assessment rating calculator (refer to paragraph 7.5.1) must then be used to add the scores and calculate a final CMC score.

7.5.3 Overall rating

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

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



	Terminology	Description		Ra	ting		
Level			1	2	3	4	5
5	Outstanding	Performance far exceeds the standard					
	Performance	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	Performance significantly					
	significantly	Above expectations					
	above	Performance is significantly higher than the					
	expectations	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	Fully effective Performance fully meets the					
	Effective	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.					
2	Not Fully	Performance is below the standard required					
	effective	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.	
Unacceptable	Performance does not meet the standard	
performance	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.	
		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. Unacceptable 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

- 7.7 For purposes of evaluating the performance of the Employee, an evaluation panel constituted by the following persons will be established –
- 7.7.1 Municipal Manager
- 7.7.2 Chairperson of the Audit Committee;
- 7.7.3 Ward committee member (on a rotational basis), where applicable;
- 7.7.4 Member of the Executive Committee; and
- 7.7.5 Municipal Manager from another Municipality.



8. SCHEDULE FOR PERFORMANCE REVIEWS

8.1 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

- 8.2 The Employer shall keep a record of the mid-year review and annual assessment meetings.
- 8.3 Performance feedback shall be based on the Employer's assessment of the Employee's performance.
- 8.4 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.
- 8.5 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.



9. DEVELOPMENTAL REQUIREMENTS

The Personal Development Plan (PDP) for addressing developmental gaps is attached as Annexure B.

10. OBLIGATIONS OF THE EMPLOYER

- 10.1 The Employer shall -
- 10.1.1 Create an enabling environment to facilitate effective performance by the employee;
- 10.1.2 Provide access to skills development and capacity building opportunities;
- 10.1.3 Work collaboratively with the Employee to solve problems and generate solutions to common problems that may impact on the performance of the Employee;
- 10.1.4 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
- 10.1.5 Make available to the Employee such resources as the Employee may reasonably require from time to time assistance to meet the performance objectives and targets established in terms of this Agreement.

11. CONSULTATION

- 11.1 The Employer agrees to consult the Employee timeously where the exercising of the powers will have amongst others –
- 11.1.1 A direct effect on the performance of any of the Employee's functions;



- 11.1.2 Commit the Employee to implement or to give effect to a decision made by the Employer; and
- 11.1.3 A substantial financial effect on the Employer.
- 11.2 The Employer agrees to inform the Employee of the outcome of any decisions taken pursuant to the exercise of powers contemplated in 11.1 as soon as is practicable to enable the Employee to take any necessary action without delay.

12. MANAGEMENT OF EVALUATION OUTCOMES

- 12.1 The evaluation of the Employee's performance will form the basis for rewarding outstanding performance or correcting unacceptable performance.
- 12.2 A performance bonus of 5% to 14% of the inclusive annual remuneration package may be paid to the Employee in recognition of outstanding performance.
- 12.3 The Employee will be eligible for progression to the next higher remuneration package, within the relevant remuneration band, after completion of at least twelve months (12) service at the current remuneration package on 30 June (end of financial year) subject to a fully effective assessment.
- 12.4 In the case of unacceptable performance, the Employer shall -
- 12.4.1 Provide systematic remedial or developmental support to assist the Employee to improve his or her performance; and
- 12.4.2 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.

13. DISPUTE RESOLUTION

- 13.1 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 –
- 13.1.1 The MEC for local government in the province within thirty (30) days of receipt of a formal dispute from the Employee; or
- 13.1.2 Any other person appointed by the MEC.
- 13.2 In the event that the mediation process contemplated above fails, clause 19.3 of the Contract of Employment shall apply.

14. PERSONAL DEVELOPMENT PLAN: 2020/2021

Competency to be	Institution	Responsibility	Time	Expected Outcome
addressed			Frame	
Statistics	University of Witwatersrand	HRM	2020/2021	Competent
Project Management	University of Pretoria	HRM	2020/2021	Competent

15. GENERAL

15.1 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.



15.2 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.

Thus done and signed at Chic Center	on the 3a \6 6 \ 2020
Maghornes	30/06/2020
Acting Executive Manager: Signature	Date
Magazaure	30/06/2020
Acting Municipal Manager: Signature	Date

D. PLANNING AND LOCAL ECONOMIC DEVELOPMENT DEPARTMENT

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Initials: Acting MM

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Pled1	2 Pled	Pled1	No.
1 Spatial Resp Rationa sive,	Pled1 Spatial Resp 2 Rationa sive, le acco le table effec e an Ucca gove ment syste	Spatial Rationa le	Key Perfor mance Area
Respor		Respon Action support account ive to table, effectiv settler e and efficient outcore Local govern ment system	Outco me
Actions To guide support monitor	ResponActions To guide sive, support monitor accoun ive to and table, human control effectiv settlem spatial e and ent outcom land use the govern ment argovern ment system within the municip	Respon Actions To guid sive, support monitor accoun ve to and table, human control effectiv settlem spatial e and outcom land use efficient es manage Local es ment ar govern develop ment system within the municip	Output
To guide monitor	Respon Actions To guide, sive, support monitor accoun ive to and table, human control effectiv settlem spatial e and ent planning, efficient es manage govern govern ment system system within the municipa	Respon Actions To guide, Prosive, support monitor and accoun ive to and table, human control end end end end end end end end end planning, land esflicient coal es manage with govern ment system within lifty	Strategi c Objectiv es
Spatial ResponActions To guide, Amendm Numbe n/a Rationasive, support monitor ent and r of	Respon/Actions To guide, Acquisiti sive, support monitor on of accoun ive to and strategic table, human control land for effectiv settlem spatial develop e and ent outcom land use Local es manage govern ment system within the municipa lity	Respon Actions To guide, Promote Perce sive, support monitor and age of accoun ive to and affectiv settlem spatial e and ent outcom land use efficient Local govern ment system system within system land within the municipa within lity	Outco Output Strategi Strategi me CObjectiv es
n Numbe	r of r of hectare s of land acquire d	Percentn/a age of outdoor adverti sing applicat ions respon ded to ded to a within 30 days of receipt	Key Perfor mance Indicat
n/a	n/a	tn/a	Ward No.
Reports 0	Deeds of 0 Transfer or Letter of Donation	Outdoor advertisi ng applicati ons register	Portfolio Baselin 2020/21 Of e Target Evidenc
4 reports on amendment	7786 0588 hectares of land acquired by June 2021	100% of outdoor advertising applications responded to within 30 days of receipt	elin 2020/21 Target
R00.0	X00.0	R00.0	Budget
Approv Mont al of 01 hly	with letter depart signe ment of d by rural Munic and develo Mana pment ger on donatio n of land	of erly outdoor Propadverti ess sing Rep Rep Applica ts tions receive d and respon ded to within 30 days	1st Quarter Project P.O
	w up letter signe d by Munic logal Mana ger	Quart 100% erly of erly of Progr outdo ess adver Reporsing ts applic tions receiv d and respo ded to within 30 days	rter 2 P.O.EP
Approv Mont al of 01 hly	n/a	100% Qua of erly outdoor Prog adverti less sing Rep applica ts tions receive d and respon ded to within 30 days	2 nd Quarter Project P.O ion
	n/a I rai 778 058 068 hec of L to Mu ality Dep men Pur Dev	Quart 100% erly of Progr outdo ess adver Reporsing ts applic tions receiv d and respo ded to within 30 days	ter 3rd (.O.E.Proj
Approv Mont al of 01 hly	tors and incip / by / by / al of al of ent	100% Qua of erly outdoor Progadverti ess sing Rep applica ts tions receive d and respon ded to within 30 days	3 rd Quarter Project P.O
ont Approv N	S of Trans fer or Letter of Donat ion	Quart 100% erly of Progr outdoor ess adverti Reporsing ts applica tions receive d and respon ded to within 30 days	7.4 th Q. D.EProje
Approv Monthl al of 01 y	n/a	O D B E C	1st Quarter 2nd Quarter 3nd Quarter 4th Quarter Project P.O.E Project P.O.E Project P.O.E ion ion

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Initials: Acting MM 63

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1 Spatial Resp Rationasive,	le accordance le table effecte e and efficire coa gove ment syste le accordance e and efficire e and efficire e and efficire e and efficire coa gove ment syste	Key Perfor mance Area
Respon	accoun ive to table, human effectiv settler ent efficient outcor Local system Respon Action system Respon Action ive to table, end effectiv settler end effectiv settler end effectiv system ment system	Outco
Actions support ive to	accoun ive to and table, human control effectiv settlem spatial e and ent planning efficient outcom land use ment asystem system cacoun ive to and table, local e and efficient e and govern ment system land use fine ment system land use ment argovern ment system lity	Output
Actions To guide support monitor ive to and	accoun ive to and table, human control effectiv settlem spatial e and ent govern ment avithin system Respon Actions To guide, sive, support monitor accoun ive to and table, e and effectiv settlem spatial e and coutcom land use govern ment system within the system within the ment system within the ment system within the municipa lity	Strategi c Objectiv es
Pled1 Spatial ResponActions To guide, Monitor, Rationasive, support monitor regulate ive to and	le accoun ive to and tormaliza reports table, human control tion of effectiv settlem spatial existing amend e and ent efficient outcom land use ment and local es ment and es ment and es municipa system la accoun ive to table, end efficient efficient es efficient govern land use ment and la accoun ive to table, end effectiv settlem system end efficient es ment and land use efficient system land use ment and land use ment an	Strategi es
Numbe n/a	areports on amend ment and formali zation of Zone F and Industrial area of km streets survey ed for Zone A and F	Key Perfor mance Indicat ors
n/a	n/a	Ward No.
Reports	Reports	Portfolio Baselin 2020/21 Of e Target Evidenc e
34	0	Baselin e
96 building inspections conducted	and formalization formalization of Zone F and Industrial area by June 2021 5 km of streets surveyed by June 2021	Target
R00.0	R00.0	Budget
24 R buildingt inspecti	reports Property on examend Rument of ts zone F and IA extension (industrial area) settlem ent per quarter n/a n/a n/a n/a extension settlem ent per quarter extension ent per quarter n/a	1st Quarter Project P.O ion
epor	a epon	ter P.O.E
ilding specti		2 nd Quarter Project P.O ion
Repor24 F t buildingt inspecti	Progr reports ess on Reporamend rts ment of zone F and IA extensi on (industr ial area) settlem ent per quarter n/a Surveyi ng of 2.5km of streets at Zone A	er 3 rd Q O.E Proje
	reports Progon ess amend Reports Progon ess amend Reports Progone F zone F and IA extension (Industrial area) settlem ent per quarter Surveyi Report Surveyi	3 rd Quarter Project P.O. ion
Repor24 t building inspecti	nend ant of ant of lensi	1st Quarter 2nd Quarter 3rd Quarter 4th Quarter Project P.O.E Project P.O.E Project P.O.E ion ion
Report	Progre ss Report Report	P.O.E

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Spatial Resp Rationasive, le acco table	Spatial Resp Rationasive, Rationasive, le acco table effec e an effici Loca gove men syste	o	Key Perfor mance Area
Respon Action sive, suppo accoun ive to table, settlei	Respon Action sive, suppo accoun ive to table, effectiv settler ent efficient coal coal govern ment system	accoun hum table, sett effectiv ent e and outs efficientes Local govern ment system	Outco me
Actions suppor live to human settlem	Respon Actions To guice sive, support monito accoun ive to and table, effectiv settlem spatial e and efficient coal coal govern ment system system es munici and us the munici	accoun human control table, settlem spatial effectiv ent plannir e and outcom land us efficientes ment a govern ment system system system label outcom land us ment a develo ment system the lity	Output
Actions To guid support monitor ive to and human control settlem spatial	Respon Actions To guide, sive, support monitor accoun ive to and table, effectiv settlem spatial e and efficient Local govern ment system system es manage municipa	human control settlem spatial ent planning, outcom land use es manage ment and develop ment within the municipa	Strategi c Objectiv
Pled1 Spatial ResponActions To guide, Provide Rationalsive, support monitor real accoun ive to and estate table, settlem spatial		- 1	Output Strategi Strategi
Numbe r of supple mentar	Monitor, Numbe regulate r of and Building Control gbuildings Control develo ped and approved by Council	and building control inspecti buildings ons construct conduction	i Key Perfor mance Indicat
be n/a le	oe n/a in rol les lo	rc cti	Ward r No.
Copy of Valuation roll and Council Resolutio	Copy of approved policy and Council resolutio		PortfolioBaselin 2020/21 Of e Target Evidenc e
0. 501	0		e Baselir
supplementar 800 y valuation roll compiled by end of	01 Building Control Policy developed and approved by Council by June 2021	per annum	12020/21 Target
R1 258 800	R00.0		Budget
n/a	Develo pment of draft policy on building control	on conduc ted per quarter	1st Quarter ProjectP.O
n/a	1 44		rter P.O.I
n/a		on conduc ted per quarter	2 nd Quarter EProject P.O
n/a	es es		rter P.O.I
Approv Appron/a al of 01 ved supple suppl mentar emen y	PresentMinut PresentMinut Approv Council ation of es ation of es al/Disa resoluti draft policy to to to Manag Econo ement Cluster building Portfoli control building building control building control control building control control building control building control control building control control control control building control	on conduc ted per quarter	1st Quarter 2nd Quarter 3nd Quarter 4th Quarter Project P.O.E Project P.O.E Project P.O.E ion
Approved ved supplement	es es		rter P.O.E
on/a	Approv Counci al/Disa resoluti pproval on of 01 building control policy by Council by end of June 2021	on conduc ted per quarter	4th Quarter Project P.C
n/a	Council resoluti on		P.O.E

	Initials:
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Pled1 Spatial Resp 9 Rationasive, le acco table effec	Spatial Rations le		Key Perfor mance Area
ResponAction accoun ive to table, huma effectiv settler e and outco	e and efficient Local govern ment system Respon sive, accoun table, effectiv e and efficient Local govern ment system	effectiv ent	Outco me
3 3 3 £ 5	e and outcom land use efficientes manage Local govern ment system Respon Actions To guidasive, support monitor accoun live to and table, human control efficient outcom land use Local govern ment system system within the municip lity	070.00	Output
Actions To support coordinat ive to e and human promote settlem safe, ent accessib	e and outcom land use mer efficientes manage the Local Local ment and Mur develop lity ment within the system Respon Actions To guide, Provisive, support monitor real accoun live to and efficient e and lent planning, mer efficient es and lent govern ment system within the municipa lity	planning	Output Strategi C Objectiv es
		planning, manage	Strategi es
Monitor Numbe n/a impleme r of ntation of Transp Integrate or d Forum Transpor meetin	ment for in roll the compile Municipa d lity Provide Numbe real r of estate newly property acquire manage d ment for propertithe es Municipa register ed in municipa ality's name	- 16	Perfor No. mance Indicat
- 0 e n/a	p yr tt. e <u>e</u> <u>n/a</u>	O	Ward No.
Attendan ce register and minutes	Deeds search report/Tit le deeds	ח	Portfolio Baselin 2020/21 Of e Target Evidenc e
0	519	2	Baselin e
4 Transport Foum meetings coordinated per annum	200 newly acquired properties registered in municipality's name by June 2021	third quarter	72020/21 Target
R00.0	R803 907. Identificland 00 atton of audi properti repo es not register ed in municip al name		Budget
n/a	Identificland Registr Deed ation of audit ation s propertireport 200 of searces not register d report d report ed in properti/Title municip es with deeds al Deeds name Office		1st Quarter Project P.C
n/a r	å f		P.O.E.
n/a	Registr Deed ation s 200 of searc identifieh d report /Title es with deeds Deeds Office		2 nd Quarter Project P.O ion
n/a n		_	0.E P
n/a	on roll by end of third quarter	i	3rd Quarter Project P.O
n/a	n/a	valuat	P.O.EF
Approv Approv e 01 ed ITP ITP by and Council council per resoluti annum on	n/a		1st Quarter 2nd Quarter 3rd Quarter 4th Quarter Project P.O.E Project P.O.E Project P.O.E ion ion ion
Approved ITP and council resolution	n/a		ter P.O.E

	Initials:
66	Acting
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Pled2 2	Pled2 Good 1 Gover ance	Pled2 Good 0 Gove ance	No.
Good Rest Govern sive,	∃	3	Key Perfor mance Area
Respon sive,	ent tiv	ent lent	Outco 'me
ResponImprov Provide sive, e prompt	_ _		Output
Provide prompt	Provide Monito g of response AGSA querie	e, and affordable transport services. Provide prompt responses	Strategi c Objectiv es
Monitorin Percentin/a g of risk age of	Monitorin Percenth/a g of age of eAGSA AGSA queries attende d and respon ded to on a quarterl y basis	t Plan. Monitorin g of audi	Strategi es
age of	Percent age of AGSA queries attende d and respon ded to on a quarterly basis	gs coordin ated Percent tage of internal audit queries attende d and respon ded to on a quarterl y basis	Key Perfor mance Indicat
tn/a	in/a	n/a	Ward
Progress 100% report	Progress 95% report	Progress	Portfolio Baselin 2020/21 Of e Target Evidenc e
100%	95%	95%	Baselin e
100% of risks	100% of AGSA findings addressed on a quarterly basis	100% of internal audit findings addressed on a quarterly basis	2020/21 Target
R00.0		R00.0	Budget
of risks ess	of AGSA finding s addres sed quarterly	100% of internal audit finding s addres sed quarterly	1st Quarter ProjectP.O
9	Progr ess report	Progr 100% ess of report internal audit finding addressed sed quarte y	rter P.O.E
Progr 100% Progess of risks ess		100% of internal audit findings addres sed quarterly	2 nd Quarter Project P.O.
9	Progr ess report	Progr 100% ess of report interna audit finding s addres sed quarte	P.O.E
(O	, , , , , , , , , , , , , , , , , , ,	100% of internal audit finding s addres sed quarterly	3rd Quarter ProjectP.0
g	Progr ess report	Progr 100% ess of report interna audit finding s addres sed quarte	P.O.E
100% of risks	100% of AGSA finding s addres sed quarter y		1st Quarter 2nd Quarter 3nd Quarter 4th Quarter Project P.O.E Project P.O.E Project P.O.E Project P.O.E ion ion
Progre ss	Progre ss report	Progre ss report	rter P.O.E

Pled:	Pled3	No.
Pled2 Financi 4 al Viability and manag ement	ance table effec e ance effici local gove ment syste Good Resp Govern sive, acco table effec e anc effici local gove syste syste syste syste	Key Perfor mance Area
	accoun munici table, pal effectiv financi e and al and efficient admini local strativi govern capab ment ty system Respon Improv e accoun munici table, pal effectiv financi e and al and efficient admini local strativi govern capab ment ty	Outco
Respon Improv sive, e accoun munici table, pal effectiv financi e and al and efficient admini local strative govern capabili ment ty	accoun munici respons table, pal s effectiv financi e and al and efficient admini local strative govern capabili ment ty system Respon Improv Provide sive, e prompt accoun munici respons table, pal s effectiv financi e and al and efficient admini local strative govern capabili ment ty system	Output
		Strategi c - Objectiv es
Provide Monitori prompt g of response departm ental Budget	response queries s Provide Monitorin prompt g the presponse impleme s mSCOA	Output Strategi Strategi c C Objectiv
Monitorin Percentn/a g of age of departm budget ental spend Budget on a quarterl y basis	queries risks mitigat ed on a quarterl y basis Monitorin Percentn/a g the age of impleme mscoa ntation of phases mSCOA implem ented on a quarterl y basis	Key Perfor mance Indicat ors
tn/a	tn/a	Ward No.
Progres report	Progress 0% report	Portfolic Of Evidenc
Progress 100% report	ss 0%	c e e
100% of budget spend on a quarterly basis	mitigated on a quarterly basis 100% of mscoa phases implemented on a quarterly basis	Portfolio Baselin/2020/21 Of e Target Evidenc e
700.0	R00.0	Budget
of budget spend on a quarter y basis	mitigat ed on a quarterly basis y basis 100% of mscoa phases implem ented on a quarterly basis	1st Quarter Project P.O ion
ess report	Progr ess report	P.O.E
Progr 100% ess of report budget spend on a quarterl y basis	mitigat ed on a quarterly basis y basis 100% of mscoa phases implem ented on a quarterly basis	2 nd Quarter Project P.O ion
Progr 100% ess of report budge spend on a quarte y basi	report mitigal ed on quarte y basis of report mscoal phase impler eted call a quarte y basis	P.O.E
ν <u>π</u>		1st Quarter 2nd Quarter 3nd Quarter 4th Quarter Project P.O.E Project P.O.E Project P.O.E lion
Progr ess report	Progr ess report	P.O.E
of of the budget spend on a quarterly basis	nitigat ad on a a yuarterly basis / basis 100% of mscoa ohases implem eted on a quarterly basis y basis	4th Quarter Project P.C
ss report	Progre ss report	P.O.E



Initials: Acting MM 68

Pled 27	Pled 26	No. Performance Area Pled2 Good 5 Gove ance
Financi al	Financi al Viability	Area Good Resp Govern sive, ance acco table effec effici local gove syste
		Respon sive, accoun table, effective and efficient local govern ment system
Respon Improv sive, e	Respon Improv sive, e accoun munici fable, pal effectiv financi e and al and efficient admini local strative govern capabil ment ty system	
prompt	—· 19	
Monitori g of	Provide Monitorin Nur grompt g of SCMr of response procure proment s in proment entrans as per ed	Objectiv es mobjectiv es mobjectiv mobje
Monitorin Ammoun/a g of	mbe ject the the cure cure mt n n leem per prov	Perfor mance Indicat ors Numbe r of Portfoli o Meetin gs Coordi nated
in/a	N/A	No.
MAIN	Progress	Of Evidence e Minutes
0	03	36 G
Ammount of UIFW	02 projects implemented as per approved procurement plan (2020/2021 financial year)	Of e Target Evidenc Minutes 36 12 Portfolio meetings coordinate per annum
R00.0) R00.0	R00.0
Ammo unt of	Submis Speci AppointAppo sion of ficatio ment ofntme specific n consult nt ations report ants letter to Adve and specific rt, contrac ation Evalu tors commit ation advert, Adjud submis icatio sion to n Bid report Evaluat sion and Adjudic ation commit tee	Project P.O.E Project P.O.E Project P.O.E Project P.O.E ion O3 Minut O3 Minut O3 Minut O3 Portfoli es Portfoli es Portfoli so o meetin gs coordin ated per quarter quarter quarter quarter
UIFW Ammo	Speci Apportication men n conservation and context. Adve and context context ation and Adjudication report s	Minut 03 es Po Grandes pes pate
	AppointAppoint Appoint Appoint Appoint Appoint Manta etters and contrac tors	ion O3 Minu Portfoli es o meetin gs coordin ated per quarter
UIFW Ammo	Appoi n/a ntme nt etters	P.O.E Pro Minut 03 es Por gs coc ate
		project P.O ion 03 Min Portfoli es o meetin gs coordin ated per quarter
UIFW Ammo	n/a n/a	P.O.E Proion Minut 03 es o mee gs coo atee per
		Project P.C ion 03 Min Portfoli s o meetin gs coordin ated per quarter
reports	n/a	P.O.E Minute



2020/21 SDBIP

Initials: Acting MM 69

	No.
Viabilityaccoun municitable, pal effectiv financi e and al and efficientadminilocal strative govern capabilocat ty	Key Outco Output Strategi Strategi Key Ward Perfor me c es Perfor No. mance Objectiv mance Area es Indicat
s s	Output Strategi S C Objectiv es
expendit UIFW ure expence iture incurre d per d uarter	strategi Key s Perfor mance Indicat
Ψ 0.	
reports	Portfolio Baselin 2020/2 Of e Target Evidenc e
expenditure incurred per quarter	
	Budget
expend iture incurre d per quarter	1st Quarter Project P.O.E
expend iture incurre d per quarter	1st Quarter 2nd Quarter 3nd Quarter 4th Quarter ProjectP.O.E ProjectP.O.E ProjectP.O.E ion ion
expend iture incurre d per quarter	3rd Quarter EProject P.O.
expend iture incurre d per d par	4 th Quar EProject

