

Handwritten initials and numbers: "12" and "KV".

For the period  
01 July 2022 – 30 June 2023

(Herein and after referred to as the "Employee")

SITHOLE KV, DIRECTOR: PLANNING AND ECONOMIC DEVELOPMENT

And

(Herein after referred to as the "Employer")

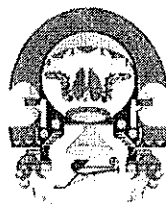
CHAUKE, MM- MUNICIPAL MANAGER

Herein represented by

THE GREATER GIYANI MUNICIPALITY

Made and Entered into by and between

PERFORMANCE AGREEMENT  
2022/2023 FINANCIAL YEAR



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- (i) The Employer has entered into a contract of employment with the Employee in terms of contract of employment signed with employee. The Employer and the Employee are hereinafter referred to as "the Parties";

- (ii) Performance Management System Policy as approved by Council, read with the Contract of Employment concluded between the parties, requires the parties to conclude an annual performance agreement;

- (iii) 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;

- (iv) The Parties wish to ensure that there is compliance with the PMS Policy and the procedure manual of Council.

*NOW Therefore* the Parties agree as follows:

## DEFINITIONS

"The ACT" shall mean the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000 as amended)

IDP	-	Integrated Development Plan
SDBIP	-	Service Delivery Budget Implementation Plan
POE	-	Portfolio of Evidence
KPA	-	Key Performance Area
KPI	-	Key Performance Indicator
MFMA	-	Municipal Finance Management Act

FINANCIAL YEAR - refers to the 12 month period which the organisation determines as its budget year.

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- 2.1 Comply with the provisions of legislation and the regulations pertaining to performance management;
- 2.2 Specify objectives and targets defined and agreed to 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;
- 2.5 Use the performance agreement as the basis for assessing whether the employee has met the performance expectations applicable to his/her job;
- 2.6 In the event of outstanding performance, to appropriately reward the employee; 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.

## 2. PURPOSE OF AGREEMENT

1.1 This performance contract is between **Sithole KV**, the Director Planning and Economic Development and **Chauke MM** in his capacity as the **Municipal Manager**, within the provisions of the delegated powers as stipulated by Council. The contract is for the 2022/23 financial year only. The expected performance reflected in this contract is based on the reviewed Integrated Development Plan (IDP) 2022/23, the Service Delivery and Budget Implementation Plan (SDBIP) 2022/23. The afore-mentioned documents have been adopted as working documents of **Greater Giyani Municipality** and therefore, shall be the basis of performance assessment.

## 1. INTRODUCTION

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3. STRATEGIC OBJECTIVE	
<p>Chapter Two of the IDP indicates Municipal Strategic Objectives which further indicates what the municipality needs to achieve. The Strategic objectives were developed to ensure that all National Key Performance Areas are addressed.</p>	
<p><b>Municipal Manager</b></p> <p>To lead, direct and manage a motivated and inspired Administration and account to the Greater Giyani Municipality Council as Accounting Officer for long term Municipal sustainability to achieve a good creditor rating within the requirements of the relevant legislation and whereas the following sections within the department, i.e. Performance Management, Risk Management and Internal Auditing is managed for integration, efficient, economic and effective communication and service delivery.</p>	<p><b>Finance</b></p> <p>To secure sound and sustainable management of the financial affairs of Greater Giyani Municipality by managing the budget and treasury office and advising and if necessary assisting the accounting officer and other directors in their duties and delegation contained in the MFMA. Ensuring that the Greater Giyani Municipality is 100% financially viable when it comes to Cost Coverage and to manage the Grant Revenue of the municipality so that no grant funding is foregone</p>
<p><b>Community Services</b></p> <p>To coordinate Environmental Health Services, Libraries, Safety and Security, Environmental and Waste management Parks and Recreation as well as Disaster management to decrease community affected by disasters</p>	<p><b>Technical Services</b></p> <p>To ensure that the service delivery requirements for roads are met and maintenance of water, sewerage and electricity are conducted for access to basic services as well as no less than an average of 100% MIG expenditure</p>
<p><b>Local Economic Development</b></p> <p>To direct the Greater Giyani Municipality's resources for advanced economic development and investment growth through appropriate town and infrastructure planning in order that an environment is created whereby all residents will have a sustainable income</p>	<p><b>Corporate Services</b></p> <p>To ensure efficient and effective operation of council services, human resources and management, legal services HIV/Aids, Youth, Disabled and Gender Desk Sports Arts and culture, Communication, Events and the provision of high quality customer orientated administrative systems.</p> <p>Ensuring 100% compliance to the Skills Development Plan</p>

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5.2 The performance objectives and targets reflected in *Annexure "A"* are set by the Employer in consultation with the Employee, and are based on the IDP, SDBIP and Budget of the Employer and shall include the following:

- 5.1.1 The performance objectives and targets that must be met by the Employee and;
- 5.1.2 The time frames within which those performance objectives and targets must be met.

5.1 The Performance Plan *Annexure "A"* sets out:

### 5. PERFORMANCE OBJECTIVES

4.5 If at any time during the validity of the agreement the work environment alters to the extent that the contents of the agreement are no longer appropriate, the contents must by mutual agreement between the parties. Immediately be revised.

4.4 The parties agree that the contents of the agreement may be revised at any time during the duration thereof with the purpose to determine the applicability thereof.

4.3 This Agreement will terminate on the termination of the employment contract entered into by and between the parties for whatever reason.

4.2 The parties will review the provisions of this Agreement during June each year and will conclude not later than 31st July of each ensuing financial year a new Performance Agreement, Performance Plan and Personal Development Plan that replaces this Agreement.

4.1 This Agreement will commence on 01 July 2022 and will remain in force until 30 June 2023 or until a new Performance Agreement, Performance Plan and Personal Development Plan is concluded between the parties for the ensuing financial year or part thereof.

### 4. COMMENCEMENT AND DURATION

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employee.

5.9 Disclosure of Financial Interests *Annexure "C"* set out the financial interests of the

development requirements in line with the objectives and targets of the Employer

5.8 The Personal Development Plan *Annexure "B"* sets out the Employee's personal

as the case may be.

Employer's performance management system is adopted, implemented and/or amended

5.7 The provisions of *Annexure "A"* may be amended by the Employer when the

change is made.

reasonable changes to the provisions of *Annexure "A"* from time to time for operational

5.6 The Employee acknowledges the fact that the Employer is entitled to review and make

Agreement.

him/her to meet the performance objectives and targets established in terms of this

in the discretion of the Employer be reasonably required from time to time to enable

5.5 The Employee will at his/her request be delegated such powers by the Employer as may

those performance obligations and targets.

times remain the responsibility of the Employee to ensure that he/she complies with

objectives and targets established in terms of this Agreement; provided that it will at all

may reasonably require from time to time to assist him/her to meet the performance

5.4 The Employer will make available to the Employee such employees as the Employee

the goals and strategies set out in the Employer's IDP.

5.3 The Employee's performance will, in addition, be measured in terms of contributions to

other.

5.2.4 The weightings showing the relative importance of the key objectives to each

achieved;

5.2.3 The target dates that describe the timeframes in which the work must be

key objective has been achieved;

5.2.2 The key performance indicators and means of verification that provide the

details of the portfolio of evidence (POE) that must be provided to show that a

5.2.1 The key objectives that describe the main tasks that need to be done;

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## 6. PERFORMANCE MANAGEMENT SYSTEM

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

6.2 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 municipality, management and municipal staff to perform to the standards required.

6.3 The Employer shall consult the Employee about the specific performance standards that will be included in the performance management system as applicable to the Employee.

6.4 The Employee undertakes to actively focus towards the promotion and implementation of the Key Performance Areas (KPA's), including special projects relevant to the Employee's responsibilities, within the local government framework.

6.5 The criteria upon which the performance of the Employee must be assessed consist of two components, both of which must be contained in the performance agreement-

6.5.1 The Employee must be assessed against both components, with a weighting of 80:20 allocated to the Key Performance Areas (KPA's) and the Core Competency Requirements (CCR's), respectively.

6.5.2 Each area of assessment will be weighted and will contribute a specific part to the total score.

6.5.3 KPA's covering the main areas of work will account for eighty percent (80%) and CCR's will account for twenty percent (20%) of the final assessment.

6.6 The Employee's assessment will be based on his/her performance in terms of the outputs/outcomes (performance indicators) identified as per the performance plan which are linked to the KPA's, which constitute eighty percent (80%) of the overall assessment result as per the weightings agreed to between the Employer and Employee.



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Competencies	Components	Competency Definition	Weighting % (total 100%)
Strategic Direction and Leadership	<ul style="list-style-type: none"> <li>• Impact and Influence</li> <li>• Institutional Performance</li> <li>• Management</li> <li>• Strategic Planning and Management</li> <li>• Organisational Awareness</li> </ul>	Provide and direct a vision for the institution, and inspire and deploy others to delivery on the strategic institutional mandate	10
People Management	<ul style="list-style-type: none"> <li>• Human Capital Planning and Development</li> <li>• Diversity Management</li> <li>• Employee Relations Management</li> <li>• Negotiation and dispute Management</li> </ul>	Effectively manage, inspire and encourage people, respect diversity, optimise talent and build and nurture relationships in order to achieve institutional objectives	5
Programme and Project Management	<ul style="list-style-type: none"> <li>• Programme and Project Planning</li> <li>• Service Delivery Management</li> <li>• Programme and Project Monitoring and Evaluation</li> </ul>	Able to understand programme and project management methodology; plan, manage, monitor and evaluate specific activities in order to delivery on set objectives	5
Financial Management	<ul style="list-style-type: none"> <li>• Budget Planning and Execution</li> <li>• Financial Strategy and Delivery</li> <li>• Financial Reporting and Monitoring</li> </ul>	Able to compile, plan and manage budgets, control cash flow, institute financial risk management and administer procurement processes in accordance with recognised financial practices. Further to ensure that all financial transactions are managed in an ethical manner	5
<b>Leading competencies</b>			

6.8 The CCRs will make up the other 20% of the Employee's assessment score as follows:

6.7 The key performance areas related to the functional area of Employee shall be subject to negotiation between the Employer and the Employee.

KPA	Key performance areas (KPA'S)	Weighting	TOTAL
1.	Institutional Development and Transformation	6	
2.	Good Governance and Public Participation	10	
3.	Local Economic Development (LED)	18	
4.	Municipal Financial Viability and Management		
5.	Basic Service Delivery and Infrastructure		
6.	Spatial Development	66	
			100%

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Competencies	Components	Competency Definition	Weighting % (total 100%)	
Core Competencies	Change Leadership	<ul style="list-style-type: none"> <li>• Change Vision and Strategy</li> <li>• Process Design and Improvement</li> <li>• Change Impact Monitoring and Evaluation</li> </ul>	5	
	Governance Leadership	<ul style="list-style-type: none"> <li>• Policy Formulation</li> <li>• Risk and Compliance management</li> <li>• Cooperative Governance</li> </ul>	10	
	Moral competence		Able to identify moral triggers, apply reasoning that promotes honesty and integrity and consistently display behaviour that reflects moral competence	5
	Planning and Organising		Able to plan, prioritise and organise information and resources effectively to ensure the quality of service delivery and build efficient contingency plans to manage risk	15
	Analysis and Innovation		Able to critically analyse information, challenges and trends to establish and implement fact-based solutions that are innovative to improve institutional processes in order to achieve key strategic objectives	10
	Knowledge and Information Management		Able to promote the generation and sharing of knowledge and information through various processes and media, in order to enhance the collective knowledge base of local government	10
	Communication		Able to share information, knowledge and ideas in a clear, focused and concise manner appropriate for the audience in order to effectively convey, persuade and influence stakeholders	10
	Results and Quality Focus		Able to maintain high quality standards, focus on achieving results and objectives while consistently striving to exceed expectations and encourage other to meet quality standards. Further, to actively monitor and measure results and quality against identified objectives	10
	100%			

## 7. EVALUATING PERFORMANCE

7.1 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.

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 must involve:

7.5.1 Assessment of the achievement of results as outlined in the performance plan-

(i) 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.

(ii) An indicative rating on the five-point scale should be provided for each KPA.

(iii) The applicable assessment rating calculator must then be used to add the scores and calculate a final KPA score.

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

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Level	Terminology	Description	Rating				
			1	2	3	4	5
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.					
2	Performance 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 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.					

7.6 The assessment of the performance of the Employee will be based on the following rating scale for KPAs :

7.7 For purposes of evaluating the annual performance of the Employee an evaluation panel constituted of the following persons must be established-

- 7.7.1 Municipal Manager
- 7.7.2 Municipal Manager from another Municipality
- 7.7.3 Chairperson of the Performance Audit Committee
- 7.7.4 Member of Executive Council

The PMS Manager must provide secretariat services to the evaluation panel referred to in sub regulations (d) and (e).

## 8. SCHEDULE FOR PERFORMANCE REVIEWS

8.1 The performance of the 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:

Quarter	Period	Review date	Type of Review
1	July - September	Before end of October 2022	Informal reviews if performance is satisfactory, if not satisfactory the reviews will be formal
2	October - December	Before end of January 2023 (Midyear Review)	Formal
3	January - March	Before end of April 2023	Informal reviews if performance is satisfactory, if not satisfactory the reviews will be formal
4	April- June	Before end of September 2023 (Annual Review)	Formal

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- 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 the agreement; and
  - 10.1.5 Make available to the employee such resources as the Employee may reasonably require from time to time assisting him/her to meet the performance objectives and targets established in terms of the agreement.

## 10. OBLIGATIONS OF THE EMPLOYER

9.1 A Personal Development Plan (PDP) for addressing developmental gaps is attached as "ANNEXURE B" and shall form part of this agreement.

## 9. DEVELOPMENTAL REQUIREMENTS

- 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 the performance plan from time to time for operational reasons on agreement between both parties.
- 8.5 The Employer may amend the provisions of the performance plan whenever the performance management system is adopted, implemented and/or amended as the case may be on agreement between both parties.

## 11. CONSULTATION

11.1 The Employer agrees to consult the Employee timeously where the exercising of the Employee 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;

11.1.3 A substantial financial effect on the Municipality.

11.2 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.

## 12. MANAGEMENT OF EVALUATION OUTCOMES

12. The key to a developmentally oriented performance management system towards inadequate performance is to promote improvement through feedback, learning and support, rather than judgement, sanctions or punishment.

12.2 Performance appraisal feedback shall be conveyed to employees in writing or discussed with employees on a regular basis to prevent a scenario where employees only find out about the gaps in their performance during mid-year or during the final review.

12.3 The evaluation of the Employee's performance shall form the basis for rewarding outstanding performance or correcting unacceptable performance

12.4 A performance bonus ranging from five percent (5%) to fourteen percent (14%) of the all-inclusive remuneration package may be paid to an employee in recognition of outstanding performance, subject thereto that, in determining the performance bonus the relevant percentage is based on the overall rating, calculated by using the applicable assessment-rating calculator; provided that-

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- 12.1 In the case of unacceptable performance, the employer shall –
- 12.1.1 Provide systematic remedial or developmental support to assist the employee to improve his/her performance; and
  - 12.1.2 After appropriate performance counselling and having provided the necessary guidance and/or support and reasonable time for improvement in performance, and performance does not improve, the employer may consider steps to implement a disciplinary process that will be guided by the Labour Relations Act 66 of 1995.

Score	Bonus %
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 -167	14

- 12.5 The performance bonus referred to in 12.4 here above is payable annually and constituted as follows
- 12.4.1 A score of one hundred and thirty percent (130%) to one hundred and forty nine percent (149%) is awarded a performance bonus ranging from five percent (5%) to nine percent (9%); and
  - 12.4.2 A score of one hundred and fifty percent (150%) and above is awarded a performance bonus ranging from ten percent (10%) to fourteen percent (14%).



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14.2 The application must be submitted to the Municipal Manager and the Municipal Manager must appoint an Appeals Committee to deal with such appeals. The findings of the Appeals Committee should be forwarded to the Municipal Manager with recommendations. The Municipal Manager must make a final decision on the matter and his/her decision will be regarded as final and binding.

14.1 In a case where the employee is not satisfied with the assessment proceedings or results, the employee must apply in writing for reconsidering the performance review. The application for the appeal must be submitted within 14 working days from the date in which the assessment feedback has been communicated with the concerned employee. The employee shall look for a representative for assistance and support, example, Union Representatives.

14.1 Dispute on performance agreement / performance evaluation

## 14. DISPUTE RESOLUTION / APPEAL

13.3 approval of such evaluation by the municipal Council, as a reward for outstanding performance.

13.2 an evaluation of performance in accordance with the provisions of section 7 of this agreement; and

13.1 the annual report for the financial year under review has been tabled and adopted by the municipal Council;

In accordance with PMS Policy, a Performance bonus must be paid once a year provided the Municipality has budget for bonuses, after

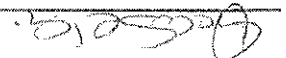
## 13. PERFORMANCE BONUS

**15. GENERAL**

- 15.1 The contents of the Agreement shall be made available to the public by the Municipality, where appropriate.
- 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.
- 15.3 The performance assessment results of the Employee shall be submitted to the Council within fourteen (14) days after the conclusion of the assessment.

Thus done and signed on this 22 day of July 2022.

AS WITNESSES:

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DIRECTOR: PLANNING AND  
ECONOMIC DEVELOPMENT




Thus done and signed on this 22 day of July 2022.

AS WITNESSES:

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2. 

MUNICIPAL MANAGER  
CHAUKE MM



# ANNEXURE A (Part 1): PERFORMANCE PLAN - 2022/23

## KPA 1: HIGHER SDBIP SPATIAL RATIONAL

Priority Issue/Programme	Development Objective	Key performance indicator	Baseline	Annual Target	Project Name	Project/Indicator Description	Location	Ward	Funding Source	Budget	1st Q Target	2nd Q Target	3rd Q Target	4th Q Target	Portfolio Evidence	Weightings	Dep
Spatial and Town Planning	To develop an effective spatial framework that promotes integrated and sustainable development	Gazetting of SDF by 30 June 2023	New Indicator	SDF gazetted by 30 June 2023	Gazette SDF	Gazetting of SDF	Greater Giyani Municipality	All Wards	Income	0	Adoption by the Council	Gazette	N/A	N/A	SDF, Council Resolution & Gazette	4	P&D
Spatial and Town Planning	To develop an effective spatial framework that promotes integrated and sustainable development	Gazetting LUS by 30 June 2023	New Indicator	Gazette LUS by June 2023	Gazette LUS	Gazetting of LUS	Greater Giyani Municipality	All Wards	Income	0	Adoption by Council	Gazette	N/A	N/A	LUS, Council Resolution & Gazette	4	P&D

### 4.2 MUNICIPAL TRANSFORMATION AND ORGANIZATIONAL DEVELOPMENT

Priority Issue/Programme	Development Objective	Key performance Indicator	Baseline	Annual Targets	Project Name	Project/Indicator Description	Location	Ward	Funding Source	Budget 2022/23	1st Target	2nd Targets	3rd Targets	4th Targets	Portfolio Evidence	Weightings	Dependencies
Council Services	To develop and retain the best human capital, effective and efficient administrative and operational support systems	# of Portfolio Committee Meetings to be held by 30 June 2023	New Indicator	12 Portfolio Committee Meetings (12 LED Per Portfolio Committee) by 30 June 2023	Portfolio Committee Meetings	Organize Portfolio Committee meetings as per schedule	Greater Giyani Municipality	Administration	Income	Operational	3 Portfolio Committee Meetings (1 per month) coordinated each month) coordinated each Portfolio	3 Portfolio Committee Meetings (1 per month) coordinated each Portfolio	3 Portfolio Committee Meetings (1 per month) coordinated each Portfolio	3 Portfolio Committee Meetings (1 per month) coordinated each Portfolio	Notice of Invitations, Minutes, Attendance Register	2	P & Dev

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4.4 LOCAL ECONOMIC DEVELOPMENT (HIGHER SDBIP)

Priority Issue/Programme	Development Objective	Key Performance Indicator	Baseline	Annual Targets	Project Name	Project/Indicator Description	Location	Ward	Funding Source	Budget 2022/23	1st Q Target	2nd Q Target	3rd Q Target	4th Q Target	Portfolios of Evidence	Weightings	Dependencies
LED Forum	To Create An Enabling Environment For Sustainable Economic Growth	# of LED Forum to be coordinated by 30 June 2023	4 LED Forum	4 LED Forum to be coordinated by 30 June 2023	LED Forum meeting	1 LED Forum meeting held per quarter	Greater Giyani Municipality	All Wards	Income	Operational	1 LED Forum meeting held	1 LED Forum meeting held	1 LED Forum meeting held	1 LED Forum meeting held	Invitations, Minutes, and Attendance register	3	P & Dev
LIBRA	To Create An Enabling Environment For Sustainable Economic Growth	# of Businesses Registration and licensing Adjudication Committee meetings held by 30 June 2023	12 Adjudication committee meetings	4 Business Registration and Licensing Adjudication committee meetings	Adjudication Committee meetings	Adjudication Committee meeting	Greater Giyani Municipality	All Wards	Income	Operational	1 Adjudication Committee meeting	1 Adjudication Committee meeting	1 Adjudication Committee meeting	1 Adjudication Committee meeting	Invitation, Minutes and Attendance Register	3	P & Dev

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SMME Support (Projects) & Cooperatives	To Create An Enabling Environment For Sustainable Economic Growth	Financially support projects & cooperatives that are operational but facing some challenges	4 SMME supported	4 SMME's supported financially by 30 June 2023	SMME Support	4 SMME's supported to the tune of R200 000 each by the end of 1st Quarter	Greater Giyani Municipality	All Wards	LED Support funds	1000 000	4 SMME's supported	N/A	N/A	N/A	Invitation to apply, application form and receipts	3	P & Dev
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#### 4.6 GOOD GOVERNANCE AND PUBLIC PARTICIPATION

Priority Issue/Programme	Development Objective	Key Performance Indicator	Baseline	Annual Targets	Project Name	Project/Indicator Description	Location	Ward	Funding Source	Budget 2022/23	1st Q Target	2nd Q Target	3rd Q Target	4th Q Target	Portfolio Evidence	Weight	Department
Integrated Development Planning	To develop governance structures and systems that will ensure effective public consultation and organization	Review the IDP for 2022/2023 and development of 4 IDP financial year by 31 May 2022	IDP review for 2020/2021 was completed and approved by Council on the 30 May 2022	Review the IDP for 2022/2023 and development of 4 IDP financial year by 31 May 2023	IDP Review	Compile IDP analysis phase, Organise the IDP forum. Conduct Strategic Planning session and present to the	Greater Giyani Municipality	Administration	Income	600,000.00	Complete the IDP analysis phase and conduct the IDP representative forum.	N/A	Conduct Strategic Planning session and compile the IDP strategic chapter and Draft IDP completed and submitted to	Final IDP submitted to Council for adoption by 31 May 2022	Council Resolutions, Draft IDP, Strategic plan report, Attendance Register,	5	P & Dev

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**SPATIAL RATIONAL**

Priority Issue/Programme	Development Objective	Key Performance Indicator	Baseline	Annual Target	Project Name	Project/Indicator Description	Location	Ward	Funding Source	Budget 2022/23	1st Q Target	2nd Q Target	3rd Q Target	4th Q Target	Portfolio Objective	Weightings	Dependencies
Spatial and Town Planning	To develop an effective spatial framework that promotes integrated and sustainable development	Conduct a feasibility study for town expansion (Ngove village) by 30 June 2023	New Indicator	Feasibility study conducted for Town Expansion (Ngove Village) by 30 June 2023	Town Expansion (Ngove Village)	Township expansion	Ngove Village	Ward 21	Income	800 000.00	N/A	N/A	Conduct community resolution	Submission of township expansion application to Tribunal for approval	Community resolution, Approved Layout Plan	5	P & Dev
Spatial and Town Planning	To develop an effective spatial framework that promotes integrated and sustainable	To conduct a feasibility study for town establishment (Siyandhani) by 30 June 2023	New Indicator	Feasibility study conducted for Town Establishment (Siyandhani) by 30 June 2023	Township establishment Siyandhani	Township establishment	Siyandhani village	Ward 07	LGES	500 000.00	N/A	N/A	Draft layout	Submission of township establishment application to Tribunal for approval	Approved Layout Plan	4	P & Dev

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Spatial and Town Planning	To develop an effective spatial framework that promotes integrated and sustainable development	Proclamation diagram and registration by 30 June 2023	New Indicator	Application for Proclamation diagram and registration submitted to the Rural Development and land Reform by 30 June 2023	Proclamation Programme	Proclamation Programme	Greater Giyani Municipality	Ward 11,12,13	LGES	500 000.00	N/A	N/A	Community Resolutions	Submission of application to Rural Development and Land Reform Submission of report to Council	Council resolution, Draft Layout, application	4	P & Dev
Spatial and Town Planning	To develop an effective spatial framework that promotes integrated and	# of title deeds registered by 30 June 2023	New Indicator	539 Eren title deeds registered by 30 June 2023	Deeds registration of sites	Deeds registration of sites	Giyani Section F	Ward 13	LGES	500,000	N/A	N/A	N/A	Submission of Deeds applications to COGHSTA and Deeds Office	Title Deeds /Deed of Grant	4	P & Dev

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Spatial and Town Planning	To develop an effective spatial framework that promotes integrated and sustainable development	Formalisation of Church view by 30 June 2023	Draft Layout Plan	Approved Layout plan by 30 June 2023	Formalisation of Church View	Formalisation of Church View	Church View	Ward 11	LGES	400 000.00	N/A	N/A	Draft layout	Land use Application	Approved Layout Plan	4	P & Dev
Spatial and Town Planning	To develop an effective spatial framework that promotes integrated and sustainable development	Street naming of Giyani Section A by 30 June 2023	New Indicator	Street names registered at Surveyor General Office by 30 June 2023	Street naming of Giyani Section A & F	Street naming of Giyani Section A & F	Giyani Section A & F		LGES	600 000.00	N/A	N/A	Conduct Public Participation	Submit street names to Council for Approval	Council Resolution	2	P & Dev

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Spatial and Town Planning	To develop an effective spatial framework that promotes integrated and sustainable development	Street naming Giyani BA & C by 30 June 2023	New Indicator	Street names registered at Surveyor General Office by 30 June 2023	Street naming Giyani BA & C	Street naming Giyani BA & C	Giyani BA and C	LGES	600 000.00	N/A	N/A	Conduct Public Participation	Submit street names to Council for approval	Council Resolution	2	P & Dev
Spatial and Town Planning	To develop an effective spatial framework that promotes integrated and sustainable development	Street naming Giyani E 30 June 2023	New Indicator	Street names registered at Surveyor General Office by 30 June 2023	Street naming Giyani E	Street naming Giyani E	Giyani E	LGES	500 000	N/A	Public participation	Draft street names report	Submission to council for adoption	Council Resolution	2	P & Dev

Spatial and Town Planning	To develop an effective spatial framework that promotes integrated and sustainable development	Street naming started by June 2023	New Indicator	Street names registered at Surveyor General Office by 30 June 2023	Street naming and Kremeta	Street naming Kremeta	Kremeta	Ward 26 & 25	LGES	600 000.00	N/A	Public participation	Draft street names report	Submit street names to Council for approval	Council Resolution	2	P & Dev
Spatial and Town Planning	To develop an effective spatial framework that promotes integrated and sustainable development	Conduct a feasibility study for town expansion (Dzume ri and Sikhuni) by 30 June 2023	New Indicator	Feasibility study conducted for Town Expansion (Dzume ri and Sikhuni) 30 June 2023	Site Demarcation in Sikhuni and Dzume ri villages	Township establishment	Sikhuni and Dzume ri	Ward 26 & 25	LGES	500,000	N/A	N/A	N/A	Submission of township establishment application to Tribunal	Approved Layout	3	P & Dev

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Spatial and Town Planning	To develop an effective spatial framework that promotes integrated and sustainable development	Subdivision, Rezoning and Registration of Municipal Properties in Villages by 30 June 2022	New Indicator	Rezoning and subdivision of 3 Municipal Properties in Villages 30 June 2022	Subdivision, Rezoning of Municipal Properties	Rezoning and subdivision of 3 Municipal Properties in villages	Giyani section F	Ward 13	Income	500 000.00	N/A	N/A	Submission of application to Tribunal for inputs	Submission of application to Tribunal for inputs	Submitted application to Tribunal for approval	Approved layout	3	P & Dev
Spatial and Town Planning	To develop an effective spatial framework that promotes integrated and sustainable development	Subdivision, rezoning, remainder of 1946 Giyani F by 30 June 2023	New Indicator	Subdivision & Rezoning of remainder 1946 Giyani F by 30 June 2023	Subdivision & Rezoning of remainder 1946 Giyani F	Subdivision & Rezoning of remainder 1946 Giyani F	Giyani section F	Ward 13	LGES	600 000.00	N/A	N/A	N/A	Submission of application to Tribunal for approval	Submitted application to Tribunal for approval	Approved layout	3	P & Dev

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Spatial and Town Planning	To develop an effective spatial framework that promotes integrated and sustainable development	Amend General Plan for the Rezoning and subdivision of parks to be approved by 30 June 2023	New Indicator	Approved amended General Plan for Rezoning and subdivision of parks by 30 June 2023	Rezoning and subdivision of parks	Giyani township	Ward 13	LGES	700 000.00	N/A	N/A	N/A	Submission of rezoning and subdivision to Tribunal for approval	Approved layout	4	P & Development
Spatial and Town Planning	To develop an effective spatial framework that promotes integrated and sustainable development	Develop the precinct plan for Mahumani Village by 30 June 2023	New Indicator	Mahumani precinct plan	Mahumani precinct plan	Nkomo		LGES	500,000	N/A	N/A	N/A	Draft Precinct plan	Precinct plan document	4	P & Development

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Spatial and Town Planning	To develop an effective spatial framework that promotes integrated and sustainable development	Upgrade GIS System by 30 June 2023	New Indicator	Upgrade GIS System by 30 June 2023	GIS Upgrade	GIS Upgrade	N/A	All wards	LGES	600 000.00	Appointment of the Service Provider	Data collection and analysis of GIS system	Data collection and analysis of GIS system	Installation of GIS	GIS License, Installation report	3	P & Dev
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**LOCAL ECONOMIC DEVELOPMENT**

Priority Issue/Programme	Development Objective	Key performance indicator	Baseline	Annual Targets	Project Name	Project/Indicator Description	Location	Weight	Funding Source	Budget 2022/23	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	Portfolio Of Evidence	Weightings	Dept
LED Strategy	To Create An Enabling Environment For Sustainable Economic Growth	Review LED Strategy by 30 June 2023	Existing LED Strategy	1 LED Strategy review and approved by Council by 30 June 2023	LED Strategy Review	LED Strategy to be reviewed and submitted to Council for approval	Greater Giyani Municipality	Giyant	Income	700,000	Advertisement and appointment of service provider	Public Participation with various stakeholders.	Development of LED Strategy and submission of draft LED Strategy to council for noting	Final draft LED strategy submitted to Council for approval	Advertisment and appointment of service provider, Invitation, Draft LED strategy, Approved LED Strategy, Council resolution	3	P & Dev

SMME Exposure to markets	To Create An Enabling Environment For Sustainable Economic Growth	# Of SMME's exposed to LED market by 30 June 2023	4 SMME's exposed to LED market	4 SMME's exposed to market by 30 June 2023	SMME's exposure to market	SMMEs exposed to market by taking them along to different exhibition, tourism Indaba, Marula festival and rand show	Greater Giyani Municipality	All wards	Income	Operational	N/A	N/A	2 SMME's exposed	2 SMME's exposed	2 SMME's exposed to population	Invitation, attendance register	3	P & Dev
SMME Exposure to markets	To Create An Enabling Environment For Sustainable Economic Growth	# of SMME's exposed to LED market by 30 June 2023	4 SMME's exposed to population market	4 SMME's exposure to population market by 30 June 2023	SMME's exposure to population market	SMMEs exposed to local market	Greater Giyani	All wards	Income	Operational	1 SMME's exposed to population market	1 SMME's exposed to population market	1 SMME's exposed to population market	1 SMME's exposed to population market	1 SMME's exposed to population market	Invitation, attendance register	2	P & Dev
Planning and LED awareness	To Create An Enabling Environment For Sustainable Economic Growth	# of Planning and LED Awareness to be conducted by 30 June 2023	4 Planning and LED Awareness	4 Planning and LED Awareness conducted by 30 June	Planning and LED Awareness conducted	Planning and LED Awareness conducted	Greater Giyani	All wards	Income	Operational	1 Planning and LED awareness	1 Planning and LED awareness	1 Planning and LED awareness	1 Planning and LED awareness	1 Planning and LED awareness	Attendance register	2	P & Dev

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**ANNEXURE B: PERSONAL DEVELOPMENT PLAN 2022/23**

Skills performance gap (in order of priority)	Outcomes expected (measurable indicators, quantity, quality and time frames)	Suggested training and/or development activity	Suggested mode of delivery	Suggested time frame	Work opportunity created to practice skills/ development area	Support person

**ANNEXURE C: DISCLOSURE OF INTEREST FORM 2022/23**

Other interests:

I hereby certify that the above information is complete and correct to the best of my knowledge.

  
 Signatures

22/07/2022  
 Date