

GREATER GIYANI MUNICIPALITY

PERFORMANCE AGREEMENT

2023/2024

Greater Giyani Municipality herein represented by

THANDI ZITHA,

in her capacity as the Mayor (hereinafter referred to as the Employer or
Supervisor)

and

KHOZA VUSI DUNCAN,

employee of the Municipality (hereinafter referred to as the Employee).

WHEREBY IT IS AGREED AS FOLLOWS:

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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. This agreement does not at all replace the Employment Contract signed between the parties.
- 1.4. 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.
- 1.5. 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:

- 2.2. Comply with the provisions of Section 57(1)(b), (4A), (4B) and (5) of the Act as well as the employment contract entered into between the parties
- 2.3. Specify objectives in terms of the key performance indicators 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, Service Delivery and Budget Implementation Plan (SDBIP) and the Budget of the municipality
- 2.4. Specify accountabilities as set out in a Performance Plan, which forms an Annexure to the Performance Agreement
- 2.5. Monitor and measure performance against set targeted outputs
- 2.6. Use the Performance Agreement as the basis for assessing whether the employee has met the performance expectations applicable to his job
- 2.7. In the event of outstanding performance, to appropriately reward the employee
- 2.8. Give effect to the employer's commitment to a performance-orientated relationship with its employee in attaining equitable and improved service delivery

3. Commencement and duration

- 3.1. This Agreement will commence on 1 July 2023 and will remain in force until 30 June 2024 (provided the employment contract signed with the employer is still in force) 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 review the provisions of this Agreement during June each year
- 3.3. The parties will conclude a new Performance Agreement and Performance Plan that replaces this Agreement at least once a year by not later than one month after the beginning of each successive financial year
- 3.4. This Agreement will **automatically terminate** on termination of the Employee's contract of employment for any reason
- 3.5. The content of this Agreement may be revised at any time during the abovementioned period to determine the applicability of the matters agreed upon
- 3.6. 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. Key Performance Areas that the employee should focus on
 - 4.1.2. Core competencies required from employees
 - 4.1.3. The performance objectives, key performance indicators, projects and targets that must be met by the Employee
 - 4.1.4. The time frames within which those performance objectives and targets must be met
- 4.2. The performance objectives, key performance indicators and targets reflected in Annexure A are set by the Employer in consultation with the Employee and based on the Integrated Development Plan, Service Delivery and

Budget Implementation Plan (SDBIP) and the Budget of the Employer, and shall include strategic objectives; key performance indicators, targets, projects and activities that may include dates and weightings. A description of these elements follows:

- 4.2.1. The strategic objectives describe the strategic intent of the organisation that needs to be achieved
- 4.2.2. The performance indicators provide the measurement on how a strategic objective needs to be achieved
- 4.2.3. The target dates describe the timeframe in which the work must be achieved
- 4.2.4. The weightings show the relative importance of the key performance areas, key objectives, key performance indicators to each other
- 4.2.5. The activities are the actions to be achieved within a project

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
- 5.4. The Employee undertakes to actively focus towards the promotion and implementation of the KPA's (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, Key Performance Areas and core Competency Requirements, 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 Core Competency Requirements (CCRs) respectively.
 - 5.5.2. KPA's covering the main areas of work will account for 80% and CCRs will account for 20% of the final assessment.
 - 5.5.3. Each area of assessment will be weighted and will contribute a specific part to the total score.
 - 5.5.4. The Employee's assessment will be based on his performance in terms of the key performance indicator outputs / outcomes 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	WEIGHT
1. Spatial Rationale	2.08%
2. Municipal Transformation and Organisational Development	10.42%
3. Basic Service Delivery and Infrastructure Development	56.25%
4. Local Economic Development	8.33%
5. Municipal Finance Management and Viability	2.08%
6. Good Governance and Public Participation	20.83%
TOTAL WEIGHTING	100%

- 5.6. Municipal Manager's responsibilities are directed in terms of the abovementioned key performance areas.
- 5.7. The CCRs will make up the other 20% of the Employee's assessment score. The following CCRs are deemed to be most critical for the Employee's specific job.

CORE COMPETENCY REQUIREMENT		Weight
Strategic Direction and Leadership		10
People Management		10
Program and project Management		10
Financial Management		05
Change Leadership		10
Governance Leadership		10
Moral Competency		05
Planning And organising		10
Analysis And Innovation		05
Knowledge and information Management		05
Communication		10
Results and quality focus		10
Total		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
- 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 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 strategic objectives and strategies set out in the Employer's IDP

6.5. The Annual performance appraisal will involve:

- 6.5.1. 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) Values on actual performance are supplied for KPI's and Activities under each KPA as part of the Institutional Assessment. Based on the Target for an activity or KPI, over or under performance are calculated and converted to the 1-5-point scale. These scores are carried over to the applicable employee's performance plan. During assessment, the employee has a chance to motivate for higher scores. The panel members have a chance to ask questions regarding

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(c) The final scores are converted to % Performance by making use of COGTA Performance Assessment Rating Calculator

6.5.2. Assessment of the CCRs

- (a) Each CCR 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 CCR
- (c) This rating should be multiplied by the weighting given to each CCR during the contracting process, to provide a score
- (d) The score is translated to a final CCR percentage through COGTA Performance Assessment Rating Calculator (refer to paragraph 6.5.1)

6.5.3. Overall rating

An overall rating is calculated by using the Performance Assessment Rating Calculator whereby a weighting of 80% is applied to KPA performance and a weighting of 20% to CCR's.

6.6. The assessment of the performance of the Employee by panel members will be based on the following rating scale for KPA's and CCRs:

The assessment of the performance of the Employee will be based on the following rating scale for KPA's and CCRs:				
5	4	3	2	1
Outstanding Performance	Performance Significantly Above Expectations	Fully Effective	Not Fully Effective	Unacceptable Performance
Performance far exceeds the standard expected of an employee at this level.	Performance is significantly higher than the standard expected in the job.	Performance fully meets the standards expected in all areas of the job.	Performance is below the standard required for the job in key areas.	Performance does not meet the standard expected for the job.

6.7. For purposes of evaluating the annual performance of the municipal manager, an evaluation panel constituted of the following persons must be established –

- 6.7.1. Mayor;
- 6.7.2. Chairperson of the Performance Audit Committee or a member of the Performance Audit Committee in the absence of the Chairperson of the Performance Audit Committee;
- 6.7.3. Member of the Executive Committee
- 6.7.4. Mayor or municipal manager from another municipality; and
- 6.7.5. Member of a Ward Committee as nominated by Mayor

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6.7.6. The manager responsible for human resources of the municipality must provide secretariat services to the evaluation panels referred to in sub-regulations (d) and (e).

7. Schedule for Performance Reviews

7.1. The performance of each Employee in relation to his Performance Agreement shall be reviewed within the month following the quarters as indicated with the understanding that reviews in the first and third quarter may be verbal if performance is satisfactory:

- First quarter: July – September 2023
- Second quarter: October – December 2023
- Third quarter: January – March 2024
- Fourth quarter: April – June 2024

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 B.

9. Obligations of the Employer

The Employer shall:

- 9.1. Create an enabling environment to facilitate effective performance by the employee
- 9.2. Provide access to skills development and capacity building opportunities
- 9.3. Work collaboratively with the Employee to solve problems and generate solutions to common problems that may impact on the performance of the Employee
- 9.4. On the request of the Employee delegate such powers reasonably required by the Employee to enable him to meet the performance objectives and targets established in terms of this Agreement
- 9.5. Make available to the Employee such resources as the Employee may reasonably require from time to time to assist him 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
 - 10.1.3. A substantial financial effect on the Employer
 - 10.1.4. The Employer agrees to inform the Employee of the outcome of any decisions taken pursuant to the exercise of powers contemplated in as soon as is practicable to enable the Employee to take any necessary action without delay

11. Management of Evaluation Outcomes

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

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% Rating Over Performance %	% Rating Over Performance % Bonus
130 - 133.8	5%
133.9 - 137.6	6%
137.7 - 141.4	7%
141.5 - 145.2	8%
145.3 - 149	9%
150 - 153.4	10%
153.5 - 156.8	11%
156.9 - 160.2	12%
160.2 - 163.6	13%
163.7 - 167	14%

- 11.3. In the case of unacceptable performance, the Employer shall:
- 11.4. Provide systematic remedial or developmental support to assist the Employee to improve his performance
- 11.5. 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 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 the MEC for local government in the province within thirty (30) days of receipt of a formal dispute from the Employee or any other person appointed by the MEC


13. General

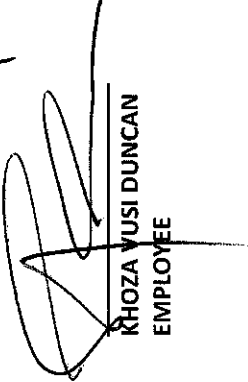
- 13.1. The contents of this agreement and the outcome of any review conducted in terms of Annexure A may be made available to the public by the Employer
- 13.2. Nothing in this agreement diminishes the obligations, duties or accountabilities of the Employee in terms of his contract of employment, or the effects of existing or new regulations, circulars, policies, directives or other instruments
- 13.3. The performance assessment results of the Municipal Manager must be submitted to the MEC responsible for local government in the relevant province as well as the National Minister responsible for local government, within fourteen (14) days after the conclusion of the assessment.

Thus, done and signed at Greeksippi on this the 3rd day of July 2023.


AS WITNESSES:

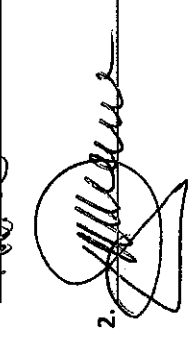
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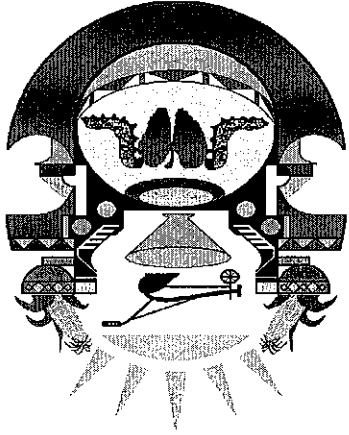

KHOZA YUSI DUNCAN
 EMPLOYEE

AS WITNESSES:

1. 

2. 

MAYOR
THANDI ZITHA



GREATER GIYANI MUNICIPALITY

PERFORMANCE PLAN
MUNICIPAL MANAGER: KHOZA VUSI DUNCAN
2023/24

Vision: "A Municipality where environmental sustainability, tourism and agriculture thrive for economic growth"
Mission: A democratic and accountable municipality that ensures the provision of services through sound environmental management practices, local economic development and community participation

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1. LEGISLATION 3

2. STRATEGIC OBJECTIVES 4

3. KPA 1: INSTITUTIONAL TRANSFORMATION AND DEVELOPMENT 4

4. KPA 3: BASIC SERVICE DELIVERY & INFRASTRUCTURE DEVELOPMENT 6

5. KPA 4: LOCAL ECONOMIC DEVELOPMENT 6

6. KPA 5: MUNICIPAL FINANCE MANAGEMENT AND VIABILITY 6

7. KPA 6: GOOD GOVERNANCE AND PUBLIC PARTICIPATION 6

8. PERFORMANCE WEIGHTINGS PER KEY PERFORMANCE AREAS 6

9. PERFORMANCE EVALUATION 30

10. PERFORMANCE ASSESSMENT 31

11. PERSONAL DEVELOPMENT PLANS (PDP) 31

12. SIGNATURES 32

Mission: A democratic and accountable municipality that ensures the provision of services through sound environmental management practices, local economic development and community participation

Vison: "A Municipality where environmental sustainability, tourism and agriculture thrive for economic growth"

1. LEGISLATION

The following legislation governs the development of the SDBIP and Performance management plan and functions within the Budget and Treasury Office.

a. Legislation Governing the Development of the SDBIP and Performance Contracts of Section 57 Managers

- **Municipal Finance Management Act 56 of 2003 (MFMA)**, requires municipalities to develop Service Delivery and Budget Implementation Plan (SDBIP) and must be signed by the Mayor within 28 days after the budget has been approved.
- **Municipal Systems Act 32 of 2000**, requires municipalities to develop Performance Management Plan that must be reviewed quarterly. The performance management plan must be aligned to the IDP and indicate measurable and realistic targets for each Key Performance Indicator.
- **Performance Regulations, 2006**, for managers reporting to the municipal manager and the municipal manager, outlines the process of the development of Performance agreements. The MFMA, 56 of 2003, further requires that Section 56 manager and municipal manager must develop performance agreement that must be signed by the municipal manager and the Mayor respectively. This Performance plans must be linked to the SDBIP, IDP and Budget.

b. Legislation Governing the departmental Functions:

- The Constitution
- The Municipal System Act, 32 of 2000
- The Municipal Structures Act
- Municipal Finance Management Act 56 of 2003
- Performance regulations of 2006

Vison: "A Municipality where environmental sustainability, tourism and agriculture thrive for economic growth"

Mission: A democratic and accountable municipality that ensures the provision of services through sound environmental management practices, local economic development and community participation

2. STRATEGIC OBJECTIVES

Chapter two of the IDP indicates Municipal Strategic Objectives which further indicates what the municipality needs to achieve. These strategic objectives were developed to ensure that all National Key Performance Areas are addressed.
 Table A: Strategic Objectives are as follows:

KPA	STRATEGIC OBJECTIVES
1. Spatial Rationale	Integrated spatial and human settlement.
2. Municipal Transformation and Organisational Development	Improved governance and administration
3. Basic Service Delivery and Infrastructure Development	Improved access to sustainable basic services and Promote community well-being and environmental welfare
4. Local Economic Development	Integrated Local economy
5. Municipal Finance Management and Viability	Sound Financial Management and Viability
6. Good Governance and Public Participation	Improved governance and administration and Effective Community Participation

Vison: "A Municipality where environmental sustainability, tourism and agriculture thrive for economic growth"
 Mission: A democratic and accountable municipality that ensures the provision of services through sound environmental management practices, local economic development and community participation

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OUTCOME NINE: RESPONSIVE, ACCOUNTABLE, EFFECTIVE AND EFFICIENT LOCAL GOVERNMENT SYSTEM

OUTPUT 4: ACTIONS SUPPORTIVE OF THE HUMAN SETTLEMENT OUTCOMES

STRATEGIC OBJECTIVE: INTEGRATED SPATIAL AND HUMAN SETTLEMENT

No.	Prorit	Key	Baseline	Annual	Project	Project	Project	Locatio	Ward	Funding	Budg	Perio	1st Q	2nd Q	3rd Q	4th Q	KPI	Portfolio	Dept
	Y	Performance		Targets	Name	Indicator	Indicator	n		Source	et	d	Target	Target	Target	Target	Weight	of	
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		Objective								R 000	4								
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		an effective	held			nt of	nt of	LUS	nt of	LUS	Operat	1	1	1	1	1			
		an effective	held			nt of	nt of	LUS	nt of	LUS	Operat	1	1	1	1	1			
		an effective	held			nt of	nt of	LUS	nt of	LUS	Operat	1	1	1	1	1			
		an effective	held			nt of	nt of	LUS	nt of	LUS	Operat	1	1	1	1	1			
		an effective	held			nt of	nt of	LUS	nt of	LUS	Operat	1	1	1	1	1			
		an effective	held			nt of	nt of	LUS	nt of	LUS	Operat	1	1	1	1	1			
		an effective	held			nt of	nt of	LUS	nt of	LUS	Operat	1	1	1	1	1			
		an effective	held			nt of	nt of	LUS	nt of	LUS	Operat	1	1	1	1	1			
		an effective	held			nt of	nt of	LUS	nt of	LUS	Operat	1	1	1	1	1			
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		an effective	held			nt of	nt of	LUS	nt of										

No.	Priority	Key Performance Indicator	Baseline	Annual Targets	Project Name	Project/Local Indicator	Ward	Funding Source	2023/24 Budget R'000	Period	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Dept	
1.	Information Technology	To ensure good governance of ICT	June 2024	conduct by 30 June 2024	Financials held in 2022/23	meetings conducted by 30 June 2024	Steering Committee	ICT risks and compliance	4	IT	IT Steering Committee	4 meetings conducted by 30 June 2024	1 IT Steering Committee	1 IT Steering Committee	1 IT Steering Committee	1 IT Steering Committee	MM
2.	Council Services	To monitor and assess implementation of Council resolutions	June 2024	resolutions to be developed by 30 June 2024	4 progress reports on development in 2022/23	Development of Council resolutions	Greater Giyani Municipality	Administrative	Income	Operational	1 progress report on implementation of council resolutions to be developed	1 progress report on implementation of council resolutions to be developed	1 progress report on implementation of council resolutions to be developed	1 progress report on implementation of council resolutions to be developed	20	Council implementation report	

Mission: "A Municipality where environmental sustainability, tourism and agriculture thrive for economic growth"
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ensure that all municipal operations are conducted within the parameters of the law

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 Vision: "A Municipality where environmental sustainability, tourism and agriculture thrive for economic growth"

No.	Priority	Issue/Component	Development Objective	Key Performance Indicators/Measurements	Baseline 2022/23	Annual Targets	Project Name	Project Location	Ward	Funding Source	Budget 2023/24 R'000	1st Target	2nd Target	3rd Target	4th Target	KPI Weight	Evidence of Portfolio	Dept
02.	Build and Construct	Develop and sustain community hall	To develop sustainable infrastructure network which promotes economic growth and improve quality of life	Construction of Jim Nghalume community hall	Construction of Jim Nghalume community hall by 30 June 2024	Construction of Jim Nghalume community hall	Jim Nghalume	Ward 30	Ward 30	LGES/M	14,309,409.79	Bricklaying	Plastering and flooring	Paving of parking lot and installation of high mast	Practical Completion	3,7	Practical Completion Q1 Progress Report Q2 Progress Report Q3-Report on of Progress Report Q4-Practical Completion	MM
03.	Roads	Bridge and Storm water	To develop sustainable roads from gravel to paving for 1,8 km infrastructure network which promotes economic growth and improve quality of life	Construction of Selawa upgrading of roads from gravel to paving for 1,8 km	Construction of road upgrading of 1,8km Selawa upgrading of roads from gravel to paving at Selawa by 30 June 2024	To construct roads upgrading of roads from gravel to paving	Silawa	Ward 8	Ward 8	LGES/M	8,500	Kerbing and paving	Practical Completion	N/A	N/A	3,7	Practical Completion Q1 Progress Report Q2 Practical Completion Certificate	MM

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No.	Priority	Development	Issue/Performance	Key Performance Indicators/Measurements	Baseline 2022/23	Annual Targets	Project Name	Project Location	Ward	Funding Source	Budget 2023/24	1st Target	2nd Target	3rd Target	4th Target	KPI Weight	Portfolio of Evidence	Dept
04.	Build and Construct	To develop sustainable sports centre	Sustainable sports centre	Construction of Homu14B Sports centre	Construction of Homu14B Sports centre	Construction of Homu14B Sports centre by 30 June 2024	Homu14B Sports centre	Homu14B	Ward 9	LGES/M IG	R900 000	Practical Completion	N/A	N/A	N/A	3,7	Q1-Practical Completion Certificate	MM
05.	Roads	To develop sustainable water infrastructure network which promotes economic growth and improve quality of life	Sustainable water infrastructure network	Develop sustainable water infrastructure network	Develop sustainable water infrastructure network	Develop sustainable water infrastructure network by June 2024	Develop sustainable water infrastructure network	Section F	Ward 13	LGES/M IG	R1 000 000	Submission of Detailed Design	N/A	N/A	N/A	3,7	Q1-Detailed Design	MM

No.	Priority	Development Issue/Performance Indicators/Measurements	Key Development Objectives	Baseline 2022/23	Annual Targets	Project Name	Project Location	Ward	Funding Source	Budget 2023/24	1st Target	2nd Target	3rd Target	4th Target	KPI Weight	Portfolio of Evidence	Dept
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06.	Roads	To develop sustainable infrastructure	Key infrastructure network which promotes economic growth and improve quality of life	Alternative route to Giyani from R81	Alternative route to Giyani from R81	Alternative route to Giyani from R81	Ngove	Ward 21	LGES/M IG	50 000	N/A	N/A	N/A	N/A	3.7	Appointment of service provider for Alternative route to Giyani from R81	MM
07.	Roads	To develop sustainable infrastructure	Key infrastructure network which promotes economic growth and improve quality of life	Alternative route from Giyani to R578 via Siyandhan	Alternative route from Giyani to R578 via Siyandhan	Alternative route from Giyani to R578 via Siyandhan	Siyandhan	Ward 7	LGES/M IG	50 000	N/A	N/A	N/A	N/A	3.7	Appointment of service provider for Alternative route from Siyandhan via R578 to Giyani	MM

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No.	Priority Issue/Topic	Development Objective	Key Performance Indicators/Measurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project Location	Ward	Funding Source	Budget 2023/24 (R 000)	1st Target	2nd Target	3rd Target	4th Target	KPI Weight	Portfolio of Evidence	Dept
08.	Roads	Bridge s and Storm water infrastructure network which promotes economic growth and improve quality of life	To develop stormwater upgrading of 4,9 km Section F	New Indicator	2,4 km Section F upgrading of stormwater Phase 1 by 30 June 2024	4,9 km Section F upgrading of stormwater Phase 1	Section F	Ward 13	LGES/M	10 000	N/A	Appoint Service Provider	Installati on of 1,2 km stormwater pipes	Installati on of 1,2 km stormwater pipes	3,7	Q2 - Appointment Letter - Q3 Progress Report - Q4 Progress Report	MM
09.	Roads	Storm water infrastructure network which promotes economic growth and improve quality of life	To develop paving gravel from gravel to Nwamanakena	New Indicator	Development of Preliminary Design paving gravel to Nwamanakena from upgrading for 4,2km gravel to paving gravel from Nwamanakena by 30 June 2024	Upgrading paving gravel to Nwamanakena from upgrading paving gravel to Nwamanakena	Upgrading paving gravel to Nwamanakena	Ward 8	LGES/M	500	N/A	Appoint Service Provider	Design Preliminary Design for 4,2km upgrading gravel to paving gravel from Nwamanakena	Develop ment of 3,7	Q3 - Appointment Letter - Q4 Preliminary Design Report	MM	

No.	Priority	Development Issue/Programme	Key Performance Indicators/Measurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project Location	Ward	Funding Source	Budget 2023/24	1st Target	2nd Target	3rd Target	4th Target	KPI Weight	Evidence of Portfolio	Dept
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12.	Roads	Bridge and Storm water	To develop sustainable infrastructure paving by 30 June 2024	Babangu Internal Streets 1,5km paving by 30 June 2024	Development of preliminary design for 1,5km internal streets upgrading from gravel to paving	Babangu Internal Streets upgrading from gravel to paving	Babangu	Ward 3	LGES/M	500 000	N/A	N/A	Appoint service provider for Designs	Development of preliminary design for 1,5km internal streets upgrading from gravel to paving Babangu	3,7	Q3 Appoint Letter Preliminary Design Report	MM
13.	Roads	Bridge and Storm water	To develop sustainable infrastructure paving by 30 June 2024	4,4km ring road construction of Siyandhani	New Indicator	Siyandhani ring road paving	Siyandhani	Ward 7	LGES/M	32 070 764	Construction	Construction	Construction	Construction	Practical Completion	Q1 Progress Report Q2 Progress Report Q3-Progress Report Q4-Practical Completion	MM

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No.	Priority	Issue/Topic	Development Objective	Key Performance Indicators/Measurements	Baseline 2022/23	Annual Targets	Project Name	Project Location	Ward	Funding Source	Budget 2023/24	1st Target	2nd Target	3rd Target	4th Target	KPI Weight	Portfolio	Dept
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14.	Roads	Bridge and Storm water	To develop sustainable infrastructure	Section E Upgrading of 13km gravel to paving by June 2024	New	Development of Preliminary design for 13km from upgrading gravel to paving by 30 June 2024	Section E	Section E	Ward 11	LGES/M	500 000	N/A	N/A	Appoint service provider (consultant)	Develop preliminary design for 13km upgrading gravel to paving at Section E	3,7	Q3	Appoint Letter	Q4-Preliminary Design Report
15.	Roads	Bridge, Storm water	To develop sustainable infrastructure	Shikumba Upgrading from gravel to paving for 2,6 km by 30 June 2024	Construction	2,6km Upgrading from gravel to paving to Shikumba by 30 June 2024	Shikumba	Shikumba	Ward 22	LGES/M	23 391 087,80	Construction	Construction	Construction	Construction	3,7	Q1	Progress Report	Q2-Progress Report
							Shikumba	Shikumba				Construction	Construction	Construction	Construction			Progress Report	Q3-Progress Report
												Construction	Construction	Construction	Construction			Progress Report	Q4-Progress Report
												Construction	Construction	Construction	Construction			Practical Completion	Practical Completion

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No.	Priority	Development Issue/Performance Indicators/Measurements/2022/23	Key Performance Indicators/Measurements/2022/23	Baseline 2022/23	Annual Targets	Project Name	Project Location	Ward	Funding Source	Budget 2023/24	1st Target	2nd Target	3rd Target	4th Target	KPI Weight	Portfolio of Evidence	Dept
16.	Roads	To develop sustainable paving for 3.6 km by 30 June 2024	Shawela paving for 3.6km from gravel to upgrading service provider from gravel to paving for 3.6km by 30 June 2024	Preliminary design	Appointment of Shawela paving from upgrading service provider from gravel to paving for 3.6km by 30 June 2024	Shawela	Shawela	Ward 22	LGES/M	1 000 000	Detailed Design	Development of tender documents for 3.6km from gravel to paving at Shawela	Appointment of service provider for 3.6km upgrading from gravel to paving for 3.6km at Shawela	3,7	Q1 -Detail	Design - Q3 Tender draft document - Q4 Appointment letter	MM
17.	Roads	To develop sustainable parking lot upgrading of	Upgrading of parking lot at Civic Centre by 30 June 2024	Parking lot at Civic Centre upgraded	Upgrading of parking lot at Civic Centre by 30 June 2024	Greater Giyani Municipality	Greater Giyani Municipality	LGES/M	1 300 000	Connect on of Completion	Practical	N/A	N/A	N/A	3,7	Q1 -Progress Report - Q2 Practical Completion Certificate	MM



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No.	Priority Issue/Performance Indicators/Measurements	Development Objective	Key Performance Indicators/Measurements	Baseline 2022/23	Annual Targets	Project Name	Project Location	Ward	Funding Source	Budget 2023/24 (R'000)	1st Target	2nd Target	3rd Target	4th Target	KPI Weight	Portfolio of Evidence	Dept
18.	Roads	Bridge s and Storm water	To develop infrastructure for 3,5km phase 2 from Makosha	New Indicator	Appointment of service provider a phase 2 from Makosha by 30 June 2024	Upgrading of Makosha	Makosha	Ward 14	LGES/M IG	1 500 000	Detailed Design	Development of tender documents for 3,5km gravel to paving a phase 2 at Makosha	Appointment of service provider for 3,5km upgrading of phase 2 from Makosha by 30 June 2024	3,7	Q1 -Detail	MM	
19.	Roads	Storm water	To develop infrastructure for 2,6km upgrading of Hiomeia	New Indicator	Site establishment from Hiomeia by 30 June 2024	Upgrading of Hiomeia	Hiomeia	Ward 19	LGES/M IG	2,577,159,41	N/A	N/A	Appointment of service provider	Site establishment for 2,6km upgrading of gravel to paving at Hiomeia	3,7	Q3 -Appointment letter	MM

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No.	Priority	Issue/Programme	Development Objective	Key Performance Indicators/Measurements	Baseline 2022/23	Annual Targets	Project Name	Project Location	Ward	Funding Source	Budget 2023/24 (R 000)	1st Target	2nd Target	3rd Target	4th Target	KPI Weight	Portfolio of Evidence	Dept
20.	Roads	Development of sustainable and storm water bridges	To develop sustainable infrastructure for Nkhensani Access Road	Upgrading of Nkhensani Access Road	New Indicator	Development of Detailed design for upgrading of Nkhensani Access Road	Upgrading of Nkhensani Access Road	Greater Giyani Municipality	Ward 12	LGES/M IG	900 000	N/A	N/A	N/A	N/A	3,7	Q3 Detailed design	MM
21.	Buildings and development	To develop sustainable infrastructure network which promotes economic growth and improve quality of life	To develop sustainable infrastructure network which promotes economic growth and improve quality of life	Development of detailed design for refurbishment of Section E Sports Centre 2024	New Indicator	Development of detailed design for refurbishment of Section E Sports Centre by 30 June 2024	Refurbishment of Section E Sports Centre	Section E	Ward 11	LGES/M IG	1 500 000	Appointment of Service Provider (consultant) for preliminary design	Development of preliminary design for refurbishment of Section of E Sports Centre	Development of detailed design for refurbishment of Section of E Sports Centre	Development of preliminary design for refurbishment of Section of E Sports Centre	N/A	Q1 Appointment Letter - Preliminary Design Report - Q2 Detailed Design Report - Q3 Detailed Design Report	MM

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No.	Priority	Development	Key Performance Indicators/Measures	Baseline 2022/23	Annual Targets	Project Name	Project Location	Ward	Funding Source	Budget 2023/24	1st Target	2nd Target	3rd Target	4th Target	KPI Weight	Portfolio	Dept	
22.	Building and development	Construction of sustainable infrastructure	To develop sustainable infrastructure network which promotes economic growth and improve quality of life	Refurbishment of Sporting Facilities (Gawula) by 30 June 2024	Refurbishment of Sporting Facilities at (Gawula) by 30 June 2024	Refurbishment of Sporting Facilities (Gawula)	Gawula	18 Ward	LGES/M	2 000 000	N/A	Earthworks	Installation of soccer grass pitch	Refurbishment of sports facilities and changing rooms	3,7	Q1 Signed Progress Report	Q2 Signed Progress Report	Q3 Signed Progress Report
23.	Building and development	Construction of sustainable infrastructure	To develop sustainable infrastructure network which promotes economic growth and improve quality of life	New Indicator	Construction of Car ports (Civic Centre, Uniga, Testing Station and brick yard) by 30 June 2024	Construction of Car ports (Civic Centre, Uniga, Testing Station and brick yard)	Greater Giyani Municipality		LGES/M	500 000	N/A	N/A	Appointment of Service Provider (contract or)	Construction of Car ports (Civic Centre)	3,7	Q3 Appointment Letter	Q4 Progress Report	Completion

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No.	Priority	Y/Issue/Program	Development Objective	Key Performance Indicators/Measurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project Location	Ward	Funding Source	Budget 2023/24	1st Q Target	2nd Q Target	3rd Q Target	4th Q Target	KPI Weight	Portfolio of Evidence	Dept
24.	Build and development	To develop sustainable infrastructure network	Build and development	Construction of Civic Centre	Construction	Construction of Civic Centre Building Phase 4 by 30 June 2024	Civic Centre Building Phase 4	CBD	Giyani	LGES/M	6 000	Completed	Completed	Installation	N/A	N/A	Q1 Progress Report and Practical Completion Certificate	MM
25.	PMU	To improve financial management systems to enhance revenue base	PMU	To improve financial management systems to enhance revenue base	100% MIG budget spent by 30 June 2024	100% MIG Budget spent by 30 June 2024	MIG Spending	Greater Giyani Municipality	Administration	MIG	338 000.00	15% of budget spent	15% of budget spent	30% of budget spent	30% of budget spent	25% of budget spent	MIG Spending Report	MM

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No	Priority Issue/Programme	Development Objective	Key Performance Indicators/Measurements	Baseline 2022/23	Annual Targets	Project Name	Project Location	Ward	Funding Source	Budget 2023/24	1st Target	2nd Target	3rd Target	4th Target	KPI Weight	Portfolio of Evidence	Dept
26.	Build and develop construction network	To develop construction network	Construction of Waste Disposal Site	Construction of Waste Disposal Site by 30 June 2024	Construction of Waste Disposal Site by 30 June 2024	Waste Disposal Site	Greater Giyani	All wards	MIG	R 5,300,000	Construction	Practical Completion	Practical Completion	N/A	N/A	Q1-Report Progress Q2-Practical Completion Certificate	MM
27.	Waste Management	Access to basic refuse removal and infrastructure by 2024	Refuse collection	# of wards to have access to refuse removal done once in a week in A,E,F,D1, D2 and CBD	4 wards (11, 12, 13 and 21) to have access to refuse removal by 30 June 2024	Waste Management	Sections A, D1, D2, E, F, 13 & 21	Wards 11, 12, 13 & 21	Income	Operational	4 wards (11, 12, 13 and 21) to have access to refuse removal	4 wards (11, 12, 13 and 21) to have access to refuse removal	4 wards (11, 12, 13 and 21) to have access to refuse removal	4 wards (11, 12, 13 and 21) to have access to refuse removal	3,7	Billing Report	MM

4.	SMME Support (Projects & Cooperatives)	To Create an Enabling Environment for Sustainable Economic Growth	June 2024	5 SMME's Supported financially by 30 June 2024	3 SMME supported	5 SMME's supported	SMME Support	Financially support projects & cooperatives that are operationally but some challenging.	Greater Municipality	Giyani Municipality	LED Support funds	R1,590,000	N/A	N/A	N/A	5 SMME's supported	Invitation to Apply, Application Form and Invoice	M
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6. KPA 5: MUNICIPAL FINANCE MANAGEMENT AND VIABILITY (HIGHER SDBIP)

KPA 3 : KPA WEIGHT=2.08

STRATEGIC OBJECTIVES: IMPROVED ACCESS TO SUSTAINABLE BASIC SERVICES AND PROMOTE COMMUNITY WELL-BEING AND ENVIRONMENTAL WELFARE																		
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N	Priority Issue/Programme	Key Performance Indicator	Measurable Objective	Baseline Targets	Annual Targets	Project Name	Project Indicator	Location	Ward	Funding Source	Budget R'000	Budget R'000	1st Q Targets	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Evidence	Dept
1.	Budget and Reporting	To improve financial management systems to enhance revenue base	Unqualified Audit Opinion by 30 June 2023	Unqualified Audit Opinion by 30 June 2023	Unqualified Audit Opinion by 30 June 2023	Unqualified Audit Opinion	Greater Municipality	Administration	Administrative	Operational	Operational	Operational	N/A	Obtaining of Unqualified Audit Opinion	N/A	N/A	100	AGSA Audit Report M	M

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6.KPA 6: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

KPA 6: GOOD GOVERNANCE AND PUBLIC PARTICIPATION KPA WEIGHT=20.83%

OUTCOME NINE: RESPONSIVE, ACCOUNTABLE, EFFICIENT LOCAL GOVERNMENT SYSTEM

OUTPUT 5: DEEPEN DEMOCRACY THROUGH A REFINED WARD COMMITTEE MODEL

OUTPUT 6: ADMINISTRATIVE AND FINANCIAL CAPABILITY

N	Priority Programme	Key Performance Indicators/Measurable Objective	Baseline	Annual Targets	Project Name	Project/Indicator Description	Location	Ward	Funding Source	Budget R000	Period	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Evidence	Dept
1.	Performance Management	To develop governance structures and systems that will ensure effective public consultation and organizational discipline	Develop and submit the 2024/2025 SDBIP to the Mayor for signature within 28 days after approval of the budget by 30 June 2024	Develop and submit the 2023/2024 SDBIP to the Mayor for signature within 28 days after approval of the budget by 30 June 2024	Development of Service Delivery department and development of the budget (SDBIP) Plan	Collect information from the department and develop a draft SDBIP, submit to the Mayor for approval after 28 days of the budget	Develop and submit the 2024/2025 SDBIP to the Mayor for signature within 28 days after approval of the budget by 30 June 2024	Greater Giyani Municipality	Administrative	Income	Operational	N/A	N/A	N/A	N/A	Develop and submit the 2024/2025 SDBIP to the Mayor for signature within 28 days after approval of the budget	Q4-Signed SDBIP and Proof of Submission	M

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Priority Issue/Programme	Development Objective	Key Performance Indicators/Measurable Objective	Baseline	Annual Targets	Project Name	Project Description	Local	Ward	Function	Budget	1st Q Target	2nd Q Target	3rd Q Target	4th Q Target	KPI Weight	Portfolio	Dept
3. Risk Management	To develop governance structures and systems that will ensure effective public consultation and organizational discipline	# of risk management activities to be coordinated by 30 June 2024	4 Risk	4 Risk	Risk Management Committee meeting held by 30 June 2024	Organize Risk Management Committee meetings	Greater	Administration	Income	Operational	1 Risk	1 Risk	1 Risk	1 Risk	1 Risk	Q1-Q4 Minutes and Attendance Register	M
4. Risk Management	To develop governance structures and systems that will ensure effective public consultation and organizational discipline	% of total number of risks implemented (Strategic and Operational) by 30 June 2024	New	100%	Risk Register of the Municipality	Implement risk management plan	Greater	Administration	Income	Operational	100% of risk	100% of risk	100% of risk	100% of risk	100% of risk	Q1-Q4 Updated Risk Register	M
5. Internal Auditing	To develop governance structures and systems that will ensure effective public consultation and organizational discipline	% of findings resolved in the internal Audit Action Plan by 30 June 2024	Implement	100%	Internal Audit Action Plan	Implement internal Audit Action Plan	Implement	Administration	Income	Operational	100% of findings resolved in the internal Audit Action Plan	100% of findings resolved in the internal Audit Action Plan	100% of findings resolved in the internal Audit Action Plan	100% of findings resolved in the internal Audit Action Plan	100% of findings resolved in the internal Audit Action Plan	Q1-Q4 Updated Internal Audit Action Plan	M

The criterion upon which the performance of the employee must be assessed consists of 2 components both of which must be contained in the performance agreement. The employee will be assessed against both components, with a weight of 80:20 allocated to the Key Performance Areas (KPA) and the Core Competency Requirements (CCRs), respectively. Each area of assessment will be weighted and will contribute a specific part to the total score. KPAs covering the main areas of work will account for 80% and CCR will account for 20% of final assessment.

Table B: WEIGHTING ON KPAs

KEY PERFORMANCE AREAS	WEIGHT
1. Spatial Rationale	2.08%
2. Municipal Transformation and Organisational Development	10.42%
3. Basic Service Delivery and Infrastructure Development	56.25%
4. Local Economic Development	8.33%
5. Municipal Finance Management and Viability	2.08%
6. Good Governance and Public Participation	20.83%
TOTAL WEIGHTING	100%

TABLE C: CORE COMPETENCY REQUIREMENTS (CCRs)

CORE COMPETENCY REQUIREMENT		Weight
Strategic Direction and Leadership	10	10
People Management	10	10
Program and project Management	10	10
Financial Management	05	05
Change Leadership	10	10
Governance Leadership	10	10
Moral Competency	05	05
Planning And organising	10	10
Analysis And Innovation	05	05
Knowledge and information Management	05	05
Communication	10	10
Results and quality focus	10	10
Total		100%

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9. PERFORMANCE EVALUATION

Performance evaluation will be done in line with section 23(c) of the Performance Regulation of 2006: Performance Regulation of Managers Reporting to the Municipal Manager and the Municipal Manager.

10. PERFORMANCE ASSESSMENT

Score	Definition
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	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. 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.

11. PERSONAL DEVELOPMENT PLANS (PDP)

Section 29 of the Performance Regulation of 2006 requires that managers must develop personal Development Plan that must address all gaps and this plan must be part of the performance agreement. This performance is signed in line with the Municipal F00Inance Management Act 56 of 2003. All s57 Managers are required performance plan and sign performance agreements with the accounting officer. This performance plan serves as an Annexure to the signed Performance Agreement.

Vision: "A Municipality where environmental sustainability, tourism and agriculture thrive for economic growth"
Mission: A democratic and accountable municipality that ensures the provision of services through sound environmental management practices, local economic development and community participation

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12. SIGNATURES

MUNICIPAL MANAGER'S PERFORMANCE PLAN 2023-2024

[Handwritten initials]

DATE: 03/07/2023
MUNICIPAL MANAGER
KHOZA V.D.

DATE: 03/07/2023
MAYOR
ZITHA T

Vision: "A Municipality where environmental sustainability, tourism and agriculture thrive for economic growth"
Mission: A democratic and accountable municipality that ensures the provision of services through sound environmental management practices, local economic development and community participation



GREATER GIYANI MUNICIPALITY

PERSONAL DEVELOPMENT PLAN

2023/2024

Greater Giyani Municipality herein represented by

ZITHA THANDI,

in her capacity as the Mayor (hereinafter referred to as the Employer or Supervisor)

KHOZA VUSI DUNCAN

employee of the Municipality (hereinafter referred to as the Employee).

WHEREBY IT IS AGREED AS FOLLOWS:

1. INTRODUCTION

The Aim of the Personal Development Plan (PDP) is to ensure that Employees are skilled to meet Objectives as set out in the Performance Management Agreement as prescribed by legislation. Successful career path planning ensures competent employees for current and possible future positions. It there for identifies, prioritise and implement training needs

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Legislative needs taken into account comes from the Municipal Systems Act Guidelines: Generic senior management competency framework and occupational competency profiles, Municipal Finance Management Competency Regulations, such as those developed by the National Treasury and other line sector departments' legislated competency requirements need also be taken into consideration during the PDP process.

2. COMPETENCY MODELLING

The COGTA has decided that a competency development model will consist of both managerial and occupational competencies:

- Managerial competencies should express those competencies which are generic of all management positions.
- Occupational competence refers to competencies which are job/function specific.

3. COMPILING THE PERSONAL DEVELOPMENT PLAN ATTACHED AS THE APPENDIX

The Municipal Manager, in consultation with the employee is to compile a Personal Development Plan. The PDP has 7 columns that need to be completed. Appendix A serves as the Action Plan for the PDP

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Training must be conducted either in line with a recognised qualification from a tertiary institution or unit standards registered on the National Qualifications Framework (South African Qualifications Authority), which could enable the trainee to obtain recognition towards a qualification for training undertaken. It is important to determine within the municipality whether unit standards have been developed with regard to a specific outcome (and registered with the South African Qualifications Authority). Unit standards usually have measurable assessment criteria to determine achieved competency.

1 Skills /Performance Gap (in order of priority)	2 Outcomes Expected (measurable indicators: quantity, quality and time frames)	3 Suggested training and / or development activity	4 Suggested mode of delivery	5 Suggested Time Frames	6 Work opportunity Created to practice skill / Development area	7 Support Person
			C			

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3.5. Column 6: Work opportunity created to practice skill /development area

An employee should on average receive at least five days of training per financial year and not unnecessarily be withdrawn from training interventions. The suggested time frames enable managers to effectively plan for the annum e.g. so that not all their employees are away from work within the same period and also ensuring that the PDP is implemented systematically.

1 Skills /Performance Gap (in order of priority)	2 Outcomes Expected (measurable indicators quantity, quality and time frames)	3 Suggested training and / or development activity	4 Suggested mode Of delivery	5 Suggested Time Frames	6 Work opportunity Created to practice skill / Development area	7 Support Person

3.4. Column 5: Suggested Time Lines

1 Skills /Performance Gap (in order of priority)	2 Outcomes Expected (measurable indicators quantity, quality and time frames)	3 Suggested training and / or development activity	4 Suggested mode Of delivery	5 Suggested Time Frames	6 Work opportunity Created to practice skill / Development area	7 Support Person

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This identifies a support person that could act as coach or mentor with regard to the area of learning for the employee.

1. Skills Gap (in order of priority)	2. Outcomes Expected (measurable indicators: quantity, quality and time frames)	3. Suggested training and / or development activity	4. Suggested mode of delivery	5. Suggested Time Frames	6. Work opportunity Created to practice skill / Development area	7. Support Person
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3.6. Column 7: Support Person



This further ensures internalisation of information gained as well as return on investment (not just a nice to have skill but a necessary to have skill that is used in the workplace).

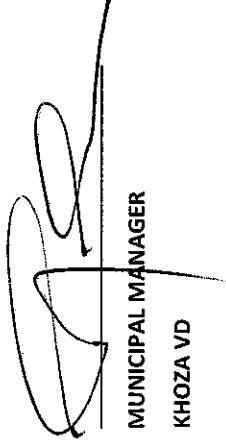
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1. Skills	2. Outcomes	3. Suggested	4. Suggested	5. Suggested	6. Work opportunity	7. Support
Performance	Expected	training	mode of	Time	created to practice skill	Person
/Performance	Expected	training	mode of	Time	created to practice skill	Person
Gap (in order of	(measurable indicators	and / or	delivery	Frames	/development	Person
priority)	quantity, quality and	development			area	
	(time frames)	activity				
E.g. 1.	The Senior manager	3.Suggested	4.Suggested	5.Suggested	6. Work opportunity	7.Support
Appraise	will be able to enter into	training	mode of	Time	created to practice skill	Person
Performance of	performance	and / or	Delivery	Frames	/development	
Managers	agreements with all	development				
	managers	activity				
	reporting to him /her,					
	appraise them against					
	set criteria, within					
	relevant					
	time frames					

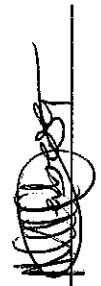
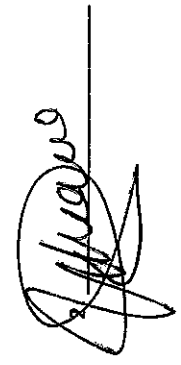
Thus, done and signed at ... *CGM* on this the 3rd day of July ... 2023

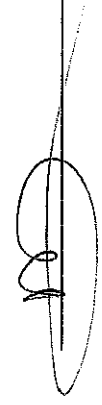
AS WITNESSES:

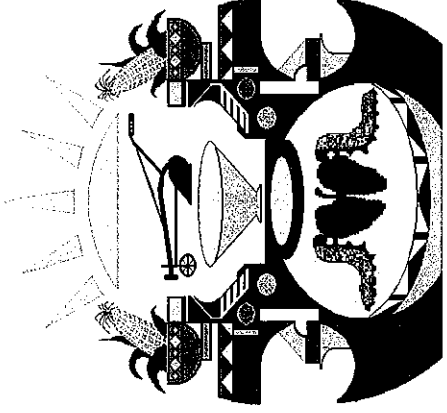
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MUNICIPAL MANAGER
KHOZA VD

AS WITNESSES:

1. 



MAYOR
ZITHA T



FINANCIAL DISCLOSURES

2022/2023

EMPLOYEE NAME: KHOZA VUSI DUNCAN

STRICTLY CONFIDENTIAL

Financial Disclosure Form

CONFIDENTIAL

I, the undersigned (surname and initials):

Vusi Duncan Khoza

(Residential address) :

897 Summerset Hill Street, Copperleaf Golf Estate, Mhandi, Centurion 0157

RT

(Position held) : Municipal Manager
 (Name of Municipality) : Greater Giyani Municipality
 Tel : 015 811 5500
 Fax : 015 812 2068

I hereby certify that the following information is complete and correct to the best of my knowledge:

1. Shares and other financial interests (Not bank accounts with financial institutions.) See information sheet: note (1)

Number of shares/Extent of financial interests	Nature	Nominal Value	Name of Company/Entity
1629	Investment	70852	Easy Equities

2. Directorships and partnerships See information sheet: note (2)

Name of corporate entity, partnership or firm	Type of business	Amount of Remuneration/Income
None	None	None

3. Remunerated work outside the Municipality must be sanctioned by Council. See information sheet: note (3)

Name of Employer	Type of Employment	Amount of Remuneration/Income
None	None	None

4. Consultancies and retainerships See information sheet: note (4)

Name of client	Nature	Type of business activity	Value of any benefits received
None	None	None	None

5. Sponsorships

See information sheet: note (5)

Source of assistance/sponsorship	Description of assistance/ Sponsorship	Value assistance/sponsorship	of
None	None	None	

6. Gifts and hospitality from a source other than a family member

See information sheet: note (6)

Description	Value	Source
None	None	None

7. Land and property

See information sheet: note (7)

Description	Extent	Area	Value
House	400 sqm	Mnandi, Centurion	R 4 200 000
Apartment	72 sqm	Noordwyk, Midrand	R 800 000



SIGNATURE OF EMPLOYEE

DATE:

03/7/2023

PLACE:

Pyeni SAPS

OATH/AFFIRMATION

1. I certify that before administering the oath/affirmation I asked the deponent the following questions and wrote down her/his answers in his/her presence:

(i) Do you know and understand the contents of the declaration?

Answer:

(ii) Do you have any objection to taking the prescribed oath or affirmation?

Answer:

(iii) Do you consider the prescribed oath or affirmation to be binding on your conscience?

Answer:

2. I certify that the deponent has acknowledged that she/he knows and understands the contents of this declaration. The deponent utters the following words: "I swear that the contents of this declaration are true, so help me God." / "I truly affirm that the contents of the declaration are true". The signature/mark of the deponent is affixed to the declaration in my presence.

W/o Masiny
Masiny
Commissioner of Oath / Justice of the Peace

Full first names and surname:

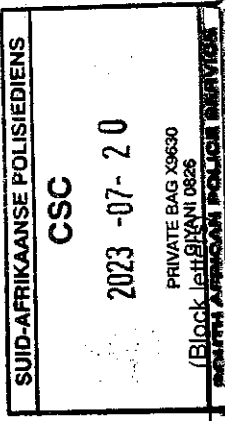
BUSAPHI DIABID MASINY

Designation (rank)

W/O

Street address of institution/ *GIYANI STARS*

Ex. Officio Republic of South Africa



Date *2023/07/20*

Place

GIYANI

CONTENTS NOTED: (Immediate supervisor)

[Signature]

DATE: *2023/07/20*

INFORMATION SHEET FOR THE FINANCIAL DISCLOSURE FORM

The following notes are a guide to assist with completing the attached Financial Disclosure form (Appendix C):

1. SHARES AND OTHER FINANCIAL INTERESTS

Designated employees are required to disclose the following details with regard to shares and other financial interests held in any private or public company or any other corporate entity recognized by law:

- The number, nature and nominal value of shares of any type;
- The nature and value of any other financial interests held in any private or public company or any other corporate entity; and
- The name of that entity.

2. DIRECTORSHIPS AND PARTNERSHIPS

Designated employees are required to disclose the following details with regard to directorships and partnerships:

- The name and type of business activity of the corporate entity or partnership/s; and
- The amount of any remuneration received for such directorship or partnership/s.

Directorship includes any occupied position of director or alternative director, or by whatever name the position is designated.

Partnership is a legal relationship arising out of a contract between two or more persons with the object of making and sharing profits.

3. REMUNERATED WORK OUTSIDE THE PUBLIC SERVICE (ALL REMUNERATED EMPLOYMENT MUST BE SANCTIONED PRIOR TO THE WORK BEING DONE.)

Designated employees are required to disclose the following details with regard to remunerated work outside the public service.

- The type of work;
- The name and type of business activity of the employer; and
- The amount of the remuneration received for such work.

Remuneration means the receipt of benefits in cash or kind.

Work means rendering a service for which the person receives remuneration.

4. CONSULTANCIES AND RETAINERSHIPS

Designated employees are required to disclose the following details with regard to consultancies and retainerships:

- The nature of the consultancy or retainership of any kind;
- The name and type of business activity, of the client concerned; and
- The value of any benefits received for such consultancy or retainerships.

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5. SPONSORSHIPS

Designated employees are required to disclose the following details with regard to sponsorships:

- The source and description of direct financial sponsorship or assistance; and
- The value of the sponsorship or assistance.

6. GIFTS AND HOSPITALITY FROM A SOURCE OTHER THAN A FAMILY MEMBER

Designated employees are required to disclose the following details with regard to gifts and hospitality:

- A description and the value and source of a gift with a value in excess of R350;
- A description and the value of gifts from a single source which cumulatively exceed the value of R350 in the relevant 12 month period; and
- Hospitality intended as a gift in kind.

Designated employees must disclose any material advantage that they received from any source e.g. any discount prices or rates that are not available to the general public.

All personal gifts within the family and hospitality of a traditional or cultural nature need not be disclosed.

7. LAND AND PROPERTY

Designated employees are required to disclose the following details with regard to their ownership and other interests in

land and property (residential or otherwise both inside and outside the Republic):

- A description and extent of the land or property;
- The area in which it is situated; and
- The value of the interest.