

## **GREATER GIYANI MUNICIPALITY**

## **PERFORMANCE AGREEMENT**

**2023/2024**

Greater Giyani Municipality herein represented by

**KHOZA VUSI DUNCAN,**

in his capacity as the Municipal Manager (hereinafter referred to as the Employer or Supervisor)

and

**MASHAMBA RHULANI HUMPHREY,**

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

WHEREBY IT IS AGREED AS FOLLOWS:

*R.H*

## 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

RH

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	0%
1.Municipal Transformation and Organisational Development	8%
3. Basic Service Delivery and Infrastructure Development	48%
4. Local Economic Development	0%
5. Municipal Finance Management and Viability	0%
6. Good Governance and Public Participation	44%
<b>TOTAL WEIGHTING</b>	<b>100%</b>

- 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.

*R-A*

**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%

RH

## 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

(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:

R.H

The assessment of the performance of the employee will be based on the following rating scale for PAs and CMs:				
A	B	C	D	E
Outstanding Performance	Performance Significantly Above Expectations	Fully Effective	Not Fully Effective	Unsatisfactory 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<sup>1</sup>
  - 6.7.4. Mayor or municipal manager from another municipality; and
  - 6.7.5. Member of a Ward Committee as nominated by Mayor
  - 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 2022
- Second quarter: October – December 2022
- Third quarter: January – March 2023
- Fourth quarter: April – June 2023

- 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**

R-A

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:

% 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**

RA

- 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 Senior 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 GIYANI ..... on this the 04<sup>th</sup> day of JULY..... 2023.

**AS WITNESSES:**

1.  \_\_\_\_\_  
 2.  \_\_\_\_\_

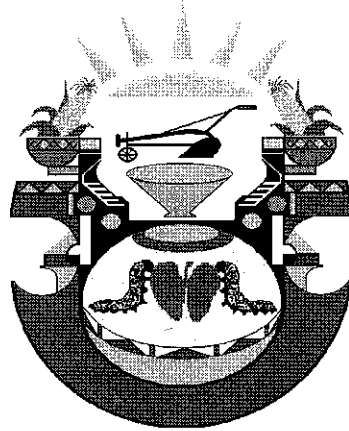
  
 MASHAMBA RHULANI HUMPHREY  
 EMPLOYEE

**AS WITNESSES:**

1.  \_\_\_\_\_  
 2.  \_\_\_\_\_

  
 MUNICIPAL MANAGER  
 KHOZA VUSI DUNCAN





**GREATER GIYANI MUNICIPALITY**

**PERFORMANCE PLAN  
DIRECTOR TECHNICAL SERVICES: MASHAMBA RH  
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**

*RH*

Table of Contents

1.LEGISLATION.....3

2.STRATEGIC OBJECTIVES.....4

3.KPA 1: MUNICIPAL TRANSFORMATION AND ORGANIZATIONAL DEVELOPMENT.....5

4.KPA 3: BASIC SERVICE DELIVERY & INFRASTRUCTURE DEVELOPMENT..... Error! Bookmark not defined.

5.KPA 4: LOCAL ECONOMIC DEVELOPMENT..... Error! Bookmark not defined.

6.KPA 5: MUNICIPAL FINANCE MANAGEMENT AND VIABILITY..... Error! Bookmark not defined.

7.KPA 6: GOOD GOVERNANCE AND PUBLIC PARTICIPATION..... Error! Bookmark not defined.

8.PERFORMANCE WEIGHTINGS PER KEY PERFORMANCE AREAS.....35

9.PERFORMANCE EVALUATION.....36

10.PERFORMANCE ASSESSMENT.....37

11.PERSONAL DEVELOPMENT PLANS (PDP).....38

12.SIGNATURES.....38

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

RH

## 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 manger**, 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

---

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

R.H

## 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

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

R. H

3.KPA 2: MUNICIPAL TRANSFORMATION AND ORGANIZATIONAL DEVELOPMENT

**KPA 1: MUNICIPAL TRANSFORMATION AND ORGANIZATIONAL DEVELOPMENT; KPA WEIGHT = 6.45%**

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

**OUTPUT 6: ADMINISTRATIVE AND FINANCIAL CAPABILITY**

**STRATEGIC OBJECTIVE: IMPROVED GOVERNANCE AND ADMINISTRATION**

No	Priority Issue/ Programme	Development Objective	Key Performance Indicators/Measurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project/Indicator Description	Location	Ward	Funding Source	Budget 2023/24 R'000	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Evidence	Dept
01.	Council Services	To advise EXCO on policy matters and make recommendations to EXCO	# of Portfolio Committee Meetings to be held by 30 June 2024	12 Portfolio Committee Meetings held in 2022/23	12 Portfolio Committee Meetings (12 Infrastructure Per Portfolio Committee) by 30 June 2024	Portfolio Committee Meetings	Organize Portfolio Committee meeting as per schedule	Greater Giyani Municipality	Administration	Income	Operational	3 Portfolio Committee Meetings held	3 Portfolio Committee Meetings held	3 Portfolio Committee Meetings held	3 Portfolio Committee Meetings held	25	Q1-Q4 Notices of Invitations Agenda and Attendance Register	TECH

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

R-H

No.	Priority Issue/ Programme	Development Objective	Key Performance Indicators/Measurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project/ Indicator Description	Location	Ward	Funding Source	Budget 2023/24 R'000	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Evidence	Dept
02.	Council Services	To advise EXCO on policy matters and make recommendations to EXCO	# of Portfolio Committee Meetings to be held by 30 June 2024	6 Portfolio Committee Meetings held in 2022/23	12 Portfolio Committee Meetings (12 Roads and Transport Per Portfolio Committee) by 30 June 2024	Portfolio Committee Meetings	Organize Portfolio Committee meetings as per schedule	Greater Giyani Municipality	Administration	Income	Operational	3 Portfolio Committee Meetings held	3 Portfolio Committee Meetings held	3 Portfolio Committee Meetings held	3 Portfolio Committee Meetings held	25	Q1-Q4 Notices of Invitations Agenda and Attendance Register	TECH
03.	Information Technology	To ensure good governance of ICT	# of IT Steering Committee Meetings to be conducted by 30 June 2024	4 meetings held in 2022/23 Financial year	4 IT Steering Committee meetings conducted by 30 June 2024	IT Governance, Risks and Compliance	Coordination of the IT Steering Committee Meeting	Greater Giyani Municipality	Administration	Income	Operational	1 IT Steering Committee meeting conducted	1 IT Steering Committee meeting conducted	1 IT Steering Committee meeting conducted	1 IT Steering Committee meeting conducted	25	Q1-Q4 Invitations and Attendance Register	TECH
04.	Council Services	To advise EXCO on policy matters and make recommendations to EXCO	# of Portfolio Committee Meetings to be held by 30 June 2024	5 Portfolio Committee Meetings held in 2022/23	12 Portfolio Committee Meetings (12 Water & Sanitation) Per Portfolio Committee) by 30 June 2024	Portfolio Committee Meetings	Organize Portfolio Committee meetings as per schedule	Greater Giyani Municipality	Administration	Income	Operational	3 Portfolio Committee Meetings held	3 Portfolio Committee Meetings held	3 Portfolio Committee Meetings held	3 Portfolio Committee Meetings held	25	Q1-Q4 Notices of Invitations Agenda and Attendance Register	TECH

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

R.H

2: BASIC SERVICE DELIVERY & INFRASTRUCTURE DEVELOPMENT

<b>KPA 3: BASIC SERVICE DELIVERY &amp; INFRASTRUCTURE DEVELOPMENT: KPA WEIGHT=82.25%</b>
<b>OUTCOME NINE: RESPONSIVE, ACCOUNTABLE, EFFECTIVE AND EFFICIENT LOCAL GOVERNMENT SYSTEM</b>
<b>OUTPUT 2: IMPROVING ACCESS TO BASIC SERVICES</b>
<b>OUTPUT 3: IMPLEMENTATION OF THE COMMUNITY WORK PROGRAMME</b>
<b>STRATEGIC OBJECTIVES: IMPROVED ACCESS TO SUSTAINABLE BASIC SERVICES AND PROMOTE COMMUNITY WELL-BEING AND ENVIRONMENTAL WELFARE</b>

No	Priority Issue/ Programme	Development Objective	Key Performance Indicators/Measurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project/ Indicator Description	Location	Ward	Funding Source	Budget 2023/24 R'000	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Evidence	Dept
01.	Building and Construction	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Construction of Mavalani indoor sports centre	Construction	Construction of Mavalani indoor sports centre by 30 June 2024	Mavalani indoor sports centre	Construction of Mavalani Indoor Sports Centre	Mavalani Indoor Sport	Ward 20	LGES/MIG	16 313 679	Bricklaying	Bricklaying	Plastering, flooring and electrification	Practical Completion	1,96	Q1 Progress Report Q2 Progress Report Q3- Progress Report Q4- Practical Completion	TECH

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

R.H

No.	Priority Issue/ Programme	Development Objective	Key Performance Indicators/Measurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project/ Indicator Description	Location	Ward	Funding Source	Budget 2023/24 R'000	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Evidence	Dept
02.	Building and Construction	To develop sustainable infrastructure networks which promote economic growth and improve quality of life	Construction of Jim Nghalalume community hall	Construction	Construction of Jim Nghalalume community hall by 30 June 2024	Jim Nghalalume community hall	Construction of Jim Nghalalume community hall	Jim Nghalalume	Ward 30	LGES/MIG	14,309,409,79	Bricklaying	Plastering and flooring	Paving of parking lot and installation of high mast	Practical Completion	1,96	Q1 - Progress Report Q2 - Progress Report Q3 - Progress Report Q4 - Practical Completion	TECH
03.	Roads, Bridges and Storm water	To develop sustainable infrastructure networks which promote economic growth and improve quality of life	Construct Selawa upgrading of roads from gravel to paving for 1,8 km	Construction	1,8km upgrading of road from gravel to paving at Selawa by 30 June 2024	Selawa upgrading of roads from gravel to paving	To construct Selawa upgrading of roads from gravel to paving	Silawa	Ward 8	LGES/MIG	8 500 450.00	Kerbing and paving	Practical Completion	N/A	N/A	1,96	Q1 - Progress Report Q2 - Practical Completion Certificate	TECH

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

R-H



No.	Priority Issue/ Programme	Development Objective	Key Performance Indicators/Measurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project/ Indicator Description	Location	Ward	Funding Source	Budget 2023/24 R'000	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Evidence	Dept
04.	Building and Construction	To develop sustainable infrastructure networks which promote economic growth and improve quality of life	Construction of Homu14B Sports centre	Construction	Construction of Homu14B Sports centre by 30 June 2024	Homu14B Sports centre	Construction of Homu14B Sports centre	Homu14B	Ward 9	LGES/MIG	900 000	Practical Completion	N/A	N/A	N/A	1,96	Q1- Practical Completion Certificate	TECH
05.	Roads, Bridges and Storm water	To develop sustainable infrastructure networks which promote economic growth and improve quality of life	Servicing of 539 sites	New Indicator	Submission of Detailed Design for Servicing of 539 sites by 30 June 2024	Servicing of 539 sites	Finalization of Servicing of 539 sites designs	Section F	Ward 13	LGES/MIG	1 000 000	Submission of Detailed Design	N/A	N/A	N/A	1,96	Q1 Detailed Design	TECH

R-H

No.	Priority Issue/ Programme	Development Objective	Key Performance Indicators/Measurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project/ Indicator Description	Location	Ward	Funding Source	Budget 2023/24 R'000	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Evidence	Dept
06.	Roads, Bridges and Storm water	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Construction of Alternative route to Giyani from R81	Preliminary design	Appointment of service provider for Alternative route to Giyani from R81 by 30 June 2024	Alternative route to Giyani from R81	Alternative route to Giyani from R81	Ngove	Ward 21	LGES/MIG	50 000	N/A	N/A	N/A	Appointment of service provider for Alternative route to Giyani from R81	1,96	Q4 Appointment Letter	TECH
07.	Roads, Bridges and Storm water	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Construction of Alternative route from Elim Road R578 to Giyani via Siyandhani	Preliminary design	Appointment of service provider for Alternative route from Elim Road R578 to Giyani via Siyandhani by 30 June 2024	Alternative route from Elim Road R578 to Giyani via Siyandhani	Alternative route from Elim Road R578 to Giyani via Siyandhani	Siyandhani	Ward 7	LGES/MIG	50 000	N/A	N/A	N/A	Appointment of service provider for Alternative route from Elim Road R578 to Giyani via Siyandhani	1,96	Q4 Appointment Letter	TECH

R.H

No.	Priority Issue/ Programme	Development Objective	Key Performance Indicators/Masurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project/ Indicator Description	Location	Ward	Funding Source	Budget 2023/24 R'000	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Evidence	Dept
08.	Roads, Bridges and Storm water	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	4,9 km Section F Upgrading of stormwater Phase 1	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	4,9 km Section F Upgrading of stormwater Phase 1	Section F	Ward 13	LGES/MIG	10 000 000	N/A	Appointment of Service Provider	Installation of 1,2 km stormwater pipes	Installation of 1,2 km stormwater pipes	1,96	Q2 - Appointment Letter Q3 - Progress Report Q4 - Progress Report	TECH
09.	Roads, Bridges and Storm water	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Upgrading from gravel to paving Giyani Nwamankena	New Indicator	Development of Preliminary Design for 4,2km Upgrading from gravel to paving Giyani Nwamankena by 30 June 2024	Upgrading from gravel to paving Giyani Nwamankena	Upgrading from gravel to paving Giyani Nwamankena	Nwamankena	Ward 8	LGES/MIG	500 000	N/A	N/A	Appointment of Service provider for Designs	Development of Preliminary Design for 4,2km Upgrading from gravel to paving Giyani Nwamankena	1,96	Q3 - Appointment Letter Q4 - Preliminary Design Report	TECH

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

R.H

No.	Priority Issue/ Programme	Development Objective	Key Performance Indicators/Masurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project/ Indicator Description	Location	Ward	Funding Source	Budget 2023/24 R'000	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Evidence	Dept
10.	Roads, Bridges and Storm water	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Upgrading from gravel to paving Giyani Section F via Golele to Risinga View to Bright Star Road by 30 June 2024	New Indicator	Development of Preliminary Design for 3,6km Upgrading from gravel to paving Giyani Section F via Golele to Risinga View to Bright Star Road by 30 June 2024	Upgrading from gravel to paving Giyani Section F via Golele to Risinga View to Bright Star Road	Upgrading from gravel to paving Giyani Section F via Golele to Risinga View to Bright Star Road	Giyani Section F via Golele to Risinga View to Bright Star Road	Ward 13	LGES/MIG	500 000	N/A	N/A	Appointment of Service provider for Designs	Development of Preliminary Design for 3,6km Upgrading from gravel to paving Giyani Section F via Golele to Risinga View to Bright Star Road	1,96	Q3 - Appointment Letter Q4- Preliminary Design Report	TECH
11.	Roads, Bridges and Storm water	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Upgrading from gravel to paving Ngove to Sikhunyani road by 30 June 2024	New Indicator	Development of Preliminary Design for 5km Upgrading from gravel to paving Ngobe to Sikhunyani road by 30 June 2024	Upgrading from gravel to paving Ngobe to Sikhunyani road	Upgrading from gravel to paving Ngobe to Sikhunyani road	Ngove/Sikhunyani	Ward 21,26	LGES/MIG	500 000	N/A	N/A	Appointment of Service provider for Designs	Development of Preliminary Design for 5km Upgrading from gravel to paving Ngobe to Sikhunyani road	1,96	Q3 - Appointment Letter Q4- Preliminary Design Report	TECH

R:H

No.	Priority Issue/ Programme	Development Objective	Key Performance Indicators/Masurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project/ Indicator Description	Location	Ward	Funding Source	Budget 2023/24 R'000	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Evidence	Dept
12.	Roads, Bridges and Storm water	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Babangu Internal Streets 1,5km Upgrading from gravel to paving by 30 June 2024	New Indicator	Development of preliminary Design for 1,5km Internal Streets Upgrading from gravel to paving Babangu by 30 June 2024	Babangu Internal Streets Upgrading from gravel to paving	Babangu Internal Street Upgrading from gravel to paving	Babangu	Ward 3	LGES/MIG	500 000	N/A	N/A	Appointment of Service provider for Designs	Development of preliminary Design for 1,5km Internal Streets Upgrading from gravel to paving Babangu	1,96	Q3 - Appointment Letter Q4 - Preliminary Design Report	TECH
13.	Roads, Bridges and Storm water	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Construction of Siyandhani ring road for 4,4km by 30 June 2024	New Indicator	4,4km ring road constructed at Siyandhani by 30 June 2024	Siyandhani ring road	Construction of Siyandhani ring road	Siyandhani	Ward 7	LGES/MIG	32 070 764	Construction	Construction	Construction	Practical Completion	1,96	Q1 - Progress Report Q2 - Progress Report Q3 - Progress Report Q4 - Practical Completion	TECH

R-H

No.	Priority Issue/ Programme	Development Objective	Key Performance Indicators/Measurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project/ Indicator Description	Location	Ward	Funding Source	Budget 2023/24 R'000	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Evidence	Dept
14.	Roads, Bridges and Storm water	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Section E Upgrading of 13km from gravel to paving by June 30 June 2024	New Indicator	Development of Preliminary design for 13km Upgrading from gravel to paving at Section E by 30 June 2024	Section E Upgrading of 13km from gravel to paving	Section E Upgrading of 13km from gravel to paving	Section E	Ward 11	LGES/MIG	500 000	N/A	N/A	Appointment of Service provider(consultant)	Development of Preliminary design for 13km Upgrading from gravel to paving at Section E	1,96	Q3 - Appointment Letter Q4- Preliminary Design Report	TECH
15.	Roads, Bridges and Storm water	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Shikhumba Upgrading from gravel to paving for 2.6 km by 30 June 2024	Construction	2,6km Upgrading from gravel to paving at Shikhumba by 30 June 2024	Shikhumba Upgrading from gravel to paving	Shikhumba Upgrading from gravel to paving for 2.6 km	Shikhumba	Ward 22	LGES/MIG	23 391 087.80	Construction	Construction	Construction	Practical Completion	1,96	Q1 Progress Report Q2 Progress Report Q3- Progress Report Q4- Practical Completion	TECH

R-H

No.	Priority Issue/ Programme	Development Objective	Key Performance Indicators/Measurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project/ Indicator Description	Location	Ward	Funding Source	Budget 2023/24 R'000	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Evidence	Dept
16.	Roads, Bridges and Storm water	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Shawela upgrading from gravel to paving for 3.6 km by 30 June 2024	Preliminary design	Appointment of service provider for 3.6km upgrading from gravel to paving for at Shawela by 30 June 2024	Shawela Upgrading from gravel to paving	Shawela Upgrading from gravel to paving	Shawela	Ward 22	LGES/MIG	1 000 000	Detailed Design	Development of tender document for 3,6km from gravel to paving at Shawela	N/A	Appointment of service provider for 3.6km upgrading from gravel to paving for at Shawela	1,96	Q1 -Detail Design Q3 - Tender draft document Q4 - Appointment letter	TECH
17.	Roads, Bridges and Storm water	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Upgrading of parking lot	Parking lot at Civic Centre upgraded	Upgrading of parking lot at Civic Centre by 30 June 2024	Upgrading of parking lot	Upgrading of parking lot	Greater Giyani Municipality		LGES/MIG	1 300 000	Connection of pay point and boom gate	Practical Completion	N/A	N/A	1,96	Q1 - Progress Report Q2 - Practical Completion Certificate	TECH

RH

No.	Priority Issue/ Programme	Development Objective	Key Performance Indicators/Measurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project Indicator/ Description	Location	Ward	Funding Source	Budget 2023/24 R'000	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Evidence	Dept
18.	Roads, Bridges and Storm water	To develop sustainable infrastructure networks which promote economic growth and improve quality of life	Upgrading of Makosha phase 2 from Gravel to Paving for 3,5km	New Indicator	Appointment of service provider for 3,5km Upgrading of phase 2 from Gravel to Paving at Makosha by 30 June 2024	Upgrading of Makosha phase 2 from Gravel to Paving	Upgrading of Makosha phase 2 from Gravel to Paving	Makosha	Ward 14	LGES/MIG	1 500 000	Detailed Design	Development of tender document for 3,5km from gravel to paving at Makosha phase 2	N/A	Appointment of service provider for 3,5km Upgrading of phase 2 from Gravel to Paving at Makosha	1,96	Q1 -Detail Design Q3 - Tender draft document Q4 - Appointment letter	TECH
19.	Roads, Bridges and Storm water	To develop sustainable infrastructure networks which promote economic growth and improve quality of life	Upgrading of Hlomela from Gravel to Paving for 2,6km	New Indicator	Site establishment for 2,6km Upgrading from Gravel to Paving at Hlomela by 30 June 2024	Hlomela upgrading from Gravel to Paving	Upgrading of Hlomela upgrading from Gravel to Paving for 2,6km	Hlomela	Ward 19	LGES/MIG	2,577, 159,41	N/A	N/A	Appointment of Service Provider	Site establishment for 2,6km Upgrading from Gravel to Paving at Hlomela	1,96	Q3 - Appointment letter Q4 - Progress Report	TECH

R-4



No.	Priority Issue/ Programme	Development Objective	Key Performance Indicators/Measurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project/ Indicator Description	Location	Ward	Funding Source	Budget 2023/24 R'000	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Evidence	Dept
20.	Roads, Bridges and Storm water	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Upgrading of Nkhesani Access Road	New Indicator	Development of Detailed design for Upgrading of Nkhesani Access Road by 30 June 2024	Upgrading of Nkhesani Access Road	Upgrading of Nkhesani Access Road	Greater Giyani Municipality	Ward 12	LGES/MIG	900 000	N/A	N/A	Development of Detailed design for Upgrading of Nkhesani Access Road	N/A	1,96	Q3 Detailed design	TECH
21.	Building and Construction	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Refurbishment of Section E Sports Centre by 30 June 2024	New Indicator	Development of detailed design for refurbishment of Section E Sports Centre by 30 June 2024	Refurbishment of Section E Sports Centre	Refurbishment of Section E Sports Centre	Section E	Ward 11	LGES/MIG	1 500 000	Appointment of Service Provider (consultant)	Development of preliminary design for refurbishment of Section E Sports Centre	Development of detailed design for refurbishment of Section E Sports Centre	N/A	1,96	Q1 - Appointment Letter Q2 - Preliminary Design Report Q3 - Detailed Design Report	TECH

R.H

No.	Priority Issue/ Programme	Development Objective	Key Performance Indicators/Masurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project Indicator Description	Location	Ward	Funding Source	Budget 2023/24 R'000	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Evidence	Dept
22.	Building and Construction	To develop sustainable infrastructure networks which promote economic growth and improve quality of life	Refurbishment of Sporting Facilities (Gawula) by 30 June 2024	Fixing of defects not done	Refurbishment of ablution facilities at Sporting Facilities (Gawula) by 30 June 2024	Refurbishment of Sporting Facilities (Gawula)	Refurbishment of Sporting Facilities (Gawula)	Gawula	Ward 18	LGES/MIG	2 000 000	N/A	Earthworks	Installation of grass soccer pitch	Refurbishment of ablution facilities and changerooms	1,96	Q1 Signed Progress Report Q2 Signed Progress Report Q3 Signed Progress Report	TECH
23.	Building and Construction	To develop sustainable infrastructure networks which promote economic growth and improve quality of life	Construction of Car ports (Civic Centre, Unigaz, Testing Station and brick yard) by 30 June 2024	New Indicator	Construction of Car ports at Civic Centre by 30 June 2024	Construction of Car ports (Civic Centre, Unigaz, Testing Station and brickyard)	Construction of Car ports (Civic Centre, Unigaz, Testing Station and brick yard)	Greater Giyani Municipality		LGES/MIG	500 000	N/A	N/A	Appointment of Service Provider (contractor)	Construction and practical completion of Car ports (Civic Centre)	1,96	Q3 Appointment Letter Q4 Progress Report and Practical Completion	TECH

R-H

No.	Priority Issue/ Programme	Development Objective	Key Performance Indicators/Measurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project/ Indicator Description	Location	Ward	Funding Source	Budget 2023/24 R'000	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Evidence	Dept
24.	Building and Construction	To develop sustainable infrastructure networks which promote economic growth and improve quality of life	Construction of Civic Centre Building Phase 4	Construction	Construction of Civic Centre Building Phase 4 by 30 June 2024	Civic Centre Building Phase 4	Construction of Civic Centre Building Phase 4	Giyani CBD		LGES/MIG	6 000 000	Completion of Council Chamber	Installation of lift and Practical Completion	N/A	N/A	1,96	Q1 Progress Report Q2- Progress Report and Practical Completion Certificate	TECH
25.	PMU	To improve financial management systems to enhance venue base	% MIG Budget spent by 30 June 2024	100% MIG budget spent	100% MIG Budget spent by 30 June 2024	MIG Spending	Spending 100 % of MIG allocated fund	Greater Giyani Municipality	Administration	MIG	72 338 000.00	15% of MIG budget spent	30 % of MIG budget spent	30% of MIG budget spent	25% of MIG budget spent	1,96	MIG Spending Report	TECH

R-H

No.	Priority Issue/Programme	Development Objective	Key Performance Indicators/Measurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project/Indicator Description	Location	Ward	Funding Source	Budget 2023/24 R'000	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Evidence	Dept
26.	Building and Construction	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Construction of Waste Disposal Site by 30 June 2024	Construction	Construction of Waste Disposal Site by 30 June 2024	Waste Disposal Site	Waste Disposal Site	Greater Giyani	All wards	MIG	5,300 000	Construction	Practical Completion	N/A	N/A	1,96	Q1- Progress Report Q2- Practical Completion Certificate	TECH

No.	Priority Issue/Programme	Development Objective	Key Performance Indicators/Measurable Objective	Baseline	Annual Targets	Project Name	Project/Indicator Description	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
27.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and	Connect 539 units at Section F by 30 June 2024	New Indicator	Development of a detailed design for connection of 539 units at Section F	Electrification of Section F (539)	Construction of Electrical Network Infrastructure	Section F	13	INEP/LGES	1 000 000	N/A	N/A	Appointment of Service provider (Professional)	Development of a detailed design for connection of	1,96	Q3 - Appointment Letters Q4 - Detailed Design Report	TECH

R-H

No.	Priority Issue/Programme	Development Objective	Key Performance Indicators/Measurable Objective	Baseline	Annual Targets	Project Name	Project/Indicator Description	Location	Ward	Funding Source	Budget 2023/24	1 <sup>st</sup> Q Target	2 <sup>nd</sup> Q Target	3 <sup>rd</sup> Q Target	4 <sup>th</sup> Q Target	KPI Weight	Portfolio of Evidence	Dept
28.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Connect 450 units at Siyandhani village by 30 June 2024	New Indicator	Connection 450 units at Siyandhani Village by 30 June 2024	Electrification of Siyandhani Village (450)	Construction of Electrical Network Infrastructure	Siyandhani Village	07	INEP/LGES	5 032 989.00	Appointment of Service provider (Contractors)	Digging of holes for MV and LV poles	Complete MV and LV networks	Practical Completion	1,96	Q1 - Appointment Letter Q2 - Progress Report Q3 - Progress Reports Q4- Practical Completion Certificate	TECH
29.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Connect 200 units at Xivulani village by 30 June 2024	New Indicator	Connection 200 units at Xivulani Village by 30 June 2024	Electrification of Xivulani Village (200)	Construction of Electrical Network Infrastructure	Xivulani Village	15	INEP/LGES	4 100 000	Appointment of Service provider (Contractors)	Digging of holes for MV and LV poles	Complete MV and LV networks	Practical Completion	1,96	Q1 - Appointment Letter Q2 - Progress Report Q3 - Progress Reports Q4- Practical Completion Certificate	TECH

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

R.H

30.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Connect 184 units at Mninginisi Block 3 by 30 June 2024	New Indicator	Connection 184 units at Mninginisi Block 3 by 30 June 2024	Electrification of Mninginisi Block 3 (184)	Construction of Electrical Network Infrastructure	Mninginisi Village	16	INEP/LGES	3 780 000	Appointment of Service provider (Contractors)	Digging of holes for MV and LV poles	Complete MV and LV networks	Practical Completion	1,96	Q1 - Appointment Letter Q2 - Progress Report Q3 - Progress Reports Q4- Practical Completion Certificate	TECH
31.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Connect 150 units at Homu 14A by 30 June 2024	New Indicator	Connection 184 at Homu 14A units by 30 June 2024	Electrification of Homu 14A (150)	Construction of Electrical Network Infrastructure	Homu 14A	09	INEP/LGES	3 100 000	Appointment of Service provider (Contractors)	Digging of holes for MV and LV poles	Complete MV and LV networks	Practical Completion	1,96	Q1 - Appointment Letter Q2 - Progress Report Q3 - Progress Reports Q4- Practical Completion Certificate	TECH

R.H

32.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Connect 200 units at Bode Village by 30 June 2024	New Indicator	Connection of 200 units at Bode Village by 30 June 2024	Electrification of Bode (200)	Construction of Electrical Network Infrastructure	Bode Village	07	INEP/LGES	4 100 000	Appointment of Service provider (Contractors)	Digging of holes for MV and LV poles	Complete MV and LV networks	Practical Completion	1,96	Q1 - Appointment Letter Q2 - Progress Report Q3 - Progress Reports Q4- Practical Completion Certificate	TECH
33.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Connect 100 units at Sikhunyani Village by 30 June 2024	New Indicator	Connection of 100 units at Sikhunyani Village by 30 June 2024	Electrification of Sikhunyani Village (100)	Construction of Electrical Network Infrastructure	Sikhunyani Village	15	INEP/LGES	2 100 000	Appointment of Service provider (Contractors)	Digging of holes for MV and LV poles	Complete MV and LV networks	Practical Completion	1,96	Q1 - Appointment Letter Q2 - Progress Report Q3 - Progress Reports Q4- Practical Completion Certificate	TECH

R.H

34.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Connect 150 units at Mapayeni Village by 30 June 2024	New Indicator	Connection of 150 units at Mapayeni Village by 30 June 2024	Electrification of Mapayeni Village (150)	Construction of Electrical Network Infrastructure	Mapayeni Village	26	INEP/LGES	3 100 000	Appointment of Service provider (Contractors)	Digging of holes for MV and LV poles	Complete MV and LV networks	Practical Completion	1,96	Q1 - Appointment Letter Q2 - Progress Report Q3 - Progress Reports Q4- Practical Completion Certificate	TECH
-----	-----------------------	---	---	---------------	---	---	---	------------------	----	-----------	-----------	---	--------------------------------------	-----------------------------	----------------------	------	--	------

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

R.H



No.	Priority Issue/Programme	Development Objective	Key Performance Indicators/Measurable Objective	Baseline	Annual Targets	Project Name	Project/Indicator Description	Location	Ward	Funding Source	Budget 2023/24	1 <sup>st</sup> Q Target	2 <sup>nd</sup> Q Target	3 <sup>rd</sup> Q Target	4 <sup>th</sup> Q Target	KPI Weight	Portfolio of Evidence	Dept
35.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Connect 120 units at Daniel Rabelela Village by 30 June 2024	New Indicator	Connection of 120 units at Daniel Rabelela Village by 30 June 2024	Electrification of Daniel Rabelela Village (120)	Electrification of Daniel Rabelela Village	Daniel Rabelela Village	25	INEP/LGES	2 500 000	Appointment of Service provider (Contractors)	Digging of holes for MV and LV poles	Complete MV and LV networks	Practical Completion	1,96	Q1 - Appointment Letter Q2 - Progress Report Q3 - Progress Reports Q4- Practical Completion Certificate	TECH
36.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Connect 150 units at Homu 14B by 30 June 2024	New Indicator	Connection of 150 units at Homu 14B by 30 June 2024	Electrification of Homu 14B (150)	Electrification of Homu 14B	Homu 14B	09	INEP/LGES	3 100 000	Appointment of Service provider (Contractor)	Digging of holes for MV and LV poles	Complete MV and LV networks	Practical Completion	1,96	Q1 - Appointment Letter Q2 - Progress Report Q3 - Progress Reports Q4- Practical Completion Certificate	TECH

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

R.H

37.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Connect 150 units at Gawula Village by 30 June 2024	New Indicator	Connection of 150 units at Gawula Village by 30 June 2024	Electrification of Gawula Village	Electrification of Gawula Village	Gawula Village	18	LGES	3 100 000	Appointment of Service provider (Contractor)	Digging of holes for MV and LV poles	Complete MV and LV networks	Practical Completion	1,96	Q1 - Appointment Letter Q2 - Progress Report Q3 - Progress Reports Q4- Practical Completion Certificate	TECH
38.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Connect 150 units at Khakhala Village by 30 June 2024	New Indicator	Connection of 150 units at Khakhala Village by 30 June 2024	Electrification of Khakhala Village (150)	Electrification of Khakhala Village	Khakhala Village	18	INEP/LGES	3 100 000	Appointment of Service provider (Contractor)	Digging of holes for MV and LV poles	Complete MV and LV networks	Practical Completion	1,96	Q1 - Appointment Letter Q2 - Progress Report Q3 - Progress Reports Q4- Practical Completion Certificate	TECH

R.H

39.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Connect 150 units at Loloka Village by 30 June 2024	New Indicator	Development of a detail design for connection of 150 units at Loloka Village by 30 June 2024	Electrification of Loloka Village (150)	Electrification of Loloka Village	Loloka Village	24	LGES	230 000	Appointment of Service provider (Consultants)	Development of a detailed design for connection of 150 units at Loloka Village	N/A	N/A	1,96	Q1 - Appointment Letter Q2 - Detailed Designs	TECH
-----	-----------------------	---	---	---------------	--	---	-----------------------------------	----------------	----	------	---------	---	--	-----	-----	------	--	------

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

R-H

No.	Priority Issue/Programme	Development Objective	Key Performance Indicators/Measurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project/Indicator Description	Location	Ward	Funding Source	Budget 2023/24 R'000	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Evidence	Dept
40.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Connect 150 units at Mageva Village by 30 June 2024	New Indicator	Development of a detail design for connection of 150 units at Mageva Village by 30 June 2024	Electrification of Mageva Village (150)	Electrification of Mageva Village	Mageva Village	15	Income	230 000	Appointment of Service provider (Consultants)	Development of a detail design for connection of 150 units at Mageva Village	N/A	N/A	1,96	Q1 - Appointment Letter Q2 - Detailed Designs	TECH
41.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Connect 150 units at Mahlathi Village by 30 June 2024	New Indicator	Development of a detailed design for connection of 150 units at Mahlathi Village by 30 June 2024	Electrification of Mahlathi Village (150)	Electrification of Mahlathi Village	Mahlathi Village	19	Income	230 000	Appointment of Service provider (Consultants)	Development of a detailed design for connection of 150 units at Mahlathi Village	N/A	N/A	1,96	Q1 - Appointment Letter Q2 - Detailed Designs	TECH

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

RH

42.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Connect 150 units at Matsosela Village by 30 June 2024	New Indicator	Development of a detailed design for connection of 150 units at Matsosela Village by 30 June 2024	Electrification of Matsosela Village (150)	Electrification of Matsosela Village	Matsosela Village	27	Income	230 000	Appointment of Service provider (Consultants)	Development of a detailed design for connection of 150 units at Matsosela Village	N/A	N/A	1,96	Q1 - Appointment Letter Q2 - Detailed Designs	TECH
43.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Connect 150 units at Mbhedle Village by 30 June 2024	New Indicator	Development of detailed design for connection of 150 units at Mbhedle Village by 30 June 2024	Electrification of Mbhedle Village	Electrification of Mbhedle Village	Mbhedle Village	27	Income	230 000	Appointment of Service provider (Consultants)	Development of detailed design for connection of 150 units at Mbhedle Village	N/A	N/A	1,96	Q1 - Appointment Letter Q2 - Detailed Designs	TECH

R.H

44.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Connect 200 units at Mnghonghoma Village by 30 June 2024	New Indicator	Development of a detailed design for connection of 200 units at Mnghonghoma Village by 30 June 2024	Electrification of Mnghonghoma Village (200)	Electrification of Mnghonghoma Village	Mnghonghoma Village	24	Income	290 000	Appointment of Service provider (Consultants)	Development of a detailed design for connection of 200 units at Mnghonghoma Village	N/A	N/A	1,96	Q1 - Appointment Letter Q2 - Detailed Designs	TECH
45.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Installation of high mast	High mast installed	Installation of 4 high mast in (ward 12)93 villages including CBD by 30 June 2024	Installation of high mast	Installation of high mast	Greater Giyani	All wards	LGES	2 500 000	Appointment of Service provider	Installation of 4 High mast lights	Practical Completion	Practical Completion	1,96	Q1 - Appointment Letter Q2 - Progress Report Q3 - Practical Completion Certificate	TECH

R-H

No.	Priority Issue/Programme	Development Objective	Key Performance Indicators/Measurable Objective	Baseline 2022/23	Annual Targets	Project Name	Project/Indicator Description	Location	Ward	Funding Source	Budget 2023/24 R'000	1st Q Target	2nd Q Targets	3rd Q Targets	4th Q Targets	KPI Weight	Portfolio of Evidence	Dept
46.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Installation of solar rooftop in municipal buildings	New Indicator	Development of detailed design for installation of Solar rooftop in municipal buildings by 30 June 2024	Installation of solar rooftop	Installation of solar rooftop	Greater Giyani	All wards	LGES	1 000 000	Appointment of Service provider	Development of detailed design for installation of Solar rooftop in municipal buildings	N/A	N/A	1,96	Q1 - Appointment Letter Q2 - Detailed Design Report	TECH
47.	Electricity Provision	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Install energy saving streetlights	143 energies saving streetlights installed	Installation of 124 energy saving streetlights by 30 June 2024	Installation of energy saving streetlights	Installation of energy saving streetlights	Greater Giyani	All wards	LGES	5 500 000	Digging of holes and planting of poles for 62 energy saving streetlights	Digging of holes and planting of poles for 62 energy saving streetlights	Practical Completion	N/A	1,96	Q1 - Progress Report Q2 - Progress Report Q3 - Practical Completion Certificate	TECH
49.	Sports Facilities	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Construct an extension of Mageva soccer pitch	Mageva Soccer pitch extension not constructed	Development of a detailed design for construct an extension of mageva soccer pitch by June 2024	Extension of mageva soccer pitch	To construct an extension of mageva soccer pitch	Mageva - Dzume ri	25	LGES	2 000 000	Appointment of Service provider (Consultants)	Development of a detailed design for construct an extension of mageva soccer pitch	N/A	N/A	1,96	Q1 - Appointment Letter Q2 - Detailed Designs	TECH

R-H

50.	Sports Facilities	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	Refurbishment of Giyani Stadium & Tennis Court by 30 June 2024	Service provider not appointed	Development of a detailed design Refurbishment of Giyani Stadium & Tennis Court by 30 June 2024	Refurbishment of Giyani Stadium & Tennis Court	Refurbishment of Giyani Stadium & Tennis Court	Giyani Section A	12	Income	2 000 000	Appointment of Service provider	Preliminary Design Stage	Development of a detailed design Refurbishment of Giyani Stadium & Tennis Court	Advert	1,96	Q1 - Appointment Letter Q2 - Preliminary Design Report Q3 - Detailed Design Report Q4 - Advert	TECH
51.	EPWP Infrastructure	To develop sustainable infrastructure networks which promotes economic growth and improve quality of life	# of people to be appointed through EPWP Infrastructure Program by 30 June 2024	200 people appointed through EPWP Infrastructure program	200 People appointed through EPWP Infrastructure Program by 30 June 2024	EPWP Infrastructure	Creation of jobs through EPWP Infrastructure Program	Giyani Township	All wards	EPWP	5 000 000	200 People appointed through EPWP Infrastructure	N/A	N/A	N/A	1,96	Q1 - Signed Appointment Memo	TECH

R.H



5.KPA 6: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

KPA 6: GOOD GOVERNANCE AND PUBLIC PARTICIPATION KPA WEIGHT =11.29%

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

OUTPUT 5: DEEPEN DEMOCRACY THROUGH A REFINED WARD COMMITTEE MODEL

OUTPUT 6: ADMINISTRATIVE AND FINANCIAL CAPABILITY

No.	Priority Issue/Programme	Development Objective	Key Performance Indicators/Measurable Objective	Baseline	Annual Targets	Project Name	Project /Indicator Description	Location	Ward	Funding Source	Budget 2023/24	1 <sup>st</sup> Q Target	2 <sup>nd</sup> Q Target	3 <sup>rd</sup> Q Target	4 <sup>th</sup> Q Target	KPI Weight	Portfolio of Evidence	Dept
01.	Performance Management	To develop governance structures and systems that will ensure effective public consultation and organizational discipline	# of Compliance Reports (SDBIP, Back to Basics and Circular 88) submitted to PMS within 12 days after the end of the quarter	New Indicator	12 Compliance Reports (SDBIP, Back to Basics and Circular 88) submitted to PMS by 30 June 2024	Compliance Reports	Compile the compliance report. Submit to PMS within 12 working days after the end of the quarter.	Greater Giyani Municipality	Administration	Income	Operational	3 Compliance Reports (SDBIP, Back to Basics and Circular 88) submitted to PMS	3 Compliance Reports (SDBIP, Back to Basics and Circular 88) submitted to PMS	3 Compliance Reports (SDBIP, Back to Basics and Circular 88) submitted to PMS	3 Compliance Reports (SDBIP, Back to Basics and Circular 88) submitted to PMS	14.28	Q1-Q4 Submission Register, Reports and POEs	COMM

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

R-H

No.	Priority Issue/Programme	Development Objective	Key Performance Indicators/Measurable Objective	Baseline	Annual Targets	Project Name	Project /Indicator Description	Location	Ward	Funding Source	Budget 2023/24	1 <sup>st</sup> Q Target	2 <sup>nd</sup> Q Target	3 <sup>rd</sup> Q Target	4 <sup>th</sup> Q Target	KPI Weight	Portfolio of Evidence	Dept
02.	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 management Committee meeting held	4 Risk management Committee meeting held by 30 June 2024	Risk Management committee	Organize Risk Management Committee meetings	Greater Giyani Municipality	Administration	Income	Operational	1 Risk management Committee meeting held	1 Risk management Committee meeting held	1 Risk management Committee meeting held	1 Risk management Committee meeting held	14.28	Q1-Q4 Minutes and Attendance Register	TECH
03.	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 Indicator	100% of total number of risks implemented (Strategic and Operational) by 30 June 2024	Risk Register	Implementation of the risk management action plan	Greater Giyani Municipality	Administration	Income	Operational	100% of risk implementation plan	100% of risk implementation plan	100% of risk implementation plan	100% of risk implementation plan	14.28	Q1-Q4 Updated Risk register.	TECH
04.	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	Implementation in 2022/23 Internal Audit Action plan	100% of findings resolved in the Internal Audit Action Plan by 30 June 2024	Internal Audit Action Plan	Implementation of the Internal Audit Action Plan	Greater Giyani Municipality	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	14.28	Q1-Q4 Updated Internal Audit Action Plan	TECH

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

R-H

05.	Internal Auditing	To develop governance structures and systems that will ensure effective public consultation and organizational discipline	% of findings resolved in the AG(SA) Action Plan by 30 June 2024	Implementation AG(SA) Action Plan	100% of findings resolved in the AG(SA) Action Plan by 30 June 2024	AG(SA) action plan	Implementation of the AG(SA) action plan	Greater Giyani Municipality	Administration	Income	Operational	100% of findings resolved in the AGSA's Action Plan	N/A	50% of findings resolved in the AGSA's Action Plan	100% of findings resolved in the AGSA's Action Plan	14.28	Q3 & Q4 Updated Audit Action Plan	TECH
06.	Internal Auditing	To develop governance structures and systems that will ensure effective public consultation and organizational discipline	# of Audit and Performance Audit Committee meetings to be held by 30 June 2024	6 Audit and Performance Committee meeting held	4 Audit and Performance Committee meeting held by 30 June 2024	Audit and Performance Audit Committee	Organize Audit and Performance Audit Committee meetings	Greater Giyani Municipality	Administration	Income	Operational	1 Audit and Performance Committee meeting to be held	1 Audit and Performance Committee meeting to be held	1 Audit and Performance Committee meeting to be held	1 Audit and Performance Committee meeting to be held	14.28	Q1-Q4 Attendance Register and Minutes	TECH
07.	Internal Auditing	To develop governance structures and systems that will ensure effective public consultation and organizational discipline	# of Audit and Performance Audit Committee Reports developed and submitted to Council by 30 June 2024	4 Audit and Performance Audit Committee Reports	4 Audit and Performance Audit Committee Reports developed and submitted to Council by 30 June 2024	Audit and Performance Audit Committee Reports	Develop Audit and Performance Audit Committee Reports	Greater Giyani Municipality	Administration	Income	Operational	1 Audit and Performance Audit Committee Reports submitted to council for approval	1 Audit and Performance Audit Committee Reports submitted to council for approval	1 Audit and Performance Audit Committee Reports submitted to council for approval	1 Audit and Performance Audit Committee Reports submitted to council for approval	14.28	Q1-Q4 Report to Council, Council Resolution	TECH

### 8. PERFORMANCE WEIGHTINGS PER KEY PERFORMANCE AREAS

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's) 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.

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

R.H

**Table B: WEIGHTING ON KPAs**

KEY PERFORMANCE AREAS	WEIGHT
1. Spatial Rationale	0%
2. Municipal Transformation and Organisational Development	6.45%
3. Basic Service Delivery and Infrastructure Development	82.26%
4. Local Economic Development	0%
5. Municipal Finance Management and Viability	0%
6. Good Governance and Public Participation	11.29%
<b>TOTAL WEIGHTING</b>	<b>100%</b>

**TABLE C: CORE COMPETENCY REQUIREMENTS (CCRs)**

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%

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

R4

## 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

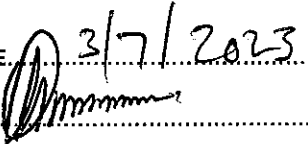
	Score	Definition
<b>Outstanding Performance</b>	5	Performance far exceeds the standard expected of an employee at this level. The appraisal indicates that the Employee has achieved above fully effective results against all performance criteria and indicators as specified in the PA and Performance plan and maintained this in all areas of responsibility throughout the year.
<b>Performance Significantly Above Expectations</b>	4	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.
<b>Fully Effective</b>	3	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.
<b>Not Fully Effective</b>	2	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.
<b>Unacceptable Performance</b>	1	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.

R-H

11. PERSONAL DEVELOPMENT PLANS (PDP)

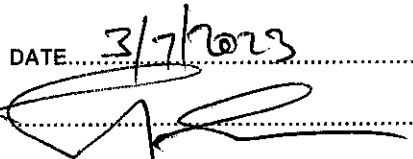
Section 29 of the Performance Regulation of 2006 requires that managers must develop personal Development Plan that must address all gaps and this plan must be part of the performance agreement. This performance is signed in line with the Municipal Finance Management Act 56 of 2003. All s57 Managers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

12. SIGNATURES

DATE 3/7/2023  


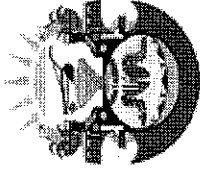
DIRECTOR TECHNICAL SERVICES

MASHAMBA RH

DATE 3/7/2023  


MUNICIPAL MANAGER

KHOZA VUSI DUNCAN



**GREATER GIYANI MUNICIPALITY**

**PERSONAL DEVELOPMENT PLAN**

**2023/2024**

Greater Giyani Municipality herein represented by

**KHOZA VUSI DUNCAN,**

in his capacity as the Municipal Manager (hereinafter referred to as the Employer or Supervisor)

**MASHAMBA RHULANI HUMPHREY**

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

R. H

R.H.

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

R. H

R.I.



3.1. Column 1: Skills/Performance GAP.

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
E.g. 1. Appraise Performance of Managers	2. The municipal manager will be able to enter into performance agreements with the Senior managers reporting to him / her, appraise them against set criteria, within relevant 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	7. Support Person
PROJECT MANAGEMENT	SMOOTH OPERATION OF PROJECTS	PROJECTS TRAINING	COSTHCT LESSON	ONE WEEK	PROJECT MANAGER	M.M

R.H  
R.T.

R.H.

Training needs must be identified with due regard to cost effectiveness and listed in column 3. The suggested mode of delivery refers to the chosen methodology that is deemed most relevant to ensure transfer of skills. Mode of delivery consists of, amongst others, self-study, internal or external training provision; coaching and / or mentoring and exchange programmes.

3.2. Column 3: Suggested training

Consideration must be given to the outcomes expected in column 2 so that once the intervention is completed the impact it had can be measured against relevant output indicators.

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
TENDER PROCESS	APPLICATION TENDER PROCESS	PROCUREMENT CONTRACT CLASS	ONE WEEK	N/A	MANAGER	

3.3. Column 4: Suggested mode of delivery

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 Development area	7. Support Person

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.

R.H.  
R.S.

R.I.  
K.H.

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 Development area	7. Support Person

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 Development area	7. Support Person

3.4. Column 5: Suggested Time Lines

R.I.  
H.J.

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

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

**3.6. 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).

--	--	--	--	--	--	--





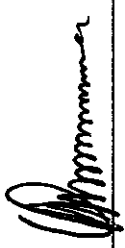
GIYANI

04<sup>th</sup> JULY 2023


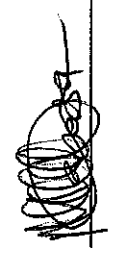
Thus, done and signed at ..... on this the ..... day of .....


AS WITNESSES:

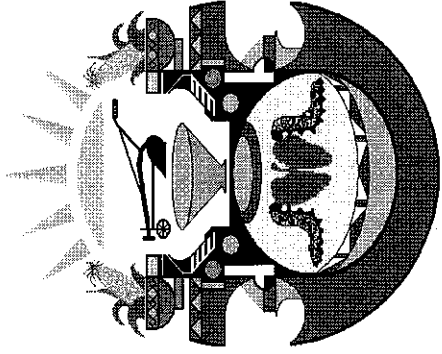
1. 
2. 

  
DIRECTOR TECHNICAL SERVICES  
MASHAMBA RH

AS WITNESSES:

1. 
2. 

  
MUNICIPAL MANAGER  
KHOZA VD



# FINANCIAL DISCLOSURES

2023/20224

EMPLOYEE NAME: MASHAMBA RH

**STRICTLY CONFIDENTIAL**

Financial Disclosure Form

CONFIDENTIAL

I, the undersigned (surname and initials):

MASHAMBA RHULANI HUMPHREY

(Residential address) :

MALAMULELE HOYSE 146 SECTION C

RH

RH



(Position held) : Director Technical Services  
(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
NONE	NONE	N/A	N/A

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

Name of corporate entity, partnership or firm	Type of business	Amount of Remuneration/Income
NONE	N/A	N/A

**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	N/A	N/A

R.H

RHS

4. Consultancies and retainerships

See information sheet: note (4)

Name of client	Nature	Type of business activity	Value of any benefits received
NONE	N/A	N/A	N/A

5. Sponsorships

See information sheet: note (5)

Source of assistance/sponsorship	Description of assistance/Sponsorship	Value of assistance/sponsorship	of
NONE	N/A	N/A	

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

See information sheet: note (6)

Description	Value	Source
NONE	N/A	N/A

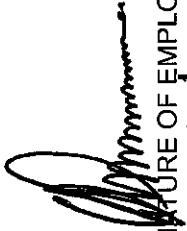
7. Land and property

See information sheet: note (7)

Description	Extent	Area	Value
HOUSE	TOWNSHIP	MALAMULELE	R 650 000
HOUSE	FLAT	NELSPRUIT	R 450 000
<hr/>			

R-A

R-Z

SIGNATURE OF EMPLOYEE   
DATE: 04/07/2023  
PLACE: GUYANI

**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?

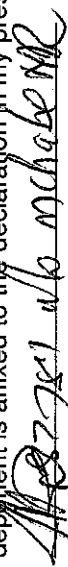
Answer:

(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.

  
**Commissioner of Oath / Justice of the Peace**

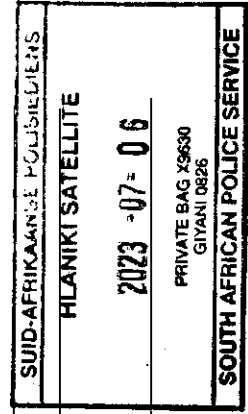
Full first names and surname:

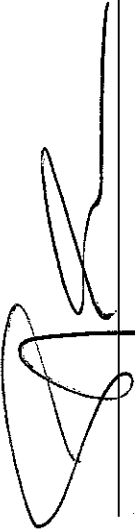
MAFEMAXI ROGERS MCHABE (Block letters)

Designation (rank) N/A Ex Officio Republic of South Africa

Street address of institution SHAMATI ROAD

Date 06/07/2023 Place Guyani





CONTENTS NOTED: (Immediate supervisor) \_\_\_\_\_

DATE: 06/07/2023

R. H

R.H.

**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.

R-H

RL

## 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.

R.H

R.H