

PERFORMANCE AGREEMENT

MADE AND ENTERED INTO BY AND BETWEEN:

SENQU MUNICIPALITY

"(Hereinafter referred to as the employer)"
Represented by

The Acting Municipal Manager

Mr M.P. Nonjola

And

Mrs. C. L.N. Gologolo
Acting Community Services Director
"(Hereinafter referred to as the employee)"

2019/2020

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1. INTRODUCTION

- 1.1. The employee will be employed by the employer in terms of Section 56 (1) (a) of the Municipal Systems Act No 32 of 2000 and subsequent amendments (the Systems Act, No Act 7 of 2011).
- 1.2. 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, No 32 of 2000") and subsequent amendments (the Systems Act, No Act 7 of 2011).
- 1.3 Section 57(1) (a) (b), (4A), (4B), (4C) and (5) of the Systems Act; No 32 of 2000 and subsequent amendments (the Systems Act, No Act 7 of 2011), read with the Contract of Employment concluded between the parties, requires the parties to conclude an annual performance agreement within 60 days after the beginning of the financial year. The updated review will occur no later than July each year.
- 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 (4 A), 57 (4 BC),57 (4C) and 57(5) of the Systems Act No 32 of 2000 and subsequent amendments (the Systems Act, No Act 7 of 2011).

2. PURPOSE OF THIS AGREEMENT

The purpose of this Agreement is to -

- 2.1 Comply with the provisions of Section 57(1)(b), (4A), (4B), (4C) and (5) of the Systems Act, No 32 of 2000 and subsequent amendments (the Systems Act, No Act 7 of 2011).subsequent (the Systems Act, No Act 7 of 2011), as well as the employment contract entered into between the parties.
- 2.2. Specify objectives and targets defined and agreed with the employee and to communicate to the employee the employer's expectations of the employee's performance and accountabilities in alignment with the Integrated Development Plan (IDP), Service Delivery and Budget Implementation Plan (SDBIP) and the Budget of the Municipality.
- 2.3. Specify accountabilities as set out in a performance plan, which constitutes **Annexure A** (scorecard) of the performance agreement.
- 2.4. Monitor and measure performance against set targeted outputs.
- 2.5. Use the performance agreement as the basis for assessing whether the employee has met the performance expectations applicable to the job.

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- 2.6. Appropriately reward the employee in the event of outstanding performance; and
- 2.7. Give effect to the employer's commitment to a performance-orientated relationship with its employee in attaining equitable and improved service delivery.

3. COMMENCEMENT AND DURATION

- 3.1 Notwithstanding the date of signature this Agreement will be deemed to have commenced on the 1st of July 2019 and will remain in force until 31 December 2019, including a Performance Plan and a Personal Development Plan and or Action Plan is concluded between the Parties as contemplated in Clause 3.3.
- 3.2 Personal Development Plan and or Action Plan is concluded between the Parties as contemplated in Clause 3.3.
- 3.3 This Agreement shall terminate on the termination of the Employee's contract of employment for any reason and In the event of the Director/Manager commencing or terminating his services with the Municipality during the validity period of this Agreement, the Director / Manager's performance for the portion of the period referred to in clause 3.1 during which she was employed, will be evaluated and she will be entitled to a pro rata performance bonus based on his evaluated performance and the period of actual service.
- 3.4 The Parties will review the provisions of this Agreement during June each year. The Parties will conclude a new performance agreement including a Performance Plan and Personal Development Plan and or Action Plan that replaces this Agreement at least once a year by not later than the 31st of July each year.
- 3.5 The content of this Agreement may be revised at any time during the above-mentioned period to determine the applicability of the matters agree 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.

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4. PERFORMANCE OBJECTIVES

- 4.1. The Performance Plan (Annexure A) (scorecard) sets out -
 - 4.1.1. The performance objectives and targets that must be met by the Employee; and
 - 4.1.2. The time-frames within which those performance objectives and targets must be met.
- 4.2. The performance objectives and targets reflected in Annexure A are set by the **Employer** (Senqu Municipality) in consultation with the **Employee** (Community Services Director) (Director /Manager) and based on the Integrated Development Plan (IDP), Service Delivery and Budget Implementation Plan (SDBIP) and the Budget of the **Employer**, and shall include key objectives, key performance indicators; target dates and weightings.
 - 4.2.1. The Key Performance Areas (KPA) describe the key functional areas of responsibility
 - 4.2.2. The key objectives describe the main tasks that need to be done
 - 4.2.3. The key performance indicators (KPI) provide the details of the evidence that must be provided to show that a key objective has been achieved
 - 4.2.4. The target dates describe the timeframe in which the work must be achieved
 - 4.2.5. The weightings show the relative importance of the key objectives to each other
- 4.3. The **Employee's** performance will, in addition, be measured in terms of contributions to the goals and strategies set out in the **Employer's** IDP, aligned to the SDBIP.

5. PERFORMANCE MANAGEMENT SYSTEM

- 5.1. The **Employee** (Community Services Director) agrees to participate in the performance management system that the **Employer** (Senqu municipality) 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 shall 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)

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within the local government framework.

- 5.5. The criteria upon which the performance of the Employee shall be assessed shall consist of two components, both of which shall be contained in the Performance Agreement.
 - 5.5.1. The **Employee** must be assessed against both components, with a weighting of **80:20** allocated to the KPA's and the Leadership and Core Competencies respectively.
 - 5.5.2. Each area of assessment shall be weighted and shall contribute a specific part to the total score.
 - 5.5.3. KPA's covering the main areas of work shall account for 80% and Leadership and Core Competencies shall account for 20% of the final assessment.
- 5.6. The Employee's assessment shall be based on performance in terms of the outputs/outcomes (performance indicators) identified as per attached Performance Plan (Annexure A), which are linked to the KPA's and shall constitute 80% of the overall assessment result as per the weightings agreed to between the Employer and Employee:

KEY PERFORMANCE AREAS (KPAS)	WEIGHT
Basic Service Delivery and Infrastructure Development	60
Financial Management and Viability	25
Municipal Transformation & Institutional Development	10
Good Governance & Public Participation	5
TOTAL PERCENTAGE	100 (80%)

5.7. The Leadership and Core Competencies shall make up the other 20% of the Employee's assessment score. Leadership and Core Competencies that are deemed to be most critical for the Employee's specific job should be selected from the list below as agreed to between the Employer and Employee.

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#	Leadership Competencies	Generic Standards	Director's Standards	Weight
1	Strategic Direction	Provide and direct a vision for the institution and inspire and deploy others to deliver on the strategic institutional mandate	Ensure that the departmental plans are implemented in line with the overall strategic objectives of the municipality.	9
2	People Management	Effectively manage, inspire, and encourage people, respect diversity, optimise talent and build nurture relationship in order to achieve institutional objectives	Develop a system that will enable both internal and external clients to be able to voice their satisfaction and dissatisfaction about the services the department delivers.	9
3	Programme and Project Management	Able to understand program and project management methodology, planning, management, monitoring and evaluation of specific activities in order to deliver set objectives	Monitor regularly departmental programmes and projects in order to detect early problems.	9
4	Financial Management	Able to compile, plan and manage budget, control cash flow, institute financial risk management and administer procurement processes in accordance with the recognised financial practises. Further to ensure that all financial transactions are managed in ethical manner.	Identify and implement proper monitoring and evaluation practises to ensure appropriate spending against the budget.	9
5	Changed Leadership	Able to direct and initiate transformation in departmental employees in order to successfully drive and implement new initiatives and deliver professional and quality services to the community.	Devise methods to ensure that the transformation agenda is achieved in line with national set targets.	9
6	Governance Leadership	Able to promote, direct and apply professionalism in managing risk and compliance requirements and apply a thorough understanding of governance practises and obligation. Further able to deliver to direct the conceptualisation of relevant policies and enhance co-operative governance relationship.	Ensure that risk management and compliance are the basis of planning and are the integral part of the budgeting process for both the department and the institution.	5
	Total			50

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#	Core Competencies	Institutional Standards	Municipal Manager's Standards	Weight
1	Communication	Able to share information, knowledge and ideas in a clear focused and concise manner appropriate for the audience in order to effectively convey, persuade and influence stakeholders to achieve the desired outcome.	Communicate with all stakeholders all information that is relevant to them in line with all the legislative requirements applicable in local government in as far as communication and stakeholder management is concerned.	9
2	Result and Quality Focus	Able to maintain the high quality standard focus on achieving results and objectives while consistently striving to exceed expectations and encourage others to meet the quality standard, further to actively monitor and measure results and quality against identified objectives	Promote delivering of quality-based results as opposed to quantitative delivering of services.	9
3	Planning and Organising	Able to plan, priorities and organise information and resources effectively to ensure the quality of service delivery and build efficient contingency plans to manage risks.	Promote a proper planning culture within the department to avoid implementing programs and projects which are not the priority of the municipality	9
4	Knowledge and Information Management	Able to promote the generation and sharing of knowledge and information through various processes and media in order to enhance the collective knowledge base of local government.	Regularly share information and knowledge with stakeholders and colleagues.	9
5	Analysis and Innovation	Able to analyse information, challenges, and trends to establish and implement facts – based solution that are innovative to improve institutional processes in order to achieve key strategic objectives	Promote programme analysis and innovative problem-solving methods by rewarding such in line with the approved performance management policy of the municipality.	5
6	Moral Competencies	Able to identify moral trigger, apply reasoning that promotes honesty and integrity, consistently display behaviour that reflects moral competence.	Identify, develop and apply measures of self- control	9
	Total			50
	Total Leadership and Core Competencies Weight			100 (20%)

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6. EVALUATING PERFORMANCE

- 6.1. The Performance Plan (Annexure A) sets out -
 - 6.1.1. The standards to be met by the Employee; and
 - 6.1.2. The intervals for the evaluation of the **Employee's** performance.
- 6.2. Despite the establishment of agreed intervals for evaluation, the Employer may in addition review the Employee's performance at any stage while the contract of employment remains in force.
- 6.3. Personal growth and development needs identified during any performance review discussion must be documented in a Personal Development Plan and or Action Plan as well as the actions agreed to and implementation must take place within set time frames.
- 6.4. The Employee's performance shall be measured in terms of contributions to the goals and strategies set out in the Employer's IDP.
- 6.5. The annual performance review shall involve:
 - 6.5.1. Assessment of the achievement of results as outlined in the performance plan: **Annexure 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.
 - An indicative rating on the five-point scale should be provided for each KPA.
 - This rating should be multiplied by the weighting given to each KPA during the contracting process, to provide a score.

6.5.2. Assessment of the Leadership and Core Competencies

- Each Leadership and Core Competency should be assessed according to the extent to which the specified standards have been met.
- An indicative rating on the five-point scale should be provided for each Leadership and Core Competency.
- This rating should be multiplied by the weighting given to each Leadership and Core Competency during the contracting process, to provide a score.

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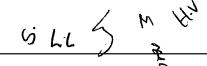
 The applicable assessment-rating calculator must then be used to add the scores and calculate a final Leadership and Core Competency score.

6.5.3. Overall rating

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

6.6. The assessment of the performance of the Employee will be based on the following rating scale for KPA's and Leadership and Core Competencies:

Level	Terminology	Descriptions			Ratin	o,	
Level	reminology	Descriptions	1	2	3	4	5
5	Outstanding performance	Performance far exceeds the standard expected of an employee at this level. The appraisal indicates that the Employee has achieved above fully effective results against all performance criteria and indicators as specified in the Performance Agreement and Performance Plan and maintained this in all areas of responsibility throughout the year.					
4	Performance significantly above expectations	Performance is significantly higher than the standard expected in the job. The appraisal indicates that the Employee has achieved above fully effective results against more than half of the performance criteria and indicators per KPA and fully achieved all others throughout the year.					
3	Fully effective	Performance fully meets the standards expected in all areas of the job. The appraised indicates that the Employee has fully achieved effective results against all significant performance criteria and indicators as specified in the Performance Agreement and Performance Plan.					
2	Not fully effective	Performance is below the standard required for the job in key areas. Performance meets some of the standards expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against more than half the key performance criteria and indicators as specified in the Performance Agreement and Performance Plan.					
1	Unacceptable performance	Performance does not meet the standard expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against almost all of the performance criteria and indicators as specified in the Performance Agreement 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.					



- 6.7. For purposes of evaluating the annual performance of the Municipal Manager, an assessment panel shall be appointed at the <u>absolute discretion of the employer</u> but <u>may</u> include the following persons:
 - Community Services (Director / Manager) (Providing his/her evidence self scores)
 - Municipal Manager from another Municipality
 - Municipal Manager: Senqu Municipality
 - Chairperson of the performance Audit Committee or a member of the Audit committee
 - A Councillor or another member from the Executive Committee/portfolio head as nominated by the Mayor.
 - 2 ould no Performance Management expert exist in this Committee, they will have the mandate to appoint a Performance Management expert – either as a non-executive member of the group or as a consultant / advisor to the committee.
 - Any deviations made from the panel constitutions must be reported on to council and in the Municipalities Annual Performance Report.
 - 6.7.1 The Municipality may appoint an external facilitator to assist with the Annual Assessment.
- 6.8 In addition, the following assessments <u>may</u> also (not a legislated requirement) form part of the annual Performance evaluation at the end of the 4th quarter if so agreed between the Parties:
 - 6.8.1 Director (own assessment)
 - 6.8.2 Fellow section 57 managers.
- 6.9 The performance of the Director /Manager will be assessed in relation to his/her achievement of the targets indicated for each KPA and the Leadership and Core Competencies as defined in **Annexure A and Annexure B** on a date to be determined for each of the following quarterly periods:

1st Quarter - July to September
 2nd Quarter - October to December
 3rd Quarter - January to March
 4th Quarter - April to June

7. SCHEDULE FOR PERFORMANCE REVIEWS

7.1. The Employer shall conduct the performance assessments on a quarterly basis during the financial year on a date to be determined for each of the following quarterly periods:

1st Quarter - July to <u>September</u>: (Informal Review: Municipal Manager /Director – PDP and SDBIP Reporting)

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2nd Quarter - October to <u>December</u>: (Formal review/assessment: Municipal Manager

/ Director update on PDP and SDBIP Reporting -

s72 formal assessment /report).

3rd Quarter - January to March:

(Informal Review: Municipal Manager Director –

PDP and SDBIP Reporting

4th Quarter - April to June:

(Final formal review with panel)

- 7.2. These quarterly assessments mirror the SDBIP quarterly reports for each department. However, for each s56 Director the Municipal Manager will identify areas for improvement, development an updated Personal Development Plans and or action Plan (PDP & or ACP) will detail activities required, which in turn will be monitored.
- 7.3. The Employer shall keep a record of performance assessment meetings (informal and formal).
- 7.4. Performance feedback shall be based on the Employer's assessment of the Employee's performance (quarterly in form of PDP and or ACP) and annually in form (Performance Management Report).
- 7.5. The Employer shall be entitled to review and make reasonable changes to the provisions of **Annexure A** from time to time for operational reasons. The Employee shall be fully consulted before any such change is made.
- 7.6. The Employer may amend the provisions of **Annexure A** whenever the SDBIP and or performance management system is adopted, implemented and/or amended as the case may be. In that case the Employee shall be fully consulted before any such change is made.
- 7.7. The Employer shall within a reasonable period after each quarter deliver to the Employee, a written report setting forth the results of the relevant assessment.

8. OBLIGATIONS OF THE EMPLOYER

- 8.1. The Employer shall -
 - 8.1.1. create an enabling environment to facilitate effective performance by the employee;
 - 8.1.2. provide access to skills development and capacity building opportunities;
 - 8.1.3. work collaboratively with the **Employee** to solve problems and generate solutions to common problems that may impact on the performance of the **Employee**;
 - 8.1.4. on the request of the **Employee** delegate such powers reasonably required by the **Employee** to enable him/her to meet the performance objectives and targets established in terms of this Agreement; and

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8.1.5. Make available to the **Employee** such resources as the **Employee** may reasonably require from time to time to assist him/her to meet the performance objectives and targets established in terms of this Agreement.

9. CONSULTATION

The Employer agrees to consult the Employee timeously where the exercising of the powers will have amongst others -

- 9.1. A direct effect on the performance of any of the **Employee's** (Community Services Director) functions;
- 9.2. Commit the **Employee** to implement or to give effect to a decision made by the **Employer**; and
- 9.3. A substantial financial effect on the Employer (Senqu Municipality).
- 9.4 The Employer agrees to inform the Employee of the outcome of any decisions taken pursuant to the exercise of powers contemplated in 9.1. as soon as is practicable to enable the Employee to take any necessary action without delay.

10. MANAGEMENT OF EVALUATION OUTCOMES

10.1 The evaluation of the Employee's performance shall form the basis for rewarding outstanding performance or correcting unacceptable performance as reflected in the table below -

Score / 200	% Bonus
130 (65%)	5
134 (67%)	6
138 (69%)	7
142 (71%)	8
146 (73%)	9
150 (75%)	10
154 (77%)	11
158 (79%)	12
162 (81% - 82 %)	13
166+ (83% +)	14

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- 10.1.1 At the end of the 4th quarter, the Executive Authority will determine if the s56 Director is eligible for a performance bonus as envisaged in his/her contract of employment based on the bonus allocations.
- 10.2 In the case of unacceptable performance, the Employer shall -
 - 10.2.1 Provide systematic remedial or developmental support to assist with **Employee** to improve his or her performance; and
 - 10.2.2 After appropriate performance counseling and having provided the necessary guidance and/or support as well as reasonable time for improvement in performance, the **Employer** may consider steps to terminate the contract of employment of the **Employee** on grounds of unfitness or incapacity to carry out his or her duties.
 - 10.2.3 Nothing contained in this Agreement in any way limits the right of the Municipality to terminate the Community Services Director contract of employment with or without notice for any other breach by the Community Services Director of his/her obligations to the Municipality or for any other valid reason in law.

11. MERITS AWARDS

11.1 Merit award for Section 56 employees are determined by performance against targets. Once performance criteria have been established, performance targets are reviewed regularly. At the end of the financial year, actual performance is compared against the agreed performance targets to determine the magnitude of the merit increase. The merit increase is calculated as a percentage of the total annual package of the employee, as indicated in the table hereunder.

Score / 200	Merit
130 to 141 (65%70%)	1% of total package
142 to 149 (71% - 74%)	2% of total package
150 to 161 (75%80%)	3% of total package
162 to 165 (81 – 82%)	4% of total package
166+ (83% +)	5% of total package

11.2 Merit awards are subject to policy and Budgetary provisions made on an annual basis the merit award may be paid as a "" once off" payment or at agreed quarterly intervals i.e. over a number of months.

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12. DISPUTE RESOLUTION

- 121.1 In the event that the Director /Manager is dissatisfied with any decision or action of the Executive Authority and/or Municipal Manager in terms of this Agreement, or where a dispute or difference arises as to the extent to which the Director /Manager has achieved the performance objectives and targets established in terms of this Agreement, the Director /Manager may meet with the Municipal Manager with a view to resolving the issue. At the Manager's request the Municipal Manager will record the outcome of the meeting in writing.
- 12.2 In the event that the Director /Manager remains dissatisfied with the outcome of that Meeting, he may raise the issue in writing with the Municipal Manager. The Municipal Manager will determine a process within 4 (four) weeks for resolving the issue, which will involve at least providing the Manager with an opportunity to state his case orally or in writing before the Municipal Manager. At the Director /Manager's request the Municipal Manager will record the outcome of the meeting in writing. The final decision of the Municipal Manager on the issue will be made within 6 (six) weeks of the issue being raised with the latter and will, subject to common law and applicable labour law, be final.
- 12.3 If any dispute about the nature of the Manager's performance agreement whether it relates to key responsibilities, priorities, methods of assessment or any other matter provided for cannot be resolved through an internal mechanism as contemplated above, the dispute may be mediated by the MEC for local government in the province or any other person appointed by the MEC within 30 days of receipt of a formal dispute from the Director /Manager.
- 12.4 In the event that the <u>mediation process contemplated above fails</u>, the relevant arbitration clause of the contract of employment will apply as follows.
- 12.5 Unless otherwise provided for in this agreement, any dispute between the Parties hereto (and which dispute has previously been submitted to mediation without resolution) in regard to-
 - 12.5.1 The interpretation of; or
 - 12.5.2 The effect of; or
 - 12.5.3 The carrying out of: or
 - 12.5.4 Any other matter arising directly or indirectly out of this Agreement; shall be submitted to and decided by arbitration.
- 12.6 The arbitration will be held in Lady Grey informally, but otherwise under the provisions of the Arbitration Act 1965, as amended from time to time, or any act passed in substitution for it, it being the intention that the arbitration will as far as possible be held and concluded within twenty-one (21) days after it has been demanded. All parties are entitled to be represented at the arbitration.

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- 12.7 The arbitrator shall be, if the matter in dispute is: -
- 12.7.1 Primarily an accounting matter, an independent chartered accountant of not less than ten years (10) years standing, practicing as a registered auditor, agreed upon between the Parties;
 - 12.7.2 Primarily a legal matter, a practicing attorney of not less than ten years (10) years standing, or a Senior Counsel, agreed upon between the Parties;
 - 12.7.3 Any other matter, an independent person agreed upon between the Parties.
- 12.5 The decision of the arbitrator will be final and binding upon all the Parties and shall be carried into effect and may be made an order of any competent court, including any decision regarding the costs of the arbitration that the arbitrator shall be empowered to make.

13. GENERAL

- 13.1 The contents of this agreement and the outcome of any review conducted in terms of Annexure A may be made available to the public by the **Employer.**
- 13.2 Nothing in this agreement diminishes the obligations, duties or accountabilities of the **Employee** in terms of his/her contract of employment, or the effects of existing or new regulations, circulars, policies, directives or other instruments.
- 13.3 The agreement of the Municipal Manager and section 56 Directors must be submitted to the MEC responsible for Local Government in the relevant province, within fourteen (14) days after the conclusion of the agreement.

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Signed at
As Witness:
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Acting Municipal Manager (Senqu Municipality)
Signed at Lady Grey on this. On day of JUL) 2019.
As Witness:
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Acting Community Service Director
(Senqu Municipality)



2019/2020 FINANCIAL YEAR: COMMUNITY SERVICES PERFORMANCE PLAN ACTING DIRECTOR COMMUNITY SERVICES: MRS C.L.N. GOLOGOLO SENQU LOCAL MUNICIPALITY

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2019-2020 FINANCIAL YEAR: SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN

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ADINITY SERVICES SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (JULY - JUNE) 201

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		Responsible	Director Community Services			Responsible Person	Director Community Services	Director Community Services	Director Community Services
KPA WEIGHT: 60		Audil Evidence	12 Monthly Reports on the actual number of vehicles licensed, approved by the Director for Standing Committee Consideration	KPA WEIGHT: 60		Audit Evidence	12 Monthly Reports on the actual number of vehicles literated, approved by the Director Community Services for Standing Committee Consideration	12 Monthly Reports on the actual number of vehicles stretd for roadworthy in Barky East, approved by the Director for Standing Committee Committee	12 Monthly Reports on the actual number of Road Offence Tickets Issued to diffenders. approved by the Director for Standing Committee Consideration
		QTRA	3 Monthly reports on number of people bested per month for learners' licenses			QTR4	3 Monthly reports on number of people tested per month for drivers' license	3 Monthly Reports on Number of Moleces stated per month for Roadworthmess at Barkly East Testing Station	Marking Reports on Number of 3 Monthly Reports on Number of Road (2 Monthly Reports on Number of Road (1 Monthly Reports on Number of Road (1 Monthly Reports on Number of Road (1 Monthly Reports on Monthly Reports (1
	/ TARGETS	are 3	3 Monthly reports on number of people tested per month for learners' licenses		TARGETS	QTR3	3 Monthly reports on number of people tested per month for drivers' license	3 Monthly Reports on Number of Vehicles tested per month for Roadworthiness at Banky East Testing Station	3 Monthly Reports on Number of Road Offense Tickets issued per month
	QUARTERLY TARGETS	QTR2	3 Monthly reports on number of people tested per month for learners' licenses		QUARTERLYTARGETS	QTR.2	3 Monthly reports on number of people tested per month for drivers' license	3 Methyl (better on Number of Vehicles) Subsethyl Reports on Number of Methyl East Testing Station Station (Testing Station Station) Station	3 Monthly Reports on Number of Road Offense Tickets issued per month
		arr (3 Monthly reports on number of people tested per month for learners' licenses			are:	3 Monthly reports on number of people tested per month for drivers' license	3 Monthly Reports on Number of Vehicles tested per month for Roadworthiness at Bankly East Testing Station	3 Monthly Reports on Number of Road Offense Tickets issued per month
		CUTCOME	Increased numbers of legally registered drivers within the municipality			OUTCOME	increased numbers of legally registered drivers within the municipality	Improved number of roadworthy vehicles	Improved adherence to traffic rules
		OUTPUT	People legally tested for Learners' Licence			OUTPUT	People legally tested for Drivers' Licence	Roadworthy Testing of Vehicles in Barkly East	Road Offense Traffic Issued
		WRUT	Community Services Registered Traffic Officers / for Learners' Licence E Natis / Face Values			MPUT	Director Community People ingally habbe Services Registered Traffic for Direct's Licence Values / Ends / Face	Director / Certified Testing Roadworthy Testing Station / E Natis (Examiners of Vehicles in Barley East	Director Community Services/Ticket Books/ Traffic Patrol Officers/ Speed Equipment
RENT		ANNUAL TARGET	12 Reports on number of people tested for Learners' Licence	IENT		ANYUAL TARGET	12 Reports on number of people tested for Drivers' Lieences	12 Reports on number of Vehicles tested for Roadworthiness in Banky East	12 Reports on Number of Road Offense Tickets issued
FRASTRUCTURE DEVELOP		BASELINE 30 JUNE 2019	12 Monthly Reports were submitted in 2018/2019	FRASTRUCTURE DEVELOPS		BASELINE 30 JUNE 2018	12 Monthly Reports were submitted in 2016/2019	12 Monthly Reports were submitted in 2018/2019	12 Monthly Reports were submitted in 2018/2019
KPA 1: BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT		KET PERFORMANCE INDICATOR	Report on Number of people tested on Learners Licence by 30 June 2020	KPA 1: BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT		NET PERFORMANCE INDICATOR	Report on Number of people tested on Drivers Licence by 30 June 2020	Report on Number of Vehicles tested for Roadworkliness in Barky East Festing Station by 30 June 2020	Report on Number of Road Offerse Tickets issued within Senqu Municipality to road users by 30 June 2020
KPA 1: BASIC		KPI NUM	TRAFFIC - BSD01	KPA 1: BASIC		KIN NOW	10-10GSB	B2001-09	90-10QSB
	er swme	ngora 90i driniri	Anuerona		suithe	nport qqi dimiM		TRAFFIC - BSD01	
	AD:	STARTS	To ensure that the traffic section operates effectively and effectively and effectively		AOI	IIARIZ	s effectively and	etiicientiy s baliic section operate	off staff enuene of

		Person	Director Community Services	Comments Services Services	Director Community Services
KPA WEIGHT: 60		Audit Evidence	12 Monthly Maintenance reports approved by the Director for Standing Committee Consideration.	Consideration Consideration Consideration Consideration	Weekly Cleaning of Bhunga Hall, Lady Grey Town Hall, Khwed Naledi Hall, Barrby East Town Hall, Nikululeko, and Transwilger
		om₄.	PROSSOOM - Sand and variable floor - Sand and variable floor - Sand and variable glasses - Paint all window frames - Paint all bills wals - Paint pallsasse fence - Replace locks on buggers - Replace locks on buggers	WWICHOWS WANTIONS HALL Figure the state of	Weekly Citaning of Bhunga Hall, Wang Orgy Town Hall, Kheezi Naiedi Hall Barby East Town Hall Nkululeko, and Transwiger
	TARGETS	атиз	RHODES HALL ReplOSES HALL Replace biller wash basin Replace biller por TRANSWILGER HALL TRANSWILGER HALL TRANSWILGER HALL TRANSWILGER HALL Partic calling Replace door locks	Water OZ TOTOROWO - Require frence - Require gate - Prepare oz. WARG 17 - Prepare frence -	Weekly Cleaning of Bhunga Hall, Land Ceay Toward Hall, Khwazi Naledi Hall, Barkly East Town Hall, Nicululeko, and Transwilger
	QUARTERLY TARGETS	QTR.2	MACKA HALL Regals fence Regals fence Regals force Regals of the blots Paint walls (tolets, store room and change rooms)	Without 11 BLUE GLARS HALL BLUE GLARS HALL Clean has worken in about don's shall be	Weekly Creaming of Bhunga Hall, Lady Young Trom Hall, Khwazi haed Hall, Barthy East Town Hall, Khululeko, and Transwiger
		offi.	LLDV GRET TOWN HALL Replace urine gold - Parkit cracks and paint - Install cloude burgest door NKLULLEKO HALL - Replace gate - Replace gate	WARDON HELSOE COMMUNITY HALL Repart from Community HALL Repart from Community HALL Repart from Community HALL Part of Community HALL Part of Community HALL Repart of C	Ensure asset lifespan weekly demoning of Brouge Hall Weekly demoning of Brouge Hall Surving Ensurement Nation Hall Burkly East Town Hall Natulekoo, and Transwiger
		OUTCOME	Halls markshired and Ensure asset lifespan Repaired	Repaired and Ensure asset (feegan	Enaure asset lifespan
		OUTPUT	Halls maintained and Repaired	Repaired and	Halls Cleaned
		MPUT	Director Community Services/Manager Amenites/ Maintenance budget: R 393 201,65	Services Community Services Manager Amerijses Maintennroe budget R 853 723.88	Director Community Services Manager Amenities
(ENT		ANNUAL TARGET	12 Reports on 7 Halls Mantained and Repaired	12 Reports on 13 Hails Maintained and Repaired	2018/2018 Creaming Ruporth. 12 reports on 81.7 Halls Cleaned Weekly
KPA 1: BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT		BASELINE 30 JUNE 2019	2018/2019 Maintenance	20 (920) () Matritoriance	2018/2019 Cleaning Reports
IC SERVICE DELIVERY AND II		KET PERFORMANCE INDICATOR	Report on Repairs and maintenance of Community Halls in Towns	egodor on the Region and maintenance of Community Halls in Ruzal Avess	Report on Creaning of Community Halls in Town
KPA 1: BAS		MUN ION	B2003-03	to-tods8	BSD03-04
		ITAHIZ ITAHIZ ILOM PULI	sətilineş	re effective management and maintenance of Indoor recreational community	of enser

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	Responsible	-eraon	or es	or unity es	or cs
_	Re.		Community Community Services	Director all Community d Services tor ee	Director all Community dd Services ee
KPA WEIGHT: 60	Audit Evidence		12 Monthly Reports on the actual number of bursal piotos provided as per the request, Approved by the Director, for Standing Committee Consideration	1. 4 Quarterly Reports on the number of actual conference and approved by the Director of Standing Committee for Standing Committee Consideration. 2. Cleaning Cheekist approved by the	1. 4 Quarterly Reports on the number of actual on the number of actual approved by the Director for Standing Committee Consideration. 2. Cleaning Checklist approved by the Supervisor and Manager.
		QTR 4	3 Monthly Reports on Number of Burial Plots provided per request per month	8 Centerine maritained per quatter 1, 4 Countriey Reports Stow 1 Thewer News 1 Mode. Takkwe 1	10 Cemberos maintained per quathor I. 4 Country, Reports on the number of exhain speciment of the countries of exhain speciment of the Standing Commiss Conditions and Manage Supplement of Standing Commiss Conditions of Standing Commiss Conditions on Standing Stand
	TARGETS	QTR3	3 Morethy Reports on Number of Burisi Plots provided per request per month	S Cometories maintained per quante s (See - Tanwes, Chreat) Nadol, Nutules of cometor, Tod. (Prodez-Zahree, Barriy East Tom, Lady Crey Tom, Sterkspruf Town.	Quarter
	QUARTERLY TARGETS	QTR.2	Numbry Reports on Number of 3 Numbry Reports on Number of Burial burial Plats provided per request. Plets provided per request per month per month.	8 Cemetrines maintained per quarter - 8 Cemetrines maintained per guarter - 8 Cemetrines maintained per guarter - 8 Cemetrines	ID Commoderina maintained per quarter
		CTR 1	3 Morethy Reports on Number of Burial Plots provided per request per month.	8 Cometories maintained per quarter (Sieve Tarwest, Chreat Talest, Vezides od cometor, Talest, Torne, Lady Orey Town, Sterkspruft Town.	10 Comederies maintained per quaffer
	OUTCOME		Improved Burial of communities	Improved Burial of communities	Improved Burial of communities
	oureur		Burial Plots provided for burial	Maintained	Maintained cemeteries
	TUMNI		Director Community Services/Manager Amenities	Director Community Services/Manager Amenites/R 64 122,00	Director Community Services/Manager Amenites/R 1 048 208,73
E	ANNUAL TARGET		12 Reports on number of Burial Plots provided as per request	esch quarter	A Reports on 10 fluid conneteries maintained in each quarter
KPA 1; SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT	GASELINE 30 JUNE 2019		2018/2019 Reports	8 Cemetries mantained in 2018/19	10 Cemetries maintained in 2018:19
RVICE DELIVERY AND INFR	KEY PERTORMANCE	MOGALICA	Report on Number of Burial Picts provided as per request	Report on number of cemeteries maintained in Towns	Report on number of connectives maintained in Rural Areas
KPA 1: SE	FEER	N HON	10-tods8	B2D04-05	B2D0+03
	DP Tarnine mber	i gord MM		EBIES VAD BURIVE - BSD04	CEMET
	VIEGA	URTE	pue saitatamas to a	nt, construction and maintenanc	əməgenem əvizəstlə ənuenə oT

	Responsible	Person	Director Community Services	Director Community Services
KPA WEIGHT: 60	Aurit Politiens		1, 12 Month (Report on Director the number of Secretion Community managed Approved by Services Approved by Services Community Committee	1, Advert 2. Appointment, Director letter, 3, Delivery note. Gommun. Services
		4m2	MARCA VEST. MALED THAN THE IN THE METHOR OF THE MARCH THAN THE MARCH THAN THE MARCH THAN THE METHOR OF THE METHOR	NIA
	TARGETS	atR3	I BAROV TE AST Them was in boardroom NALES and soon STERGESHOUT ST	NA
	QUARIERLYTARDETS	QTR2	Particular (Aurica) Description (Aurica) WALEDNIA in charge rooms W	Appointment of the service provider and Purchase of poles and nets.
		QTR:	9.9.R.V. E.&T. ALE damaged fence HALED the damaged fence HALED the damaged fence Windows STERGED the damage from the line of the damage from the damage f	Advertisement for the service of sportsfield
	CLITCOME		improved lifepan of municipal assets	Improve the conditions of sportsfield
	Tight		2 Sportflied maintained	Poles and Nets purchased
	History		Deeter Community Services Brainer Americe R	Director Community ServicesManager Amenities R215600
T	ANNIA TABORT		Spondideb maintained in 12 Proposition Spondideb Mandrided in Director Community 20 (919) Workland W15) Amortise R Amortise R	10 set of Poles and nets purchased
STRUCTURE DEVELOPMEN	GANGEROUS OF REAL SOLES		20 f 6 f f f f g	10 set of Poles and nets purchased in 2018/19
KPA 1: SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT	KEY PEHFORMANCE	NDICATOR	Recot on Sportfleids	Sportsheds in Rural Avess purchased in 2018/19
KPA 1: SE.	ждени		10-90QSB	E0-90GSB
	LECY	AHTZ	bne fielidates (Vieneli), destildates verence destildates (Vienelin, identilis, estelletes destildation and in principal properties (Paris) estelletes	3 1

S	KPA 1: SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT	STRUCTURE DEVELOPMEN									KPA WEIGHT: 60	
	KEY PERCONANCE							QUARTERLY TARGETS	TARGETS			Responsible
WIN IGH	MDEATOR	BASELINE 30 JUNE 2019	ANNIAL TARGET	INPUT	OUTPUT	олтвоже	arr. i	QTR.2	qrR3	OTR4	Audit Evidence	Person
B2D06-01	Signing of the SLA by the Municipal Manager and sent to DSRAC by 31 July	SLA signed on July 2018	2019:2020 SLA Signed between 2 parties Director Community Services/Manager Amerilies	Director Community Services/Manager Amenities	Compliance with the SLA	Improved literacy levels within the Sengu Communities	SLA signed by the Municipal Manager and sent to the Department of Sports Arts and Culture	√, ∨	N/A	N.A.	1. Signed SLA, 2. Proof of Submission to the Department	Director Community Services
B2D06-02	Report on the Implementation 2018/2019 Reports of Library Services SLA with DSFAC.		A Quarterly Reports on the Implementation of the SLA.	Director Community Services/Manager Amerities	Compliance with the signed SLA	Improved literacy levels within the Sengu Communities	1 Quarterly Report on the Implementation of the SLA	1 Quanterly Report on the Implementation I Quanterly Report on the of the SLA	I Quarterly Report on the Implementation of the SLA	1 Quarterly Report on the Implementation of the SLA	4 Quarterly Reports on Director the Implementation of the Community SLLA Approved by the Services Committee Committee Committee	Director Community Services
	Report on the statistics of books loaned and returned in each library	2018/2019 Reports	A Ouahery Reports on Statistics of books Director Community Statistics and returned compiled for each. Stavines-Manager Americae	Director Community Services/Manager Amenities	Number of books beamed and returned established	Improved functioning of the Library Services	Ingreved fundioning 1 Quanting Report on the number of the Liberry Services of books loaned and returned of the Liberry Services of books loaned and returned	1 Ouantery Report on the number of or the number of or the posts towned and returned to the posts towned and returned	1 Quarterly Report on the number of books loaned and returned	Oushery Report on the number of Quartery Report on the number of the tooks barred and returned books barred and returned books barred and returned	4 Quarterly Reports on the number of books of loaned and returned compiled and approved by the Director for Standing Committee Consideration.	Director Community Services

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	Rexponsible Paren		Director Community Services	Director Community Services		Responsible Person		Director Community Services	Director Community Services
KPA WEIGHT: 60	Audit Evidance		>	4 Quarterly Reports on number of public open spaces maritatind. Approved by the Director for Standing Committee Consideration.	KPA WEIGHT: 60	Audit Evidence	Audit Evidance		Attendance Register Reports Approved by the Director for Standing Committee Consideration
		0.TF4	1 Outstriefy Report on number of paris § Countriefy Report on number of paris § Countriefy Report on maintained, begans a maintained, begans a East. East. To Countrief or Sundriefy Committee Committee Committee	Observed or 1 countries of 1 countries (proport on currative of the countries of 1 countries) of the countries of the countri			QTR4	1 Quarterly Register updated.	1 Awareness
	r targets	GTR3 GTR3 For the mumber of parts marriand in Lady Grey and Barky East.		1 Quantary Report on number of public poper amintained in Lady Grey, Barkly East, Sterksprut, and Rhodes		Y TARGETS	QTR3	1 Quarterly Register updated.	1 Awareness
	Description of the last of the		1 Quantrify Report on number of parks maintained in Lady Grey and Barkly East.	O Counterly Report on number of public popen apases maintained In Lady Grey, Banky East, Steinsprut, and Thodes		QUARTERLY TARGETS	CTP.2	1 Quarterly Register updated.	1 Awareness
		GTR 1 GTR 1 Country Report on number of and Barkly East		1 Quarterly Raport on number of public oper agrees maintained in Lady Grey, Barky East, Sterkspruit, and Rhodes			QTR.1	1 Quarterly Register updated.	1 Avarances
	TUTTO		Transpored Community Leizure within the Senqu Municipal area Improved Community Leizure within the Senqu Municipal area			OUTCOME		Improved management of animals	Improved management of animals within the Municipal Area
			Park maintained	Public Open Spaces maintained		OUTPUT		Register updated	Awareness campaigns on overgrazing conducted
			Director Community Services/Manager Amenities	Director Community Services/Manager Amenities		NPUT		Director Community Services/Manager Amenities	Director Community Services/Manager Amenities
	MEY PERCONANCIE BARRANE 31 LANE 2011 ARTICLA TARGET		Paris martaned in 2018/19 4 Quantity Ropots on 3 Paris maintained (2 Lady Grey, 1 Barkly Eard)	4 Quarterly Reports on 29 public open Barrly East, OI Stersprint and OS Phodes)	E	ANWUAL TARGET		Stock Register Quarterly Updated for all Commonages	4 Awareness's Held
STRUCTURE DEVELOPME			6 2018/19		ASTRUCTURE DEVELOPME	BASELINE 30 JUNE 2019		2015/2019 Register	4 Awarenesses were conducted in 2018/2019
KPA 1: SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT			Report on the maintenance of parts in Lady Grey and Barkly East	Report on the maintenance of Public Open Spaces public gees rapaces (Laby public gees paces (Laby A Rhodes)	KPA 1: SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT	HEY PERFORMANCE INDICATOR	HEY PERFORMANCE INDICATOR Updating of Stock Register		Number of Awareness's conducted on Commonage Management
KPA 1: SE	язе	IMUN PQN	ZO-YOGSB	£0-10G8B	KPA 1: SE	KERWAN	HOM	10-800\$8	B2D08-05
	шше	ergor4 90l edniwM	EN SPACES - BSD07	PARKS AND PUBLIC OP		IDb brogramme		SD08	FICENZING PND C
	AD	STANTE	fuidojanap pue fuit	To create a healthy , the situs of the situation of the situat		SATEOY	ils.		ons nistnism oT moo legioinum

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	Responsible	Person	n Director Community Services	Director Community Services	Director Community Services
KPA WEIGHT: 60	Avetil Statement		1.12 Monthly Reports on Director cleaned CBD streets of Communial Browns approved by Services Un Director for Standing Committee Committee Consideration, 2, Job	4 Quarterly Reports Director approved by the Director Community for Standing Committee Services Consideration	4 Ouanterly Reports approved by the Director for Standing Committee Consideration
		QTR4	3 Monthly reports on cleaned CBD streets of all 6 towns.	239,23 tons per quarter	1703.73 tons per quarter
	/ JARGETS	OTR3	3 Monthly reports on cleaned CBD streets of all 6 towns.	239,23 tons per quarter	1703,73 tons per quarter
	QUARTERLY TARGETS	QTR2	3.Morthy reports on oldered CED(3.Morthy reports on cleaned CED) streets (3.Morthy reports on cleaned streets of all 6.towns. CED streets of all 6.towns.	239,23 tons per quarter	1703,73 tons per quarter
	arr.		3 Monthly reports on cleaned CBD streets of all 6 towns.	239,23 tons per quarter	1703,73 tons per quanter
	mount		Healthier and Clean living conditions	Improved Management of Waste Material	Healthier and Clean living conditions
	at mounts		Clean Towns	Rural Solid Waste collection	Waste Collected
	ar notes		Director Community Services/Manager Waste/R 4 566 564,00	Director Community Rural Soil Services/Manager WastelR collection 252 420,12	Director Community Services Manager WastelR 1 399 859,79
	ALL PROPERTY OF THE PROPERTY O	ANGUAL INFORT	12 Monthly reports on cleaned CBD Streets of all 6 fowns.	956,97 tons collected	6814.92 tons collected
STRUCTURE DEVELOPMEN		BASELINE 30 JUNE 2019		956.92 tons collected in 2016/2019	ns collected in
KPA 1: SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT	KEY PERFORMANCE	INDICATOR	Daily cleaning of CBD streets 6 Towns cleaned in all 6 towns.	Collection of Waste in Rural Areas	Ocilection of Waste in 6514.22 to Towns BE Herschell LG RNo 2018/2019 des Rossouw and Sterkspruit
KPA 1: S		UN INDI	BSD09-01	B2D09-05	WASTE MANAGE
		ivate	alsow as	onpaa pue aGeueu	To effectively i

	Responsible Person		Director Community Services	Director Community Services		Descensible	Person	Director Community Services		
KPA WEIGHT: 60	Audit Evidence			KPA WEIGHT: 60		Audit Evidence				
		QTR4	1 awareness in Ward 16	community waste awareness ward 13 1. Attendance Register. 2. Agenda, 3. Photos			am4	L formal Report on the personal governed by Douatholists with access to basic level the Overton for standing of refuse remoral.		
	QUARTERLY TARGETS	QTR3	1 awareness in Ward 10 and 1 awareness in Ward 13	community awareness ward 14		QUARTERLY TARGETS	qms	N.A.		
	QUARTER	are a	1 awareness in Ward 14	Waste avareness ward 10		QUARTER	QTR 2	NA.		
		QTR1	awareness in Ward 8 and 1 awareness in Ward 8	Community waste aveareness ward. Waste aveareness ward 10			am:	WA		
	OUTCOME	OUTCOME improved knowledge about waste management in Senqu Municipality		Improved knowledge about waste management in Senqu Municipality		OUTCOME		Fair level of delivery of NUA services		
	CUITPUT		Community waste swareness	Community waste awareness			OUTPUT	Number of people with access to free basic refuse removal		
	NPUT	APAUT CUTTING Director Community Services Manager Weate R avarvness Manager Weate R avarvness Director Community Com		Director Community Community Services/ Manager Waste R avarences 19399			WPUT	Director Community Services/Manager Solid Waste		
1	ANNUAL TARGET		6 Campaigns conducted	5 Campaigns conducted	-		ANNUAL TARGET	2754 of household have 1 Hannal Report on the percentage of access to basic level of release households with access to basic level of retease households with access to basic level of retease removal.		
ASTRUCTURE DEVELOPMEN	BASELINE 30 JUNE 2013		2016/2019 the awareness was in Ward 10,14,15 and 16	in 2018/2019 the awareness 5 Campaigns conducted was done in w 10.13.14.15 and 16.	ASTRUCTURE DEVELOPMEN		BASELIKE 30 JUNE 2019	72% of household have access to basic level of refuse removal in 2018/2019		
KPA 1: SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT	KEY FERFORKANCE		Waste campaign in schools	Waste awareness Campaigns in budgeted Wards	KPA 1: SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT		NEY PERFORMANCE INDICATOR	Report on the percentage of households with access to basic level of refuse removal		
KPA1: SER	AMDESS oftenna	AP PCI	B2D03-04	MASTE MANAG	KPA 1: SER		Mumb Mumb Mumb	B2D09-13		
	ATEGA	HIZ	sußjedu ubnoath s	To reduce wash		ÅÐ	at Ante	To improve the quality for improve the quality of life for residents by of more according to the form of the form		

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				REP.	9						
	Responsible		Director Community Services		Responsible	4.800	ō.	0	G.		
KPA WEIGHT: 60	Audit Evidence		4 Reports approved by D The Director for Standing C Committee S Consideration.	KPA WEIGHT: 25	Audit Evidence		12 Reports Approved by CFO the CFO Standing Committee Consideration	12 Reports Approved by CFO the CFO Standing Committee Consideration	12 Reports Approved by GFO the CFO Standing Committee Consideration		
	QTR4		of Dustmery Report on the issuing 1 Dustmery Report on the issuing of of business licencing			QTR.4	3 Monthly Reports on the actual 12 Reports Approve poetaforal budger % spent (100% by the CPO Standing the end of the quarter) Consideration Consideration	3 Monthly Reports on the actual Capital budget % spent (100% by the end of the quarter)	Morelly perfects on the status of Acetyla Charles on the status of of a Conditional Careta revend Conditional Careta revends speed speed speed speed (100% by the end of the quantity) authority the send of the quantity of the status of the quantity of the status of the quantity of the send of the quantity of the send of the quantity of the quantity of the send of the send of the quantity of the send of the send of the quantity of the send of the s		
	TARGETS	2882	of business licencing of business licencing		QURATERLY TARGETS	QUANTERLY TARGETS	QTR3	3 Monthly Reports on the actual operational budget % spent (75% by the end of the quarter)	3 Monthly Reports on the actual Capital budget % spent (75% by the end of the quarter)	3 Monthly Reports on the actual specified of Conditional Grants received spent (75% by the end of the quarter)	
	QUARTERLY TARGETS	GR2	of business licencing Outsiness licencing Dubliness licencing				CTR.2	3 Monthly Reports on the actual operational budget % sperit (50% by the end of the quarter)	3 Monthly Reports on the actual Capital budget % spent (50% by the end of the quarter)	Noticity begans one section of the control of the c	
	qir.		1 Quarterly Report on the Issuing of business licencing			QTR.1	3 Monthly Reports on the actual operational budget % spent (25% by the end of the quarter)	3 Monthly Reports on the actual Capital budget % spent (25% by the end of the quarter)			
	OUTCOME		improve management of businesses		CUTCOME		Improved management of public funds and delivery of services	Improved management of public funds and delivery of services	Improved management of public funds and delivery of services		
	OUTPUT		Businesses icenced		cutput		Monitoring and Implementation of the budget	Monitoring and Implementation of the budget	Monitoring and implementation of the budget		
	WPUT.		Director Community Services/Manager Amenities				CFO/ R000/ Financial System/ All Directors	CFO/ R000/ Financial System/ All Directors	CFO R000i Financial System/ All Directors		
_	KEY SENDONUANCE BASELINESD LITHE SETT ANNUAL TABLET INDICATES		4 quarterly reports on the issuing of business licencing		AWHUAL TARGET		Report on 100 % Expenditure of the Operational Budget by the end of the financial year	Report on 100% Expenditure of the Capital Budget	12 Reports on 100% Expenditure on Conditional grants received		
ASTRUCTURE DEVELOPMEN			2018/2019 Reports	ANAGEMENT & VIABILITY	BASELINE 30 JUNE 2018		2018/2019 Operational Budget Actually Spent	2018/2019 Capital Budget Actually Spent	2018/2019 Conditional Grants Actually Spent		
KPA 1: SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT			Management of the issuing of 2016/2019 Reports business (serving)		KEY PERFORMANCE	MUSATOR	Report on the % of operational budget actually spent	Report on % Capital budget actually sperit	Report on % of Conditional 2018/2019 Conditional grants received schally spent (Grants, Achaelly Spent		
KPA 1: SE	Naem	NI Idol	BSD13-01	KPA	маен	KIN KIN	MFMV03-08	WEWA03-09	MFMV03-10		
	spec Assurance	iona acii muM	13 BOSINESSES BSD FICENSING OL		Stemme Stemme	my Pad diCli	EWA03	M - TNBMBOAV	FINANCIAL MA		
	YOSTARTE		To ensure that all businesses operating in the Municipality have licences and are loenceding to legislation by 2022		YOHIVHIE		IDb To sunneigh Aceat up seture of the Municipality's and called a scheduled a seture of the Municipality's product a central years of the Municipality's and a seture of the Municipality's and a seture of the Municipality				

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	KPA WEIGHT: 10								HPA 4: MUNICIPAL TRANSFORMATION & INSTITUTIONAL DEVELOPMENT				
Responsible	April 2 Vidence		STBORAT	CUARTERLY		∄MODITUO	TURTUO	TURM	TANNAL TARGET	BASELINE SO JUNE 2019	KEY PERFORMANCE	NUMBER	VATEGY uniber
		ARID	£ НТР	\$510	t stp							4	STR STR
Director Corporat	Annual Report approved by the Director for Standing Committee for Consideration	orimunal Report on the universe of vacancies filled within 3 months of bring vacant	YA	YA	Y/N	Effective Human Resource Management	Posibons filled	Director Corporate/Manager	vacancies filled within 3 months of being		Vacancies filled within 3	1 1	Municipality is Municipality is and turne saffing needs and requirements RERUITMENT. SELE CTION AND EMPLOYEE MANAGEMENT - MITIDO3
Director Development and Town Planning Services	Signed Performance Agreements	ΑW	VIN	ΨN	Signed Performance Agreements of the MM and Directors loaded on the website. Submission of the ATSOC leipnivoral or threements and prival control of the manual or the man	Structured and improved Planning, Monitoring and Exaluation Exaluation	Signed Agreements	Director Development and Town Planning Services/Manager Compliance and Compliance/	Signed Performance Agreement	bengiz zinemenigA 8	Signing of Performance Agreements by the Municipal Manager and all Section 58 Managers		erformance
Director Development and Town Planning Services	Signed Pedormance	Ψ/N	VIN	Y/N	2 Signed Performance Plans of Middle Managers	Structured and improved Planning. Monitoring and Eavlandon Evaluation	snelq bengis	Director Development and Town Planning Services/Manager Gowernance and Compliance!	2 Signed Performance Agreements	bengis stnemeergA 67	Signing of Performance agreements by the Managers with their respective Directors	MTID11-03	implemented O REPORTING
Director Development and Town Planning Services	Stamped Lettine of approval of the reports	2 Guertoky Portormanco Roports of all Managers	shoopen somemone Reports of all Managers	2 Ouanterly Performance Reports of all	2 Ouahtahy Performance Reports of all Managers	Structured and improved Planning, Monitoring and backleson	4 Quarterly Performance Reviews conducted for each section		8 Consolidated Quantelly Reports on the Performance of Sections within Municipal Departments	19 Reports per section	Submission of Correct Sectional Cuerterly Performance information for Reviewal purpose within 9 working days after end of the quarter.	MTID11-04	system of department nanagement system is NGE MANAGEMENT AI
Director Development and Town Planning Services	Stamped Letters of any reports	1 Quarterly Performance Report of the Directors		Directors Orestors	1 Quarterly Performance Report of the Director	Structured and Improved Planning, Monitoring and Evaluation	4 Quarterly Performance Reviews conducted for each department	Director Development and Town Planning Services/Manager Governance and Compliance/R 1 660 441		Instituted bet department	Submission of Correct Departmental Quarterly Performation for Reviewal purpose within 10 working days after end of the quarter.	MTID11-05	PERFORMAN

MINIMAII DIRECTORS	1 Attendance Register, 2.	S Weegugs	Sugooy t	бидееју г	S Weedings	making and dissemination of information by Management	Meetings Held	WWW.manager MM Office	е Мееблдз	2018/2019 6 meetings were held in	Management Meetings held	GGPP03-07	To ensure	
	. Z., rotzige P. aonabanda, f. Apenda	gnbeem f	Sugeew L	gnbedM r	gniboom f	Improved decision making and dissemination of information by Management	Meedings Held	MM/Manager MM Office	sSugoow y	61028102		GGPP03-06	hat Council, Exco	
Director Corporate Services/All Directors	.Z.,nataige R eonstant . Z. Apenda	£GugooW €	3 Meedings	S Weedings	≠gnibooM E	Improved Oversight of Council and Decision Making	Meetings Held	Director Corporate/ Manager IGR	sбидаоуу <u>г</u>	ni bied aww.egings.were freid in 2018/2019	Number of Exco meetings	OVERSIGHT	and Top Manag resolutions are	
Director Corporate Services/All Directors	. S., nadzige R egister, S. Agenda	Sugaejų į	Sugoow (gribooM f	gugeeW f	Improved Oversight of Council and Decision Making	bleH zgnibeeM	Director Corporate/ Manager IGP/	sSugooy y	ni bied siwe ebing in 2018/2019	Number of Council meetings	- OGPP03	ement meetings implemented	
MMManager Communications and Political Affairs.	1. Attendance Register 2. Agenda	gageem f	gniboom f	ը սդծծա լ	Sugseuu į	Enhance oversight over Municipal functioning	Mumber of MPAC.	MMManager Communications and Political Alfairs/R	egnitoom DARM VhotreuQ &	4 meetings were held in 2018:2019	Number of Municipal Public Accounts Committee meetings held	OGPP03-02	are held regul	
BADWM	1. Agenda, Z. Attendance Register	gndeeM f	1 Меейпд	Бироом ;	у Меейпд	Improved Oversight and Governance	Meetings held	MM/CAE/ R	sgnibooM A	5 Meetings were held in 2018/2019 (4 quarterly ordinary meetings; 1 being a special meeting in Q1)	Meeting per quarter	OGPP03-01	arly and that	
Responsible Person	Audit Evidence	à RTD	21309A1	YJRƏTRAUD S.RID	1 97.0	3MCD1U0	TURTUD	TURK	TEDRAT JAUNNA	STOR BUTTOR BUTTESAR	KEY PERFORMANCE	Programme Number	STRATEGY	
	KPA WEIGHT: 5								KPA 6: 0000 GOVERNANCE AND PUBLIC PARTICIPATION					

room IN 7.77

I,C.N.L. Gologolo the Acting Director Community Services hereby accept this plan as a basis of monitoring my performance during the 2019/2020 financial year. I accept that the indicators and targets as presented in the performance plan are accurate and that I have been given the opportunity to provide inputs in their development.

2019/07/03.

I, Moebisi Patrick Nonjola the Acting Municipal Manager of the Senqu Municipality approve this performance plan in terms of the requirements of the Local Government: Municipal Systems Act of 2000 and amendments thereof.

Signature

03.07.2019

Date