

ADJUSTED PERFORMANCE AGREEMENT

MADE AND ENTERED INTO BY AND BETWEEN:

**THABA CHWEU LOCAL MUNICIPALITY
AS REPRESENTED BY**

SPHIWE SINKEY MATSI

AND

SINENHLANHLA LINDOKUHLE MANQELE

FOR THE

**FINANCIAL YEAR 2021 – 2022:
01 JANUARY 2022 – 30 JUNE 2022**

PERFORMANCE AGREEMENT

ENTERED INTO BY AND BETWEEN:

Thaba Chweu Local Municipality herein represented by **SPHIWE SINKEY MATSI** in her/his capacity as Employer (hereinafter referred to as the **Employer** or Supervisor)

and

SINENHLANHLA LINDOKUHLE MANQELE Employee of the Municipality (hereinafter referred to as the **Employee**).

WHEREBY IT IS AGREED AS FOLLOWS:

1. INTRODUCTION

- 1.1 The **Employer** has entered into a contract of employment with the **Employee** in terms of section 57(1)(a) of the Local Government: Municipal Systems Act 32 of 2000 ("the Systems Act"). The **Employer** and the **Employee** are hereinafter referred to as "the Parties".
- 1.2 Section 57(1)(b)(ii) of the Systems Act, read with the Contract of Employment concluded between the parties, requires the parties to conclude an annual performance agreement within one (1) month after the beginning of each financial year of the municipality.
- 1.3 The parties wish to ensure that they are clear about the goals to be achieved, and secure the commitment of the **Employee** to a set of outcomes that will secure local government policy goals.
- 1.4 The parties wish to ensure that there is compliance with Sections 57(4A), 57(4B) and 57(5) of the Systems Act.

2. PURPOSE OF THIS AGREEMENT

The purpose of this Agreement is to -

- 2.1 comply with the provisions of Section 57(1)(b),(4A),(4B) and (5) of the Act 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 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;
- 2.3 specify accountabilities as set out in a performance plan, which forms an annexure to the performance agreement;
- 2.4 monitor and measure performance against set targeted outputs;
- 2.5 use the performance agreement as the basis for assessing whether the employee has met the performance expectations applicable to his or her job;
- 2.6 in the event of outstanding performance, to appropriately reward the employee; and
- 2.7 give effect to the employer's commitment to a performance-orientated relationship with its employee in attaining equitable and improved service delivery.

3 COMMENCEMENT AND DURATION

- 3.1 This Agreement will commence on the **01 January 2022** and will remain in force until **30 June 2022** 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. The parties will conclude a new Performance Agreement and Performance Plan that replaces this Agreement at least once a year by not later than the beginning of each successive financial year.
- 3.3 This Agreement will terminate on the termination of the **Employee's** contract of employment for any reason.
- 3.4 The content of this Agreement may be revised at any time during the above-mentioned period to determine the applicability of the matters agreed upon.
- 3.5 If at any time during the validity of this Agreement the work environment alters (whether as a result of government or council decisions or otherwise) to the extent that the contents of this Agreement are no longer appropriate, the contents shall immediately be revised.

4 PERFORMANCE OBJECTIVES

- 4.1 The Performance Plan (Annexure A) sets out-
- 4.1.1 the performance objectives and targets that must be met by the **Employee**; and
- 4.1.2 the time frames within which those performance objectives and targets must be met.
- 4.2 The performance objectives and targets reflected in Annexure A are set by the **Employer** in consultation with the **Employee** and based on the Integrated Development Plan, 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 objectives describe the main tasks that need to be done.
- 4.2.2 The key performance indicators provide the details of the evidence that must be provided to show that a key objective has been 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 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** Integrated Development Plan.

5 PERFORMANCE MANAGEMENT SYSTEM

- 5.1 The Employee agrees to participate in the performance management system that the Employer adopts or introduces for the Employer, management and municipal staff of the Employer.
- 5.2 The Employee accepts that the purpose of the performance management system will be to provide a comprehensive system with specific performance standards to assist the Employer, management and municipal staff to perform to the standards required.

- 5.3 The Employer will consult the Employee about the specific performance standards that will be included in the performance management system as applicable to the Employee.
- 5.4 The Employee undertakes to actively focus towards the promotion and implementation of the KPAs (including special projects relevant to the employee's responsibilities) within the local government framework.
- 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 Key Performance Areas (KPAs) and the Competency Requirements (CRs) respectively.
- 5.5.2 Each area of assessment will be weighted and will contribute a specific part to the total score.
- 5.5.3 KPAs covering the main areas of work will account for 80% and CRs will account for 20% of the final assessment.
- 5.5.4 The total score must be determined using the rating calculator.
- 5.6 The Employee's assessment will be based on his / her performance in terms of the outputs / outcomes (performance indicators) identified as per attached Performance Plan (**Annexure A**), which are linked to the KPA's, and will constitute 80% of the overall assessment result as per the weightings agreed to between the Employer and Employee:

Key Performance Areas (KPA's)	Weighting
Basic Services and Infrastructure Development	80%
Municipal Institutional Development and Transformation	0%
Local Economic Development (LED)	0%
Municipal Financial Viability and Management	7%
Good Governance and Public Participation	13%
Spatial Planning & Rationale	0%
Total	100%

- 5.7 In the case of managers directly accountable to the municipal manager, key performance areas related to the functional area of the relevant manager, must be subject to negotiation between the municipal manager and the relevant manager.
- 5.8 The CRs will make up the other 20% of the Employee's assessment score. CRs 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. Three of the CRs are compulsory for Municipal Managers:

COMPETENCY REQUIREMENTS FOR EMPLOYEES		
LEADING COMPETENCIES	✓	WEIGHT
Strategic Direction and Leadership		5%
People Management		10%
Program and Project Management		10%
Financial Management		10%
Change Leadership		5%
Governance Leadership		10%
CORE COMPETENCIES		
Moral Competence		10%
Planning and Organising		10%

Analysis and Innovation		5%
Knowledge and Information Management		10%
Communication		10%
Results and Quality Focus		5%
Total percentage	-	100%

6. EVALUATING PERFORMANCE

- 6.1 The Performance Plan (Annexure A) to this Agreement sets out -
- 6.1.1 the standards and procedures for evaluating the Employee's performance; 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 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 goals 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) An indicative rating on the five-point scale should be provided for each KPA.
- (c) The applicable assessment rating calculator (refer to paragraph 6.5.3 below) must then be used to add the scores and calculate a final KPA score.

6.5.2 Assessment of the CRs

Level	Terminology	Description	Rating				
			1	2	3	4	5
5	Outstanding performance	Performance far exceeds the standard expected of an employee at this level. The appraisal indicates that the Employee has achieved above fully effective results against all performance criteria and indicators as specified in the PA and Performance plan and maintained this in all areas of responsibility throughout the year.					
4	Performance significantly above expectations	Performance is significantly higher than the standard expected in the job. The appraisal indicates that the Employee has achieved above fully effective results against more than half of the performance criteria and indicators and fully achieved all others throughout the year.					
3	Fully effective	Performance fully meets the standards expected in all areas of the job. The appraisal indicates that the Employee has fully achieved effective results against all significant performance criteria and indicators as specified in the PA and Performance Plan.					
2	Not fully effective	Performance is below the standard required for the job in key areas. Performance meets some of the standards expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against more than half the key performance criteria and indicators as specified in the PA and Performance Plan.					
1	Unacceptable performance	Performance does not meet the standard expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against almost all of the performance criteria and indicators as specified in the PA and Performance Plan. The employee has failed to demonstrate the commitment or ability to bring performance up to the level expected in the job despite management efforts to encourage improvement.					

- (a) Each CR 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 CR.
- (c) This rating should be multiplied by the weighting given to each CR during the contracting process, to provide a score.
- (d) The applicable assessment rating calculator (refer to paragraph 6.5.1) must then

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be used to add the scores and calculate a final CR 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 CRs:

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 Executive Mayor or Mayor;
- 6.7.2 Chairperson of the performance audit committee or the audit committee in the absence of a performance audit committee;
- 6.7.3 Member of the mayoral or executive committee or in respect of a plenary type municipality, another member of council;
- 6.7.4 Mayor and/or municipal manager from another municipality; and
- 6.7.5 Member of a ward committee as nominated by the Executive Mayor or Mayor.

6.8 For purposes of evaluating the annual performance of managers directly accountable to the municipal managers, an evaluation panel constituted of the following persons must be established -

- 6.8.1 Municipal Manager;
- 6.8.2 Chairperson of the performance audit committee or the audit committee in the absence of a performance audit committee;
- 6.8.3 Member of the mayoral or executive committee or in respect of a plenary type municipality, another member of council; and
- 6.8.4 Municipal manager from another municipality.

6.9 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 / her performance agreement shall be reviewed on the between the below stipulated dates with the understanding that reviews in the first and third quarter may be verbal if performance is satisfactory:

First quarter	:	1 October 2021 – 31 December 2021
Second quarter	:	1 January 2022 – 31 March 2022
Third quarter	:	1 April 2022 – 30 June 2022
Fourth quarter	:	1 July 2022 – 30 September 2022

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

9.1 The Employer shall –

- 9.1.1 create an enabling environment to facilitate effective performance by the employee;
- 9.1.2 provide access to skills development and capacity building opportunities;
- 9.1.3 work collaboratively with the Employee to solve problems and generate solutions to common problems that may impact on the performance of the Employee;
- 9.1.4 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
- 9.1.5 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.

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; and
- 10.1.3 a substantial financial effect on the Employer.

10.2 The Employer agrees to inform the Employee of the outcome of any decisions taken pursuant to the exercise of powers contemplated in 10.1 as soon as is practicable to enable the Employee to take any necessary action without delay.

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 total remuneration package may be paid to the Employee in recognition of outstanding performance to be constituted as follows:

- 11.2.1 a score of 130% to 149% is awarded a performance bonus ranging from 5% to 9%; and
- 11.2.2 a score of 150% and above is awarded a performance bonus ranging from 10% to 14%.

11.3 In the case of unacceptable performance, the Employer shall –

- 11.3.1 provide systematic remedial or developmental support to assist the Employee to improve his or her performance; and
- 11.3.2 after appropriate performance counselling and having provided the necessary guidance and/ or support as well as reasonable time for improvement in performance, the Employer may consider steps to terminate the contract of employment of the Employee on grounds of unfitness or incapacity to carry out his or her duties.

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 –
 - 12.1.1 the MEC for local government in the province within thirty (30) days of receipt of a formal dispute from the Employee; or
 - 12.1.2 any other person appointed by the MEC.
 - 12.1.3 In the case of managers directly accountable to the municipal manager, a member of the municipal council, provided that such member was not part of the evaluation panel provided for in sub-regulation 27(4)(e) of the Municipal Performance Regulations, 2006, within thirty (30) days of receipt of a formal dispute from the employee;whose decision shall be final and binding on both parties.
- 12.2 In the event that the mediation process contemplated above fails, clause 20.3 of the Contract of Employment shall apply.


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 performance assessment results of the municipal manager must be submitted to the MEC responsible for local government in the relevant province as well as the national minister responsible for local government, within fourteen (14) days after the conclusion of the assessment.

Thus done and signed at Lydenburg.....on this the 17th day of March 2022

AS WITNESSES:

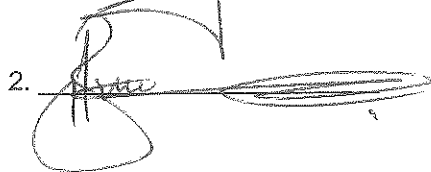
1.  _____

2.  _____


EMPLOYEE

AS WITNESSES:

1.  _____

2.  _____


MUNICIPAL MANAGER

ANNEXURE A: PERFORMANCE PLAN

STRATEGIC OBJECTIVE	KEY PERFORMANCE AREA	DEPARTMENTAL OBJECTIVE	FOCUS AREA	PROJECT NAME	LOCATION	UNIT OF MEASUREMENT	PERFORMANCE INDICATOR(S)	BASELINE	ANNUAL TARGET 2021/22 FY	QUARTERLY TARGETS				MEANS OF VERIFICATION	BUDGET	ADJUSTED BUDGET
										1st QUARTER	2nd QUARTER	3rd QUARTER	4th QUARTER			
Provide access to quality services in line with council mandate	Basic Services and Infrastructure Development	Improve the capacity of water supply in urban areas of municipality	Water	Installation of Boreholes in Thaba Chweu Local Municipality	Ward 1, 2, 3, 4, 5, 6, 7, 11, 13, 12 & 14 (Enkel Doring, Bultkop, Orighstad Dam, Lydenburg Ext 2 x2, Brondal, Simile, Harmony Hill 1 & 2, Lydenburg x2, Skhila)	Number	Number of boreholes installed at Thaba Chweu Local Municipality (Enkel Doring, Bultkop, Orighstad Dam, Lydenburg Ext 2, Brondal, Simile, Harmony Hill 1 & 2, Lydenburg & Skhila)	12 Boreholes	13 Boreholes installed at Thaba Chweu Local Municipality (Enkel Doring, Bultkop, Orighstad Dam, Lydenburg Ext 2, Brondal, Simile, Harmony Hill 1 & 2, Lydenburg & Skhila) by 30 June 2022	Installation of 6 boreholes	N/A	N/A	N/A	Site handover minutes, Monthly meetings minutes, Progress reports & Completion Certificate	R 8 438 619 (MIG)	R 8 860 126 (MIG)
Provide access to quality services in line with council mandate	Basic Services and Infrastructure Development	Improve the functionality of Waste Water Treatment Works	Sanitation	Refurbishment of Sanitation Infrastructure in Thaba Chweu Local Municipality (Phase 3)	Ward 5 (Skhila)	Number	Number of WWTW refurbished at Skhila	Phase 2 completed	1 WWTW refurbished at Skhila by 30 June 2022	Digging of trenches, installation of pumps & motors	N/A	N/A	N/A	Project Implementation Programme, Monthly meetings minutes, Progress reports & Completion Certificate	R 3 024 606 (MIG)	R 7 157 439 (MIG)
Provide access to quality services in line with council mandate	Basic Services and Infrastructure Development	Improve the capacity of water	Water	Sable AC Pipeline Replacement	Ward 6 & 7 (Sable)	Number	Number of KMs of AC Pipeline	New KPI	18 KMs of AC Pipeline replaced	Appointment of Contractor, Site	6 KMs of AC Pipeline replaced	12 KMs of AC Pipeline replaced	18 KMs of AC Pipeline replaced	Appointment letter, Site handover	R 25 000 000 (WSIG)	R 25 000 000 (WSIG)

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services in line with council mandate	Provide access to quality services in line with council mandate	Infrast ructur e Devel opme nt	supply in urban areas of municipality	Water	Phase1	Ward 3, 5, 8 & 9 (Mashishi ng, Rooikrans , Matibidi & Moremela)	Number	Number of Quarterly reports on repairs & maintenance of boreholes at Mashishin g, Rooikrans , Matibidi & Moremela	6 Borehol es & mainte nance	at Sabie by 30 June 2022	1 Quarterly report on repairs & maintenance of boreholes	handover, Site establish ment	at Sabie	at Sabie (Accum ulative)	at Sabie (Accum ulative)	minutes, Progress reports & Completio n Certificate	R 2 000 000 (TCLM)	R 2 500 000 (TCLM)	R 2 000 000 (TCLM)
Provide access to quality services in line with council mandate	Improve the capacity of water supply in urban areas of municipality	Basic Servic es and Infrast ructur e Devel opme nt	Improve the condition of road networks in the urban areas of the municipality	Roads	Paving of main roads in Matibidi (Didimala Village)	Ward 8 (Matibidi)	Number	Number of KMs of roads paved at Matibidi (Didimala Village)	New KPI	1 KMs of roads paved at Matibidi (Didimala Village) by 30 June 2022	1 Quarterly report on repairs & maintenance of boreholes	Site establish ment, Progress report on implement ation of project	1 KM of road paved	N/A	N/A	Site handover minutes, Project Implement ation Programm e, Monthly meetings minutes, Progress reports & Completio n Certificate	R 8 509 695 (MIG)	R 9 864 946 (MIG)	R 8 509 695 (MIG)
Provide access to quality services in line with council mandate	Improve the condition of road networks in the urban areas of	Basic Servic es and Infrast ructur e Devel opme nt	Improve the condition of road networks in the urban areas of	Roads	Refurbish ment of Morothon g-Kanana Street at Moremela (Tshirelan g)	Ward 9 (Moreme la)	Number	Number of KMs of street refurbishe d at Morothon g-Kanana Street in	1.2 km of road paved at Moreme la (Moroth ong-Kanana)	0.8 KM of street refurbishe d at Morothon g-Kanana Street in Moremela	1 Quarterly report on repairs & maintenance of boreholes	Site establish ment, Progress report on implement ation of project	0.8 KM of street refurbis hed	N/A	N/A	Site handover minutes, Project Implement ation Programm e, Monthly	R 4 610 967 (MIG)	R 8 992 046 (MIG)	R 4 610 967 (MIG)

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mandate	Provide access to quality services in line with council mandate	the municipality	Roads	Refurbishment of De Clerq Street (Voortrekker) at Mashishin Lydenburg	Ward 12 & 14 (Lydenburg)	Number	Number of KMs of street refurbishment at De Clerq Street (Voortrekker) in Lydenburg	Moremela (Tshirelan g)	1 set of designs crafted for the refurbishment of De Clerq street	0.8 KMs of street refurbishment at De Clerq Street (Voortrekker) in Lydenburg by 30 June 2022	Re-advertisement for appointment of Contractor. Site handover, Site establishment	Progress report on implementation of project	0.8 KMs of street refurbished	N/A	meetings minutes, Progress reports & Completion Certificate	R 8 865 094 (MIG)	R 8 865 094 (MIG)
opment	Basic Services and Infrastructure Development	Improve the condition of road networks in the urban areas of the municipality	Roads	Refurbishment of Potgieter Street at Mashishin Lydenburg	Ward 12 & 14 (Lydenburg)	Number	Number of KMs of street refurbishment at Potgieter Street in Lydenburg	Moremela (Tshirelan g)	1 set of designs crafted for the refurbishment of Potgieter Street	1.1 KMs of street refurbishment at Potgieter Street in Lydenburg by 30 June 2022	Site establishment, Progress report on implementation of project	1.1 KM of street refurbished	N/A	Site handover minutes, Project Implementation Programme, Monthly meetings minutes, Progress reports & Completion Certificate	R 8 297 590 (MIG)	R 8 915 200 (MIG)	
mandate	Provide access to quality services in line with council mandate	the municipality	Roads	Patching of Potholes	Ward 1, 2, 3, 12 & 14 (Mashishin & Lydenburg)	Number	Number of m² of potholes patched at Lydenburg & Mashishin g	Moremela (Tshirelan g)	2011m² of potholes patched at Lydenburg & Mashishin g in 2020/21 FY	3954m² of potholes patched at Lydenburg & Mashishin g by 30 June 2022	988 m² of potholes patched	988 m² of potholes patched	990 m² of potholes patched	Purchase order & Patching of potholes report	R 6 500 000 (TCLM)	R 5 000 000 (TCLM)	

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Provide access to quality services in line with council mandate	Basic Services and Infrastructure Development	Improve the condition of road networks in the urban areas of the municipality	Roads	Patching of Potholes	Ward 6 & 7 (Sabile, Simile & Harmony Hill)	Number	Number of m ² of potholes patched at Sabile, Simile & Harmony Hill	1977m ² of potholes patched at Sabile, Simile & Harmony Hill	1977m ² of potholes patched at Sabile, Simile & Harmony Hill by 30 June 2022	494 m ² of potholes patched	494 m ² of potholes patched	494 m ² of potholes patched	495 m ² of potholes patched	Purchase order & Patching of potholes report	R 3 500 000 (TCLM)	R 8 500 000 (TCLM)
Provide access to quality services in line with council mandate	Basic Services and Infrastructure Development	Improve the condition of road networks in the urban areas of the municipality	Roads	Patching of Potholes	Ward 10 (Graskop)	Number	Number of m ² of potholes patched at Graskop	0m ² of potholes patched at Graskop in 2020/21 FY	1977m ² of potholes patched at Graskop by 30 June 2022	494 m ² of potholes patched	494 m ² of potholes patched	494 m ² of potholes patched	495 m ² of potholes patched	Purchase order & Patching of potholes report	R 3 500 000 (TCLM)	R 8 500 000 (TCLM)
Provide access to quality services in line with council mandate	Basic Services and Infrastructure Development	To repair & maintainance Traffic lights, Streetlights & overhead lines	Electrical	Reports on repairs & Maintenance of Traffic lights, Streetlights & overhead lines	All Wards	Number	Quarterly reports on repairs & maintenance of Traffic lights, Streetlights & overhead lines compiled	New KPI	4 Quarterly reports on repairs & maintenance of Traffic lights, Streetlights & overhead lines compiled by 30 June 2022	1 Quarterly report on repairs & maintenance of Traffic lights, Streetlights & overhead lines	1 Quarterly report on repairs & maintenance of Traffic lights, Streetlights & overhead lines	1 Quarterly report on repairs & maintenance of Traffic lights, Streetlights & overhead lines	1 Quarterly report on repairs & maintenance of Traffic lights, Streetlights & overhead lines	Quarterly report of Repairs and Maintenance of Traffic lights, Streetlights & overhead lines	R 3 500 000 (TCLM)	R 8 500 000 (TCLM)
Increase revenue base and financial viability	Financial Viability & Management	To ensure compliance with the legislative framework	Revenue Enhancement	Implementation of Financial Recovery Plan	Institutional	Number	Number of status reports on the implementation of Financial Recovery Plan	4 Status reports on the implementation of Financial Recovery Plan	4 Status reports on the implementation of Financial Recovery Plan by 30 June 2022	1 Status report on the implementation of Financial Recovery Plan	1 Status report on the implementation of Financial Recovery Plan	1 Status report on the implementation of Financial Recovery Plan	1 Status report on the implementation of Financial Recovery Plan	Reports	Opex	Opex
To	Good	To	Risk	Updating	Institution	Number	Number of	New	4	1	1	1	1	Strategic	Opex	Opex

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promote good governance and public participation	Governance & Public Participation	address identified and emerging risks	Management	of Strategic Risk Register	al		Strategic risk registers updated	KPI	Strategic risk registers updated by 30 June 2022	Strategic risk register updated	Strategic risk register updated	Strategic risk register updated	Risk Register
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ANNEXURE B: PERSONAL DEVELOPMENT PLAN

**PERSONAL DEVELOPMENT PLAN
(TECHNICAL SERVICES)**

MADE AND ENTERED INTO BY AND BETWEEN

THABA CHWEU LOCAL MUNICIPALITY

AS REPRESENTED BY

SPHIWE SINKEY MATSI

AND

SINENHLANHLA LINDOKUHLE MANQELE

FOR THE

01 JANUARY 2022– 30 JUNE 2022

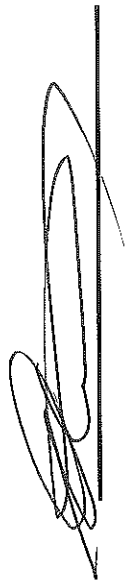
Personal Development Plan of: SINENHLANHLA LINDOKUHLE MANQELE

Compiled on (Date):

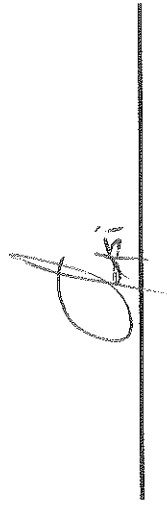
1. Skills / Performance Gap (in order of priority)	2. Outcomes Expected (measurable indicators: quantity, quality and time frames)	3. Suggested training and / or development activity	4. Suggested mode of delivery	5. Suggested Time Frames	6. Work opportunity created to practice skill / development area	7. Support Person
Understanding and application of CAD Software in Project Management	The Manager will be able to understand, apply and use Auto-Cad when managing capital projects	Training on Computer Aided design (CAD) Software	CAD Corporation	6 months	Alignment of budget to Institutional Objectives	Senior Manager: Corporate Services
Understanding of the Business of Consulting Engineering and how it affects the implementation of Capital Projects in the Public Service	Understanding of the Consulting Engineering Environment, Finance, Law and Project Delivery	Business of Consulting Engineering Development Program	School of Consulting Engineering/Consulting Engineers South Africa	12 months	Alignment of budget to Institutional Objectives	Senior Manager: Corporate Services
Understanding of how to run a business/organisation in the context of a dynamic global market.	Understanding of how to run a business/organisation in the context of a dynamic global market.	Masters in Business Administration	Wits University/Preto ria University	24 months	Alignment of budget to Institutional Objectives	Senior Manager: Corporate Services

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Employee's signature :



Employer's signature:



ANNEXURE C: FINANCIAL DISCLOSURE FORM

CONFIDENTIAL

FINANCIAL DISCLOSURE FORM

I, the undersigned (surname and initials),

SINETHLALWA LINDOKHULE MATHOLELE

(Postal address)

POCKET SUITE 1182, P/BAG X9013, FOMELO, 2350

(Residential address)

81 BEEHIVE APARTMENT, 5744 MANGOSHO STREET, TOWNHOMES, LAMBERTS, 1190.

(Position held)

DIRECTOR: TECHNICAL AND ENGINEERING SERVICES

(Name of Municipality)

THABA CHWEU LOCAL Municipality

Tel: 013 225 7389

Fax: 013 225 1108

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

- 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
<u>N/A</u>			
<u>N/A</u>			
<u>N/A</u>			
<u>N/A</u>			
<u>N/A</u>			

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

Name of corporate entity, partnership or firm	Type of business	Amount of Remuneration/Income
<u>STEADY STATE TRAINING & PROTECTS</u>	<u>PRIVATE COMPANY</u>	<u>NONE</u>
<u>UNIVERSITY OF DURBAN - ELECTRICAL</u>	<u>Close - Corporation</u>	<u>NONE</u>

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

Name of Employer	Type of Work	Amount of remuneration/Income
<u>NONE</u>		
<u>NONE</u>		
<u>NONE</u>		
<u>NONE</u>		

Council _____

Signature by Council _____

Date _____

- Consultancies and retainerships

See information sheet: note (4)

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

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

See information sheet: note (6)

Description	Value	Source
NONE		
//		
//		
//		

7. Land and property

See information sheet: note (7)

Description	Extent	Area	Value
HOUSE (BLANT)	Residential	1000 m ²	R2 000 000
HOUSE (GARD)	Residential	1200 m ²	R2 200 000
LAND (KOP)	Residential	1576 m ²	R650 000
LAND (RIP)	Residential	2400 m ²	R1 000 000


SIGNATURE OF EMPLOYEE

DATE: 11 MARCH 2022

PLACE: LYSENBURG

OATH/AFFIRMATION

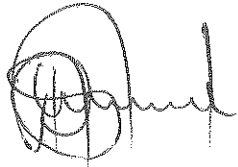
1. I certify that before administering the oath/affirmation I asked the deponent the following questions and wrote down her/his answers in his/her presence:

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

(ii) Do you have any objection to taking the prescribed oath or affirmation?
Answer NO

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

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.

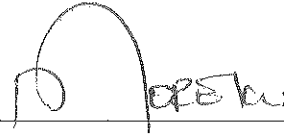


CONFIDENTIAL

Commissioner of Oath /Justice of the Peace

Full first names and surname:
(Block letters)

PARIS



Designation (rank)

ADVOCATE

Ex Officio Republic of South Africa

Street address of institution

Date 11 March 2022 Place

LYDENBURG

CONTENTS NOTED: EMPLOYER

DATE:

11/03/22

Moreku Paris
Advocate of High Court
Commissioner of Oath
Thaba Chweu Local Municipality
Office No: 11
Cnr. Viljoen & Sentraal
P.O Box 61, LYDENBURG, 1120
Date 11/03/22 Time 11:40
Signature 