



PERFORMANCE AGREEMENT

Made and entered into by and between:

RAMAKGAHLELA MINAH MAREDI

Municipal Manager of Elias Motsoaledi Local Municipality

On behalf of Elias Motsoaledi Local Municipality

And

NAMUDI REGINAH MAKGATA

("SENIOR MANAGER: INFRASTRUCTURE SERVICES")

FINANCIAL YEAR: 01 JULY 2017 – 30 JUNE 2018

MR P.M. M. B.P.

1. PURPOSE OF PERFORMANCE AGREEMENT

The parties agree that the purposes of this agreement are to:

- (1) Comply with the provisions of Section 57 (1) (b), (4A), (4B) and (5) of the Systems Act as well as the employment contract entered into between the parties;
- (2) Specify objectives and targets defined and agreed with the employee and to communicate to the employee the employer's performance and accountabilities in alignment with the Integrated Development Plan, Service Delivery and Budget Implementation Plan (SDBIP) and the budget of the municipality;
- (3) Specify accountabilities as set out in a performance plan, plan which forms an annexure to the performance agreement;
- (4) Monitor and measure performance against set targeted outputs;
- (5) Use the performance agreement as the basis for assessing whether the employee has met the performance expectations applicable to his or her job;
- (6) In the event of outstanding performance, to appropriately reward the employee; and
- (7) Give effect to the employer's commitment to a performance-orientated relationship with its employee in attaining equitable and improved service delivery.

2. COMMENCEMENT AND DURATION

- (1) The performance agreement must be entered into for each financial year of the municipality, or part thereof. The performance agreement will be effective from **01 July 2017 to 30 June 2018**.
- (2) The parties must review the provisions of this Agreement during June each year. The parties will conclude a new performance agreement that replaces the previous agreement at least once a year within one month after the commencement of the new financial year.
- (3) The agreement will terminate on the termination of the employee's contract of employment for any reason.
- (4) If at any time during the validity of the agreement the work environment alters to the extent that the contents of the agreement are no longer appropriate, the contents must by mutual agreement between the parties, immediately be revised.

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3. PERFORMANCE OBJECTIVES

- (1) The performance plan sets out;
 - (a) The performance objectives and targets that must be met by the employee; and
 - (b) The time frames within which those performance objectives and targets must be met
- (2) The performance objectives and targets reflected in the performance plan 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 municipality, and shall include key objectives; key performance indicators; targets dates and weightings.
- (3) The key objectives describe the main tasks that need to be done. The key performance indicators provide the details of the evidence that must be provided to show that a key objective has been achieved. The target dates describe the timeframe in which the work must be achieved. The weightings show the relative importance of the key objectives to each other.
- (4) 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.

4. PERFORMANCE MANAGEMENT SYSTEM

- (1) The employee agrees to participate in the performance management system that the employer adopts or introduces for the municipality.
- (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.
- (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.
- (4) The employee undertakes to actively focus towards the promotion and implementation of the Key Performance Areas (KPA's) (including special projects relevant to the employee's responsibilities) within the local government framework.
- (5) The criteria upon which the performance of the employee must be assessed consist of two components, both of which must be contained in the performance agreement. The employee must be assessed against both components, with a weighting of 80:20 allocated to the Key Performance Areas (KPA's) and Core Competency Requirements (CCRs) respectively. Each area of assessment will be weighted and will contribute a specific part

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to the total score. KPAs covering the main areas of work will account for 80% and CCRs will account for 20% of the final assessment.

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

Key Performance Areas (KPA's) for Municipal Managers	Weighting
Basic Service Delivery	70%
Municipal Institutional Development and Transformation	5%
Local Economic Development	15%
Municipal Financial Viability and management	5%
Good Governance and Public Participation	5%
Total	100%

- (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
- (8) The CCRs will make up the other 20% of the employee's assessment score. CCRs that are deemed to be most critical for the employee's specific job should be selected from the list below as agreed to be between the employer and the employee and must be considered with due regard to the proficiency level agreed to:

CORE COMPETENCY REQUIREMENTS FOR EMPLOYEES (CCR)		
LEADING COMPETENCIES		65%
		Weight
Strategic Direction and Leadership	<ul style="list-style-type: none"> • Impact and Influence • Institutional Performance Management • Strategic Planning and Management • Organizational Awareness 	10%
People Management	<ul style="list-style-type: none"> • Human Capital Planning and Development • Diversity Management • Employee Relations Management • Negotiation and Dispute Management 	10%
Program and Project Management	<ul style="list-style-type: none"> • Program and Project Planning and Implementation • Service Delivery Management • Program and Project Monitoring and Evaluation 	20%
Financial Management	<ul style="list-style-type: none"> • Budget Planning and Execution 	10%

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	<ul style="list-style-type: none"> Financial Strategy and Delivery Financial Reporting and Monitoring 	
Change Leadership	<ul style="list-style-type: none"> Change Vision and Strategy Process Design and Improvement Change Impact Monitoring and Evaluation 	10%
Governance Leadership	<ul style="list-style-type: none"> Policy Formulation Risk and Compliance Management Cooperative Governance 	10%
Core Competencies		
Moral Competence		5%
Planning and Organising		5%
Analysis and innovation		5%
Knowledge and information Management		5%
communication		5%
Results and Quality Focus		5%
Total Percentage		100%

5. EVALUATING PERFORMANCE

1. The performance plan sets out-
 - i. the standards and procedures for evaluating the employee's performance; and
 - ii. the intervals for the evaluation of the employee's performance.
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.
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.
4. The annual performance appraisals must involve:
 - (a) Assessment of the achievement of results as outlined in the performance plan:
 - (i) Each KPA should be assessed according to the extent to which the specified standards or performance indicators have been met and with due regard to ad hoc tasks that had to be performed under the KPA.

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- (ii) An indicative rating on the five-point scale should be provided for each KPA
- (iii) The applicable assessment rating calculator must then be used to add the scores and calculate a final score.

(b) Assessment of the CCRs

- (i) Each CCR should be assessed according to the extent to which the specified standards have been met.
- (ii) An indicative rating on the five point scale should be provided for each CCR
- (iii) This rating should be multiplied by the weighting given to each CCR during the contracting process, to provide a score.
- (iv) The applicable assessment rating calculator must then be used to add the scores and calculate a final CCR score.

Overall Rating

- (i) An overall rating is calculated by using the applicable assessment-rating calculator. Such overall rating represents the outcome of the performance appraisals.
- (ii) The assessment of the performance of the employee will be based on the following rating scale for KPA's and CCR's:

PERFORMANCE APPRAISAL OF KPAs AND CCRs				
LEVEL	DESCRIPTION	RATING	ASSESSMENT SCORE	PERFORMANCE BONUS RATIOS
Level 5: Outstanding Performance	Performance far exceeds the standards expected for the job in all areas of the manager. The manager has achieved exceptional results against all performance criteria and indicators specified in the Performance Plan and maintained this in all areas of responsibility throughout the year.	5	75-100	Maximum bonus allowed into Regulations is between 10% and 14% of person's inclusive annual remuneration package. The % as determined per Council Resolution is as follows: 75-76%=10% 77-78%=11% 79-80%=12% 81-84%=13% 85-100%=14%

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PERFORMANCE APPRAISAL OF KPAs AND CCRs				
LEVEL	DESCRIPTION	RATING	ASSESSMENT SCORE	PERFORMANCE BONUS RATIOS
Level 4: Performance significantly above expectations	Performance is significantly higher than the standard expected for the job in all areas. The manager has achieved above fully effective results against more than half of the performance criteria and indicators specified in the performance plan and fully achieved all others throughout the year.	4	65-74	Maximum bonus allowed into Regulations is between 5% and 9% of person's inclusive annual remuneration package. The % as determined per Council Resolution is as follows: 65-66%=5% 67-68%=6% 69-70%=7% 71-72%=8% 73-74%=9%
Level 3: Fully Effective	Performance fully meets the standard expected for the job in all areas. The manager has achieved effective results against all significant performance criteria and indicators specified in the Performance Plan and may have achieved results significantly above expectations in one or two less significant areas throughout the year.	3	51-64	No bonus
Level 2: Performance not fully satisfactory	Performance is below the standard required for the job in key areas. The manager has achieved adequate result against many key performance criteria and indicators specified in the Performance Plan but did not fully achieve adequate results against others during the course of the year. Improvement in these areas is necessary to bring performance up to the standard expected.	2	31-50	No bonus

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PERFORMANCE APPRAISAL OF KPAs AND CCRs				
LEVEL	DESCRIPTION	RATING	ASSESSMENT SCORE	PERFORMANCE BONUS RATIOS
Level 1: Unacceptable Performance	Performance does not meet the standard required for the job. The manager has not met one or more fundamental requirements and/or is achieving results that are well below the performance criteria and indicators in a number of significant areas of responsibility. The manager has failed to demonstrate the commitment or ability to bring performance up to the level expected despite efforts to encourage improvement	1	Less than 30	No bonus

(c) For purpose of evaluating the annual performance of the municipal manager, an evaluation panel constituted of the following persons must be established –

- (i) Executive Mayor or Mayor
- (ii) Chairperson of the performance audit committee or the audit committee in the absence of a performance audit committee;
- (iii) Member of the mayoral or executive committee or in respect of a plenary type municipality, another member of council
- (iv) Mayor and/or municipal manager from another municipality; and
- (v) Member of a ward committee as nominated by the Executive Mayor or Mayor

(d) For purpose of evaluating the annual performance of managers directly accountable to the municipal managers, an evaluation panel constituted of the following persons must be established –

- (i) Municipal Manager;
- (ii) Chairperson of the performance audit committee or the audit committee in the absence of a performance audit committee;

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- (iii) Member of the mayoral or executive committee or in respect of a plenary type municipality, another member of council
- (iv) Municipal manager from another municipality
- (e) 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).

Schedule for performance reviews

1. The performance of the employee in relation to his or her performance agreement must be reviewed on the following dates with the understanding that reviews in the first and third quarter may be verbal if performance is satisfactory:

1 st Quarter	: July –September 2017
2 nd Quarter	: October-December 2017
3 rd Quarter	: January – March 2018
4 th Quarter	: April – June 2018

2. The employer must keep a record of the mid-year review and annual assessment meetings.
3. Performance feedback must be based on the employer's assessment of the employee's performance.
4. The employer will be entitled to review and make reasonable changes to the provisions of the performance plan from time to time for operational reasons on agreement between both parties.
5. The employer may amend the provisions of the performance plan whenever the performance management system is adopted, implemented or amended as the case may be on agreement between both parties.

Developmental Requirements

A personal development plan (PDP) for addressing developmental gaps must form part of the performance agreement.

Obligations of the Employer

The employer must –

- (1) Create an enabling environment to facilitate effective performance by the employee;
- (2) Provide access to skills development and capacity building opportunities;

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- (3) Work collaboratively with the employee to solve problems and generate solutions to common problems that may impact on the performance of the employee;
- (4) On the request of the employee delegate such powers reasonably required by the employee to enable him or her to meet the performance objectives and targets established in terms of the agreement; and
- (5) Make available to the employee such resources as the employee may reasonably require from time to time to assist him or her to meet the performance objectives and targets established in terms of the agreement

Consultation

1. The employer agrees to consult the employee timeously where the exercising of the power will have amongst other,--
 - (b) a direct effect on the performance of any of the employee's functions.
 - (c) Commit the employee to implement or to give effect to a decision made by the employer; and
 - (d) A substantial financial effect on the employer
- (2) The employer agrees to inform the employee of the outcome of any decisions taken pursuant to the exercise of powers contemplated in sub-regulation (1) as soon as is practicable to enable the employee to take any necessary action without delay.

Management of evaluation outcomes

- (1) The evaluation of the employee's performance will form the basis for rewarding outstanding performance or correcting unacceptable performance.
- (2) A performance bonus ranging from 5% to 14% of the all-inclusive remuneration package may be paid to an employee in recognition of outstanding performance. In determining the performance bonus the relevant percentage is based on an overall rating, calculated by using the applicable assessment rating calculator; provided that
 - (a) a score of 130% to 149% is awarded a performance bonus ranging from 5% to 9%; and
 - (b) a score of 150% and above is awarded a performance bonus ranging from 10% to 14%.
- (3) In the case of unacceptable performance, the employer shall

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- (a) Provide systematic remedial or developmental support to assist the employee to improve his or her performance; and
- (b) After appropriate performance counselling and having provided the necessary guidance and/or support and reasonable time for improvement in performance, and performance does not improve, the employer may consider steps to terminate the contract of employment of the employee on grounds of unfitness or incapacity to carry out his or her duties.

Disputes Resolution

- (1) Any disputes about the nature of the employee's performance agreement whether it relates to key responsibilities, priorities, methods of assessment and/or salary increment in the agreement, must be mediated by –

- (a) In the case of the Municipal Manager, the MEC for local government in the province within thirty (30) days of receipt of a formal dispute from the employee, or any other person designated by the MEC; and
- (b) In the case of managers directly accountable to the municipal manager, the executive mayor or mayor within thirty days (30) of receipt of a formal dispute from the employee;

Whose decision shall be final and binding on both parties.

- (2) Any disputes about the outcome of the employee's performance evaluation must be mediated by-

- (a) In the case of the municipal manager, the MEC for local government in the province within thirty days (30) of receipt of a formal dispute from the employee, or any other person designated by the MEC; and
- (b) 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)€, within thirty (30) days of receipt of a formal dispute from the employee;

Whose decision shall be final and binding on both parties

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General

- (1) The contents of the performance Agreement must be available to the public by the employer in accordance with the Municipal Finance Management Act, 2003 and section 46 of the Act
- (2) Nothing in this Agreement diminishes the obligations, duties or accountabilities of the employee in terms of his or her employment contract, or the effects of existing or new regulations, circulars, policies, directives or other instruments.
- (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.

Signed at Groblersdal on this 26th day of June 2017

1. [Signature]
R. M. MAREDI

MUNICIPAL MANAGER OF ELIAS MOTSOLEDI LOCAL MUNICIPALITY

AS WITNESSES: [Signature]

2. [Signature]
N. R. MAKGATA

SENIOR MANAGER: INFRASTRUCTURE SERVICES

AS WITNESSES: [Signature]

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INFRASTRUCTURE SERVICES

KPA 3: LOCAL ECONOMIC DEVELOPMENT

Strategic Goal: Growing Inclusive Economy

Strategic Objective	Programme	KPI	Budget Source	Audited Baseline 2015/16	2017/18				Evidence
					1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
To facilitate economic growth and sustainable job creation	EPWP	Number of additional jobs to be created using the Expanded Public Works Programme guidelines and other municipal programmes	MIG, INEP	451	50	100	350	500	List of approved appointees

KPA 4 - BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT

Strategic Goal: Accessible and Sustainable Infrastructure and Basic Services

Strategic Objective	Programme	KPI	Budget Source	Audited Baseline 2015/16	2017/18					Evidence
					1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Annual	
Reduction in the level of Service Delivery backlogs	Electricity	% of households with access to basic levels of electricity by the 30 June 2018 (GKPI)	INEP	100%	N/A	N/A	N/A	100%	100%	Completion certificates
		Number of additional households living in formal areas provided with electricity connections	INEP 15 000 000	New	N/A	N/A	N/A	1000	1000	Handover report and beneficiary list
		KMs of new paved roads to be built	MIG	11.6km	n/a	n/a	n/a	8.4kms	8.4kms	Completion certificates
	Roads and storm water	KMs of roads resurfaced/rehabilitated/resealed	MIG	New	n/a	n/a	n/a	2kms	2kms	Completion certificates

KPA 5: MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT

Strategic Goal: Sustainable Financial Viability

Strategic Objective	Programme	KPI	Budget Source	Audited Baseline 2015/16	2017/18				Evidence
					1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Reduction in the level of Service Delivery backlogs	Project Management	% development of capital project implementation plan and submit to MM for approval by 30 June 2018	Opex	New	n/a	n/a	n/a	100%	Capital project implementation plan and submission register
		% spending on MIG funding by the 30 June 2018	MIG	100%	25%	50%	75%	100%	Section 71 report
		% development of roads and lighting master plan	2 000 000	New	15% Advertisement and appointment of the service provider	50% Introduction of the service provider to the municipality and data collection	75% Data collection	100% Development of master plan	1st Qtr Appointment letter 2nd Qtr progress report 3rd Qtr progress report 4th Qtr Road master plan and council resolution

KPA 6: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

Strategic Goal: Sound Governance

Strategic Objective	Programme	KPI	Budget Source	Audited Baseline 2015/16	2017/18					Evidence
					1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Annual	
To create a culture of accountability and transparency	Audit	Obtain an Unqualified Auditor General opinion for the 2016/17 financial year	n/a	Qualified Opinion	N/A	1	N/A	N/A	Unqualified Opinion	AGSA audit report
		% of Auditor General matters resolved as per the approved audit action plan by 30 June 2018 (Infrastructure Dept.)	n/a	New	N/A	N/A	50%	100%	100%	Audit action plan
	Risk Management	% execution of identified risk management plan within prescribed timeframes per quarter (Infrastructure Dept.)	n/a	90%	25%	50%	75%	100%	100%	Quarterly risk assessment report

CAPITAL PROJECTS											
Ward No.	Project	Strategic Objective	Key performance Indicator	Original Budget R 000's 2017-18	Audited Baseline 2015/16	1st quarter	2nd quarter	3rd quarter	4th quarter	Annual target	Evidence
25	Electrification of households at Makena village	Reduction in the level of service delivery backlogs	% electrification of households in Makena	710 526	new	25% Detailed designs Complete	50% Project hand over and Site Establishment	75% construction (Pole planting and cabling)	100% of households reticulated for electrification on at Makena	100% of households reticulated for electrification on at Makena by 30 June 2018	Q1 appointment letter Q2 progress report Q3 progress report Q4 completion certificate
	Electrification of households at Thambo village (extension)	Reduction in the level of service delivery backlogs	% electrification of households in Thambo village (extension)	1 515 789	new	25% Detailed designs Complete	50% Project hand over and Site Establishment	75% construction (Pole planting and cabling)	100% of households reticulated for electrification on at Thambo village	100% of households reticulated for electrification on at Thambo village by 30 June 2018	Q1 appointment letter Q2 progress report Q3 progress report Q4 completion certificate

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CAPITAL PROJECTS											
Ward No.	Project	Strategic Objective	Key performance indicator	Original Budget R 000's 2017-18	Audited Baseline 2015/16	1st quarter	2nd quarter	3rd quarter	4th quarter	Annual target	Evidence
14	Electrification of households at Masakane ng	Reduction in the level of service delivery backlogs	% electrification of households in Masakaneng	4 122 807	new	25% Detailed designs Complete	50% Project hand over and Site Establishment	75% construction (Pole planting and cabling)	100% of households reticulated for electrification at Masakane ng	100% of households reticulated for electrification at Masakane ng by 30 June 2018	Q1 appointment letter Q2 progress report Q3 progress report Q4 completion certificate
9	Electrification of households at Jabulani D3	Reduction in the level of service delivery backlogs	% electrification of households in Jabulani D3	1 010 526	new	25% Detailed designs Complete	50% Project hand over and Site Establishment	75% construction (Pole planting and cabling)	100% of households reticulated for electrification at Jabulani D3	100% of households reticulated for electrification at Jabulani D3 by 30 June 2018	Q1 appointment letter Q2 progress report Q3 progress report Q4 completion certificate
21	Electrification of households at	Reduction in the level of service delivery backlogs	% electrification of households in Jerusalema	963 158	new	25% Detailed designs Complete	50% Project hand over and Site	75% construction (Pole planting	100% of households reticulated for	100% of households reticulated for	Q1 appointment letter Q2 progress report

CAPITAL PROJECTS											
Ward No.	Project	Strategic Objective	Key performance Indicator	Original Budget R 000's 2017-18	Audited Baseline 2015/16	1st quarter	2nd quarter	3rd quarter	4th quarter	Annual target	Evidence
	Jerusalem a						Establishment	and cabling)	electrification at Jerusalem a	electrification at Jerusalem a by 30 June 2018	Q3 progress report Q4 completion certificate
All wards	Designs for electrification of villages	Reduction in the level of service delivery backlogs	% development of electrification designs	877 193	New	25% appointment of service provider	50% draft designs developed	100% detailed designs completed	n/a	100% detailed designs completed	Q1 appointment letter Q2 progress report Q3 completion certificate
4	Electrification of households at waalkraal A	Reduction in the level of service delivery backlogs	% electrification of households at waalkraal A	2 184 211	new	25% Detailed designs Complete	50% Project hand over and Site Establishment	75% construction (Pole planting and cabling)	100% of households reticulated for electrification at waalkraal	100% of households reticulated for electrification at waalkraal by 30 June 2018	Q1 appointment letter Q2 progress report Q3 progress report Q4 completion certificate
18	Electrification of households	Reduction in the level of service	% electrification of households in matsitsi	1 444 737	new	25% Detailed designs Complete	50% Project hand over and Site	75% construction (Pole planting)	100% of households	100% of households	completion certificate

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CAPITAL PROJECTS											
Ward No.	Project	Strategic Objective	Key performance indicator	Original Budget R 000's 2017-18	Audited Baseline 2015/16	1st quarter	2nd quarter	3rd quarter	4th quarter	Annual target	Evidence
	s at Matsitsi	delivery backlogs					Establishment	and cabling)	reticulated for electrification at matsitsi	reticulated for electrification at matsitsi by 30 June 2018	Q1 appointment letter Q2 progress report Q3 progress report Q4 completion certificate
20	Hlogotlou street and storm water control	Reduction in the level of service delivery backlogs	% construction of Hlogotlou street and storm water control	3 333 333	100%	25% Advertisment and appointment of service provider	50 % site Handover and site establishment	75% Construction of street and storm water control (Trenching and pitching)	100% Completion of street and storm water control	100% Completion of street and storm water control by 30 June 2018	Q1 appointment letter Q2 progress report Q3 progress report Q4 completion certificate
21	Kgaphamadi construction of bus road, bridge and stormwater control PH 1C (1km)	Reduction in the level of service delivery backlogs	% construction of Kgaphamadi bus road, bridge and stormwater control PH 1C (1km)	5 263 158	100%	25% Advertisment and appointment of service provider	50% progress (Site establishment and subcase completed)	75% progress (Base and Surfacing completed)	100% construction of Kgaphamadi Bus road and stormwater control	100% construction of Kgaphamadi Bus road and stormwater control by 30 June 2018	Q1 appointment letter Q2 progress report Q3 progress report Q4 completion certificate

CAPITAL PROJECTS

Ward No.	Project	Strategic Objective	Key Performance Indicator	Original Budget R 000's 2017-18	Audited Baseline 2015/16	1st quarter	2nd quarter	3rd quarter	4th quarter	Annual target	Evidence
26	Kgoshi-Rammupu du constructio n of access road and storm water control PH 1C	Reduction in the level of service delivery backlogs	% construction of kgoshi Rammupudu road	8 924 272	100%	25% Advertisem ent and appointme nt of service provider	50% progress (Site establishm ent and subcase completed)	75% progress (Base and Surfacing completed)	100% constructio n of Kgoshi Rammupu du road	100% constructio n of Kgoshi Rammupu du road by 30 June 2018	Q1 appointment letter Q2 progress report Q3 progress report Q4 completion certificate
25	Kgoshi-Matsepe constructio n of access road and storm water control PH 1A	Reduction in the level of service delivery backlogs	% construction of kgoshi Matsepe road	2 710 526	new	25% Advertisem ent and appointme nt of service provider	50% progress (Site establishm ent and subcase completed)	75% progress (Base and Surfacing completed)	100% constructio n of Kgoshi Matsepe road	100% constructio n of Kgoshi Matsepe road by 30 June 2018	Q1 appointment letter Q2 progress report Q3 progress report Q4 completion certificate
10	Kgoshi Mathebe Road Constructio n	Reduction in the level of service delivery backlogs	% construction of Mathebe road	3 333 333	New	25% Advertisem ent and appointme nt of service provider	50% progress (Site establishm ent and subcase completed)	75% progress (Base and Surfacing completed)	100% constructio n of Kgoshi Mathebe road	100% constructio n of Kgoshi Mathebe road by 30 June 2018	Q1 appointment letter Q2 progress report

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CAPITAL PROJECTS											
Ward No.	Project	Strategic Objective	Key performance indicator	Original Budget R 000's 2017-18	Audited Baseline 2015/16	1st quarter	2nd quarter	3rd quarter	4th quarter	Annual target	Evidence
											Q3 progress report Q4 completion certificate
25	Rehabilitation on of dikgalaopeng road and storm water control	Reduction in the level of service delivery backlogs	% rehabilitation of dikgalaopeng road and storm water control	877 193	new	25% Advertisment and appointment of service provider	50% progress (Site establishment and subcase completed)	75% progress (Base and Surfacing completed)	100% rehabilitation on of dikgalaopeng road and storm water control	100% rehabilitation on of dikgalaopeng road and storm water control by 30 June 2018	Q1 appointment letter Q2 progress report Q3 progress report Q4 completion certificate
25	Rehabilitation on of Ramogwerane to Nkadameng road and storm water	Reduction in the level of service delivery backlogs	% Rehabilitation of Ramogwerane to Nkadameng road and storm water	877 193	new	25% Advertisment and appointment of service provider	50% progress (Site establishment and subcase completed)	75% progress (Base and Surfacing completed)	100% Rehabilitation on of Ramogwerane to Nkadameng road and storm water	100% Rehabilitation on of Ramogwerane to Nkadameng road and storm water by June 2018	Q1 appointment letter Q2 progress report Q3 progress report Q4 completion certificate

CAPITAL PROJECTS

Ward No.	Project	Strategic Objective	Key performance Indicator	Original Budget R 000's 2017-18	Audited Baseline 2015/16	1st quarter	2nd quarter	3rd quarter	4th quarter	Annual target	Evidence
13	Groblersdal roads and streets	Reduction in the level of service delivery backlogs	% maintenance of Groblersdal roads and streets	2 631 579	New	25% Advertisment and appointment of service provider	50% maintenance of Groblersdal roads and streets	75% maintenance of Groblersdal roads and streets	100% maintenance of Groblersdal roads and streets	100%	Q1 appointment letter Q2 progress report Q3 progress report Q4 completion certificate
19	Mathula construction of road and storm water control PH 1B	Reduction in the level of service delivery backlogs	% construction of Mathula road and storm water control	8 410 581	100%	25% Advertisment and appointment of service provider	50% progress (Site establishment and subcase completed)	75% progress (Base and Surfacing completed)	100% construction of Mathula road and storm water control	100% construction of Mathula road and storm water by 30 June 2018	Q1 appointment letter Q2 progress report Q3 progress report Q4 completion certificate
14	Naganeng construction of bus road and storm water	Reduction in the level of service delivery backlogs	% construction of Naganeng road and storm water control	10 526 316	new	25% Advertisment and appointment of service provider	50% progress (Site establishment and subcase completed)	75% progress (Base and Surfacing completed)	100% construction of Naganeng road and storm	100% construction of Naganeng road and storm water	Q1 appointment letter Q2 progress report

CAPITAL PROJECTS											
Ward No.	Project	Strategic Objective	Key performance Indicator	Original Budget R 000's 2017-18	Audited Baseline 2015/16	1st quarter	2nd quarter	3rd quarter	4th quarter	Annual target	Evidence
	control PH 1A								water control	control by 30 June 2018	Q3 progress report Q4 completion certificate
16	Zaaplaas construction of JJ road and storm water control PH 1C	Reduction in the level of service delivery backlogs	% construction of JJ road and storm water control	4 385 965	100%	25% Advertisment and appointment of service provider	50% progress (Site establishment and subcase completed)	75% progress (Base and Surfacing completed)	100% construction of JJ road and storm water control	100% construction of JJ road and storm water control by 30 June 2018	Q1 appointment letter Q2 progress report Q3 progress report Q4 completion certificate
9	Tambo road construction	Reduction in the level of service delivery backlogs	% construction of Tambo road	5 445 849	New	25% Advertisment and appointment of service provider	50% progress (Site establishment and subcase completed)	75% progress (Base and Surfacing completed)	100% construction of Tambo road	100% construction of Tambo road by 30 June 2018	Q1 appointment letter Q2 progress report Q3 progress report Q4 completion certificate

ZK
 Pm
 B
 H.P.
 Rm

CAPITAL PROJECTS

Ward No.	Project	Strategic Objective	Key performance indicator	Original Budget R 000's 2017-18	Audited Baseline 2015/16	1st quarter	2nd quarter	3rd quarter	4th quarter	Annual target	Evidence
31	Motetema street upgrade	Reduction in the level of service delivery backlogs	% upgrading of Motetema street	877 193	New	25% Advertisment and appointment of service provider	50% progress (Site establishment and subcase completed)	75% progress (Base and Surfacing completed)	100% upgrading of Motetema road	100% construction of Motetema road by 30 June 2018	Q1 appointment letter Q2 progress report Q3 progress report Q4 completion certificate
n/a	Machinery and equipment	Reduction in the level of service delivery backlogs	% purchase of machinery and equipment	500 000	New	n/a	n/a	100% purchase of machinery and equipment	100% purchase of machinery and equipment	100% purchase of machinery and equipment	Invoices
n/a	Vehicles	Reduction in the level of service delivery backlogs	number of vehicles to be purchased	700 000	new	1 vehicle purchased	n/a	n/a	n/a	1 vehicle purchased by 30 September 2017	invoices
13	Development of workshop	Reduction in the level of service delivery backlogs	% development of workshop	3 947 368	25%	25% Advertisment and appointment of service provider	50% site handover and site establishment	75% Development of Workshop (fencing completed)	100% development of workshop	100% development of workshop	Q1 appointment letter Q2 progress report

NR P.M. [Signature] [Signature] R.D.

CAPITAL PROJECTS											
Ward No.	Project	Strategic Objective	key performance indicator	Original Budget R 000's 2017-18	Audited Baseline 2015/16	1st quarter	2nd quarter	3rd quarter	4th quarter	Annual target	Evidence
											Q3 progress report Q4 completion certificate

NR

PM

DP
R.P.

ANNEXURE B: PERSONAL DEVELOPMENT PLAN

PERIOD: JULY 2017 TO JUNE 2018

Skills / performance Gap (in order of priority)	Outcomes expected (measurable indicators)	Suggested training and / or development activity	Suggested mode of delivery	Suggested time frames	Work opportunity to practice skills or development area	Support person
General Principles of labour law	To have knowledge on labour law principles	Short courses on labour law	certificate	December 2017	General Principles of labour law	To have knowledge on labour law principles
Contract management	To learn more on new contract management principles	Courses on General condition of contract, CIBD and other relevant programmes/courses	certificate	June 2018	Contract management	To learn more on new contract management principles
Engineering Management	Management training in managing technical functions	Programme in Engineering management	certificate	June 2018	Engineering Management	Management training in managing technical functions
To register with ECSA as professional civil engineering technologist	To be recognise as professional civil engineering Technologist	Short courses on route to register as professional technologist	certificate	March 2018	To register with ECSA as professional civil engineering technologist	To be recognise as professional civil engineering Technologist

N. R. Makgata

N. R. MAKGATA

SENIOR MANAGER: INFRASTRUCTURE SERVICES

26/06/2017

DATE



DISCLOSURE BY OFFICIALS OF PERCUNIARY INTEREST

For the Financial Year - 2017/18

FINANCIAL DISCLOSURE FORM

I, the undersigned (surname and initials) MAKGATA M.R.

Postal address P. O Box 680 GLEN LONIE 1061

Residential address 05 Martiens Bekker street Groblersdal

Position held Senior Manager Infrastructure

Tel: 013 262 3056 Fax: -

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

1. Shares and other Financial Interests

Number of Share/Extent of financial interest	Nature	Nominal Value	Name of Company/Entity
	N/A		

2. Directorship and Partnerships

Name of Corporate Entity or Partnership	Type of Business	Amount of Remuneration
	N/A	

3. Remunerated work Outside of the Institution/Municipality

NB: An estimate to be provided of anticipated work during the period 01/07/2017 to 30/06/2018.

Name of Employer	Type of Work	Amount of Remuneration
	N/A	

Name of Executive Authority _____

Name, Signature of Executive Authority _____

Date _____

4. Consultancies and Retainerships

NB: To also include the period 01/07/2017 to 30/06/2018

Name of Client	Nature	Type of Business Activity	Value of any Benefit Received
	N/A		

5. Sponsorships

NB: To include the period 01/07/2017 to 30/06/2018.

Source of Assistance/Sponsorship	Description of Assistance/Sponsorship	Value of Assistance/Sponsorship
	None	

6. Gifts and Hospitality from a Source other than a Family Member

NB: To include the period 01/07/2017 to 30/06/2018.

Description	Value	Source
None		

7. Land and Property - Owned directly by Official and/or indirectly, jointly with other individuals/companies/organization/etc

Description	Extent	Area	Value
house.	—	Riverside B.	not evaluated.

Signature
SIGNATURE OF OFFICIAL

DATE: 17/07/2017

PLACE: Groblersdal.

NOTE: DISCLOSURE NOTED BY MUNICIPAL MANAGER.

Signature
SIGNATURE: MUNICIPAL MANAGER

DATE: 21/7/2017

PLACE: Groblersdal

Local Municipality

21 JUL 2017

Municipal Manager

OATH/AFFIRMATION

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

i. Do you know and understands the contents of this declaration?

Answer Yes

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

Answer No

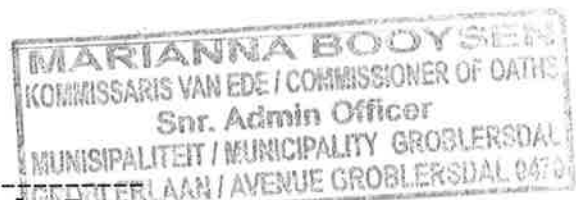
iii. Do you consider the prescribed oath or affirmation to be binding on your conscience?

Answer Yes

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

Marianna Booyesen

Commissioner of Oath / Justice of the Peace



Full first names and surname:

Marianna Booyesen (BLOCK LETTERS)

Designation (rank) Snr Admin Officer

Street Address of Institution Grobler Ave 2A

Date 19/7/2017 Place Groblersdal

