2014-15 PERFORMANCE AGREEMENT

MADE AND ENTERED INTO BY AND BETWEEN:

GREATER TUBATSE MUNICIPALITY

AS PRESENTED BY THE ACTING MUNICIPAL MANAGER

MORONGWE ADELAIDE MONYEPAO

AND

SILAS MAKHUDU MATHUNYANE

THE EMPLOYEE OF THE MUNICIPALITY

FOR THE

FINANCIAL YEAR:
01 JULY 2014 – 30 JUNE 2015

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ENTERED INTO BY AND BETWEEN:

The Greater Tubatse Municipality herein represented by MONYEPAO MORONGWE ADELAIDE in her capacity as the Acting Municipal Manager (hereinafter referred to as the **Employer** or Supervisor)

Silas Makhudu Mathunyane, Employee of the Municipality (hereinafter referred to as the **Employee**).

WHERE 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 hereunder referred to as "the Parties". 1.2 Section 57(1)(b) of the Systems Act, read with the Contract of Employment concluded between the parties, requires the parties to conclude an annual performance agreements. 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 employee the employer's expectations of the employee's performance and accountabilities in alignment with the Integrated Development Plan, Service Delivery and Budget Implementation Plan (SDBIP) and the Budget of the Municipality; 2.3 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 and improved service delivery.
3. Commencement and duration	3.1 This Agreement will commence on the 01 JULY 2014 and will remain in force until 30 June 2015 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 **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;

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	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 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 objectives 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 **Employee**, 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 focus towards the promotion and implementation of the KPAs(including special projects relevant to the employees 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 Agreements. 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 Core Competency Requirements (CCRs) 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 CCRs will account for 20% of the final assessment.

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	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 weighting agreed to between the **Employer** and **Employee**:

Key Performance Areas (KPA's)	Weighting
Municipal Institutional Development and Transformation	10
Basic Service Delivery	50
Local Economic Development (LED)	10
Municipal Financial Viability and Management	20
Good Governance and public Participation	10
Total	100%

5.7 In the case of managers directly accountable to the municipal manager, key performance areas related to the functional area or the relevant manager, must be subject to negotiate between the municipal manager and the relevant manager.

5.8 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 list below as agreed to between the **Employer** and **Employee**. Three of the CCRs are compulsory for Municipal Managers:

CORE COMPETENY REQUIREMENTS (CCR) FOR EMPLOYEES		
CORE MANAGERIAL COMPENTENCIES (CMC)	WEIGHT	LEVEL
Strategic Capability and Leadership		
Programme and Project Management	20	1
Financial Management	20	1
Change Management		
Knowledge Management		
Service delivery Innovation	20	1
Problem Solving		
People Management and Empowerment	20	1
Client Orientation and Customer Focus	20	1
Communication		
Accountability & Ethical Conduct		
Knowledge		
Skills		
Creativity		
Total percentage	100%	

6. Evaluating Performance

6.1 The Performance Plan (Annexure A) to this Agreement set 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 discussions 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

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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.

6.5.2 Assessment of the CCRs

(a) Each CCR should be assessed according to the extent to which the specified standards have been met.

(b) An indicative rating on the five point-scales should be provided for each CCR.

(c) This rating should be multiplied by the weighting given to each CCR during the contracting process, to provide a score.

(d) The applicable assessment rating calculator (refer to paragraph 6.5.1) must then be used to add the scores and calculate a final CCR 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 CCRs:

Level	Terminology	Description	% Score
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 area of responsibility throughout the year.	75 - 100
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 throughout the year.	65 - 74
3	Fully effective	Performance fully meets the standards expected in all areas of the job. The appraisal indicators	51 - 64

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		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.	30 – 50
1	Unacceptable performance	Performance does not meet the standard expected for the job. The review/assessment indicted 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.	<30

6.7 for purpose of evaluating the annual performance of managers directly accountable to the municipal managers, as an evaluation panel constituted of the following persons must be established:

6.7.1 Municipal manager;
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 executive committee or in respect of a plenary type municipality, another member of council; and
6.7.4 Municipal manger from another municipality.

6.8 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 following dates with the understanding that first reviews in the first and third quarter may be verbal if performance is satisfactorily:

First quarter	: July – September 2014 (October 2014)
Second quarter	: October – December 2014 (January 2015)
Third quarter	: January – March 2015 (April 2015)
Fourth quarter	: April – June 2015 (July 2015)

7.2 The **Employer** shall keep a record of the mid-year review and annual

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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 review and make reasonable changes to be provisions of Annexure "A" from time to time for operational reason, the Employer will be fully consulted before any changes 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

8.1 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 / or her to meet 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 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** function;

10.1.2 Commit the **Employee** to implement or give effect to a decision made by the **Employer**; and

10.1.3 A substantial financial effect on the **Employer**.

11.Management of Evaluation Outcomes

11.1 The evaluation of the **Employee's** performance will form part of the basis for rewarding outstanding performance or correcting unacceptable performance.

11.2 A performance bonus of between 5% to 14% of the all-inclusive remuneration package may be paid to the **Employee** in recognition of outstanding performance to be constituted as follows:

%Rating over performance	% Bonus
65-66	5%
67-68	6%
69-70	7%
71-72	8%
73-74	9%
75-76	10%
77-78	11%
79-80	12%
81-84	13%
85-100	14%

11.3 In the case of unacceptable performance, the **Employer** shall:

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	11.3.1 Provide systematic remedial or developmental support to assist the **Employee** to improve his / 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 related 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 **Employer**; or 12.1.2 Any other person appointed by the MEC; and 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 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.

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	Thus done and signed at Burgersfort on this the 11 day of August 2014 **AS WITNESSES:** 1. ______________ 2. ______________ EMPLOYER **AS WITNESS:** 1. ______________ 2. ______________ **MUNICIPAL MANAGER**

<table>
<tr><th colspan="2">Approval of the Personal Performance Plan</th></tr>
<tr><td colspan="2">The process followed ensures individual alignment to the strategic intent of the institution and give clear direction on what needs to be achieved through a self –directed approach to execute on the objectives, to build sound relationships, to develop human capital and to strengthen the organisation through excellent performance. This plan has derived from intense work shopping to ensure integration, motivation and self-direction. The employer and employee both have responsibilities and accountabilities in getting value from this plan. Neither party can succeed without the support of the other.</td></tr>
<tr><td>Undertaking of the employer / supervisor</td><td>Undertaking of the employee</td></tr>
<tr><td>On behalf of my organisation, I undertake to ensure that a work environment conducive for excellent employee performance is established and maintained. As such, I undertake to lead to the best of my ability, communicate comprehensively, and empower managers and employees. Employees will have access to ongoing learning, will be coached, and will clearly understand what is expected of them. I herewith approve this Performance Plan.</td><td>I herewith confirm that I understand the strategic importance of my position within the broader organisation. I furthermore confirm that I understand the purpose of my position, as well as the criteria on which my performance will be evaluated twice annually. As such, I therefore commit to do my outmost to live up to these expectations and to serve the organisation, my superiors, my colleagues and the community with loyalty, integrity and enthusiasm at all times. I hereby confirm and accept the conditions of this plan.</td></tr>
<tr><td>Signed and accepted by the Supervisor on behalf of Council.</td><td>Signed and accepted by the Employee</td></tr>
<tr><td></td><td></td></tr>
<tr><td>DATE: 11/08/2014</td><td>DATE: 11/08/2014</td></tr>
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Annexure A

Performance Plan

Greater Tubatse Municipality

NTŠEE KGOPU

Name :S.M MATHUNYANE
Position: Director Technical services
Accountable to: Municipal Manager
Plan Period: 01.07.14 – 30.06.15

The **main parts** to this Performance Plan are:

1. Performance Plan Overview
2. Competencies
3. Approval of Personal Performance Plan
4. Summary of Scorecard
5. Assessment Process

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Annexure A

PERFORMANCE PLAN

1. Purpose

The performance plan defines the Council's expectation of the Director Technical Service's performance agreement to which this document is attached and section 57 (5) of the Municipal Systems Act, which provided that performance objectives and targets must be based on the key performance indicators as set in the Integrated Development Plan (IDP) and as reviewed annually.

2.Objects of Local Government

The following objects local government will inform the Director Technical Service's performance against set performance indicators:

2.1. Provide democratic and accountable government for local communities.

2.2. Ensure the provision of services to communities in a sustainable manner.

2.3. Promote social and economic development.

2.4. Promote a safe and healthy environment.

2.5. Encourage the involvement of communities and community organisations in the matters of local government.

3. Key Performance Areas

The following Key performance Areas (KPAs) as outlined in the Local Government: Municipal Planning and Performance Management Regulations (2001) inform the strategic objectives listed in the table below:

3.1. Municipal Transformation and Organisational Development

3.2. Infrastructure Development and Service Delivery

3.3. Local Economic Development (LED)

3.4. Municipal financial Viability and Management

3.5. Good Governance and Public Participation

4. Balanced Scorecard Perspectives

The BSC Methodology was used for the development of the Performance Management System and the perspectives used were:

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4.1. Community

4.2. Financial

4.3. Institutional Processes

4.4. Learning and Growth

5. **Strategic Objectives**

The Key Performance Indicators are advised according to the IDP

Institutional/Strategic Objectives to be achieved as depicted below:

2.1. Improve Organizational cohesion and effectiveness;

2.2. Eradicate backlogs in order to improve access to service and ensure proper maintenance;

2.3. Create an environment that promotes the development of the local economy and facilitate job creation;

2.4. To improve overall financial management in the municipality by developing and implementing appropriate financial management policies, procedures and system;

2.5. Promote the culture of participatory and good governance; and

2.6. Create a conducive environment for human settlement and business.

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Purpose of the Position

STRATEGIC VISION

A developed Platinum City for the benefit of all

STRATEGIC MISSION

To promote

- Local accountable democracy through active community participation;
- Economic advancement to fight poverty and unemployment;
- Accessible, needs satisfying service rendering in a sustainable affordable manner;
- Municipal transformation and institutional development; and
- Environmental management to ensure a balanced between human settlements and the economic base of the city.

Position Vision 2014/2015

Creation of a conducive environment for service delivery for the Greater Tubatse community in an integrated and sustainable manner

Position Mission

Service delivery through management of compliance to Engineering standards, implementation of infrastructure development and management and coordinate the supply of Electricity, water and sanitation.

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Competencies

Competencies	Definitions	Weightings	Proficiency Level
Strategic Capability and Leadership	Must be able to provide vision, set the direction for the municipality and inspire others in order to deliver on the municipality's mandate.		
Programme and Project Management	Must be able to plan, manage, monitor and evaluate specific activities in order to ensure that policies are implemented and that Local Government objectives are achieved	20	1
Financial Management	Must be able to know, understand and comply with the Municipal Finance Management Act No 56 of 2003.	20	1
Change Management	Must be able to initiate and support municipal transformation and change in order to enhance the collective knowledge of the municipality		
Knowledge Management	Must be able to promote the generation and sharing of knowledge and learning in order to enhance the collective knowledge of the municipality		
Service Delivery innovation	Must be able to explore and implement new ways of delivering services that contribute to the improvement of municipal processes in order to achieve municipal goals	20	1
Problem Solving and Analysis	Must be able to systematically identify, analyse and resolve existing and anticipated problems in order to reach optimum solutions in a timely manner		
People Management and Empowerment	Must be able to manage and encourage people, optimise their outputs and effectively manage relationships in order to achieve the municipality's goals	20	1
Client orientation and Customer Focus	Must be willing and be able to deliver services effectively in order to put the spirit of customer service (Batho Pele) into practise.	20	1
Accountability and Ethical Conduct	Must be able to display and built the highest standard of ethical and moral conduct in order to explain promote confidence and trust in the municipality		
Knowledge			
Skills			
Communication			
Creativity			
Section Total:		**100%**	

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BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT

Focus Area	Strategic Objectives	Measurable Objectives	Weight	Projects	Project Number	Baseline	KPI	Annual Target	2014/2015 Quarterly Targets				Budget	Evidence
									Q1	Q2	Q3	Q4		
Maintenance	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Maintenance of traffic lights	BSD/14/15/5	36 days	% of faulty Traffic lights(robots) & streetlights fixed within 36 days	100% of faulty Traffic lights(robots) & streetlights fixed within 36 days	100%	100%	100%	100%	R 1 000 000	traffic lights(robots) repair and maintenance reports reflecting; Date problem identified &
Maintenance	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Maintenance of street lights	BSD/14/15/6	36 days	% of faulty Streetlights fixed within 36 days	100% of streetlights fixed within 36 days	100%	100%	100%	100%	R 1 000 000	traffic lights(robots) repair and maintenance reports reflecting; Date problem identified &
Maintenance	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Development of High mast lights for villages	BSD/14/15/82	5%	% progress in the construction of Highmast light	100% progress in the construction of Highmast light: 10% MIG BP; *15%Designs ;*10% ToR Contractor;*10% Site hand over;*10% Site Establishment; *15% Excavation; *15% Cast footing * 15% erect highmast light	25% progress in the construction of Highmast light: 10% MIG BP; 15%Designs	45% progress in the construction of Highmast light: *10% ToR Contractor;*10% Site hand over	85% progress in the construction of Highmast light: *10% Site Establishment; *15% Excavation; *15% Cast footing	100% progress in the construction of Highmast light: * 15% erect highmast light	R 4 000 000	Design report; Progress report
Maintenance	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Repair of streets	BSD/14/15/17	60 days	% of identified potholes patched within 36 days	100% of identified potholes patched within 36 days	100%	100%	100%	100%	R 2 000 000	Road maintenance report
			5			1333km	Total km of roads graded against total km of gravel roads	1500km	380km	750km	1125km	1500km	R0	Road maintenance Report
			5			60%	% of emergencies requested and responded to	100% of emergency requests responded to as requested	100%	100%	100%	100%	R0	Road maintenance Report
Maintenance	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved provision of basic service delivery	5	Rehabilitation of steelpoort roads	BSD/14/15/88	0%	% Progress in Rehabilitation of steelpoort roads	100% Progress in Rehabilitation of steelpoort roads: ToR consultant 10%; Designs 15%, ToR Contractor 5%;Site handover 5%, Site Establishment 5%, Base repair 25%;, Surfacing 30%, Closeout 5%	10% Progress in Rehabilitation of steelpoort roads: ToR consultant 10%	30% Progress in Rehabilitation of steelpoort roads; T Designs 15%, ToR Contractor 5%	55% Progress in Rehabilitation of steelpoort roads: 5%;Site handover 5%, Site Establishment 5%, Base repair 15%	100% Progress in Rehabilitation of steelpoort roads: ;Base repair 10%, Surfacing 30%, Closeout 5%	R 5 000 000	Project report and completion certicate
Maintenance	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved provision of basic service delivery	5	Praktiseer storm water drainage	BSD/14/15/63	25%	% progress in the construction of Tubatse/Praktiseer Stormwater Drainage	100% progress in the construction of Tubatse Stormwater Drainage: Site handover 15%,Site establishment 10%; Digging 30%, Laying pipes + culverts 25%;Laying pipes + culverts 20%, Closeout 5%	45% progress in the construction of Tubatse Stormwater Drainage: Site handover 15%,Site establishment 10%; Digging 30%,	75% progress in the construction of Tubatse Stormwater Drainage: Laying pipes + culverts 25%	100% progress in the construction of Tubatse Stormwater Drainage: Laying pipes + culverts 20%, Closeout 5%	N/A	R 300 000	Project report and completion certicate
Maintenance	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved provision of basic service delivery	5	Upgrading Burgersfort internal road	BSD/14/15/61	0%	% progress in the upgrading of Burgersfort internal street	100% Progress in upgrading of Burgersfort roads: Site handover 15%, Site Establishment 15%, Base repair 15%;Base repair 15%, Surfacing 30%, Closeout 10%	45% Progress in upgrading of Burgersfort roads: Site handover 15%, Site Establishment 15%; Base repair 15%	75% Progress in upgrading of Burgersfort roads: ;Base repair 15%, Surfacing 15%	100% Progress in upgrading of Burgersfort roads: Surfacing 15%, Closeout 10%	N/A	R 2 440 000	Project report and completion certicate
Maintenance	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved provision of basic service delivery	5	Resealing of Ohrigstad internal roads	BSD/14/15/72	0%	% Progress in resealing of Ohrigstad Internal Street	100% Progress in Ohrigstad Internal Street: Site handover 15%, Site Establishment 15%, Base repair 20%;Base repair 15%, Surfacing 30%, Closeout 5%	50% Progress in resealing of Ohrigstad Internal Street: Site handover 15%, Site Establishment 15%, Base repair 20%	80% Progress in Ohrigstad Internal Streets: Base repair 15%, Surfacing 15%	100% Progress in Ohrigstad Internal Street: Surfacing 15%, Closeout 5%	N/A	R 3 500 000	Project report and completion certicate

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BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT

Focus Area	Strategic Objectives	Measurable Objectives	Weight	Projects	Project Number	Baseline	KPI	Annual Target	2014/2015 Quarterly Targets				Budget	Evidence
									Q1	Q2	Q3	Q4		
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Establishment of Ohrigstad sport complex	BSD/14/15/74	0%	% progress in establishment of Ohrigstad sport complex	100% progress in the establishment of Ohrigstad Sport Complex : *10% Excavation & layer works , 10% Perimeter wall building , *10% Multi/ Combo courts, 10% Pools , 20% sport field and *10% Pavilion; *20% Finishing;* 10% Close up	15% progress in the establishment of Ohrigstad Sport Complex :*10% Excavation & layer works , 5% Perimeter wall building ,	30% progress in the establishment of Ohrigstad Sport Complex :5% Perimeter wall building , *10% Multi/ Combo courts,	70% progress in the establishment of Ohrigstad Sport Complex :10% Pools , 20% sport field and *10% Pavilion;	100% progress in the establishment of Ohrigstad Sport Complex :*20% Finishing;* 10% Close up	R 6 000 000	Construction report
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Construction of Burgersfort hawkers facilities	BSD/14/15/92	0%	% progress in the construction of new Hawker facilities at Burgersfort	100% progress in the construction of new Hawker facilities at Burgersfort: , Setting out 10%;Foundation 15%, Brick/Steelworks 15%;Roofing 15%, Paving 20%, Finishing 15%, Closeout 10%	25% progress in the construction of new Hawker facilities at Burgersfort: Setting out 10%;Foundation 15%	40% progress in the construction of new Hawker facilities at Burgersfort: Brick/Steelworks 15%	75% progress in the construction of new Hawker facilities at Burgersfort: Roofing 15%, Paving 20%	100% progress in the construction of new Hawker facilities at Burgersfort: Finishing 15%, Closeout 10%	R 6 600 000	Construction report
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Construction of Praktiseer hawkers facility	BSD/14/15/79	0%	% progress in the construction of new Hawker facilities at Praktiseer	100% progress in the construction of new Hawker facilities at Praktiseer : Site handover 10%, Site Establishment 10%, Setting out 10%;Foundation 10%, Brick/Steelworks 10%;Roofing 15%, Paving 15%, Finishing 15%, Closeout 5%	20% progress in the construction of new Hawker facilities at Praktiseer : Site handover 10%, Site Establishment 10%	40% progress in the construction of new Hawker facilities at Praktiseer : Setting out 10%;Foundation 10%,	80% progress in the construction of new Hawker facilities at Praktiseer :Brick/Steelworks 10%;Roofing 15%, Paving 15%,	100% progress in the construction of new Hawker facilities at Praktiseer : Finishing 15%, Closeout 5%	R 2 600 000	Construction report
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Construction of Burgersfort flea market	BSD/14/15/91	0%	% progress in the construction of Burgersfort Flea Market	100% progress in the construction of Burgersfort Flea Market: Setting out 10%;Foundation 15%, Brick/Steelworks 15%;Roofing 15%, Paving 20%, Finishing 15%, Closeout 10%	10% progress in the construction of Burgersfort Flea Market: Site handover 10%, Site Establishment 10%	30% progress in the construction of Burgersfort Flea Market: Setting out 10%;Foundation 10%,	60% progress in the construction of Burgersfort Flea Market: Brick/Steelworks 10%;Roofing 15%, Paving 15%,	100% progress in the construction of Burgersfort Flea Market: Finishing 15%, Closeout 5%	R 6 300 000	Construction report
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5			0	# of Energy efficiency plan developed	1- Energy efficiency plan developed	N/A	1- Energy efficiency plan developed	N/A	N/A	R 50 000	Energy efficiency plan
			3	Develop energy efficiency plan	BSD/14/15/2	9292 Beneficiaries	# of households benefiting from FBE programme	9 292	9 292	9 292	9 292	9 292	R 3 600 000	FBE beneficiary register
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	3	Construction of Maphopha access bridge	BSD/14/15/93	25%	% progress in the construction of Ga-Maphopha Access Bridge	100% progress in the construction of Ga-Maphopha Access Bridge: , Digging 20%,Base slab20%;Culverts 20%, Top	40% progress in the construction of Ga-Maphopha Access Bridge: Digging 20%,Base slab20%;	70% progress in the construction of Ga-Maphopha Access Bridge: Culverts 20%, Top slab 10%,	100% progress in the construction of Ga-Maphopha Access Bridge: Gabions 10%, Stone	N/A	R 9 500 000	* project progress report;* completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Construction of Habeng access bridge	BSD/14/15/94	0%	% progress in the construction of Habeng Access Bridge	100% progress in the construction of Habeng Access Bridge: Digging 20%,Base slab20%;Culverts 20%, Top slab 10%, Gabions 10%, Stone pitching 15%, Closeout 5%	40% progress in the construction of Habeng Access Bridge: Digging 20%,Base slab20%;	70% progress in the construction of Habeng Access Bridge: Culverts 20%, Top slab 10%,	100% progress in the construction of Habeng Access Bridge: Gabions 10%, Stone pitching 15%, Closeout 5%	N/A	R 6 500 000	Site hand-over certificate; Project report; Completion certificate

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BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT

Focus Area	Strategic Objectives	Measurable Objectives	Weight	Projects	Project Number	Baseline	KPI	Annual Target	2014/2015 Quarterly Targets Q1	Q2	Q3	Q4	Budget	Evidence
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Bothashoek access bridge	BSD/14/15/62	0%	% progress in the construction of Bothashoek Access Bridge	30% progress in the construction of Bothashoek Access Bridge: MIG BP 5%, ToR 5%, Consultant;Designs 20%,	10% progress in the construction of Bothashoek Access Bridge: MIG BP 5%, ToR 5%, Consultant;	30% progress in the construction of Bothashoek Access Bridge: Designs 20%,	N/A	N/A	R 200 000	Site hand-over certificate; Project report; Completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Construction of Mabocha Access Bridge	BSD/14/15/69	0%	% progress in the construction of Mabocha Access Bridge	30% progress in the construction of Mabocha Access Bridge: MIG BP 5%, ToR 5%, Consultant;Designs 20%,	10% progress in the construction of Mabocha Access Bridge: MIG BP 5%, ToR 5%, Consultant;	30% progress in the construction of Mabocha Access Bridge: Designs 20%,	N/A	N/A	R 200 000	Site hand-over certificate; Project report; Completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Ga-Motshana Access Bridge	BSD/14/15/65	0%	% progress in the construction of Ga-Motshana Access Bridge	30% progress in the construction ofGa-Motshana Access Bridge: MIG BP 5%, ToR 5%, Consultant;Designs 20%,	10% progress in the construction of Ga-Motshana Access Bridge: MIG BP 5%, ToR 5%, Consultant;	30% progress in the construction of Ga-Motshana Access Bridge: Designs 20%,	N/A	N/A	R 200 000	Site hand-over certificate; Project report; Completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Mpuru Access Bridge	BSD/14/15/66	0%	% progress in the construction of Mpuru Access Bridge	30% progress in the construction of Mpuru Access Bridge: MIG BP 5%, ToR 5%, Consultant;Designs 20%,	10% progress in the construction of Mpuru Access Bridge: MIG BP 5%, ToR 5%, Consultant;	30% progress in the construction of Mpuru Access Bridge: Designs 20%,	N/A	N/A	R 200 000	Site hand-over certificate; Project report; Completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Construction of Madithongwana Access Bridge	BSD/14/15/67	0%	% progress in the construction of Madithongwana Access Bridge	30% progress in the construction of Madithongwana Access Bridge: MIG BP 5%, ToR 5%, Consultant;Designs 20%,	10% progress in the construction of Madithongwana Access Bridge: MIG BP 5%, ToR 5%, Consultant;	30% progress in the construction of Madithongwana Access Bridge: Designs 20%,	N/A	N/A	R 200 000	Site hand-over certificate; Project report; Completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Construction of Diphala/ Makhwaya Access Bridge	BSD/14/15/68	0%	% progress in the construction of Diphala/ Makhwaya Access Bridge	30% progress in the construction of Diphala/ Makhwaya Access Bridge: MIG BP 5%, ToR 5%, Consultant;Designs 20%,	10% progress in the construction of Diphala/ Makhwaya Access Bridge: MIG BP 5%, ToR 5%, Consultant;	30% progress in the construction of Diphala/ Makhwaya Access Bridge: Designs 20%,	N/A	N/A	R 200 000	Site hand-over certificate; Project report; Completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes		Construction of Leboeng Access Bridge	BSD/14/15/70	0%	% progress in the construction of Leboeng Access Bridge	30% progress in the construction of Leboeng Access Bridge: MIG BP 5%, ToR 5%, Consultant;Designs 20%,	10% progress in the construction of Leboeng Access Bridge: MIG BP 5%, ToR 5%, Consultant;	30% progress in the construction of Leboeng Access Bridge: Designs 20%,	N/A	N/A	R 300 000	Site hand-over certificate; Project report; Completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Mafarafara access bridge (planning)	BSD/14/15/96	0%	% progress in the construction of Mafarafara Access Bridge	30% progress in the construction of Mafarafara Access Bridge: MIG BP 5%, ToR 5%, Consultant;Designs 20%,	10% progress in the construction of Mafarafara Access Bridge: MIG BP 5%, ToR 5%, Consultant;	30% progress in the construction of Mafarafara Access Bridge: Designs 20%,	N/A	N/A	R 200 000	Site hand-over certificate; Project report; Completion certificate

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BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT

Focus Area	Strategic Objectives	Measurable Objectives	Weight	Projects	Project Number	Baseline	KPI	Annual Target	2014/2015 Quarterly Targets				Budget	Evidence
									Q1	Q2	Q3	Q4		
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Construction of Barcelona access bridge	BSD/14/15/103	0%	% progress in the construction of Barcelona Access Bridge	30% progress in the construction of Barcelona Access Bridge: MIG BP 5%, ToR 5%, Consultant;Designs 20%,	10% progress in the construction of Barcelona Access Bridge: MIG BP 5%, ToR 5%, Consultant;	30% progress in the construction of Barcelona Access Bridge: Designs 20%,	N/A	N/A	R 400 000	Site hand-over certificate; Project report; Completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Rehabilitation of waste facilities	BSD/14/15/7	0	# of Tubatse waste facilities rehabilitated	3 - Tubatse waste facilities rehabilitated	N/A	N/A	3 - waste Tubatse waste facilities rehabilitated	N/A	R 3 535 200	* Waste rehabilitation report
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5			4 472	# of households benifiting from weekly Refuse removal	4 472	4 472	4 472	4 472	4 472	R 0	Register households receiving refuse removal
			35	Professional services contracted for refuse programs	BSD/14/15/8	30%	% progress in the implementation of PPP waste project	70% progress in the implementation of PPP waste project: 20% Evaluation of Bids draft TVR IIB reports; *5% announcement of preffered bidder; * 15% Negotiation and final closure; * 15% council resolution; *15% commencement of services(PPP implementation)	N/A	70% progress in the implementation of PPP waste project: 20% Evaluation of Bids draft TVR IIB reports; *5% announcement of preffered bidder; * 15% Negotiation and final closure; * 15% council resolution; *15% commencement of	N/A	N/A	R 0	Minutes and reports, Council resolutions , SLA
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	3	Professional services contracted for refuse programs	BSD/14/15/8	0	# of performance Report generated on the performance of the contracted Refuse removal service provider	4 quarterly performance Report generated on the performance of the contracted Refuse removal service provider	1	2	3	4	R 10 000 000	Performance report on the performance of the service provider
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	3	BSD/14/15/8	0	# of performance Report generated on the performance of the contracted Refuse removal service provider	4 quarterly performance Report generated on the performance of the contracted Refuse removal service provider	1	2	3	4	R 10 000 000	Performance report on the performance of the service provider	Training report
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Kutullo	BSD/14/15/93	0%	% progress in the electrication of Kutullo	100% progress in the electrication of Kutullo:*10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers ;*10% submit PCS and ENS docs;*10% Closeout report	25% progress in the electrication of Kutullo: **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of Kutullo: 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of Kutullo: *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of Kutullo: *10% submit PCS and ENS docs;*10% Closeout repor	R 2 151 855	Project report & Project completion certificate

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BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT

Focus Area	Strategic Objectives	Measurable Objectives	Weight	Projects	Project Number	Baseline	KPI	Annual Target	2014/2015 Quarterly Targets				Budget	Evidence
									Q1	Q2	Q3	Q4		
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Kopple	BSD/14/15/77	0%	% progress in the electrication of Kopple	100% progress in the electrication of Kopple: *10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers ;*10% submit PCS and ENS docs;*10% Closeout report	25% progress in the electrication of Kopple: **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of Kopple: 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of Kopple: *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of Kopple: *10% submit PCS and ENS docs;*10% Closeout repor	R 4 572 375	Project report & Project completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Mapareng	BSD/14/15/85	0%	% progress in the electrication of Mapareng	100% progress in the electrication of Mapareng: *10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers ;*10% submit PCS and ENS docs;*10% Closeout report	25% progress in the electrication of Kutullo: **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of Kutullo: 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of Kutullo: *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of Kutullo: *10% submit PCS and ENS docs;*10% Closeout repor	R 5 973 825	Project report & Project completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Mareseleng	BSD/14/15/96	0%	% progress in the electrication Mareseleng	70% progress in the electrication of Mareseleng: *5% Project plan developed, *5% ToR for Consultant;*15% designs ;*10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives	25% progress in the electrication of Mareseleng: **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of Mareseleng: 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of Mareseleng: *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of Mareseleng: *10% submit PCS and ENS docs;*10% Closeout repor	R 346 140	Design approval letter & Project report
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Buffelshoek	BSD/14/15/92	0%	% progress in the electrication of Buffelshoek	70% progress in the electrication of Buffelshoek: *5% Project plan developed, *5% ToR for Consultant;*15% designs ;*10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives	25% progress in the electrication of Buffelshoek: **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of Buffelshoek: 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of Buffelshoek: *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of Buffelshoek: *10% submit PCS and ENS docs;*10% Closeout repor	R 1 628 535	Design approval letter & Project report
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Praktiseer	BSD/14/15/97	0%	% progress in the electrication of Praktiseer	100% progress in the electrication of Praktiseer: *10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers ;*10% submit PCS and ENS docs;*10% Closeout report	25% progress in the electrication of Praktiseer: **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of Praktiseer: 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of Praktiseer: *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of Praktiseer: *10% submit PCS and ENS docs;*10% Closeout repor	R 2 151 850	Design approval letter & Project report

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BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT

Focus Area	Strategic Objectives	Measurable Objectives	Weight	Projects	Project Number	Baseline	KPI	Annual Target	2014/2015 Quarterly Targets				Budget	Evidence
									Q1	Q2	Q3	Q4		
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Barcelona	BSD/14/15/88	0%	% progress in the electrication of Barcelona(Driekop)	100% progress in the electrication of Barcelona(Driekop): *10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers ;*10% submit PCS and ENS docs;*10% Closeout report	25% progress in the electrication of Barcelona(Driekop): **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of Barcelona(Driekop) : 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of Barcelona(Driekop): *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of Barcelona(Driekop): *10% submit PCS and ENS docs;*10% Closeout repor	R 3 600 000	Project report & Project completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Dibakwane	BSD/14/15/89	0%	% progress in the electrication of Dibakwane(Driekop)	100% progress in the electrication of Dibakwane(Driekop): *10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers ;*10% submit PCS and ENS docs;*10% Closeout report	25% progress in the electrication of Dibakwane(Driekop): **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of Dibakwane(Driekop): 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of Dibakwane(Driekop): *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of KutulloDibakwane(Driekop): *10% submit PCS and ENS docs;*10% Closeout repor	R 3 135 975	Project report & Project completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Maputle	BSD/14/15/90	0%	% progress in the electrication of Maphutle(Driekop)	100% progress in the electrication of Maphutle(Driekop): *10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers ;*10% submit PCS and ENS docs;*10% Closeout report	25% progress in the electrication of Maphutle(Driekop): **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of Maphutle(Driekop): 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of Maphutle(Driekop): *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of Maphutle(Driekop): *10% submit PCS and ENS docs;*10% Closeout repor	R 3 973 285	Project report & Project completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Kampeng	BSD/14/15/91	0%	% progress in the electrication of Kampeng(Driekop)	100% progress in the electrication of Kampeng(Driekop): *5% Project plan developed, *5% ToR for Consultant;*15% designs ;*10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers ;*5% submit PCS and ENS docs;*5% Closeout report	25% progress in the electrication of Kampeng(Driekop): **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of Kampeng(Driekop): 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of Kampeng(Driekop): *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of Kampeng(Driekop): *10% submit PCS and ENS docs;*10% Closeout repor	R 2 986 845	Project report & Project completion certificate

BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT

Focus Area	Strategic Objectives	Measurable Objectives	Weight	Projects	Project Number	Baseline	KPI	Annual Target	2014/2015 Quarterly Targets				Budget	Evidence
									Q1	Q2	Q3	Q4		
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Mandela Park	BSD/14/15/88	0%	% progress in the electrication of Mandela park	100% progress in the electrication of Mandela park: *10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers ;*10% submit PCS and ENS docs;*10% Closeout report	25% progress in the electrication of Mandela park: **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of Mandela park: 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of Mandela park: *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of Mandela park: *10% submit PCS and ENS docs;*10% Closeout repor	R 2 151 855	Project report & Project completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	France	BSD/14/15/87	0%	% progress in the electrication of France(Driekop)	100% progress in the electrication of France(Driekop): *10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers ;*10% submit PCS and ENS docs;*10% Closeout report	25% progress in the electrication of France(Driekop): **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of France(Driekop): 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of France(Driekop): *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of France(Driekop): *10% submit PCS and ENS docs;*10% Closeout repor	R 2 151 850	Project report & Project completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Leboeng	BSD/14/15/84	0%	% progress in the electrication of Leboeng	100% progress in the electrication of Leboeng: *10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers ;*10% submit PCS and ENS docs;*10% Closeout report	25% progress in the electrication of Leboeng: **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of Leboeng: 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of Leboeng: *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of Leboeng: *10% submit PCS and ENS docs;*10% Closeout repor	R 2 151 850	Project report & Project completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Dithamaga	BSD/14/15/78	0%	% progress in the electrication of Dithamaga	100% progress in the electrication of Dithamaga: *10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers ;*10% submit PCS and ENS docs;*10% Closeout report	25% progress in the electrication of Dithamaga: **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of Dithamaga: 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of Dithamaga: *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of Dithamaga: *10% submit PCS and ENS docs;*10% Closeout repor	R 1 791 985	Project report & Project completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Taung	BSD/14/15/81	0%	% progress in the electrication of Taung	100% progress in the electrication of Taung: *10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers ;*10% submit PCS and ENS docs;*10% Closeout report	25% progress in the electrication of Taung: **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of Taung: 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of Taung: *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of Taung: *10% submit PCS and ENS docs;*10% Closeout repor	R 2 151 850	Project report & Project completion certificate

SM M.A. M.J.

BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT

Focus Area	Strategic Objectives	Measurable Objectives	Weight	Projects	Project Number	Baseline	KPI	Annual Target	2014/2015 Quarterly Targets				Budget	Evidence
									Q1	Q2	Q3	Q4		
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Malaeneng	BSD/14/15/95	0%	% progress in the electrication of Malaeneng	100% progress in the electrication of Malaeneng: **10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers ;*10% submit PCS and ENS docs;*10% Closeout report	25% progress in the electrication of Malaeneng: **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of Malaeneng: 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of Malaeneng: *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of Malaeneng: *10% submit PCS and ENS docs;*10% Closeout repor	R 3 226 620	Project report & Project completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Sekopung	BSD/14/15/80	0%	% progress in the electrication of Sekopung	100% progress in the electrication of Sekopung: *10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers ;*10% submit PCS and ENS docs;*10% Closeout report	25% progress in the electrication of Sekopung: **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of Sekopung: 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of Sekopung: *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of Sekopung: *10% submit PCS and ENS docs;*10% Closeout repor	R 2 151 850	Project report & Project completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Makofane	BSD/14/15/79	0%	% progress in the electrication of Makofane	100% progress in the electrication of Makofane: *10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers ;*10% submit PCS and ENS docs;*10% Closeout report	25% progress in the electrication of Makofane: **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of Makofane: 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of Makofane: *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of Makofane: *10% submit PCS and ENS docs;*10% Closeout repor	R 9 782 400	Project report & Project completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Pidima	BSD/14/15/94	0%	% progress in the electrication of Pidima	100% progress in the electrication of Pidima: *10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers ;*10% submit PCS and ENS docs;*10% Closeout report	25% progress in the electrication of Pidima: **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of Pidima: 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of Pidima: *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of Pidima: *10% submit PCS and ENS docs;*10% Closeout repor	R 2 799 715	Project report & Project completion certificate
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Matokomane	BSD/14/15/83	0%	% progress in the electrication of Matokomane	100% progress in the electrication of Matokomane: *10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers ;*10% submit PCS and ENS docs;*10% Closeout report	25% progress in the electrication of Matokomane: **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of Matokomane: 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of Matokomane: *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of Matokomane: *10% submit PCS and ENS docs;*10% Closeout repor	R 4 217 840	Project report & Project completion certificate

SM m.a. M.J

BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT

Focus Area	Strategic Objectives	Measurable Objectives	Weight	Projects	Project Number	Baseline	KPI	Annual Target	2014/2015 Quarterly Targets				Budget	Evidence
									Q1	Q2	Q3	Q4		
PMU	Eradicate backlogs in order to improve access to services and ensure proper maintenance.	Improved social protection, education and health outcomes	5	Makotaseng	BSD/14/15/82	0%	% progress in the electrication of Makotaseng	100% progress in the electrication of Makotaseng: *10% ToR Contractor;*10% Site hand over,* 5% Site establishment,* 5% Pegging + digging, *10% Plant poles, *10% Stays; *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers ;*10% submit PCS and ENS	28% progress in the electrication of Makotaseng: **10% ToR Contractor;*10% Site hand over,* 5% Site establishment	50% progress in the electrication of Makotaseng: 5% Pegging + digging, *10% Plant poles, *10% Stays	80% progress in the electrication of Makotaseng: *10% Stringing mv/lv lives ;*10% house connection ;*10% mounting transformers	100% progress in the electrication of Makotaseng: *10% submit PCS and ENS docs;*10% Closeout repor	R 695 990	Project report & Project completion certificate
Total= 50%			282											

Sm m.A. M.J.

LOCAL ECONOMIC DEVELOPMENT

Focus Area	Strategic Objectives	Measurable Objectives	Projects	Project number	Baseline	Weight	KPI	Annual Target	2014/2015 Quarterly Targets				Budget	Evidence
									Q1	Q2	Q3	Q4		
EPWP	Create an environment that promotes the development of the local economy and facilitate job creation.	Increased regulation on building, preserve the environment and ensure integrated planning	Extended public works program	LED/14/15/12	45	5	# of job opportunities created through EPWP intergrated Grants	# of job opportunities created through EPWP intergrated Grants	60	60	60	60	R 1 384 000	EPWP Reports.
Total = 10%						5								

SM m.a. MJ.

GOOD GOVERNANCE AND PUBLIC PARTICIPATION

Focus Area	Strategic Objectives	Measurable Objective	Projects	Project Number	Baseline	Weight	KPI	Annual Target	2014/2015 Quarterly Targets				Budget	Evidence
									Q1	Q2	Q3	Q4		
PMS	Promote a culture of participatory and good governance	Improved community confidence in the system of local government	EXCO Makgotla programs	GGP/14/15/10	80%	5	% Implementation of EXCO makgotla resolutions for Technical service Department Implementated	100% Implementation of EXCO makgotla resolutions for Technical service Department Implementated	100% Implementation of EXCO makgotla resolutions for Technical service Department Implementated	100% Implementation of EXCO makgotla resolutions for Finance Department Implementated	100% Implementation of EXCO makgotla resolutions for Technical service Department	100% Implementation of EXCO makgotla resolutions for Technical service Department	R 0	Exco- lekgotla resolutions for Technical service Department and progress report
PMS	Promote a culture of participatory and good governance	Improved community confidence in the system of local government	EXCO Makgotla programs	GGP/14/15/10	50%	5	% Implementation of Council resolution for Technical service Department	100% Implementation of Council resolution for Technical service Department	100% Implementation of Council resolution for Technical service Department	100% Implementation of Council resolution for Finance DepartmeTechnical service Departmentnt	100% Implementation of Council resolution for Technical service Department	100% Implementation of Council resolution for Technical service Department	R 0	Implementation register of council resolutions
Total = 10%						10								

SM M.A. M.J

FINANCIAL VIABILITY AND MANAGEMENT

Focus Area	Strategic Objectives	Measurable Objectives	Projects	Project Number	Baseline	Weight	KPI	Annual Target	2014/2015 Quarterly Targets				Budget	Evidence
									Q1	Q2	Q3	Q4		
Expenditure	To improve overall finacial management of the municipality	Improved compliance to MFMA and GTM policy framework	Budget management	FV/14/15/6	52000000	3	R- value of MIG spent	R59 275 200 of MIG spent	R 14 818 800	R 29 637 600	R 44 456 400	R 59 275 200	########	MIG report
Expenditure	To improve overall finacial management of the municipality	Improved compliance to MFMA and GTM policy framework	Budget management	FV/14/15/6	R 0	3	R- value of INEP spent	R66 000 000 of INEP spent	R 16 500 000	R 33 000 000	R 49 500 000	R 66 000 000	########	INEP report
Expenditure	To improve overall finacial management of the municipality	Improved compliance to MFMA and GTM policy framework	Budget management	FV/14/15/6	R 0	3	R- value of NDPG spent	R10 000 000 of NDPG spent	R 2 500 000	R 5 000 000	R 7 500 000	R 10 000 000	########	NDPG report
Expenditure	To improve overall finacial management of the municipality	Improved compliance to MFMA and GTM policy framework	Budget management	FV/14/15/6	Tech. Serv.Adm =R5 884 060;	3	R-value spent on Departmental Budget(Technical Services)	Tech. Serv.Adm =R51 711 457	Tech. Serv.Adm =R12 927 864	Tech. Serv.Adm =R25 855 728	Tech. Serv.Adm =R10 101 802 38 783 592	Tech. Serv.Adm = 51711457	########	Expenditure report
Expenditure	To improve overall finacial management of the municipality	Improved compliance to MFMA and GTM policy framework	Budget management	FV/14/15/6	Roads and stormwater = R9 171 037	3		Roads and stormwater = R57 401 861	Roads and stormwater = R14 350 465	Roads and stormwater = R28 700 930	Roads and stormwater = R43 051 395	Roads and stormwater = R57 401 861	########	Expenditure report
Expenditure	To improve overall finacial management of the municipality	Improved compliance to MFMA and GTM policy framework	Budget management	FV/14/15/6	Refuse removal = R10 102 694	3		Refuse removal = R13 189 136	Refuse removal = R3 297 284	Refuse removal = R6 594 568	Refuse removal = R9 891 852	Refuse removal = R13 189 136	########	Expenditure report
Total = 20%						18								

LOCAL ECONOMIC DEVELOPMENT

Focus Area	Strategic Objectives	Measurable Objectives	Projects	Project number	Baseline	Weight	KPI	Annual Target	2014/2015 Quarterly Targets				Budget	Evidence
									Q1	Q2	Q3	Q4		
PMU	Improve organizational cohesion and effectiveness	Improved, effective and efficient municipal administration	Capacitate PMU unit	ITOD/14/15/12	0	5	# of training/workshop organized for PMU unit	4 - training/workshop organized for PMU unit	1	2	3	4	R 100 000	Training report
Total = 10%						5								

Annexure B

Personal Development Plan

Greater Tubatse Municipality

Name :S.M MATHUNYANE
Pos n: Director Technical Services
Accountable to: Municipal Manager
Plan Period: 01.07.14 – 30.06.15

The **main parts** to this Performance Plan:

1. Personal Development Plan

Entered into by and between the

____
The Employer
and

____
The Employee

11/08/2014
____
Date

Summary Scorecard

Position Outcomes/Outputs	Assess weighting	1st Assessment	2nd Assessment	Total Score	Commei
Key Performance Areas	100				
Municipal Institutional Development and Transformation	10				
Basic Service Delivery	50				
Local Economic Development (LED)	10				
Municipal Financial viability and Management	20				
Good Governance and Public Participation	10				
Competencies	100				
Overall Rating =	KPA x 0.8 + Competencies x 0.2	KPA x 0.8 + 0.2	KPA x 0.8 + Competencies x 0.2	Average 1st assessment + 2nd assessment	

Assessment of the performance of the Employee will be based on the following rating scale for KPA's and CMC's				
5	4	3	2	1
Outstanding Performance	Performance Significantly Above expectations	Fully Effective	Not Fully effective	Unacceptable Performance
Performance far exceeds the standard expected of an employee at this level. 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.	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.	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 Pan.	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.	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.

SM M.A. M.J

Personal Development Action Plan

[illegible]	[illegible]	[illegible]	[illegible]	[illegible]

M.J m.A

The GTM
GREATER TUBATSE
MUNICIPALITY

South Africa's first democratic platinum city

GREATER TUBATSE MUNICIPALITY

DISLOSURE OF FINANCIAL INTEREST FORM FOR MUNICIPAL EMPLOYEES

M.A.

1. INTRODUCTION

1.1 Municipality is committed to promote accountability in the municipal service. In terms of Schedule 1 of Systems Act read with section 195(1) (f) of the Constitution, the officials are appointed to serve local communities on municipal functions, to ensure that municipalities have structured mechanisms of accountability to local communities, vices equitability, effectively and sustainably within the means of the municipality..

1.2 According to this schedule **on general conduct of :**

An employee must -

a) Perform the functions of the office in good faith, honestly and a transparent manner; and
b) At all times act in the best interest of the municipality and in such a way that the credibility and integrity of the municipality are not Compromised.

2. FRAMEWORK

2.1 The financial disclosure framework is also guided by the following key Principles in the code of conduct:

An employee may not use the position or privileges of an employee, or confidential information obtained as an employee, for private gain or to improperly benefit another person.

2.3 Except with the prior consent or approval of the municipal Manager, an employee may not -

a) Be a party to or beneficiary under a contract for-
   (i) The provision of goods or services to the municipality; or
   (ii) The performance of any work otherwise than as an employee for the Municipality
b) Obtain a financial interest in any business of the municipality; or
c) For a fee or other consideration appear on behalf of any other before the Municipality or a Dept.

2.4 The framework reflects the aim to prevent rather than to punish. The framework further serves not only to guide the relevant employees in making but also to protect them. Without the framework of disclosure it becomes impossible to prevent and detect conflict of interest when it occur.

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3. RESPONSIBILITIES OF MUNICIPAL EMPLOYEES

3.1 When appointed, an employee must within 60 days declare in writing to the municipal manager the following interests held by that employee :

a) shares and securities in any company
b) membership of any close corporation
c) interest in any trust;
d) directorships;
e) partnership;
f) Other financial interests in any business undertakings;
g) Employment and remuneration;
h) Interest in property;
i) Pension; and
j) Subsidies, grants and sponsorships by any organisation

3.2 The form to be used in this regard is attached as **Annexure A** and general information as **Annexure B** The form must be signed by the Commissioner of Oaths/Justice of the peace after all requested items have been completed.

M.A.

FINANCIAL DISCLOSURE FORM

I, the undersigned (**Surname and initials**) S M MATHUNYANE
--
(Postal address) P.O Box 959, Fauna Park, 0787.

(Residential address)

12 Strelitzia Street, Flora Park
Polokwane, 0699

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

1. Shares and securities in any company

See schedule 1. (7 a-j) Note 1 Annexure B

Number of shares/Extent of financial interests	Nature	Nominal Value	Name of Company/Entity
84	BEE	± 32000	SASOL
100	BEE	2500	VODACOM

2. Directorships

See schedule 1. (7 a-j) – NOTE 2

Name of corporate entity or partnership	Type of business	Amount of Remuneration
N/A		

3. Remunerated work outside the municipal working Hours -

See schedule 1. (8) Note 3

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

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4. Interest in property
See schedule 1. (7 a-j)

Name of client	Nature	Type of business entity	Value of any benefits received
N/A			

not understandable

5. Subsidies, rants and Sponsorships by any organisations
See schedule 1.7(3)

Source of assistance/sponsorship	Description of assistance/sponsorship	Value of assistance/sponsorship
N/A		

6. Gifts and Hospitality from a source other than a family member
See schedule 1.7(3) and 9 Note 6

Description	Value	Source
N/A		

7. Partnership other any business undertaking
See schedule 1. (7 a-j) – NOTE 2

Description	Extent	Area	Value
N/A			

Signature of member

Date 8/8/2014.
Place Burgersfort

OATH/AFFIRMATION

M.A.

1. I certify 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 understand contents of this declaration. The deponent utters the following words" I swear that the contents of this declaration are true, so help me God"/ " I truly affirm that the contents of the declaration are true" The signature/mark of the deponent is affixed to the declaration in my presence.

Commissioner of Oath/Justice of the Peace

Full first names and surname Mothemi Victor Lekwadu
(Block Letters)

Designation Chief Traffic Officer

Street address of institution 1 Kastania street
Burgersfort 1150

Date: 11/08/2014 Place: Burgersfort

Contents noted: Municipal Manager

ANNEXURE B

FINANCIAL DISCLOSURE FRAMEWORK

GENERAL INFORMATION

Why the framework

Officials with public funds need to maintain the highest standards of professional ethics. Their integrity and that of the municipality must be beyond question.

This framework is aimed at preventing conflicts of interests by requiring employees to disclose their financial interests.

Where must I file the form?

The original completed form must be submitted to HR Section not later than 14 days from date of receipt of the year in question.

Who will have access to the information?

Under normal circumstances only Municipal Manager and or Speaker and those acting on their behalf, will have access to the information. They are required to liaise with you if they are concerned about a possible conflict of interest. Only the Council may grant a waiver if a conflict of interest is evident, such a waiver needs to be attached to the original form.

No person who has access to the information may, except when a court so orders, disclose the information. Any person, other than a person referred to above, may only be given access to the information in terms of section 11 of the Promotion of Access to Information Act, 2000.

When must I file

An employee must not later than 31 July of each year, disclose to the Municipal Manager/ Speaker on the attached form particulars of all her/his registrable interests in respect of the 1 June of the previous year to 30 June of the year in question.

An employee who is appointed must within 60 days declare in writing to the municipal manager any financial interests according to Schedule 1 of Systems Act.

What happens if I don't disclose my interests?

Any employee who fails to disclose her/his interests or wilfully provides incorrect or misleading details can be charged with misconduct.

INSTRUCTIONS FOR COMPLETING THE FORM

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The form needs to be completed in the person's own handwriting and certified by a Commissioner of Oath/Justice of the peace.

By completing the form, the person is not exempted from the statutory requirements of obtaining approval for performing remunerative work outside the municipal working Hours.

Where insufficient space is provided on if the form does not provide for a certain type of financial interest, the required information should be provided on a separate sheet.

QUERIES AND DIFFICULTIES

Queries in regard to this form and schedule 1 of Systems Act may be directed to:

Municipal Manager's Office or / and Internal Audit Unit.

INFORMATION SHEET

The following notes will guide you in completing the relevant parts of the attached form ***(Annexure A):***

NOTE 1

Shares and other financial interests

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

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

NOTE 2

Directorships and partnerships

Employees are required to disclose the following details with regard to directorship and partnership:

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

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

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

NOTE 3

Remunerated work outside the municipality working hours.

Officials are required to disclose the following details with regard to remunerated work outside working hours:

M.A.

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

Remuneration means the receipt of benefits in cash or kind.
Work means rendering a service for which the person receives remuneration.

NOTE 4

Consultancies and retailer ships

Employees are required to disclose the following details with regard to consultancies and retainer ships:

- *The nature of the consultancy or retailer ship of any kind*
- *The name and type of business activity, of the client concerned, and*
- *The value of any benefits received for such consultancy or retained ship.*

NOTE 5

Sponsorship

Employees are required to disclose the following details with regard to sponsorship:

- *The sources and description of direct financial sponsorship or assistance; and*
- *The value of the sponsorship or assistance*

NOTE 6

Gifts and hospitality from a source other than family member

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

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

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

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

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