PERFORMANCE AGREEMENT

Made and entered into by and between:

UThukela District Municipality as represented by the Mayor

ALFRED SIPHIWE MAZIBUKO

AND

SIFISO NICHOLAS KUNENE [ID NO. 6612255460087] THE MUNICIPAL MANAGER

The employee of the municipality

for

FINANCIAL YEAR: 1 JULY 2019 - 30 JUNE 2020

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PERFORMANCE AGREEMENT

ENTERED INTO BY AND BETWEEN:

UThukela District Municipality herein represented by

ALFRED SIPHIWE MAZIBUKO

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

and

SIFISO NICHOLAS KUNENE [ID NO. 6612255460087]

Employee of UThukela District Municipality (hereinafter referred to as the Employee).

WHEREBY IT IS AGREED AS FOLLOWS:

INTRODUCTION

- 1.1 The Employer has entered into a contract of employment with the Employee in terms of section 57(1)(a) of the Local Government: Municipal Systems Act 32 of 2000 ("the Systems Act"). The Employer and the Employee are hereinafter referred to as "the Parties".
- 1.2 Section 57(1)(b) of the Systems Act, read with the Contract of Employment concluded between the parties, requires the parties to conclude an annual performance Agreement.
- 1.3 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.

PURPOSE OF THIS AGREEMENT

The purpose of this Agreement is to -

- comply with the provisions of Section 57(1)(b),(4A),(4B) and (5) of the Systems Act as well as the Contract of Employment entered into between the parties:
- 2.2 specify objectives and targets established for the Employee and to communicate to the Employee the Employer's expectations of the Employee's performance expectations and accountabilities;

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- 2.3 specify accountabilities as set out in the Performance Plan (Annexure A);
- 2.4 monitor and measure performance against set targeted outputs;
- 2.5 use the Performance Agreement and Performance Plan as the basis for assessing the suitability of the Employee for permanent employment and/or to assess whether the Employee has met the performance expectations applicable to his/her job;
- 2.6 appropriately reward the Employee in accordance with the Employer's performance management policy in the event of outstanding performance; and
- 2.7 give effect to the Employer's commitment to a performance-orientated relationship with the Employee in attaining equitable and improved service delivery.

3 COMMENCEMENT AND DURATION

- 3.1 This Agreement will commence on the **1st July 2019** and will remain in force until **30 June 2020** where after a new Performance Agreement, Performance Plan and Personal Development Plan shall be concluded between the parties for the next quarter or any portion thereof, if applicable.
- 3.2 The parties will review the provisions of this Agreement at the end of each quarter. The parties will conclude a new Performance Agreement and Performance Plan that replaces this Agreement at least every quarter (if applicable) by not later than the beginning of each successive quarter.
- 3.3 This Agreement will terminate on the termination of the Employee's contract of employment for any reason.
- 3.4 The content of this Agreement may be revised at any time during the above- mentioned period to determine the applicability of the matters agreed upon.
- 3.5 If at any time during the validity of this Agreement the work environment alters (whether as a result of government or council decisions or otherwise) to the extent that the contents of this Agreement are no longer appropriate, the contents shall immediately be revised.

4 PERFORMANCE OBJECTIVES

- 4.1 The Performance Plan (Annexure A) sets out-
 - (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

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met.

- 4.2 The performance objectives and targets reflected in Annexure A are set by the Employer in consultation with the Employee and based on the Integrated Development Plan and the Budget of the Employer, and shall include key objectives; key performance indicators; target dates and weightings.
- 4.3 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.
- 4.4 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.

PERFORMANCE MANAGEMENT SYSTEM

- 5.1 The Employee agrees to participate in the performance management system that the Employer adopts or introduces for the Employer, management and municipal staff of the Employer.
- 5.2 The Employee accepts that the purpose of the performance management system will be to provide a comprehensive system with specific performance standards to assist the Employer, management and municipal staff to perform to the standards required.
- 5.3 The Employer will consult the Employee about the specific performance standards that will be included in the performance management system as applicable to the Employee.
- 5.4 The Employee agrees to participate in the performance management and development system that the Employer adopts.
- 5.5 The Employee undertakes to actively focus towards the promotion and implementation of the KPAs (including special projects relevant to the employee's responsibilities) within the local government framework.
- 5.6 The criteria upon which the performance of the Employee shall be assessed shall consist of two components, both of which shall be contained in the Performance Agreement.
 - The Employee must be assessed against both components with a weighting of (a) 80:20 allocated to the Key Performance Areas (KPAs) and the Core Managerial Competencies (CMCs) respectively.
 - Each area of assessment will be weighted and will contribute a specific part to (b) the total score.
 - KPAs covering the main areas of work will account for 80% and CMCs will (c) account for 20% of the final assessment.

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- 5.7 The Employee's assessment will be based on his/ her performance in terms of the outputs/ outcomes (performance indicators) identified as per attached Performance Plan (Annexure A), which are linked to the KPA's, and will constitute 80% of the overall assessment result as per the weightings agreed to between the Employer and Employee:
- 5.8 The CMCs will make up the other 20% of the Employee's assessment score. Managers are to report on ALL the CMC's below giving each a weight according to relevance to your work environment.

Key Performance Areas (80% of Total	Weighting
Basic Service Delivery	30%
Municipal Institutional Development and Transformation	30%
Local Economic Development	5%
Municipal Financial Viability and Management	20%
Good Governance and Public Participation	10%
Cross cutting	5%
Total	100%

LEADING COMPETENCIES		
		WEIGHTS
Strategic Direction and leadership	 Impact and influence Institutional Performance Management Strategic planning and management Organisational awareness 	30%
People Management	 Human Capital planning and Development Diversity in management Employee Relations Management 	15%
Program and project Management	Negotiation and Dispute Management Program and project planning and Implementation Service Delivery Management Program and Project	15%
	Monitoring and Evaluation	
Financial Management	Budget Planning and ExecutionFinancial Strategy and Delivery	20%

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	 Financial Reporting and Monitoring 	
Change Leadership	 Change Vision and Strategy Process Design and Improvement Change Impact Monitoring and evaluation 	10%
Governance Leadership	 Policy Formulation Risk and Compliance Management Cooperative Governance 	10%
CORE COMPETENCIES	940 95 85 97 97 95 95 95 95 95 95 95 95 95 95 95 95 95	100000
Moral Competence		
Planning and Organising	2 2000	
Analysis and Innovation		
Knowledge and Information Ma	nagement	
Communication		
Results and Quality Focus		

EVALUATING PERFORMANCE

- 6.1 The Performance Plan (Annexure A) to this Agreement sets out -
 - (a) the standards and procedures for evaluating the Employee's performance; and
 - (b) the intervals for the evaluation of the Employee's performance.
- 6.2 Despite the establishment of agreed intervals for evaluation, the Employer may in addition review the Employee's performance at any stage while the contract of employment remains in force.
- 6.3 Personal growth and development needs identified during any performance review discussion must be documented in a Personal Development Plan as well as the actions agreed to and implementation must take place within set time frames.
- The Employee's performance will be measured in terms of contributions to the goals and strategies set out in the Employer's IDP.

7. THE QUARTERLY PERFORMANCE APPRAISAL WILL INVOLVE:

- 7.1 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 7.3 below) must then be used to add the scores and calculate a final KPA score.

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7.2 Assessment of the CMCs

- (a) Each CMC should be assessed according to the extent to which the specified standards have been met.
- (b) An indicative rating on the five-point scale should be provided for each CMC.
- (c) The applicable assessment rating calculator (refer to paragraph (7.1) must then be used to add the scores and calculate a final CMC score.

7.3 Overall rating

- (a) An overall rating is calculated by using the applicable assessment-rating calculator. Such overall rating represents the outcome of the performance appraisal.
- (b) The assessment of the performance of the Employee will be based on the following rating scale for KPA's and CMCs:

LEVEL	TERMINOLOGY	DESCRIPTION		R	ATIN	IG	
			1	2	3	4	5
5	Superior	Has a comprehensive understanding of local government operations, critical in shaping strategic direction and change, develops and applies comprehensive concepts and methods.					
		Performance far exceeds the standard expected of an employee at this level. The appraisal indicates that the Employee has achieved above fully effective results against all performance criteria and indicators as specified in the PA and Performance plan and maintained this in all areas of responsibility throughout the year.					
4	Advanced	Develops and applies complex concepts methods and understanding. Effectively directs and leads a group and executes in-depth analyses.					
		Performance is significantly higher than the standard expected in the job. The appraisal indicates that the Employee has achieved above fully effective results against more than half of the performance criteria and indicators and fully achieved all others throughout the year.					
3	Competent	Develops and applies more progressive concepts, methods and understanding. Plans and guides the work of others and execute progressive analyses.					
		Performance fully meets the standards expected in all areas of the job. The appraisal indicates that the Employee has fully achieved effective results against all significant performance criteria and indicators as specified in the PA and Performance Plan.					
2	Basic	Applies basic concepts, methods and understanding of local government operations, but requires supervision and development intervention.					
		Performance is below the standard required for the job in key areas. Performance meets some of the standards expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against more than half the key performance criteria and indicators as specified in the PA and Performance Plan.					
1	Basic	Applies basic concepts, methods and understanding of local government operations, but requires supervision and development intervention					
		Performance does not meet the standard expected for the job. The review/assessment indicates that the employee has achieved below fully					

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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.

- 7.4 For purposes of evaluating the performance of the Employee, an evaluation panel constituted by the following persons will be established
 - 7.4.1 Member of the Executive Committee:
 - 7.4.2 Chairperson/ Member of the Audit Committee;
 - 7.4.3 Municipal Manager
 - 7.4.4 Municipal Manager from another Municipality.
 - 7.4.5 Mayor

8. SCHEDULE FOR PERFORMANCE REVIEWS

- 8.1 The performance of each Employee in relation to his/her performance agreement shall be reviewed on the following dates with the understanding that reviews in the second and third quarter may be verbal if performance is satisfactory:
 - (a) July to September 2019 for the First guarter;
 - (b) October to December 2019 for the Second quarter;
 - (c) January to March 2020 for the Third quarter and
 - (d) April to May 2020 for the Fourth quarter
- 8.2 The Employer shall keep a record of the mid-year review and annual assessment meetings.
- 8.3 Performance feedback shall be based on the Employer's assessment of the Employee's performance.
- 8.4 The Employer will be entitled to review and make reasonable changes to the provisions of Annexure "A" from time to time for operational reasons. The Employee will be fully consulted before any such change is made.
- 8.5 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.

9. DEVELOPMENTAL REQUIREMENTS

The Personal Development Plan (PDP) for addressing developmental gaps is attached as Annexure B.

10. OBLIGATIONS OF THE EMPLOYER

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10.1 The Employer shall -

- 10.1.1 create an enabling environment to facilitate effective performance by the employee;
- 10.1.2 provide access to skills development and capacity building opportunities;
- 10.1.3 work collaboratively with the Employee to solve problems and generate solutions to common problems that may impact on the performance of the Employee;
- 10.1.4 on the request of the Employee delegate such powers reasonably required by the Employee to enable him/ her to meet the performance objectives and targets established in terms of this Agreement; and
- 10.1.5 make available to the Employee such resources as the Employee may reasonably require from time to time to assist him/ her to meet the performance objectives and targets established in terms of this Agreement.

11. CONSULTATION

- 11.1 The Employer agrees to consult the Employee timeously where the exercising of the powers will have amongst others
 - 11.1.1 A direct effect on the performance of any of the Employee's functions;
 - 11.1.2 Commit the Employee to implement or to give effect to a decision made by the Employer; and
 - 11.1.3 A substantial financial effect on the Employer.
- 11.2 The Employer agrees to inform the Employee of the outcome of any decisions taken pursuant to the exercise of powers contemplated in 11.1 as soon as is practicable to enable the Employee to take any necessary action without delay.

12. MANAGEMENT OF EVALUATION OUTCOMES

- 12.1 The evaluation of the Employee's performance will form the basis for rewarding outstanding performance or correcting unacceptable performance.
- 12.2 A performance bonus of 5% to 14% of the inclusive annual remuneration package may be paid to the Employee in recognition of outstanding performance.
- 12.3 The Employee will be eligible for progression to the next higher remuneration package,

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- within the relevant remuneration band, after completion of at least twelve months (12) service at the current remuneration package on 30 June (end of financial year) subject to a fully effective assessment.
- 12.4 Directive in terms of section 139(1)(a) of the constitution: municipal senior management to ensure achievement of unqualified audit outcomes (clean), address unauthorised, irregular, fruitless and wasteful expenditure and consequence management
 - 12.4.1 An unqualified audit outcome is a minimum standard in the performance agreements of the Accounting Officer and senior management of the municipality in accordance with the municipality's performance management system
 - 12.4.2 Municipal Council to resolve not to pay future performance bonuses, to those Accounting Officers, senior manager and relevant officials who cause the municipality to a negative audit outcome and who are responsible for unauthorized, irregular, fruitless or wasteful expenditure
- 12.5 In the case of unacceptable performance, the Employer shall -
 - 12.5.1 Provide systematic remedial or developmental support to assist the Employee to improve his or her performance; and
 - 12.5.2 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.

13. DISPUTE RESOLUTION

- 13.1 Any disputes about the nature of the Employee's performance agreement, whether it relates to key responsibilities, priorities, methods of assessment and/ or any other matter provided for, shall be mediated by:
 - 13.1.1 the MEC for local government in the province within thirty (30) days of receipt of a formal dispute from the Employee; or
 - 13.1.2 any other person appointed by the MEC.
- 13.2 In the event that the mediation process contemplated above fails, clause 19.3 of the Contract of Employment shall apply.

14. GENERAL

14.1 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.

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SIGNED AT LADYSMITH ON THIS THE	26 DAY OF June
2019.	
AS WITNESS:	
1. D	CLLR A.S MAZIBUKO MAYOR
SIGNED AT LADYSMITH ON THIS THE	26 DAY OF June
2019.	
AS WITNESS:	
1. Julia	MR/S.N KUNENE MUNICIPAL MANAGER
2.	WONIGHT WANAGER

14.2 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.

ANNEXURE A: PERFORMANCE PLAN

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	University of the Parliamenes Institute of Audit and Parliamenes Value	Number n/o four (4) Audit and Perliamance from (4) Audit and Perliamance Committee meetings held by 20/06/2020 20/06/2020	Number n/o four (4) Audit and Perliamance from (4) Audit and Perliamance Committee meetings held by 20/06/2020 20/06/2020	n/a four (4) Audit and Perliamance from (4) Audit and Perliamance Committee interings held by Committee interings held by 30/06/2020 30/06/2020	Four (4) Audit and Performance Four (4) Audit and Performance Committee meetings held by Committee meetings held by 30/06/2020	Four (4) Audit and Performance Committee meetings held by 30/06/2020	30/0 30/0	Six (b) Audit and Performance Committee meetings held by 30/06/2019	0/4	Four (1) Audit and Performance Committee meetings held by 30/06/2019	Four (1) Audit and Performance Committee meetings held by 30/06/2019	9	Four (1) Audia and Performance Committee meetings held by 30,76e/2020		Office of the MM.	X340	Notice, min,tes & attendance registers
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However the representation of the community water phase is community water phase 13 community water phase 13 community water phase 13 community water supply by 30/06/2019 by 30/06/2019	Talloce 12 Toronce en periodos escenos. Contracted in Histopiano Contracted in Histopianologies phase 13 commanty water pour 13 community water supply by 30/06/2019 by 30/06/2019	Talloce 12 Toronce en periodos escenous contractes en adorate rescous contractes in teleponement contracted in teleponement water pour 13 community water pour 13 community water supply by 30/06/2019 by 30/06/2019	Talloce 12 Toronce en periodos escenous contractes en adorate rescous contractes in teleponement contracted in teleponement water pour 13 community water pour 13 community water supply by 30/06/2019 by 30/06/2019	12 Totoride revious pearwoir Totoride elektrone reservoir elektrustelle in telegoalekopea (centrustelle in Nabamhikaphe phase 13 communy wither phase 13 communy valler supply by 30/56/2010 by 30/56/2010	or Lookrete restoric the commuted in Mabamhlophe phase 13 community water supply by 30/06/2010	riddon abbla		n/a	contracted in manly water				Leaverete reinfaice retervair controlled in Mabamihophe phose 13 community valet supply by 30 (56,20) 9		Water, Santation & Technical Services		Signed progress reports
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Occorden of this five construction in Colonelies 2.02.3 ["Leg [Dishearch et build here] Colonelies of this five plant of the connection of	Coveries of bulk loss connucted in Monetres 25.3 Two (2) bulk better to bulk lives (better of bulk lives). Beturnule hinnes 5 by 30/04/2019 bits so (2) by 30/04/2019 bits so (2) by 30/04/2019	Coverties of build lives communicated in Momentres 26.3 Two (2) liberations to build lives by 30 (94/2019 communicated in Deleurable International Properties by 30 (94/2019 by 20)(94/2019).	Kilometres 28.3 Two (2) kilometree of bulk lines communited in Brekusulu plane 5 by 30/06/2019	28.3 Two (2) kilometres of bulk lines commuted in 8-bellutuhi phase 5 by 30/06/2019				1. a/v	Two (2) kilometres of bulk lines constructed in Bheiuzulu phase 5 by 10/06/2019			1,8 Kilometres of bulk lines contracted in Bhekusulu phose 5 by 31/03/2019	Two (2) Kilometres of bulk lines constructed in Bhekuzuku phase 5 by 30/06/2019	\vdash	Water, Santation & Technical Services		Signed progress reports

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Signed progress reports	Signed progress reports	Signed reports	Signed reports	Signed reports	Crearil Bescholes and IEO	Molegy v	Signed reports	Signed reports	Hatice, minutes & attendance registers	Signed Reports		Grant exenditure report and proof of payments	Signed reports	Signed reports	Signed reports	Signed reports	Signed reports	Signed reports	Signed reports	Council resolution	Proof of submission and Annual Financial Statements	SCM reports	Auth ortion plan and daibheard report		Council resolutions, copies of sidentraments and copy of the layer to a document.	Council resolution and transproted development plan	Council resolution and Spatial Development framework	Countil Resolution and Disaster Management Plan	Council Resolution and Environmental Management Plan
R29 005 500.65	85 000 000.00	хэдо	OPEX	хэво	Viety		EVWP Grant	OPEX	OPEX	XJeo		wiG	XJeO	X34O	CAPEX	хэно	OPEX	09EX	×340	OPEX	ОРЕХ	OPEX	OFEX		OPEX	OPEX	X340	X34O	OPEX
Water, Santation & Technical Sevices	Water, Saniotion & Technical Services	Municipal Health and Water Service Authority	Municipal Health and Water Service Authority	Municipal Health and Water Service Authority	Social and Scoonia	Services	Water, Sentation & Technical Services/Social & Economic Services	Social and Economic Services	Corporate Services	Office of the MA		Water, Santation & Technical Services	Budget & Treasury Office	Sudger & Treasury Office	Budget & Treasury Off	Budget & Treasury Off	Budget & Treatury Off	Budget & Treasury Off	Budger & Treasury Off	Budget & Treasury Off	Budget & Treasury Off	Rudget & Treasury Off	All Deportments		Corporate Services	Office of the MM	Social and Economic Services	Social and Economic Services	Social and Economic Services
6.1 Allowaters of remedial works to the actiting populates in Biological press is commerced by 30,06,7039	υ/α	contest (1.4) water treatment plants contoxed by 30/06/2020	line (9) wase water sreament york monitored by 30/06/3020	Two khadred and Effy Two (732) formal Yook banding premiers mispected by 30/09/2020	GREAT AND	sevine various bases of the state of the sta	26.52 of BVVP (obs. created through IED entrainers, scholding copinal projects, by 30/06/2020	Ove (1) huminani district (ED/Tourna and planning forum by 30/06/2020	Hundined (190%) sel 108 Bruchmen meetings coordinated by 30 (86/2019	The second in the second in the second in the second in the second of th		Number (100%) of AUG expenditure by 30/06/2020	Hundred (100%) of annual allocation to free basis services speen by 30/06/2020	hundired (180%) of operating budget spert by 30/06/2019	fundred (100%) of capital budget pert by 30/06/2020	naintenance speer by 30/06/2019	0103	01:02	10:10	/05/2020 /05/2020	9/11	undred (100%) of functional bid	frontierd (100%) of audit queries roised by the Auditor-General addressed by 30/26/2019		Seven (7) by-laws reviewed and adequate by Council by 30/8e/2019	Review and adoption of crebble integrated development planning by Countil by 31/05/2019	Review and adoption of district Spallal Development framework by Council by 30/06/2019	te of review and adoption of access the property of the party of the p	Environmental Anna and addition of Environmental Anna Anna and addition of provided by Coarol by 30/96/7010
5,4 kilometres of remedial 6, works to the existing propelines the in Behkuntle phone 5 constructed by 31/03/2019 30	31 households provided with the rollers in Bergiville antidion project by	orteen (14) water treatment in dans manifored by 11/03/2020	roks mentored by visite visit by 11/03/2020	Two Hundred and Fifty Two (252) formal food handling premises inspected by 31,03,2020.	10/10	30	n/a 26 Hrv co	n/a (E)	numbed (100%) of IOR Pructures meetings coordinated by 31/03/2020	9 0/u		eventy (75%) of MIG appenditure by 31/03/2020	eveny Five (75%) of compal listation to free basic services pent by 31/03/2020	eventy five (75%) of perating budget spert by 1/03/2019	Seventy five (75%) of capital budget spent by 30/06/2020 s	Severny five (7.5%) of repairs 1 and maintenance spent by n 30/06/2019	0103	01.02	1010	n/a Ag		1 3	Number (100%) of audit Hu queries raised by the Auditor. To General addressed by ad 31 M3/2019		n/a Se ad 30	nja Re Int	a/v g0		n/a Err Err Por 30
		Forteen (14) water treatment plants monitosed by plants monitosed by 21/12/2019	Nine (9) waste water treatment works monitored by 31/12/2019	Two Hardred and Pilty Two (252) formal food handling premises impected by 31/12/2019	n fo	n de	o/u	n/a	hundred (180%) of IGE Structures meetings coordinated by 31/12/2019	0/4		Seventy (50%) of AUG expenditure by 31/03/2019	Fifty (50%) of amost allocation to free basic services spent by 31,712/2019	Fifty (50%) of operating budget speer by 30/09/2019	Twenty five (50%) of operating budget spent by 30/09/2019			01.02	10:10	o/u					n/a	0/4	o/u	u/a	o/u
		Forteen (14) water treatment plants mentored by 31/08/2019	Nine (9) waste water treatmort works monitored by 31/05/2019	Two Hundred and Fifty Two (252) formal food handling premises inspected by 31,08/2019	o) u	2.	o/u	o/u	Hundred (100%) of IGR Strictures meetings coordinated by 31/09/2019	p/u		Seventy (25%) of MIG expenditure by 31/03/2019	Twenty Five (25%) of annual allocation to free basic services speek by 31/09/2019	Sweety Five (25%) of operating budget spent by 30,09/2019	Twenty five (23%) of operating budget spent by 30/09/2019	Twenty Five (25%) of operating budget spent by 30/09/2019	0103	01.62	1910	e/u					o/u	υ/u	o/u	o/u	n/a
6 Monetives of remedial works to the existing pripolines in Bhalurula phose 5 constructed by 30/fts/2019	531 households provided with VIP tollets in Bergiville sanderion project by 31/03/2019	n/a	p/u	o/u	uļu	p.iu	21.47 of EPV/P jobs created through LED metatives, including capital projects, by 30/106/2019	e/u	b/v	D/u		Hundred [100%] of MIG expenditure by 30/06/2019	e fee			Hundred (100%) of repairs and maintenance spent by 30/06/2019		"n/o	o/u	n/a	u/a	b/u	n/a		Seven (7) by laws reviewed and adapted by Council by 30/06/2019	₽/u	Review and adaption of district Spatral Development framework by Council by 39/06/2019	Renew and odaption of Disoster Management Flan by Council by 30/26/2019	Review and adolton of Environmental Management Plan provided by Council by 30/06/2019
7 kilonetres of remedial works to e-existing propelmes in Brekuzulu e-existing to propelmes of 2/06/2018	p/u	Forteen (14) water treatment plants monitored by 30/06/2018	Nine (9) waste water treatment works manifered by 30/06/2018	One Thousand and Eight (100.b) food hardling premites inspected by 30/86/2018	Become and adoption of LFD	strategy by Council by 30/05/2019	1053 of EPWP jobs created through LED instatives, including capital projects, by 30/06/2019	One (1) fuorianal district LED/Tourism and planning forum by 30/06/2018	Hundred (100%) of IQR Shuctures meetings coordinated by 3G/06/2020	Seven (7) Special Programmes largeting designated groups co- ordinated and participating in within If the district by 30/06/2019		ο/u	n/a	p/u	n/a	ø/u	01.03	01:02	10:10	Approval of 2019/20 budget by 31/05/2019	Credible 2016/17 Arrual Francial Statement submitted to the Auditor. Genral by 31/08/2017	Hundred (100%) of functional bid committees by 30/06/2018	Hundred (100%) of audit queries raised by the Auditor-General addressed by 30/06/2018		u/a	Credible integrated development planning reviewed and adopted by Council by 31/05/2018	D/u		o/a
6,8 kilometres of remedial work to the existing pripelines in Bhekschlu phose 5 constructed by 30/06/2019	531 households provided with VIP rollers in Bergiville samenion project by 31/03/2019	Forteen (14) water treatment plants manifored by 30/06/2019	Vine (9) waste valer treatment marks monitored by 30/06/2011	One Thousand and Eight (1008) cod bondling premises impected by 30/06/2019	Review and adoption of LED	notegy by Coveil by 30/06/2020	3200 of EPWP jobs created hrough LED initiatives, including capital projects, by 30/06/2020	One (1) furnismed district UED/Tourism and planning forum U by 30/06/2019	undred (100%) of IGR fructures meetings coordinated γ 30/06/2020	even (7) Special Programmes significated groups co- directed and participating in within the district by 30/86/2020		Hundred (100%) of MIG expenditure by 30/06/2020	Hundred (100%) of cureual officiation to free bosic services speer by 30/06/2020	Hundred (100%) of operating budget spent by 30/06/2020	Hundred (100%) of capital budget spent by 30/06/2020	fundred (10) naintenance 10/06/2020	01.03	01.02	0101	Approval of 2020/21 budget by 31/05/2020	Submission of credible Amual Financial Statements to the Auditor-Genral by 31/05/2019	Hundred (100%) of functional bis committees by 30/06/2019	Hundred (100%) of oudfit queries raised by the Auditor-General addressed by 30/06/2019			Review and adoption of credible integrated development planning by Council by 30/06/2019	Review and adoption of district Spatial Development framework by Council by 30/86/2019	Review and adoption of Disaster Management Plan by Council by 30,06,72019	Review and addition of Environmental Management Plan provided by Council by 30/06/2019
6 Kilometres of rentedial works to the exiting pipelizes in Shekuzuk phose 5 contracted by 30,06,2019	531 households provided with VP soiles in Bergwille sanitation project by 31/03/2019			One Thomand and Eight (1008) food handling pressives impected by 30/06/2020	de Review and adealise of LED	strategy by Council by 30/06/2020	8	One (1) fucutional district LED/Tourses and planning forum by 30/06/2010	Hundred (100%) of IGR Structures meetings coordinated by 30/06/2020	Seven (7) Special Programmes. Stangering designated groups controlled and participating in owhin the district by 30/06/2020.		Mundred (100%) of MIG expenditure by 30/06/2020	Hundred (100%) of compainable of services speet by 30/06/2020	Hundred [100%] of operating budget spent by 30/06/2020	Mundred (100%) of capital budget spent by 30/06/2020	Physical (100%) of repairs and P maintenance speat by 30/06/2020	01.03	0102	10.10	Approval of 2020/21 budget by 31/05/2020	Submission of credble Annual Financial Statements to the Auditor-Genral by 31/03/2019	Hundred (100%) of functional bid committees by 30/06/2019	Handred (100%) of oudit queties raised by the Auditor- General addressed by \$0,00,2019		Seven (7) by-laws revewed and S adopted by Council by 30/06/2019	Review and adoption of credible integrated development planning by Council by 31/05/2019	Review and adoption of district Spatial Development framework by Council by 30/06/2019	Date of review and adoption of Disoster Management Plan by Council by 30/06/2019	Date of review and addrson of Emirormetral Management Plan provided by Council by 3D/06/2019
283	N	Varion	Various	IV.	Datrict -win		District -wil	p/u	p/u ado	N N		b/u año	o/u adio	o/u eSo	n/u ado		n/a	0/4	p/u	0/0	0/4	p/u año	o/u +60	$\ \ $		e/u	e/u	IV	₹
Killamer are 5	with VIP Number (ect by	nts Number	n works Number	es Number	eto Dore	-	Hough Number projects,	Parmber 9	meetings Percent	Number thin the		by Percentage	10 free Percentage 020	spent Percentogs	pent by Percentage	Percentage	ns of Ratio	ns of Ratio	ns of Ratio	odget Date	neual Date	Percentage	ed by Percent	l l	Number 1019	Date 019	district Date by	Date	Dare.
Kilometres of remedial works to the existing pipeline in Bhekuzuku phase 5 constructed by 30/06/2019	228	Number of water freahment plants mondred by 30/06/2020	6 Number of woste water treatment works manifored by 30/06/3020	Number of food handing premise impected by 30/06/2020	Dare of review and adaption of L	strategy by Council 30/06/2020	Number of EPVP jobs created through LEO intratives, including capital projects by 30/06/2070	tamber of furnished district UED/Tourism forums 30/06/2019	Percentage of IDR Structures mee coordinated by 3d/06/2020	Manber of Special Programmes Inspecial designated groups co- perdirected and porticipating in within the district by 30/96/2020		Percentange of AUC Expenditure by 30/06/2020		Percentage of operating budget spent by 30/86/2020	Percentange of capital budget spert by 30/06/2020		Ratio on financial debt coverage by	Ratio on financial viability in terms of cost coverage by 30/06/7020	Ratio on financial viability in terms of outstanding service debtors to revenue by 30/06/2020	Date of appro by 31/05/201	0.0		2 Percentage of audit queries raised by the Auditor-General addressed by 30/06/2019		Number of by-lows reviewed and adopted by Council by 3D/06/2019	054	3 Date of seview and adaption of district Spatial Development framework by Council by 30/06/2019	Date of review and adaption of Disaster Management Plan by Council by 30/06/2019	Date of review and addition of Environmental Management Plan previded by Council by 30/96/2019
	۲۱	S Implement on effective water and	waste water monitoring program 6	Montor food selling outlets compliance	PEMENT 150 policy reviewed		Creation of job appartunities 2	a mprove Convene district LED/Tourism 3 recgovermental Forum meetings	Participate the IQR Structures 4		HITT AND MANAGEMENT	MYMOI	2	h	əməganom	vs puo Buss	oder jo	n numery	soomi		01		Implement on audit action plan 12		Adopted etiates bylaws	a l	Improved Spanisi Development Framework	w < 47	Development and implementation 5 of environmental management Plan
					(PA3: LOCAL ECONOMIC DEVILOR	Uthis ela Local Economic Development	To increase Job opportunities	To improve imergal relation	To enure good and effective governance	To promote the innerest of designated groups	SPAL SHANCIAL VIAS			шешебо	uous puo Ai	ilidos loi:	HOOHIS E	knos ()	ilogei eiui	ne o1			To improve dudit opinion	121	To improved implementation of policies and by-laws	Efficient & Credible	Municipal Planning	To insure improved response to Discussers	To ensure sustandable protection and development of the senicoment
01058	11058	82003	90058	85007	KPA3: 10C		16002	TEDO3	104400	GG#102	KPS: MUNIC	MPVM01	EOWAGW	EOWAJW	MFVM04	WIVW05	44FVM06	WIVW07	MFVMOS	MFVMOP	MFVM1D	MPVM11	MFVM12	KPA 6: CROS	1800	CCI02	CCI03	CC094	2002

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ANNEXURE B:

PERSONAL DEVELOPMENT PLAN

APPENDIX B: PERSONAL DEVELOPMENT PLAN

1. KEY TO TERMINOLOGY USED IN TEMPLATE

Terminology	Description
Development Objectives	are objectives that you have identified to enable you to meet the learning and development needs identified at the skills analysis stage
Priority	identifies whether your development objective is: critical to your current role beneficial but non-critical to your current role critical to your progressing in to future role beneficial but non-critical to progressing in to future role
Activities	an constitute any learning or development activity that will enable you to achieve your development objectives e.g. formal training, on-the-job training, work-shadowing another colleague etc.
Support/Resources	Describe what you need to help you achieve your development objectives. Typically this would involve support from your manager, department or colleague to enable you to undertake a learning or development activity such as allowing you time away from your role or funding from your department.
	state when you intend to achieve your development objectives followed by the date you actually achieve them. Data in these columns is particularly useful when you review your PDP as it will enable you to identify any factors that may have prevented you from achieving your development objectives on the target date and build in contingencies to prevent this from occurring in the future.
	states when you will review progress on your Personal Development Plan. Assuming that you undergo the personal development process annually, we recommend that you review your PDP every six months therefore enabling you to:
	Assess your progress
	Reflect on your learning
	 Identify whether your development objectives need to be amended
	 Identify factors that may have prevented you from achieving your development objectives
e	 Build in contingencies to enable you (where possible) to meet your agreed target date in the future

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ANNEXURE B: Personal Development Plan

PERSONAL DEVELOPMENT PLAN

r Actual date of achieving my objectives			
Target date for achieving my objectives		7.77	
Resources / Support		22.0	\$esc.
Intervention/ Course Name/Institution			
Priority High (H) Medium (m) Low (L)			
Development Objectives?			Review Date

TIMAS S.K M.L. M.M

ANNEXURE C: FINANCIAL DISCLOSURE



FINANCIAL DISCLOSURE FORM

l, the undersigned (initials and surname)	M KUMENE of
(Postal address) and	
206 JACOB ZUMA St	Y- STEADUILLE
LADYSMITH 33	
(Residential address)	
Employed as	at UThukela District Municipality hereby and correct to the best of my knowledge:

SHARES AND OTHER FINANCIAL INTERESTS

(Not bank accounts with financial institutions)

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

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

No	Number of shares/ extent of financial interest	Nature		Nominal value	Name of Company or entity
1					
2			Mot	TE	
3			1		

AS T.C

4			
4			
5			

TIM TC M.M U

DIRECTORSHIPS AND PARTNERSHIPS

Designated employees are required to disclose the following details with regard to directorships and partnerships:

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

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

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

No	Name of Corporate entity, partnership or firm	Type of business	Amount of Remuneration or Income
1			
3	MON	IE	
4			
5			
Total			

REMUNERATED WORK OUTSIDE THE MUNICIPALITY

(As sanctioned by Council)

Designated employees are required to disclose the following details with regard to remunerated work outside the public service:

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

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

No	Name of Employer	Type of business	Amount of Remuneration or Income
1			
2		ONE	
4			
5		4	
Total			

Council sanction confirmed:

Signature of Municipal Manager:

Date: 26/06/2019

CONSULTANCIES AND RETAINER SHIPS

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

- The nature of the consultancy or retainer 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 retainer ships.

No	Name of client	Nature	Type of business activity	Value of benefits received
1				
2		OME		
4				
5				
Total				

AS M.M S.R T.I.M LA AS T.C

SPONSORSHIPS

Designated employees are required to disclose the following details with regard to sponsorships:

- The source of the sponsorship;
- The description of the sponsorship; and
- The value of the sponsorship.

No	Source of sponsorship	Description of sponsorship	Value of sponsorship
1			
3	NOTIF		
4			
5			
Total			

S.K A.S T.C T.I.M M.M.L.P

GIFTS AND HOSPITALITY FROM A SOURCE OTHER THAN A FAMILY MEMBER

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

- A description and the value and source of a gift with a value in excess of R350.00;
- A description and the value of gifts from a single source which cumulatively exceed the value of R350.00 in the relevant 12 month period; and
- Hospitality intended as a gift in kind.

Designated 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.

No	Description	Source	Value
1			
2			
3		MOME	
4		·	
5			
Total			

T.C M.M S.K

LAND AND PROPERTY

Designated employees are required to disclose the following details with regard to their ownership and other interests in land and property (residential or otherwise both inside and outside the Republic):

- A description of the land or property;
- The extent of the land or property;
- The area in which it is situated

No	Description	Extent	Area	Value
1	House	950-1,2m2	VSlegruss.	165000
2				
3				
4				
5				
Total		J		

SIGNATURE OF EMPLOYEE

DATE: 26/06/2019

PLACE: LADYSMITH

OATH/AFFIRMATION

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

(i) Do you know and understand the contents of the declaration?
Answer
(ii) Do you have any objection to taking the prescribed oath or affirmation?
Answer No
(iii) Do you consider the prescribed oath or affirmation to be binding on your conscience?
Answer <u>Jes</u>
I certify that the deponent has acknowledged that she/he knows and understands the contents of this
declaration. The deponent utters the following words: "I swear that the contents of this declaration are true, so help me God." / "I truly affirm that the contents of the declaration are true". The signature/mark of the
deponent is affixed to the declaration in my presence.
Alle
Commissioner of Oath / Justice of the Peace
Full first names and surname: Rection DLAmin (Block letters)
EmployeeOI (rank): Adamon Clean Ex Officio
Republic of South Africa Republic of South Africa RICHARD DLAMINI - Persal 18985335 Republic of South Africa
Street address of institution: Le Keale Street 2019 -06- 26
KWAZULU-NATA.
Lalysmith 3370 CLERK OF THE COURT
Date: 26 June 2019

Place: Locysmith

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