



## **PERFORMANCE AGREEMENT**

Made and entered into by and between:

UThukela District Municipality as represented by the  
Mayor

**SIPHIWE ALFRED MAZIBUKO**

**AND**

**MARTIN SITHOLE**  
**[ID NO. 7002116039081]**  
**THE MUNICIPAL MANAGER**

The employee of the municipality

for

FINANCIAL YEAR: 1 JULY 2021 - 30 JUNE 2022

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## PERFORMANCE AGREEMENT

### ENTERED INTO BY AND BETWEEN:

UThukela District Municipality herein represented by

**SIPHIWE ALFRED MAZIBUKO**

in his capacity as the Mayor

(hereinafter referred to as the Employer or Supervisor)

and

**MARTIN SITHOLE**

**[ID NO. 7002116039081**

Employee of UThukela District Municipality

(hereinafter referred to as the Employee).

### WHEREBY IT IS AGREED AS FOLLOWS:

#### 1. INTRODUCTION

- 1.1 The Employer has entered into a contract of employment with the Employee in terms of section 57(1)(a) of the Local Government: Municipal Systems Act 32 of 2000 ("the Systems Act"). The Employer and the Employee are hereinafter referred to as "the Parties".
- 1.2 Section 57(1)(b) 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.

#### 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 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 2021** and will remain in force until **30 June 2022** 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

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- (b) The time frames within which those performance objectives and targets must be met.
- 4.2 The performance objectives and targets reflected in Annexure A are set by the Employer in consultation with the Employee and based on the Integrated Development Plan 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.

## 5 PERFORMANCE MANAGEMENT SYSTEM

- 5.1 The Employee agrees to participate in the performance management system that the Employer adopts or introduces for the Employer, management and municipal staff of the Employer.
- 5.2 The Employee accepts that the purpose of the performance management system will be to provide a comprehensive system with specific performance standards to assist the Employer, management and municipal staff to perform to the standards required.
- 5.3 The Employer will consult the Employee about the specific performance standards that will be included in the performance management system as applicable to the Employee.
- 5.4 The Employee 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.
- (a) The Employee must be assessed against both components with a weighting of 80:20 allocated to the Key Performance Areas (KPAs) and the Core Managerial Competencies (CMCs) respectively.
- (b) Each area of assessment will be weighted and will contribute a specific part to the total score.
- (c) KPAs covering the main areas of work will account for 80% and CMCs will

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account for 20% of the final assessment.

- 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	20
Municipal Institutional Development and Transformation	30
Local Economic Development	10
Municipal Financial Viability and Management	20
Good Governance and Public Participation	10
Cross cutting	10
<b>Total</b>	<b>100%</b>

LEADING COMPETENCIES		
		WEIGHTS
Strategic Direction and leadership	<ul style="list-style-type: none"> <li>Impact and influence</li> <li>Institutional Performance Management</li> <li>Strategic planning and management</li> <li>Organisational awareness</li> </ul>	30
People Management	<ul style="list-style-type: none"> <li>Human Capital planning and Development</li> <li>Diversity in management</li> <li>Employee Relations Management</li> <li>Negotiation and Dispute Management</li> </ul>	20
Program and project Management	<ul style="list-style-type: none"> <li>Program and project planning and Implementation</li> <li>Service Delivery Management</li> <li>Program and Project Monitoring and Evaluation</li> </ul>	10
Financial Management	<ul style="list-style-type: none"> <li>Budget Planning and Execution</li> </ul>	20

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	<ul style="list-style-type: none"> <li>• Financial Strategy and Delivery</li> <li>• Financial Reporting and Monitoring</li> </ul>	
Change Leadership	<ul style="list-style-type: none"> <li>• Change Vision and Strategy</li> <li>• Process Design and Improvement</li> <li>• Change Impact Monitoring and evaluation</li> </ul>	10
Governance Leadership	<ul style="list-style-type: none"> <li>• Policy Formulation</li> <li>• Risk and Compliance Management</li> <li>• Cooperative Governance</li> </ul>	10
<b>CORE COMPETENCIES</b>		
Moral Competence		
Planning and Organising		
Analysis and Innovation		
Knowledge and Information Management		
Communication		
Results and Quality Focus		

## 6. 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.

6.4 The Employee's performance will be measured in terms of contributions to the goals and strategies set out in the Employer's IDP.

## 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

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then be used to add the scores and calculate a final KPA score

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	RATING				
			1	2	3	4	5
5	Superior	<p>Has a comprehensive understanding of local government operations, critical in shaping strategic direction and change, develops and applies comprehensive concepts and methods.</p> <p>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.</p>					
4	Advanced	<p>Develops and applies complex concepts methods and understanding. Effectively directs and leads a group and executes in-depth analyses.</p> <p>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.</p>					
3	Competent	<p>Develops and applies more progressive concepts, methods and understanding. Plans and guides the work of others and execute progressive analyses.</p> <p>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.</p>					
2	Basic	<p>Applies basic concepts, methods and understanding of local government operations, but requires supervision and development intervention.</p> <p>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.</p>					
1	Basic	<p>Applies basic concepts, methods and understanding of local government operations, but requires supervision and development intervention</p> <p>Performance does not meet the standard expected for the job. The review/assessment indicates that the employee has achieved below fully</p>					

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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 2020 for the First quarter;
- (b) October to December 2020 for the Second quarter;
- (c) January to March 2021 for the Third quarter and
- (d) April to May 2021 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

10.1 The Employer shall –

- 10.1.1 create an enabling environment to facilitate effective performance by the

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- 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, 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-

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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 attain 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.

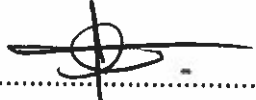
14.2 Nothing in this agreement diminishes the obligations, duties or accountabilities of the Employee in terms of his/ her contract of employment, or the effects of existing or new regulations, circulars, policies, directives or other instruments.

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SIGNED AT LADYSMITH ON THIS 25 DAY OF June  
\_\_\_\_\_ 2021.

AS WITNESS:

1.  .....

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CLLR AS MAZIBUKO  
THE MAYOR

2.  .....

SIGNED AT LADYSMITH ON THIS 25 DAY OF June  
\_\_\_\_\_ 2021.

AS WITNESS:

1.  .....

 .....

MR M SITHOLE  
MUNICIPAL MANAGER

2.  .....



# ANNEXURE A



NAME OF MUNICIPALITY: UTHUKELA DISTRICT MUNICIPALITY

IDP / SDBIP NO.	OBJECTIVE	STRATEGIES	INDICATORS	Unit of Measure	Ward No.	Baseline: 2020/2021		
						Annual Target	Annual Actual	Annual Target
<b>KPA 1: MUNICIPAL TRANSFORMATION AND INSTITUTIONAL DEVELOPMENT</b>								
MTID01	To ensure a functional Performance Management System	Implementation of PMS Policy & Framework	Date of review and adoption of PMS Policy and Procedural Framework by Council by 30/05/2022	Date	n/a	Adoption of PMS Policy and Procedural Framework by 30/05/2021	PMS Policy and Procedural Framework was adopted on 28/05/2021	Adoption of PMS Policy and Procedural Framework by 30/05/2021
MTID02			Date of submission of Mid-Year Performance Report to the Mayor and Treasuries by 25/01/2022	Date	n/a	Submission of Mid-Year Performance Report to the Mayor and Treasuries by 25/01/2021	Mid-Year Performance Report to the Mayor and Treasuries on the 24/01/2021	Date of submission of Mid-Year Performance Report to the Mayor and Treasuries by 25/01/2021
MTID03			Date of submission of unaudited Annual Performance Report to the Auditor-General by 31/08/2021	Date	n/a	Submission of unaudited Annual Performance Report to the Auditor-General by 31/08/2020	Unaudited Annual Performance Report submitted to the Auditor-General on the 31/10/2020	Submission of unaudited Annual Performance Report to the Auditor-General by 31/08/2020
MTID04			Date of the adoption of the Annual Report by Council by 31/03/2022	Date	n/a	Adoption of Annual Report by Council by 31/03/2021	Annual Report adopted by Council on 30/04/2021	Adoption of Annual Report by Council by 31/03/2021
MTID05			Number of formal section 54/56 managers' performance reviews conducted per financial year by 30/06/2022	Number	n/a	Two (2) formal section 54/56 managers' performance reviews conducted by 30/06/2021	Two (2) formal section 45/56 managers' performance reviews conducted by 30/06/2021	Two (2) formal section 45/56 managers' performance reviews conducted by 30/06/2021
MTID06	To ensure functional risk management	Review and adopt risk management framework	Date of review and adoption of risk management framework by Council by 30/06/2022	Date	n/a	Review and adoption of risk management framework by Council by 30/06/2021	Risk management framework reviewed and adopted by Council on the 26/06/2021	Review and adoption of risk management framework by Council by 30/06/2021
MTID07	To improve organisational Capacity	Review of organisational structure	Date of organizational structure reviewed and adopted by Council by 30/06/2022	Number	n/a	Review and adoption of organizational structure by Council by 30/06/2021	Organizational structure reviewed and adopted by Council by 28/05/2021	Review and adoption of organizational structure by Council by 30/06/2021
MTID08		Ensure implementation of Employment equity plan	Number of people from employment equity target groups employed in the three highest levels of management in compliance with approved equity plan by 30/06/2022	Number	n/a	Two (2) people from employment equity target groups employed in the three highest levels of management in compliance with approved equity plan by 30/06/2021	One (1) person from employment equity target groups employed in the three highest levels of management in compliance with approved equity plan by 30/06/2021	One (1) person from employment equity target groups employed in the three highest levels of management in compliance with approved equity plan by 30/06/2021
MTID09			Date of submission of Employment Equity Plan to the Department of Employment and Labour by 30/04/2022	Date	n/a	Submission of Employment Equity Plan to the Department of Employment and Labour by 30/04/2021	Submission of Employment Equity Plan to the Department of Employment and Labour by 30/04/2021	Submission of Employment Equity Plan to the Department of Employment and Labour by 30/04/2021
MTID10		Implementation of Workplace Skills Plan	Percentage of budget spent in the implementation of Workplace Skills Plan by 30/06/2022	Percentage	n/a	Hundred (100%) of budget spent in the implementation of Workplace Skills Plan by 30/06/2021	Fifty Five (55%) of budget spent in the implementation of Workplace Skills Plan by 30/06/2021	Hundred (100%) of budget spent in the implementation of Workplace Skills Plan by 30/06/2021
MTID11	To ensure an effective and efficient HR systems that addresses Human resources within the municipality	Review and adoption of HR related policies	Date to review and adopt HR related policies by Council by 30/06/2022	Date	n/a	Review and adoption of HR related policies by Council by 30/06/2021	HR related policies reviewed and adopted by Council on the 28/05/2021	Review and adoption of HR related policies by Council by 30/06/2021
MTID12	To ensure effective and efficient internal and external communication strategy.	Review and adoption of Communication Strategy	Date of review and adoption of communication strategy by Council by 30/06/2022	Date	n/a	Review and adoption of communication strategy by Council by 30/06/2021	Communication strategy was reviewed and adopted by Council on 26/06/2021	Review and adoption of communication strategy by Council by 30/06/2021
MTID13	To report & monitor Service Delivery	Submission of quarterly reports to Cogta	Number of Comprehensive Assessment Tool reports submitted to Provincial Cogta by 30/06/2022	Number	n/a	Four (4) 4B2B Quarterly Performance Reports and support plan submitted to Provincial Cogta by 30/06/2021	Four (4) 4B2B Quarterly Performance Reports and support plan submitted to Provincial Cogta by 30/06/2021	Four (4) 4B2B Quarterly Performance Reports and support plan submitted to Provincial Cogta by 30/06/2021
MTID14	To improve the municipal Audit opinion	Effective Audit and Performance Committee	Number of Audit and Performance Committee meetings held by 30/06/2022	Number	n/a	Four (4) Audit and Performance Committee meetings held by 30/06/2021	Five (5) Audit and Performance Committee meetings held by 30/06/2021	Four (4) Audit and Performance Committee meetings held by 30/06/2021
MTID15		Oversight meetings held	Number of MPAC meetings convened by 30/06/2022	Number	n/a	Four (4) MPAC meetings convened by 30/06/2021	Four (4) MPAC meetings convened by 30/06/2021	Four (4) MPAC meetings convened by 30/06/2021
IDP / SDBIP NO.	OBJECTIVE	STRATEGIES	INDICATORS	Unit of Measure	Ward No.	Baseline: 2020/2021		
						Annual Target	Annual Actual	Annual Target
<b>KPA 2: BASIC SERVICE DELIVERY</b>								
BSD 01			Kilometers of pipe lines constructed in Ntabamhlophe Emergency Repairs by 30/06/2022	Kilometers	7,12	New Indicator	New Indicator	13.3 kilometers constructed in Ntabamhlophe Emergency Repairs by 30/06/2022

IDP / SDBIP NO.	OBJECTIVE	STRATEGIES	INDICATORS	Unit of Measure	Ward No.	Annual Target	Annual Actual
BSD02	Completion of Themabale Water Supply		Date of completion of design for Themabale Package plant of Kwababambale	Date		New Indicator	New Indicator
BSD03	Completed a 19 kilometer		Kilometers of bulk pipelines completed at Bhekuzulu/Ephangwini	Kilometers		New Indicator	New Indicator
BSD04	9.7 kilometer lines upgraded in Langkooft WTW by 30/06/2022		Kilometers of bulk pipe lines upgraded in Langkooft WTW by 30/06/2022	Kilometers		New Indicator	New Indicator
BSD05	23 kilometer lines completed at Ohahambaba ward 2, 3 & 14 by 30/06/2022		Kilometers of regional bulk lines completed at Ohahambaba ward 2, 3 & 14 by 30/06/2022	Kilometers		New Indicator	New Indicator
BSD06	Completion of Treatment V		Date of completion of Colenso Water Treatment Works by 30/06/2022	Date	25	New Indicator	New Indicator
BSD07	2.1 kilometer upgraded at Wembesi WCDM by 30/06/2022		Kilometers of bulk pipelines upgraded at Wembesi WCDM by 30/06/2022	Kilometer	8.9.17	New Indicator	New Indicator
BSD08	21.4 kilometer pipelines constructed at Enersdale/Ephangwini ward by 30/06/2022		Kilometer of reticulation pipelines constructed at Enersdale/Ephangwini ward by 30/06/2022	Kilometer	4	New Indicator	New Indicator
BSD09	17 kilometer completed at Ezakheni WCDM by 30/06/2022		Kilometers of bulk lines completed at Ezakheni WCDM by 30/06/2022	Kilometres	District - wide	New Indicator	New Indicator
BSD10	68 springs protected by 30/06/2022		Number district wide springs protected by 30/06/2022	Number	Various	Forty (40) district wide springs protected by 30/06/2022	Forty two (42) district wide springs protected by 30/06/2022
BSD11	One (1) new treatment plant constructed at Wembesi Water treatment plant by 30/06/2022		Construction of Waste Water treatment Plant at Wembesi/Ezizendeni by 30/06/2022	Number	20	constructed at Wembesi/Ezizendeni by 30/06/2022	Plant constructed at Wembesi/Ezizendeni by 30/06/2022
BSD12	8 Waste Water Treatment Works refurbished by 30/06/2022		Number of Waste Water Treatment Works refurbished by 30/06/2022	Number	Various	8 Waste Water Treatment Works refurbished by 30/06/2022	Nil (0) Waste Water Treatment Works refurbished by 30/06/2022
BSD13	1030 VIP toilets constructed by 30/06/2022		Number of VIP toilets constructed by 30/06/2022	Number	District - wide	New Indicator	New Indicator
BSD14	15 water treatment plants monitored by 30/06/2022		Number of water treatment plants monitored by 30/06/2022	Number	Various	14 water treatment plants monitored by 30/06/2022	15 water treatment plants monitored by 30/06/2022
BSD15	9 waste water treatment works monitored by 30/06/2022		Number of waste water treatment works monitored by 30/06/2022	Number	Various	9 waste water treatment works monitored by 30/06/2022	9 waste water treatment works monitored by 30/06/2022
BSD16	864 food handling premises inspected by 30/06/2022		Number of food handling premises inspected by 30/06/2022	Number	All	864 food handling premises inspected by 30/06/2022	756 food handling premises inspected by 30/06/2022
<b>KPA3: LOCAL ECONOMIC DEVELOPMENT</b>							
LED01	To increase job opportunities	Creation of job opportunities	Number of EPWP jobs created through LED initiatives, including capital projects, by 30/06/2022	Number	District - wide	1019 of EPWP jobs created through LED initiatives, including capital projects, by 30/06/2022	849 of EPWP jobs created through LED initiatives, including capital projects, by 30/06/2022
LED02	To enhance the Uthukela Local Economic Development	LED policy reviewed	Date of review and adoption of LED strategy by Council 30/06/2022	Date	District - wide	Review and adoption of LED strategy by Council by 30/06/2022	LED strategy by Council by 28/05/2021
LED03	To improve intergovernmental relations	Convene district LED/Tourism Forum meetings	Number of district LED/Tourism forum meetings held by 30/06/2022	Number	n/a	New Indicator	New Indicator
<b>KPA 4: GOOD GOVERNANCE &amp; PUBLIC PARTICIPATION</b>							
GPP01	To ensure good and effective governance	Participate the IGR Structures	Number of DDM Clusters meetings coordinated by 30/06/2022	Percentage	n/a	100% of IGR Structures meetings coordinated by 30/06/2022	60% of IGR Structures meetings coordinated by 30/06/2022
GPP02	To promote the interest of designated groups	Participate in the annual programmes	Number of Special designated groups co-ordinated and participating in 30/06/2022	Number	All	7 Special Programmes targeting designated groups in within the district by 30/06/2022	8 Special Programmes targeting designated groups co-ordinated and participating in within the district by 30/06/2022
<b>KPA 5: MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT</b>							

To provide infrastructure and sustainable basic services

Provide community water supply



MFVM01	To ensure legally sound financial viability and management	Timeous financial reporting and management	Percentage of MIG Expenditure by 30/06/2022	Percentage	n/a	100% of MIG expenditure by 30/06/2021	100% of MIG expenditure by 30/06/2021	100% of 30/06/20
MFVM02			Percentage of annual allocation to free basic services spent by 30/06/2022	Percentage	n/a	100% of annual allocation to free basic services spent by 30/06/2021	0% of annual allocation to free basic services spent by 30/06/2021	100% of free basi 30/06/20
MFVM03			Percentage of operating budget spent by 30/06/2022	Percentage	n/a	100% of operating budget spent by 30/06/2021	74% of operating budget spent by 30/06/2021	100% of spent by
MFVM04			Percentage of capital budget spent by 30/06/2022	Percentage	n/a	100% of capital budget spent by 30/06/2021	100% of capital budget spent by 30/06/2021	100% of by 30/06
MFVM05			Percentage of repairs and maintenance spent by 30/06/2022	Percentage	n/a	100% of repairs and maintenance spent by 30/06/2021	38% of repairs and maintenance spent by 30/06/2011	100% of mainten 30/06/20
MFVM06			Ratio on financial viability in terms of debt coverage by 30/06/2022	Ratio	n/a	1.03	8.49: 03	
MFVM07			Ratio on financial viability in terms of cost coverage by 30/06/2022	Ratio	n/a	1.02	1.47: 02	
MFVM08			Ratio on financial viability in terms of outstanding service debtors to revenue by 30/06/2022	Ratio	n/a	1.01	0.14: 01	
MFVM09			Date of approval of 2022/23 budget by 31/05/2022	Date	n/a	Approval of 2021/22 budget by 31/05/2021	2021/22 Budget was approved on the 28/05/2021	Approval 31/05/20
MFVM10			Date of submission of credible Annual Financial Statements to the Auditor-General by 31/08/2021	Date	n/a	Submission of credible Annual Financial Statements to the Auditor-General by 31/08/2020	Submitted credible Annual Financial Statements to the Auditor-General by 31/10/2020	Submiss. Financial Auditor-C
MFVM11	To improve audit opinion	Implement an audit action plan	Percentage of audit queries raised by the Auditor-General addressed by 30/06/2022	Percentage	n/a	100% of audit queries raised by the Auditor-General addressed by 30/06/2021	95% of of audit queries raised by the Auditor-General addressed by 30/06/2021	100% of by the At. addresse
MFVM11.1			Date of Attainment of a Unqualified Audit Opinion by 31/03/2021	Date	n/a	Date of Attainment of a Unqualified Audit Opinion by 31/03/2021	New Indicator	New Indi
IDP / SDBIP NO.	OBJECTIVE	STRATEGIES	INDICATORS	Unit of Measure	Ward No.	Baseline: 2020/2021		
						Annual Target	Annual Actual	Annual
<b>KPA 6: CROSS CUTTING ISSUES</b>								
CCI01	Efficient & Credible Stratgic & Spatial Municipal Planning	Revision of a Credible Intergrated Development Plan	Date of review and adoption of credible integrated development planning by Council by 31/05/2022	Date	n/a	Review and adoption of credible integrated development planning by Council by 31/05/2021	Reviewed and adopted credible integrated development planning on the 28/05/20201	Review a credible i developn Council t
CCI02	To ensure the implementation of Spatial Development Framework	Improved Spatial Development Framework	Date of review and adoption of district Spatial Development framework by Council by 30/06/2022	Date	n/a	Review and adoption of district Spatial Development framework by Council by 30/06/2021	Reviewed and adopted district Spatial Development framework by Council on the 28/05/2021	Review a Spatial D framewo 30/06/20
CCI03	To insure improved response to Disasters	Establishment of Disaster Management Structures & Systems	Date of review and adoption of Disaster Management Plan by Council by 30/06/2022	Date	All	Date of review and adoption of Disaster Management Plan by Council by 30/06/2021	Reviewed and adopted Disaster Management Plan by Council on the 28/05/2021	Date of r Disaster Council t
CCI04	To ensure sustainable protection and development of the environment	Development and implementation of environmental management Plan	Date of review and adotion of Environmental Management Plan provided by Council by 30/06/2022	Date	All	Date of review and adotion of Environmental Management Plan provided by Council by 30/06/2021	Reviewed and Adopted Environmental Management Plan by Council by 28/05/2021	Date of r Environn. Plan prov 30/06/20



# ANNEXURE B



**CONFIDENTIAL**

**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	Sithole Education Consulting		NIL
2	Business Consult Consulting		NIL
3			
4			
5			
<b>Total</b>			



**CONFIDENTIAL**

**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			
3			
4			
5			
N/A			
<b>Total</b>			

Council sanction confirmed:

Signature of the Mayor: 

Date: 25/06/2021





**CONFIDENTIAL**

**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				
3				
4				
5				
<b>Total</b>				

**CONFIDENTIAL**

**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			
2			
3			
4			
5			
<b>Total</b>			

N/A

## 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			
4			
5			
<b>Total</b>			

*N/A*

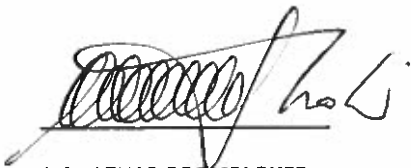
**CONFIDENTIAL**

**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	1 Wilstead 117 Florida			R1, 1m
2	Road, Durban			
3				
4				
5				
<b>Total</b>				



**SIGNATURE OF EMPLOYEE**

DATE: \_\_\_\_\_

PLACE: LADYSMITH

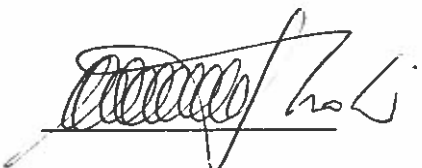
**CONFIDENTIAL**

**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	1 Wilbroad in Florida			RI, 1m
2	Road, Durban			
3				
4				
5				
Total				

  
SIGNATURE OF EMPLOYEE

DATE: \_\_\_\_\_

PLACE: LADYSMITH



**CONFIDENTIAL**

**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 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

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.



**Commissioner of Oath /Justice of the Peace**

Full first names and surname: PHILANI WISDAMU MATHIBALWA (Block letters)

Employee01 (rank): CONSTABLE Ex Officio

Republic of South Africa

Street address of institution: 29 BUCKINGHAM STREET.

\_\_\_\_\_

Date: 26/06/2021







Place: Lady Smith

