

## PERFORMANCE PLAN

Entered into by and between:  
**MASILONYANA LOCAL MUNICIPALITY**

“(Hereinafter referred to as the employer)”  
Represented by the Municipal Manager

Mr. Mojafele Matlole

And

Mr. Themba Mthimkhulu  
Director Infrastructure and Technical Services  
“(Hereinafter referred to as the employee)”

**TOGETHER WE WILL SUCCEED**  
FINANCIAL YEAR: 2024/2025

## **1. Purpose**

The performance plan defines the Council's expectations of the **Director of Infrastructure & Technical Services'** Performance Agreement to which this document is attached and in terms of Section 57(5) of the Municipal Systems Act, which provides that performance objectives and targets must be based on the key performance indicators as set in the Municipality's Integrated Development Plan (IDP) and as reviewed annually.

## **2. Key responsibilities**

The following objects of Local Government informs the employee's performance against set performance indicators:

- 2.1 Provide democratic and accountable government for local communities;
- 2.2 Ensure provision of services to communities in a sustainable manner;
- 2.3 Promote social and economic development;
- 2.4 Promote safe and healthy environment; and
- 2.5 Encourage the involvement of communities and community organizations in the matters of local government.

## **3. Key Performance Areas**

The following Key Performance Areas (KPA's) as outlined in the Local Government: Municipal Planning and Performance Management Regulations (2006) inform the strategic objectives listed below:

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- 3.1 Infrastructure Development and Service Delivery;
- 3.2 Municipal Transformation and Organizational Development;
- 3.3 Local Economic Development (LED);
- 3.4 Municipal Financial Viability and Management; and
- 3.5 Good Governance and
- 3.6 Public Participation

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## POSITION PURPOSE

To provide all technical and infrastructure services related to the provision of basic water, sanitation, electricity and roads and storm water to the communities.

## SCORECARD

### DIRECTOR: INFRASTRUCTURE & TECHNICAL SERVICES

#### KPA1: INFRASTRUCTURE DEVELOPMENT AND SERVICE DELIVERY

PERFORMANCE OBJECTIVES, INDICATORS AND TARGETS										
NO	IDP Priority	Outputs	KPIs	Annual Targets	Weighting	QUARTERLY TARGETS 2024/2025				Quarterly Reports
						Q1	Q2	Q3	Q4	
						1 Jul - 30 Sep	1 Oct - 31 Dec	1 Jan - 31 Mar	1 April - 30 Jun	Means of Verification
BSC-01	Sanitation	Implement prioritized sanitation projects in the IDP	Identified sanitation projects implemented	Refurbishment of Winburg Outfall sewer	2	Refurbishment of Winburg Outfall sewer completed	-	-	-	Project Completion Report
BSC-02				Construction of new sewer reticulation for 2000 households in Brandfort	3	Business Plan finalised	Service provider procured	Finalise project technical designs	1 <sup>st</sup> phase of the project completed	Project Report
BSC-03				Construction of new sewer reticulation for 581 households in Winburg	3	Business Plan finalised	Service provider procured	Finalise project technical designs	1 <sup>st</sup> phase of the project completed	Project Reports
BSC-04		Respond timeously to reported incidents of	Reported incidents of sewer blockages	Number of incidents of sewer blockages attended to	2	100% incidents of sewer blockages attended to	100% incidents of sewer blockages attended to	100% incidents of sewer blockages attended to	100% incidents of sewer blockages attended to	Monthly/Quarterly Reports

02/11/25

		sewer blockages in communities	attended to in time	within 24 hours of reporting		within 24 hours of reporting	within 24 hours of reporting	within 24 hours of reporting	within 24 hours of reporting	
BSC-05		Develop Masterplans for infrastructure delivery	Waste Water Management Masterplans for infrastructure delivery	Waste Water Management Masterplan for developed	3	Business Plan developed and submitted to Council	1 <sup>st</sup> draft of the Masterplan developed	2 <sup>nd</sup> draft of masterplans developed	Final draft of masterplans developed	Quarterly Reports on progress/ Draft Masterplans
BSC-06	Water	Implement prioritised water projects in the IDP	Identified water projects implemented	Construction of Winburg/ Makeleketa Portable water pipeline from Sedibeng reservoirs	3	Construction of Winburg/ Makeleketa Portable water pipeline nearly completed	Construction of Winburg/ Makeleketa Portable water pipeline completed with 100% of the budget spent			Monthly/ Quarterly Reports on progress/ Project Reports
BSC-07	Water	Implement prioritised water projects in the IDP		Upgrading of storage reservoirs	2	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed	Monthly/ Quarterly Reports on progress/ Project Reports
BSC-08	Water	Implement prioritised water projects in the IDP		Construction of 2MI reservoir in Theunissen	2	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed	Monthly/ Quarterly Reports on progress/ Project Reports
BSC-09	Water	Implement prioritised water projects in the IDP		Construction of New Water Treatment Works To construct and relocate a new	3	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed	Monthly/ Quarterly Reports on progress/ Project Reports

31 Oct 2015

BSC-10	Water	Implement prioritised water projects in the IDP		water treatment plant	2	Status Quo Report on the project developed following Engagements with Sedibeng Water	1 <sup>st</sup> phase of the project completed	2nd phase of the project completed	Final phase of the project completed with 100% of the budget spent	Monthly/ Quarterly Reports on progress/ Project Reports
BSC-11	Water	Implement prioritised water projects in the IDP		Construction of new water reticulation for 1 000 households in Theunissen	3	Status Quo Report on the project developed following Engagements with Sedibeng Water	1 <sup>st</sup> phase of the project completed	2nd phase of the project completed	Final phase of the project completed with 100% of the budget spent	Monthly/ Quarterly Reports on progress/ Project Reports
BSC-12	Water	Implement prioritised water projects in the IDP		Construction of new Water reticulation for 581 households in Winburg	2	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed with 100% of the budget spent	Monthly/ Quarterly Reports on progress/ Project Reports
BSC-13	Water	Implement prioritised water projects in the IDP		Construction of new Water reticulation for 2000 households in Brandfort	3	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed	Monthly/ Quarterly Reports on progress/ Project Reports
BSC-14	Water	Implement prioritised water projects in the IDP		Construction of New Water Treatment Works - To construct and relocate a new	2	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed	Monthly/ Quarterly Reports on progress/ Project Reports

  
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				water treatment plant						
BSC-15	Water	Implement prioritised water projects in the IDP		Refurbishment of four boreholes in Winburg and construction of water supply	2	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed	Monthly/Quarterly Reports on progress/Project Reports
BSC-16	Water	Implement prioritised water projects in the IDP		Construction of four boreholes in Brandfort, Majwemasweu	2	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed	Monthly/Quarterly Reports on progress/Project Reports
BSC-17	Water	Implement prioritised water projects in the IDP		Installation of additional pumps to equip the four boreholes	2	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed	Monthly/Quarterly Reports on progress/Project Reports
BSC-18	Water	Implement prioritised water projects in the IDP		Theunissen: Water conservation a water Demand Management	1	Theunissen: Water conservation a water Demand Management completed	-	-	-	Project Completion Report
BSC-19	Water	Implement prioritised water projects in the IDP		Winburg: Water conservation a water Demand Management	1	Winburg: Water conservation a water Demand Management completed	-	-	-	Project Completion Report
BSC-20	Water	Implement prioritised water		Theunissen: Refurbishment of Pump House	1					

  
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BSC-26	Roads and Stormwater	Build, upgrade and maintain roads and stormwater as per the IDP		Construction of Winburg/ Makeleketa 1 km block paved road and stormwater	2	Construction of Winburg/ Makeleketa 1 km block paved road and stormwater completed	100% of the budget spent			Monthly/ Quarterly Reports on progress/ Project Reports
BSC-27	Roads and Stormwater	Build, upgrade and maintain roads and stormwater as per the IDP		Construction of 1km block pave road and storm water drainage (Phase 2) in Theunissen/ Masilo:	2	Construction of 1km block pave road and storm water drainage (Phase 2) in Theunissen/ Masilo completed	Construction of 1km block pave road and storm water drainage (Phase 2) in Theunissen/ Masilo completed with 100% of the budget spent	-	-	Monthly/ Quarterly Reports on progress/ Project Reports
BSC-28	Roads and Stormwater	Build, upgrade and maintain roads and stormwater as per the IDP		Construction of 1km block pave road and storm water drainage in Winburg/ Makeleketa	2	Construction of 1km block pave road and storm water drainage in Winburg/ Makeleketa completed	Construction of 1km block pave road and storm water drainage in Winburg/ Makeleketa completed with 100% of the budget spent	-	-	Monthly/ Quarterly Reports on progress/ Project Reports
BSC-29	Roads and Stormwater	Build, upgrade and maintain roads and stormwater as per the IDP		Conversion of 165km gravel roads to paved/tared roads with stormwater	2	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed	Monthly/ Quarterly Reports on progress/ Project Reports

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BSC-30	Roads and Stormwater	Build, upgrade and maintain roads and stormwater as per the IDP	channels in Masilanyana Local Municipality	2	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed	Monthly/ Quarterly Reports on progress/ Project Reports
BSC-31	Roads and Stormwater	Build, upgrade and maintain roads and stormwater as per the IDP	Water Maintenance Plan developed and 75% of the Road maintenance budget spent by 30 June 2026	2	Business Plan developed and submitted to Council	25% of maintenance budget spent.	50% of maintenance budget spent	75% of maintenance budget spent	Service delivery reports
BSC-32	Electricity	Implement electricity projects identified in the IDP	Electricity projects identified in the IDP implemented	2	Electrification of 210 stands in Makelektla Winburg completed	Electrification of 210 stands in Makelektla Winburg completed with 100% of the budget spent	-	-	Monthly/ Quarterly Reports on progress/ Project Reports
BSC-33	Electricity	Implement electricity projects identified in the IDP	Electrification of 210 units in Winburg	3	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed	Monthly/ Quarterly Reports on progress/ Project Reports
BSC-24	Electricity	Implement electricity projects identified in the IDP	Electrification of 826 stands in Brandfort, Majwemasweu	3	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed	Monthly/ Quarterly Reports on progress/ Project Reports

  
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BSC-25	Electricity	Implement electricity projects identified in the IDP		2	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed	Project Reports Monthly/ Quarterly Reports on progress/ Project Reports
BSC-26	Electricity	Implement electricity projects identified in the IDP	Upgrading of Theunissen main substation.	2	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed	Monthly/ Quarterly Reports on progress/ Project Reports
BSC-27	Electricity	Implement electricity projects identified in the IDP	Streetlights power supply and retrofit of lighting units in Theunissen.	2	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed	Monthly/ Quarterly Reports on progress/ Project Reports
BSC-28	Electricity	Implement electricity projects identified in the IDP	Upgrade of Leech substation in Winburg.	2	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed	Monthly/ Quarterly Reports on progress/ Project Reports
BSC-29	Electricity	Implement electricity projects identified in the IDP	Electrification of Asijiki (new establishment in Theunissen)	3	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed	Monthly/ Quarterly Reports on progress/ Project Reports
BSC-30	Electricity	Implement electricity projects	Construction of ringfit line from mainsubstation in Theunissen	2	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed	Monthly/ Quarterly Reports on progress/ Project Reports

  
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BSC-31	Electricity	Identified in the IDP		Construction of ringfit line from main substation in Theunissen	3	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed	Project Reports Monthly/Quarterly Reports on progress/Project Reports
BSC-32	Electricity	Implement electricity projects identified in the IDP		Construction of 22 KV switching station in Verkeerdewei/Tshepong	2	Business Plan finalised	Service provider procured	Project technical designs finalised	1 <sup>st</sup> phase of the project completed	Monthly/Quarterly Reports on progress/Project Reports
BSC-33	Electricity	Implement electricity projects identified in the IDP	% of unaccounted electricity reduced	Unaccounted electricity reduced by 25%	3		Unaccounted electricity reduced by 10%	Unaccounted electricity reduced by 15%	Unaccounted electricity reduced by 25%	Service delivery reports
BSC-34	Electricity	Implement electricity projects identified in the IDP		75% of the electricity maintenance budget spent by 30 June 2025	3	Electricity Maintenance Plan and submit to Council	25% of the maintenance budget spent	50% of the maintenance budget spent	75% of the maintenance budget spent	Service delivery reports
BSC-35	Reporting	Develop and submit reports on infrastructure grants as per prescribed templates and timeframes.	Reports on infrastructure grants submitted as per prescribed templates and timeframes	Reports on infrastructure grants e.g., INEP, MIG etc. submitted as per prescribed templates and timeframes	2	Reports on infrastructure grants e.g., INEP, MIG etc. submitted as per prescribed templates and timeframes	Reports on infrastructure grants e.g., INEP, MIG etc. submitted as per prescribed templates and timeframes	Reports on infrastructure grants e.g., INEP, MIG etc. submitted as per prescribed templates and timeframes	Reports on infrastructure grants e.g., INEP, MIG etc. submitted as per prescribed templates and timeframes	Monthly/Quarterly Reports on progress/Project Reports.
BSC-26	Risk Management	Monitor, prevent and	Measures taken to	100% of risks and cases	2	100% of risks and cases	100% of risks and cases	100% of risks and cases	100% of risks and cases	Monthly/

  
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PERFORMANCE PLAN FOR THE DIRECTOR INFRASTRUCTURE AND TECHNICAL SERVICES FOR THE PERIOD:  
01 JUNE 2025 to 30 June 2025

Signed and accepted by the Director Infrastructure and Technical Services

THEMBA MTHAMPULU 

As witnesses: 1. 

2. 

Date: .....

Signed by the Municipal Manager



As witnesses: 1. 

2. 

Date: .....

**PERSONAL DEVELOPMENT PLAN**  
(To be used for addressing Performance gaps)

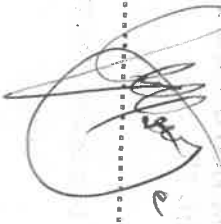
Job Title: Director Infrastructure and Technical Services .....

Date: .....

Skills / Performance Gap(identified at Performance Evaluation)	Outcomes expected	Suggested activity (e.g. training, counseling, additional resources etc.)	Time frames to meet Performance Standards	Comments

Signed by the Director Infrastructure and Technical Services.....

Signed by the Municipal Manager.....




# CONSOLIDATED SCORE CARD

## ASSESSMENT RATING CALCULATOR

Evaluation Cycle : ..... (Date) ..... (Date) .....

Name of Director: Thembu Mthembu

Title: Director: Technical Services

KPA	WEIGHT	RATING	SCORE	CCR	WEIGHT	RATING	SCORE
1				1			
2				2			
3				3			
4				4			
5				5			
6							
80%				20%			100%

### Weights

KPA weight = 80%	CCR weight = 20%
KPA score	CCR score
FINAL SCORE	



# RECORD OF ASSESSMENT MEETINGS (CONTROL SHEET)

Director's Name: THEMBA MTHIMPELY

Job Title: DEPUTY TECHNICAL SERVICES

Date of assessment meeting	Manager's views on differences of assessment	Comments of Municipal	Action to be taken if any(feedback to be given to Director)
Q1			
Q2			
Q3			
Q4			
Additional review:			



		act on maladministration, fraud and corruption As per the Risk Register	prevent and act on maladministration, fraud and corruption As per the Risk Register	identified, prevented, processed in line with legislation		identified, prevented, processed in line with legislation	identified, prevented, processed in line with legislation	identified, prevented, processed in line with legislation	identified, prevented, processed in line with legislation	Quarterly Reports on progress/ Project Reports
BSC-27	Internal Audit	Implement measures to improve audit outcomes pertaining to the Directorate	Measures taken to improve audit outcomes	100% of identified controls and systems put in place	2	100% of identified controls and systems put in place	100% of identified controls and systems put in place	100% of identified controls and systems put in place	100% of identified controls and systems put in place	Monthly/ Quarterly Reports on progress/ Project Reports
BSC-28	Internal Audit	Implement measures to improve audit outcomes pertaining to the Directorate	Measures taken to improve audit outcomes	100% of relevant interventions in the Audit Action Plan implemented		100% of relevant interventions in the Audit Action Plan implemented	100% of relevant interventions in the Audit Action Plan implemented	100% of relevant interventions in the Audit Action Plan implemented	100% of relevant interventions in the Audit Action Plan implemented	Monthly/ Quarterly Reports on progress/ Project Reports
Total					100%					