"(Hereinafter referred to as the employer)" presented by the Director Corporate Services Represented by the Municipal Manager MASILONYANA LOCAL MUNICIPALITY FINANCIAL YEAR 2024-2005 04 JULY 2024 - 30 JUNE 2025 Entered into by and between Mr. Mojaleta Joseph Matiole ter raterred to as the employee)" PERFORMANCE PLAN Mr. Tsepiso Tsotets Annexure B

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

Key responsibilities

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

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

Key Performance Areas

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

- Infrastructure Development and Service Delivery.
- Municipal Transformation and Organizational Development.
- Local Economic Development (LED)
- Municipal Financial Viability and Management.
- Good Governance and Public participation

Performance Area	1.Basic	Service Delivery	
KPA KP	Q ₁	4	
ŔΡ.	Ch .	(C)	
KPJ KPJ NO	30.03	80-01	
rarget zuza/zs	Create lake face	Create Jobs for 84 Unemployed Youth, Women and People with Disability	
Performance	Indicators	Employment of 84 Youth, Women and People with Disability by 30 September 2024	
Performance status on date of review		N/A	Total Score
	ŏ	0	
Score	Q1 Q2 Q3	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
)re		0	
	94		
Evidence and	Verification	84 Signed Apppointment letters	g H

ormance	2	2.Municipal Transformation and Development		
KDA KD		<u> </u>	***************************************	
ZPh.	3	N	N	N3
	ZZNO	MTD-01	MTD-02	MTD-03
2000		Revise EE Plan and Policy & submit report to Department of Labour	Revise Workplace Skills Plan and submit Report to the LG Seta	Enrol Employees of the Municipality (Official & Councilors) as per Work Skills Plan with accredited institutions of higher learning to improve skills in a form of short
Indicators		Review of Employment Equity Plan and Policy by 31 January 2025	Review of Workplace Skills Plan and submit to the LG Seta by 30 June 2025	Quarterly trainings facilitated as per Work Skills Plan by 30 June 2025
Performance	date of review			
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()	02	•		\$00-30
Score	ದ್ದಿ	23	3-003	Eura's
	2	0	- Land	
Evidence and means of	Verification	Approved EE Plan and Policy & proof of submission to Depart Of Labour	Reviewed Work Place Skills Plan and proof of submission to the LG Seta	Officials and Councilors trained as per Work Skills Plan and report signed by the HOD



2 MTD-07	22 MTD-06	2 MTD-05	20-02
Awareness Meetings and development of incident Management Plan	Facilitate an Annual Employee Wellness Program for Masilonyana Local Municipality	Review HR Policies	Review an Organizational Structure and approve by Council
Health & Safety Programme and incident management plan	Annual Employee Wellness Program by 31 October 2024	HR Policies reviewed and approved by Council by 30 June 2025	2025/2026 review of Staff establishment by Council by 30 June 2025
1 1 Approved Council	O 1 O Signed Report by Director Corporate services; Sectional manager and Notice	0 0 22 Approved HR Policies and Council Resolution	0 0 1 1 Approved organizational structure and Council resolution

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and the second s	N N	NID-10	MID-08
reviewed, approved, gazetted and implemented.	submit Report on Cases of Labour Relations signed by the Manager Legal Services	And the second s	Convene Local Labour Forum Meetings and distribute signed Notices and Attendance Registers
Keview of by-laws	suspensions longer than three months 30 June 2025	Quarterly Reports of Labour Relations cases by 30 June 2025	Monthly Local Labour Forum meetings conducted by 30 June 2025
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good ;	3-4	H	ius.
Approved council resolution and gazzeted by-laws	Signed Report by the Director Corporate Services/ accounting officer and Register of Cases of Labour Relations	Signed Quarterly Report by the Director Corporate services/ and Register of Cases of Labour Relations	Notice of the Meeting and Signed Attendance Registers

F.3	1.2	1/2	N)	100
				MTD-72
Distribute Signed Management agendas, minutes and attendance registers	Agendas, Minutes and Attendance Registers	Agenda, Minutes and Attendance Registers	Signed Exco agendas, minutes and Attendance Registers	Signed Council Agendas, minutes and Attendance Registers
12 Monthly Management meetings held by 30 June 2025	4 Quarterly MPAC meetings held by 30 June 2025	12 Quarterly Section 80 meetings held by 30 June 2025	12 Quarterly Executive Committee meetings held by 30 June 2025	12 Quarterly Ordinary/Special Council meetings held by 30 June 2025
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Council resolution register	Signed Minutes of the Meeting and Signed Attendance Register	Signed Section minutes of the meeting and signed attendance register	Signed Excominutes and Signed attendence Register	Signed minutes of ordinary/Special Council Neeting and Signed Attendance Register

	1	N	N-1	N
S			N D	
ICT Policy reviewed,	reviewed, updated and approved by Council	Planning, reviewed, updated and approved by Council	Coordination and facilitation of the development of Records management policy	4 updated council resolution register
approved by 31 March 2024	Review of the IT Framework by 31 March 2025	Review of the ICT Strategic Planning by 31 December 2024	Record management policy and procedure manual developed & submitted to council by 30 June 2025	4 Council Resolution Register developed and implemented by 30 June 2025
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0	0	9	-	100
ICT Policy and Council Resolution	ICT Framework & Council Resolution	Council Resolution	Transfer certificate or destruction register of records	Approved council resolution

2 MID-25	2		2 MID-22	
Performance Management Development Policy Framework and approval by Council				
Reviewal & Approved Performance Management and Development Policy Framework by 30 June 2025	Monthly Reports on Municipal Fleet by 30 June 2025	2025/26)IDP/PMS and Budget Time line developed and approved by Council by 31 August 2024	Develop 1st Draft & Final IDP Documents for 2025/2026 by 30 June 2025	
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0	(44)	6	juis	
C	ω.	<u> </u>		- vank complete. Account
PMS Policy and Council	Signed Report by the Sectional Manager/HOD on Municipal Fleet	Time line Schedule and Signed Council Resolution	Approved IDP for 2023/2024 and Signed Council Resolution	E:



W 10 30	The same of the sa	2		2 MTD-26
Review and Approve Risk & Fraud Strategic Documents	Prepare and Submit Reports on Monitoring of Risk Assessment Register	Develop Risk Assessment register	agreements by employees below section 56	Develop and Approval 2023/24 SDBIP by Mayor
Risk & fraud strategic documents reviewed and approved by Council by 30 September 2024	Quarterly Risk Assessment Monitored by 30 June 2025	Annual Risk Assessment register developed for 2024/25 by 30 September 2024	Signed performance accountability agreements by employees below section 56 Managers by 30 September 2024	SDBIP 2024-2025 approved by the Mayor within 28 days after approval of the Budget by 31 July 2025
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0	-	0	0	(44)
Approved Risk & Fraud Strategic Documents and Council Resolution	Signed Attendance Register and Progress reports on Rick assessment	Risk Assessment register	Signed accountability	Approved 2020/21 SDBIP by the Mayor



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	W. S.		MTD-33	3. C.	
Codici	Communication Policy and approved by	Communication Strategy and Approved by Council	Review of	Prepare and Submit Signed Audit Reports by Internal Audit	Performance Committee Meetings
	Review of Communication Policy Documents by 30 September 2024	Review of Communication Strategy by 30 September 2024	And the state of t	Quarterly internal audit reports prepared on the implementation of the Annual risk based Internal Audit Plan by 30 June 2025	Quarterly Audit & Performance committee meetings held by 30 June 2025
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	en a			<u> </u>	p-3
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	Q	0		*	1-1
	Approved Communication Policy and Council	Approved Communication Strategy and Council Resolution		Signed Audic Reports Submitted by Internal Audit	Signed Attendance registers and Minuted Audit & Performance Committee meetings

Total Score _____

Performance	Area		3. Local	Economic	Development		
	KPA	O					
On on	KPI	s)				referred Desaumouro	
or	KPI NO	SO-GEL					
Annual larget	C207/4707	Allocated	students	receiving	experiential	training by 30	June 2025
Key Performance	indicators	Quarterly Report on	students receiving	experiential training	within Masilonyana	Local Municipality by	30 June 2025
Performance status	on date of review						
	21			-1			
Score	02			4		11	
re	03				walin f to the year		
	QA			_		~~~	
Evidence and	means of Verification			Signed Report	by the LOD	and Signed	

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Performance		4. Financial Viability and	Wanagement							
KPA		ö								
KD		්	****	te Verenada	*********		projection of the projection o			
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2024/2025			accordance with	the approved	0					
Indicators		Monitor Expenditure within	the Department by	30 June 2025						
status on date	of review							Total Score	Weighted Score	
	21					i i i		And the state of t	The state of the s	
Score	0,2					-			A COLUMN TO A STATE OF THE PARTY OF THE PART	
n	C3					344			Million Andrews States and the states of	
	24	***				lunk		And a company to the second	THE RESIDENCE OF THE PARTY OF T	
Evidence and	Verification		Expenditure	report				at .		

Performance	Area	5. Good Governance and Public Participation		
X D A	2	Þ		the state of the s
Weighting	2	4	4	4
98	NO	-05 -07 -07	8 3	8 8
Annual Target 2024/2025		Number of updates made on the website in terms of section 75 MFMA	Number of Quarterly updates on the departmental risk register by 30 June 2024	Number of Reports on Progress made to address internal audit findings by 30 June 2024
Key Performance		All legislated documents be placed in the Municipal website in terms of section 75 WFMA, ongoing	Quarterly progress report on departmental risk register by 30 June 2025	Quarterly progress report to address internal audit findings by 30 June 2025
Performance	of review			
	Q	12	SonA	4
Score	02			+
ř	03	hun	3 12	33
	2	1440	jest.	-
Evidence and	means of Verification	Print Screen of the Updates make on the Website	Quarterly progress report on departmental register	Quarterly progress report to address internal audit flodings

Total Score

Weighted Score

3.0

CONSOLIDATED SCORE CARD ASSESSMENT RATING CALCULATOR

Evaluation Cycle : 01 July 2024 TO 30 June 2025

Name of the Section 56 Manager: Mr 7. S. ISO CUS I

Title: Director Corporate Services

KPA	WEIGHT	RATING	SCORE	CCR	WEIGHT	RATING	SCORE
1				1			
2				2			
3				3			
4				4			
5				5			
6				6			
7				7			
-				8			
-				8			



ASSESSMENT RATING CALCULATOR

	100%		100%
KPA WEIGHT	80%	CCR WEIGHT	20%
KPA SCORE		CCR SCORE	
FINAL SCORE			The state of the s

SPLIT

PERFORMANCE PLAN FOR THE DIRECTOR CORPORATE SERVICES FOR THE PERIOD: 01 July 2024 to 30 June 2025

Isepiso Iso Gelsi	orate Ser vices
[3e7180 180 (BCB)	- Pif
As witnesses:1	
2. Parish	
Date: 31) mly 2024	
Signed by Municipal Manager	
As witnesses:1	
2. Postoto	
Date: 31 July 2024	

M.J

PERSONAL DEVELOPMENT PLAN

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