PERFORMANCE AGREEMENT

entered into by and between

Mbhashe Local Municipality, as represented by the Municipal Manager

MKHULULI NAKO ('the employer')

and

NONURSE PATRICIA MLUNGU ('the employee')

for the financial year: 1 July 2021 – 30 June 2022

PERFORMANCE AGREEMENT

ACRONYMS

SDBIP - Service Delivery and Budget Implementation Plan

BEE - Black Economic Empowerment

KPA - Key Performance Area

KPI - Key Performance Indicator

PDP - Personal Development Plan

PA - Performance Agreement

CCR - Core Competency Requirements

PMS - Performance Management System

PAC - Performance Audit Committee

DEFINITIONS

Official Language - Refers to the language parties to the contract

choose to use as medium for formal communication between themselves.

Communication between themselves

Financial Year - Refers to the 12-month period which the

organisation determines as its budget year.

Employee - means a person employed by a municipality as a

municipal manager or as a manager directly

accountable to a municipal manager.

Employer - means the municipality employing a person as a

municipal manager or as a manager directly accountable to a municipal manager and as represented by the mayor, executive mayor or

municipal manger as the case may be;

Employment contract - means a contract as contemplated in Section 57 of

the Act:

MPon N.N

Performance agreement -

means an agreement as contemplated in Section

57 of the Act; and

the Act

means the Local Government: Municipal Systems

Act. 2000.

PERFORMANCE AGREEMENT

ENTERED INTO BY AND BETWEEN

Mbhashe Local Municipality, herein represented by **MKHULULI NAKO (ID No. 750930 5768 080)** in his capacity as Municipal Manager (hereinafter referred to as 'the Employer')

and

NONURSE PATRICIA MLUNGU (ID No. 661214 0829 082) being a manager accountable to the Municipal Manager in terms of section 57 of the Local Government: Municipal Systems Act No. 32 of 2000, in his capacity as duly appointed Senior Manager: Community Services (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 Municipal Systems Act'). The Employer and the Employee are hereinafter referred to as 'the parties'.
- 1.2. Section 57(1) (b) of the Municipal Systems Act, read with the Contract of Employment concluded between the parties, requires the parties to conclude an annual Performance Agreement. That the parties hereby agree to have this contract developed in terms of the Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers, 2006.

Topon N.N

- 1.3. The parties wish to ensure that they are clear about the goals to be achieved, and secure the commitment of the Senior Manager to a set of outcomes that will secure local government policy goals.
- 1.4. The parties wish to ensure that there is compliance with Section 57(4),57(4B) and 57(5) of the Municipal Systems Act.

2. Purpose of this Agreement

The purpose of this Performance Agreement is to –

- 2.1. comply with the provisions of Section 57(1)(b), (4B) and (5) of the Municipal Systems Act as well as the Contract of Employment entered into between the parties;
- 2.2. specify objectives and targets defined and agreed with the Employee and to communicate to the Employee the Employer's expectations of the Employee's performance and accountabilities in alignment with the Integrated Development Plans, Service Delivery and Budget Implementation Plan ('SDBIP') and the Budget of the Employer;
- 2.3. specify accountabilities as set out in the Performance Plan as set out under paragraph 4;
- 2.4. monitor and measure performance against set targeted outputs;
- 2.5. use the Performance Agreement as the basis for assessing whether the Employee has met the performance expectations applicable to his job;
- 2.6. appropriately reward the Employee 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.

MPM N.N

3. Commencement and Duration

- 3.1. This Agreement will commence on 1 July 2021 and will remain in force until 30 June 2022, at the end of which the parties shall negotiate a new Performance Agreement in terms of the Provisions of Section 57(2) (a) of the Act.
- 3.2. The parties will review the provisions of this Agreement during June each year. The parties will conclude a new Performance Agreement that replaces the previous Agreement at least once a year within one month after the commencement of the new financial year.
- 3.3. This Agreement will terminate on the termination of the Employee's Contract of Employment for any reason.
- 3.4. If at any time during the validity of this Agreement the work environment alters to the extent that the contents of this Agreement are no longer appropriate, the contents must, by mutual agreement between the parties, immediately be revised.

4. Performance Plan

- 4.1. By their signatures hereunder, the Parties hereby accept the Performance Plan as documented below, as the basis upon which performance will be monitored and measured.
- 4.2 The performance Plan consists of the following areas, forming separate Paragraphs to this Agreement:
 - 4.2.1 Performance objectives set out under paragraph 5;
 - 4.2.2 Performance management systems set out under paragraph 6;
 - 4.2.3 Evaluation of performance set out paragraph 7;
 - 4.2.4 Annual performance appraisal set out under paragraph 8;
 - 4.2.5 Schedule of performance reviews set out under paragraph 9;
 - 4.2.6 Personal development requirements set out under paragraph 10.

18 Bon N.O

5. **Performance objectives**

- 5.1. The Parties hereto agree to set the performance objectives and targets, as reflected in the following attachments.
 - 5.1.1 The Service Delivery and Budget Implementation Plan (SDBIP) (Departmental Scorecard) **ANNEXURE A**;

And

- 5.1.2 The Personal Development Plan (PDP) **ANNEXURE B.**
- 5.2. The performance objectives and targets agreed to are to be achieved within the specified time frames as set out in Annexure A.
- 5.3. The performance objectives and targets as reflected in Annexure A, are based on the Integrated Development Plan and the Budget of the Employer and include:
 - 5.3.1 Key objectives which describe the main tasks that need to be done;
 - 5.3.2 *Key performance indicators* which provide the details of the evidence that must be provided to show that a key objective has been met;
 - 5.3.3 Target dates within which the objective and targets must be met; and
 - 5.3.4 *Weightings* which show the relative importance of the key objectives to each other.
- 5.4 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.

6. Performance Management System

6.1 The Employee agrees to participate in the performance management system that the Employer adopts or introduces for the Employer.

JAPon N. N.

- 6.2 The Employee accepts that the purpose of the performance management system is to provide a comprehensive system with specific performance standards to assist the Employer, management and municipal staff to perform to the standard required.
- 6.3 The Employer will consult the Employee in respect of any specific performance standards that will be included in the performance management system that are applicable to the Employee.
- The Employee undertakes to actively focus towards the promotion and Implementation of the Key Performance Areas (KPAs) (including special projects relevant to the Employee's responsibilities) within the local government framework.
- 6.5 The criteria upon which the performance of the Employee is to be assessed consist of two components, namely KPAs and Core Competency Requirement (CCRs), with a weighting of 80:20 allocated to the KPAs and the CCRs respectively.
- 6.6 Each area of assessment will be weighted and will contribute a specific part to the total score.
- 6.7 KPAs covering the main areas of work will account for 80% and CCRs will account for 20% of the final assessment.
- The Employee's assessment will be based on performance in terms of the outputs/outcomes (performance indicators), identified as per Annexure A, which are linked to the KPAs and which constitutes 80% of the overall assessment result as per the weightings agreed to be between the Employer and Employee as follows:

Key Performance Areas (KPA's)	Weighting
Basic Service Delivery	40%
Municipal Institutional Development and Transformation	10%
Local Economic Development (LED)	20%
Municipal Financial Viability and Management	10%
Good Governance and Public Participation	20%
Total	100%

6.9 The CCRs will make up the other 20% of the Employee's √assessment score. CCRs which are competencies that cuts across all levels of work in a municipality are agreed to between the Employer and Employee.

Below is a list of Leading and Core competencies as stipulated in the Local Government: Regulations on appointment and conditions of Employment of Senior Managers:

	RK FOR SENIOR MANAGERS	10/-:	
Leading Competencies :		Weight	
	Impact and Influence	400/	
Strategic Direction and	Institutional Performance Management	10%	
Leadership	Strategic Planning and Management		
	Organisational Awareness		
	Human Capital Planning and Development		
Desails Management	Diversity Management		
People Management	Employee Relations Management	20%	
	Negotiation and Dispute Management		
	Program and Project Planning and		
	Implementation	10%	
Programme and Project	Service Delivery Management		
Management	Program ad Project Monitoring and	7	
	Evaluation		
	Budget Planning and Execution		
Financial Management	Financial Strategy and Delivery	10%	
T manda managomen	Financial Reporting and Monitoring	7	
	Change Vision and Strategy	15%	
Change Leadership	Process Design and Improvement		
	Change Impact Monitoring and Evaluation		
	Policy Formulation	10%	
Governance Leadership	Risk and Compliance Management		
Covolition to Loador Chip	Cooperative Governance		
Core Competencies:			
Moral Competence		5%	
Planning and Organising		10%	
Analysis and Innovation			
Knowledge and Information			
Management		5%	
Communication		5%	
Results and Quality focus			
Total		100%	

7. Evaluating performance

7.1. The following standards and procedures shall apply in the evaluation of performance of the Employee:

- 7.1.1. The Employer shall, for every quarter of the financial year, on the basis of a self evaluation written report from the Employee, and his own assessment evaluate the Employee's performance. The reports may be subjected to further review by the Performance Audit Committee of Mbhashe Local Municipality.
- 7.1.2. The said report from the Employee must be made available to the Employer within **(5) five working days** after the last day of the quarter (three month period).
- 7.1.3 The said report shall indicate any problems or impediments encountered by the Employee in meeting the targets provided for within the timeframes of the KPA and CCR's scorecards.
- 7.1.4 Should the problems or impediments not be the fault of the Employee, the report should propose new timeframes for the achievement of the said objectives.
- 7.1.5 The Employer shall within fourteen (14) days upon the receipt of a report indicating such impediments as described in paragraph7.1.3. above, respond in writing to the Employee either the acceptance or rejection of the revised target timeframes.
- 7.1.6 The Employee must ensure any new time-frames or variances and corrective measures agreed to in terms of this paragraph, are where appropriate, correctly reflected in the monthly reports submitted to the Employer so as to allow the Municipal Manager to comply with the reporting requirements under section 71(1) of the Municipal Finance Management Act 56 of 2003.
- 7.1.7 The Employer shall, in the event of substandard performance by the Employee convene a meeting with the Employee where he will:
 - (a) give feedback in respect of the substandard performance;
 - (b) explain the requirements, levels, skills and nature of the posts;
 - (c) evaluate the Employees performance in relation to this Agreement;

ropm N.N



- (d) afford the Employee an opportunity to respond to the substandard performance outcomes.
- 7.1.8 After considering the submissions made by the Employee in terms of subparagraph 7.1.7(e) above the Employee may, if necessary
 - (a) Initiate a formal programme of counselling and training to enable the Employee to reach the required standard of performance, which must include
 - i. Assessing the time that it will take for the Employee to deal with the substandard performance;
 - ii. Establish realistic timeframes within which the municipality will expect the Employee to meet the required performance standard; and
 - iii. Identify and providing appropriate training for the Employee to reach the required standard of performance.
 - (b) Establish ways to address any factors that affected the Employee's performance that lay beyond the Employee's control.
- 7.1.9 If, after the application of corrective measures as set out in paragraph 7.1.8 above, and after a reasonable time has been given for the Employee to improve his performance, the Employee continues to fail to meet the required performance standard for the post, or refuses to take part in any programme intended to correct the substandard performance, the Employer shall report the allegation of substandard performance of the Employee, to Council to commence formal disciplinary proceedings as stipulated in terms of the Local Government: Disciplinary Regulations for Senior Managers 2010, with a view of terminating the employment of the Employee in accordance with the provisions of the written Contract of Employment
- 7.2. The Employer may penalise the Employee by withholding any recognition of performance in the following circumstances:

MPno

N. N

- 7.2.1. The Employee fails to comply with this Agreement;
- 7.2.2. The Employee's leave record in respect of absenteeism and leave without pay shows a lack of commitment to his work.
- 7.2.3 The Employee has been found guilty of misconduct in a disciplinary hearing during the period of this Agreement.
- 7.3 Should the Employee fail to submit his self assessment for each or any quarter within the prescribed period as set out in paragraph 7.1 above, the Employer may disregard the self assessment for that quarter and give a score of zero to the Employee.
- 7.4 The Employer shall not be entitled to give a score of zero where the Employee has failed to submit a self assessment report, as provided for under paragraph 7.3 above, where the Employee's failure to submit the self assessment is a result of any of the following events which are beyond the control of the employee:
 - (a) the Employee is on sick leave, as per the conditions outlined in the applicable municipal policy, thus losing essential time that would allow the Employee to complete and submit the self assessment timeously;
 - (b) the Employee is away from the office on official Council business for any period of time within which the self assessment is due;
 - (c) the Employee is on approved annual or any other leave at the time which the self assessment is due.
- 7.5 In the event of any of the occurrences listed under paragraph 7.4 above, the Employee must advise the Employer in writing to the effect that the self assessment cannot be submitted timeously.
- 7.6 The Employer must immediately acknowledge receipt of the Employee's submission under paragraph 7.5 above and indicate his agreement that the self assessment cannot be submitted timeously, and to then provide the Employee with an alternative date on which the self assessment report may be submitted.
- 7.7 The Employer must give the Employee notice in writing that he is

18Pm N.N

contemplating not evaluating the Employees quarterly performance for reasons listed under paragraphs 7.2 and 7.4, to allow the Employee to provide further submission in this regard.

8. Annual performance appraisals

- 8.1. The annual performance appraisal will involve:
 - 8.1.1 Assessment of the achievement of results as outlined in the Annexure A, as follows:
 - 8.1.1.1 Each KPA will 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;
 - 8.1.1.2 An indicative rating on the five —point scale will be provided for each KPA;
 - 8.1.1.3 The applicable assessment rating calculator will then be used to add the scores and calculate the final KPA score.
 - 8.1.2 Assessment of the CCR as follows:
 - 8.1.2.1. Each CCR will be assessed according to the extent to which the specified standards have been met;
 - 8.1.2.2 An indicative rating on the five point scale will be provided for each CCR:
 - 8.1.2.3 This rating will be multiplied by the weighting given to each CCR agreed to in this Agreement to provide a score;
 - 8.1.2.4 The applicable assessment rating calculator must then be used to add the scores and calculate the final CCR score.
 - 8.1.3 Overall rating as follows:
 - 8.1.3.1 An overall rating is calculated by using the applicable assessment rating calculator. Such overall rating represents the outcome of the performance appraisal.

N.N

8.1.3.2 The assessment of the performance of the Employee will be based on the following rating scale for KPA's and CCR's

Level	Terminology	Description	Rating							
	1 cmmiology		1	2	3	4	5			
5	Outstanding performance	Performance far exceeds the standard expected of an employee at this level. The appraisal indicates that the Employee has achieved above fully effective results against all performance criteria and indicators as specified in the PA and Performance Plan and maintained this in all areas of	-	2	3	. L - 3	13			
4	Performance significantly above expectation	responsibility throughout the year Performance is significantly higher than the standard expected in the job. The appraisal indicates that the Employee has achieved above fully effective results against more than half of the performance criteria and indicators and fully achieved all others throughout the year.				·				
3	Fully effective	Performance fully meets the standards expected in all areas of 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.								
2	Performance not fully effective	Performance is below the standard required for the job to 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	Unacceptable performance	Performance does not meet the standard expected for the job. The review/assessment indicates that the Employee has achieved below fully effective results against almost all of the performance criteria and indicators as specified in the PA and Performance Plan. The Employee has failed to demonstrate the commitment or ability to bring performance up to	,							

Norm N.N

the level expected in the job despite management efforts to	
encourage improvement.	

- 8.2 The evaluation of the annual performance of the Employee, shall be conducted by a panel consisting of the following:
 - Municipal Manager;
 - Chairperson of the Performance Audit Committee or Audit committee in the absence of a Performance Audit Committee
 - Portfolio Head of the Department, and
 - The Municipal Manager from another Municipality.

9. Schedule for performance reviews

9.1. The performance of the Employee in relation to his Performance Agreement shall be reviewed on the following dates:

September: 2021 First quarter July 14 October 2021 Second quarter October December: 20 January 2022 March 21 April Third quarter January 21 2022 Fourth quarter April-June: July

- 9.2. The performance panels will sit annually as in line with the Performance Management Framework.
- 9.3. The Employer must keep a record of the mid-year review and quarterly assessment meetings.
- 9.4. Performance feedback must be based on the Employer's assessment of the Employee's performance.
- 9.5. The Employee will be entitled to review and make reasonable changes to the provisions of the Performance Plan from time to time for operational reasons

MPon N.N

on agreement between both parties.

- 9.6. The Employer may amend the provisions of the Performance Plan whenever the performance management system is adopted, implemented and/or amended as the case may be on agreement between both parties.
- 9.7. 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.

10. Developmental requirements

- 10.1 A Personal Development Plan (PDP) (Annexure B) for addressing developmental gaps must form part of the Performance Agreement.
- 10.2 Personal growth and development needs identified during any performance review discussion must be documented in the PDP as well as the actions agreed to as well as implementation time frames.

11. Obligations of the Employer

- 11.1. The Employer must
 - 11.1.1. create an enabling environment to facilitate effective performance by the Employee;
 - 11.1.2. provide access to skills development and capacity building opportunities;
 - 11.1.3. work collaboratively with the Employee to solve problems and generate solutions to common problems that may impact on the performance of the Employee;
 - 11.1.4.on the request of the Employee delegate such powers reasonably required by the Employee to enable him to meet the performance objectives and targets established in terms of this Agreement; and

TOPM N.N

- 13.2.2. a score of 150% and above is awarded a performance bonus ranging from 10% to 14%.
- 13.3. Should the awarding of performance bonus be appropriate as provided for under paragraph 13.2 above, such performance bonus will be subject to the following conditions:
 - 13.3.1. The Employee having completed 2 consecutive quarters in full for the applicable performance year.
 - 13.3.2. Should the Employee have been appointed for less than 12 months, a pro rata performance bonus will apply.
- 13.4. In the case of unacceptable performance, the Employer shall:
 - 13.4.1 provide systematic remedial or developmental support to assist the Employee to improve his/her performance in line with the provision of paragraph 7.1.8; and,
 - 13.4.2 after appropriate performance counselling and having provided the necessary guidance or support and reasonable time for improvement in performance, ad performance does not improve, the Employer may consider steps as provided for this Agreement to terminate the Contract of Employment of the Employee on ground of unfitness or incapacity to carry out his duties.

14. Dispute resolution

- 14.1. Any disputes about the nature of the Employee's performance agreement, whether it relates to key responsibilities, priorities, methods of assessment and/or salary increment in the Agreement, must be mediated by the Executive Mayor within thirty (30) days of receipt of a formal dispute from the Employee, whose decision shall be final and binding on both parties.
- 14.2. Any disputes about the outcome of the Employee's performance evaluation, must be mediated by a member of the Municipal Council, provided that such

NPM N.N

APPENDIX 1

Commitment of Managers directly reporting to the Head of Department (Sec 56 Manager reporting directly to the Municipal Manager)

This appendix serves as a commitment from managers reporting directly to the HOD (Section 56 Manager reporting directly to the Municipal Manager) in support of achieving targets as set in the SDBIP Scorecard attached hereto as Annexure A. This is to fulfil the support and cooperation on responsibilities allocated towards the attainment of the set targets for the units in the department contributing to the departmental overall performance. This is done according to the adopted establishment plan.

The following are the signatories for HEADS OF SECTIONS (Managers and Officers reporting to Senior Managers)

Unit TRAFFIC DEPARTMENT

Title **Chief Traffic Officer**

Name & Surname Mr LJ. Bongo

Date : 22/07 2021 Signature

Unit **WASTE MANAGEMENT**

Waste Manager Title

Mr X./Siguye Name & Surname

Date : 22/07/201/ Signature

Governance			Indigent Support (Free bade Services		Tourism Growth end Developmen t.	Job creation		100000	Performanca N Manageman	FDCUS AREA
To ensure clean and seconditable governments in the municipality by James 7072			To alleviate poverty to improve quality of household life by 2022.		To position and promote Michaelae as a Lourist description of chalca by 2022	To notice powery and I to notice powery and I to notice powery and I to unemployment frough whole and sustainable job creation strategies by 2022	To provide effective and allor dable seleby services to the community by June 2022		To ansure monitoring and available of IDP to improve institutional performance by June 2022	ARIA GENERATES PRODUCTI INDICATOR AND
GGP1			NEV 4		LED7 HA	51	\$D 2		MT13 By	£ 6
By identifying, esceptific, meastering, meastering, meastering & moothering & moothering and initial exposuring is the initial exposuring to the inceburion	Copital grant		By investigating and advising on poor households to participate in Indigent support program		by supporting tourism programmes	By facilizating short term employment brough EPWP projects tropisment tropisment to the projects trapismentation	By providing quelty wrate manegement carricos		By coordinating performance reporting monitoring and evaluation	TOTAL
Risk Managamani- Shratogis and Operational Risk registers	Finencial Meta-gement Grant		indigent support		Blue Flag Beach Awarentess & Water Testing	dMd3	Waxia managemeni services	Charles States	Performance Management	PROJECT
Number of updated inter registers (Fraud, ICT, Operations), ICT, Operations), Nuclional Dissenter Covid-18 and Simeogic) submitted to the Risk Managament Committee	% expenditure of conditional grants received.	% spant on the allocated equitable share portion towards froe basic services	Number of indigent registers updated		Number of programs conducted to maintain, thus Flag status (Teriza and Xhora Mouth)	Nambor of pareliaments on sthort form employment of opportunities (EPWP and CWP)	Number of households serviced	The state of the	Number of considered institutional reports on Individual performance reviews performance reviews performance reviews performance	FINAL THEORY ON ONLY HELPOUNT
(GGP 1.1	WFV52		MFV4.1		LED 7.2	ED3.1	SD 2.1		Mïlai	18 de 18
9 riak G registors p	180% in 2020/21	0,038	1 updated Sc Indigent fin register m		υ, -	2579	60124		1 Bullo Institution of C	∓ SA
Good R80 000 povernance	R75	20	Sound R6 financial manegemen		RISA		75		ling tutored lessen lessently apability	8 2 4
	R78 709 000 100 100 and		R 1 k		R130 000 2 p	R4 922 000 763 periolparate on short form employment opportunities (EPNP-413 and CWP-330)	RZ 700 000 60 124 Househ		R100 000 4 co Institution repping India part Mut Mar	Tandra
pidated risk term (Fraud, operational explicions (d), neal 1 terms (d), and 1 terms (d), and 1 terms (d) t	100% appenditure on consistent Greate received	100% spent on equitable share (Inwards frae basic services	1 Indigent Register updated		2 programs conducted to maintain Blue Flag status (Testza and Xhores Mouth)		a ods	1	4 consolidated 1 Institutional II Institutional II reports on G Institution II In	PARTE
Rick essectment mod lupdate of risk registere operationel, fraud, stratings, National Disaster COVID19 and ICT	on conditional on conditional or conditional signature allocated this quartor as per the business plantCesh Flours KPA 3: 60000	t	Verification on the bat of new indigent households	КРА	Application of Yearly Plat Status	NSA 8: LOCAL EC Recultiment of 753 Rt 155 5to EFWP-413 & CWP- 350 workers.	00124 hottshodds serviced	KPA 2: SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT	1 consolidated institutional report on individual performence submitted to Municipal Manager	BIOLGSTIN.
740 00D	SOVERNANCE	R750 000	20	: MUNICIPAL FI	R32 500	12		LIVERY AND IN	R25 000	Laedid
1. Rick munagement munagement for part for previous quarter algreed by SAU Rusk champion 2. Agende for the meding 3. Attendance register 4. Lightned provious quarter (16k neglisers	1. Report on conditional grant expendature algorithy SM 2. Smart Expenditure Reports submitted authorities authori	5, 7	Signed quartely report by SM. Updated list of New Indigents by SM. SM	KPA & MUNICIPAL FINANCIAL VABILITY	Application signed by MM, proof of authorisation to WESSA and report signed by SM	OMIC DEVELOPMENT	Signed quarterly progress report by S.M., upproved wester operation plan, waste collection must repirate a grand by Supervisor and	FRASTRUCTURE	R25 000 1. Signed assessment report by Municipal Manager	EVIDENCE TO BE
Rick essentent and R5 000 options of rick registers operational, registers operational, remains established, selected because COVID19 and ICT	I. Reports OD'S separations of IR 8 977 201 condening grant operations budget or expenditure of included bids quarter algorith 500 are the businesse Expenditure of the Separation of the Separa	160% spent on equitable share Investigation to be based earnices	Verification on the list RO of new Indigent households	7 10%	S .	Lick PRELIFYER (1995) Used received Measures (1995) Ampliyees (1995) Implementation of EPHYP A CHIP receivement	60124 households serviced		1 consolidated institutional report on individual performance submitted to Municipal Manager	WILESTONE
8. dd 75 000	1 R19 677 220	R759 000	8		8	R1 155 500	675001	\$	R25 000	Fabour 8
1. Risk management report for presions quarter signed by SAV Risk champion 2. Agenta for the mealing 3. Atlandance register 4. Updated previous querier risk registers	L. Report on conditional grant compendators signed by SM 2. Grant Expanditure Reports submitted to Management	1. Signed quaretry report by SM 2. Expenditure Reports, (Flural waste and Bedfielly	Signed querialy capart by SM. Updated list of New indigents by SM.		NA	Signed modificating paper by SM	D Signed quarterly progress report by S.M. approved was reportion plan, waste colorison plan, waste replainer points registers aligned by Supervisor and Recipients:			EVIDENCE TO
Titlek excessment and update of takingsteers operations, fraud, excessor, kneine operations, fraud, excessor, kneine operations, kneine operations operations operations operations on the control of the	190% expenditure or operations budget stocated this quarter or per the budness of purificact Flows		Verification on the first of new indigent households		Water Tusting conducted in Tenzo and Xhora Mouth	Abolizaing the implementation of EPWP & CWP recruitment	60124 households sarviced		1 consolidated Institutional report on Individual performance submitted to Municipal Manager	MILESTIN
AC 85 000	River 220	R750 000	8		R65 000	R1 155 500	675aoo		R25 000	BURGER
1. Risk menagement report for gravious quarter signed by SM Risk champion 2. Aganda for the meeting A. Assendation register 4. Updated previous quarter disk registers	nei grant ture by SM turo submitte	1. Signed quaranty report by SM 2. Expenditure Reports, (Rural waste and Electricity)	Signed questaly report by SM. Updated list of Now indigents by SM		Signed report by SM, Proof of Lests from Leb	Signed monisoring report by Sid	Signed quarterly progress report by progress report by S.M., approved week plan, wester plan, wester collection points registers signed by Supervisor and Recipients		1 2 1	E PROPERTOR OF THE PROP
Rick cessement and R19 000 opdate or freis engatures operational, freis d'article), freis d'article), freis d'article), freis d'article), on Nazional Disease COVID19 and ICT	outh-expensative of K19 077 200 operational budget a operational budget a ablocated this quarter as per the budgets plant/catch Flower plant/catch Flower		Updated an indigent register		Beach Clean-Ups , and awareness Cempaigns	Manitoring the implantation of EPWP & CWP recruitment	601/24 households serviced		i consolidated institutional report on individual performance scientifical to Municipal Manager	SNOLBETTH
1. ad R19 000	r K18 077 290	R750 660	2		R32 500	R1 155 590	<i>675000</i>		R25 000	pupus.
1. Fick management report for previous querier signed by SM-Fick champion. 2. Againds for the meeting Alexandrane inspirate. 4. Updated provious querier fak registers.	I. report on conditionel grant appenditire eigned by Sta Z. Grant Expanditure Reports submitted to Management	1. Signod quarety report by SM 2. Expenditure Reports, (Rural waste and Electricity,	Roport agned by SM S 2. Updated indigent C register signed by SM NOA		Signed report by	Signed moraboring report by SM	Disgred quarterly progress report by S.M. approved seats operation plan, weste collection points registere signed by Supervisor and Recipients		3	CL30Stuff
SM: Community Services	Services	Sat Community Services	Services		Suk Commanity Services	Su: Community Services	BW. Community Services		SM Community Services	2 ± 0
Co.	3	62	9	1	8	å	8			9

perbalpation	Government at Reindons		Environment al Planning				
, \$	It designed to conclude the concluded to the concluded to the planting with sphere of government by 2022		to square acheronce to sound environmental procises and to protect environmentally sensitive cross by 2022			To ensure compliance with legislation as per section 11 (2) (e) of Municipal Systems Act	
		1	arance GGP 4 numental o protect y by 2022			plance GGP 2 as per a) of nns Ad	
	=					1	By deve 2020/20 oction pl conticts products audit to AGSA n
ualty petion	n with		By Implementing climate change mitigation strategy			oping and g nai polities, e, plans and	By developing ACCCCCC2 suelli oction plan containing of provious unresolved audit facility on ACSA report
	Sharing of York procedure		Climata change mligazion measures	Reviewed of strategies and plans	Reviewal of politicas	Development of strategies and plans	Audit ection plan:
meange convened or established	programmes or plans shared with other insettinions	Number of programs implemented as per the coastal memagement plan (ward 19, 20,29 & 32)	Number of Progrems implemented as per Climate Change strategy at ward 5 & 25	Number of reviewed GGP 2.5 strateglastPants	Number of roviseed polities	Number of strategisciplans developed (Greening strategy)	Number of 2020/2021 sudiled 2020/2021 sudiled froports submitted to sudil committee and Council for progress on implementation of audit action pine
Ĕ	c c c c c c c c c c c c c c c c c c c	ams GGP4.2	per GGP 4.1	6GP 2.5	wd 633P 2.4	GGP 2.3	GGP 1.2
			}3	ಪ	่น	85	
governessos	GGG			Good governance	Good governance	Good governance	
	8	8	R500 000	P.S.09 000	R959 000	Ro	공
cambished	plans shared with other instantons of the plans shared with other instantons of the plans of the	2 Programs implemented as per Coasse Menagement Plan (word 19, 70,29 & 32)	2 Programs Implemented as Implemented as per Climate Change Strategy at ward 5 & 25	tresensed	16 reviewed policies	1 stretegy/plan developed (Greening strategy)	4 2021/2022 authorized to existing to exist committee and Council for progress on implementation of audit existing the existing the existing plant audit existing plant audit existing plant.
hold as follows		Development of concept document on Coastal Managament Programmes and consultation	N - 0 C D	WA	WA	NA	I audicol report submitted to euclif convertine and Council for progress on implementation of euclif action plan
		8 8		RÓ	3	8	3
atlandanca registar	Mander and	Consultation copart algred by SM end algred consept document.	Consultation report algored by SM and algored consept document.	N.	AR A	NA	Signed progress report by AMA, Audé Committee minusserresdade n register and Council opende/council resolution
as foldown	shared with other institutions 2 PSC meanings hald			N/A	***	Dovelop Situational Auniysis report on(Greening strategy)	I mailted toport submitted to suddi controlline and countrol for progress on implementation of audit action plan
		2 B		26	3	R	3
ellendande rogidae	the SM 2. Attandence Rogistar Rogistar Sidentees of the PSC	Report signed by SM, register and pictures of event	WA.	NUA	**	Signed chuational analysis report by SM	Signed programs report by 486, Audit Committee Unput the Audit Committee Unput the Audit Committee Committee and Council openative outside pandariouncil resolution
E GILLOVA	2 PBC modifys hald	Ratiobilisher of County Depreted of process word (19,20 & 32)	Climate Change Awareness Program ward 5	Submit reviewed dreft strokejies/ piene to the council {1}	Submit draft reviewed policies to the Quants (16)	Submit (3) draft strategiles/ plants to the council. (Greening strategy)	i audited report submillad to edit committee and Cauncil for progress on fruptomentation of sudi audit audit plan sudi audit addon plan
		2 2		R256 000	R150 000	8	3
standance regista	Manutes of the	Signed report by SM and pictures:	Signed report, ettendence regista and pictures	Copies of the draft reviewed StrelegiesFrans Proof of submitted to Council Council	Copies of the draft reviewed policies Proof of submission to Council	1. Copies of the draft Strategies/Plans Strategies/Plans 2. Proof of submission to Council	Signed progress report by MiA, Audit Committee minimater season minimater season register and Council agendarizational minimate/ council resolution
	2 PBG mostings had R	§ §	1 5	Submitting of the Statesplera/pleas to council (1)	Submiling of the restaured policies to the council (16)	Submilling (3) final draft strelegisefplans to the council (Greening strategy)	I audited report submitted to endit controlline and Council for progress on implementation of audit action plan
	Ned Property of the Property o	8 8		10 AZ250 000	78 00 00 00 00 00 00 00 00 00 00 00 00 00	RG RG	n ed RO
ettendence register	Minutes of the PSC	KA KA	Signed progress report by Stat	First roviewed strategiez/plans	policies policies	Submitted final strategies to the council	Signed progress report by MA, Audit Committee minutes/resultation register and Gound agentificouncil infutures/council infutures/council infutures/council resolution
ter Services		Services Services	<u> </u>	SM Comminty Services	SM Community Services		SM: Contractly Services
	106	% 8	1	Q	8		g.

Market

			_		
					_
					Fora Meetings
	hold in 20	LCF and Transport	(Солиния	medings	Number of fore
	21/22 FY	(nodem)	lly Sefety		fore
					GGP 11.4
	•				ಸ
			_	paopie first	Putting
				E.	2
			In 2021/72	(Transport) hald in this qui	4 fora meeting
			(Transp	holdin	1 Form
			Ą	this questor	meeting
					8
	also de	2 Au	partiglia	iora m	1. Rep
		2. Atlandanca			ort on
			(Inacepart)	in this quarter	1 Fora meet
				_	ng heid R
					Ü
	igitio	2. Attend	£	moeting	1. Repor
		datto		signed by	ton form
			[Transport	dis quarter	1 Fore me
			۰	,	ating hold in
	••••				23
	,ĝ	75	\$	ğ	-
	Airlor	2. Attendance	The yet ben	a meeting	Report on
			(Ingra)	in this quarter	1 For
			<u>10</u>	quarter	meeting he
		_			Ro
	register	2 Attendant	Æ	the Bulleous	1. Report o
		ន		med by	in form
			Sandbas	Application	Æ
		_			107
				_	