



ADJUSTED PERFORMANCE AGREEMENT

MADE AND ENTERED INTO BY AND BETWEEN:

**THE MUNICIPALITY OF DR JS MOROKA LOCAL
MUNICIPALITY**

**AS REPRESENTED BY THE MUNICIPAL MANAGER
Ms M.M MATHEBELA**

AND

THE EMPLOYEE OF THE MUNICIPALITY

**Ms E.K MATJIANE
EXECUTIVE MANAGER: ECONOMIC DEVELOPMENT &
PLANNING**

FOR THE

FINANCIAL YEAR: 2025 – 2026

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PERFORMANCE AGREEMENT

ENTERED INTO BY AND BETWEEN:

The Municipality of Dr. JS Moroka Local Municipality herein represented by **Ms. M.M Mathebela** in her/his capacity as the Municipal Manager (hereinafter referred to as the **Employer** or Supervisor)

And

Ms. E.K Matjiane, employee of the Municipality of Dr. JS Moroka Local Municipality (hereinafter referred to as the **Executive Manager: Economic Development & Planning**).

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;
- 2.3 specify accountabilities as set out in the Performance Plan;
- 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

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- 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 2025 regardless of when it was signed** and will remain in force until **30th June 2026**, whereafter a new Performance Agreement, Performance Plan and Personal Development Plan shall be concluded between the parties for the next financial year or any portion thereof.
- 3.2 The parties will review the provisions of this Agreement during June each year. The parties will conclude a new Performance Agreement and Performance Plan that replaces this Agreement at least once a year by not later than the beginning of each successive financial year.
- 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-
- 4.1.1 the performance objectives and targets that must be met by the **Employee**; and
- 4.1.2 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**.
- 6 The **Employee** agrees to participate in the performance management and development system that the **Employer** adopts.
- 6.1 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.
- 6.2 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.
- 6.2.1 The **Employee** must be assessed against both components, with a weighting of 80:20 allocated to the Key Performance Areas (KPAs) and the Core Competency Requirement (CCRs) respectively.
- 6.2.2 Each area of assessment will be weighted and will contribute a specific part to the total score.
- 6.2.3 KPAs covering the main areas of work will account for 80% and CCRs will account for 20% of the final assessment.
- 6.3 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**:

Key Performance Areas (KPA's)	Weighting
Basic Service Delivery	-
Municipal Institutional Development and Transformation	5
Local Economic Development (LED)	41
Municipal Financial Viability and Management	5
Good Governance and Public Participation	25
Spatial Rationale	24
Total	100 %

- 6.4 The CCRs will make up the other 20% of the **Employee's** assessment score. CCRs that are deemed to be most critical for the **Employee's** specific job should be selected (✓) from the list below as agreed to between the **Employer** and **Employee**:

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CORE COMPETENCY REQUIREMENTS FOR EMPLOYEES		
CORE COMPETENCY RECRUIREMENTS (CCRs)	√	WEIGHT
Strategic Direction and leadership		10
Programme and Project Management		
Financial Management		10
Change Management		
Knowledge Management		
Service Delivery Innovation		10
Problem Solving and Analytical		10
People Management and Empowerment		10
Client Orientation and Customer Focus		
Advanced Negotiation skill		
Communication		10
Honesty and integrity		
CORE OCCUPATIONAL COMPETENCIES		
Competence in self management		10
Interpretation of and implementation within the legislative and national policy framework		10
Knowledge of development local government		
Knowledge of performance management and reporting		5
Knowledge of global and south African special political , social and economic context		
Competence in policy conceptualisation, analysis and implementation		5
Knowledge of more policy than one function municipal field/discipline		
Skills in mediation		
Skill in governance		5
Competence as required by other national line sector department		5
Exceptional and dynamic creativity to improve the functioning of the municipality		
		100 %

7. EVALUATING PERFORMANCE

- 7.1 The Performance Plan (Annexure A) to this Agreement sets out -
- 7.1.1 the standards and procedures for evaluating the **Employee's** performance; and
- 7.1.2 the intervals for the evaluation of the **Employee's** performance.
- 7.2 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.
- 7.3 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.

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

7.5 The annual performance appraisal will involve:

7.5.1 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 7.5.3 below) **must then be used to add the scores and calculate a final KPA score.**

7.5.2 Assessment of the CCRs

- (a) Each CCR 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 CCR.
- (c) The applicable **assessment rating calculator** (refer to paragraph 6.5.1) **must then be used to add the scores and calculate a final CCR score.**

7.5.3 Overall rating

An overall rating is calculated by using the applicable **assessment-rating calculator**. Such overall rating represents the outcome of the performance appraisal.

7.6 The assessment of the performance of the **Employee** will be based on the following rating scale for KPA's and CCRs:

Level	Terminology	Description	Rating				
			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 responsibility throughout the year.					

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Level	Terminology	Description	Rating				
			1	2	3	4	5
4	Performance significantly above expectations	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 fully achieved effective results against all significant performance criteria and indicators as specified in the PA and Performance Plan.					
2	Not fully effective	Performance is below the standard required for the job in key areas. Performance meets some of the standards expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against more than half the key performance criteria and indicators as specified in the PA and Performance Plan.					
1	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 the level expected in the job despite management efforts to encourage improvement.					

7.7 For purposes of evaluating the performance of the **Employee**, an evaluation panel constituted by the following persons will be established –

7.7.1 Executive Mayor/ Mayor.

7.7.2 Chairperson of the Audit Committee.

7.7.3 Ward committee member (on a rotational basis), where applicable.

7.7.4 Member of the Mayoral Committee; and

7.7.5 Mayor and/ or Municipal Manager from another Municipality.

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 first and third quarter may be verbal if performance is satisfactory:

First quarter	:	July – September
Second quarter	:	October – December
Third quarter	:	January – March
Fourth quarter	:	April – June

8.2 The **Employer** shall keep a record of the mid-year review and annual assessment meetings.

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- 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 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 In the case of unacceptable performance, the **Employer** shall –

12.4.1 provide systematic remedial or developmental support to assist the **Employee** to improve his or her performance; and

12.4.2 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.

Thus, done and signed at Siyabuswa on this the 26 day of March 2026

AS WITNESSES:

1.  _____

2. Attorneys. F _____

 _____
(EMPLOYEE)

Ms E.K Matjiane
EXECUTIVE MANAGER: ECONOMIC
DEVELOPMENT & PLANNING

AS WITNESSES:

1.  _____

2. _____

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(EMPLOYER)
Ms M.M Mathebela
MUNICIPAL MANAGER

PERSONAL DEVELOPMENT PLAN (PDP)

Entered into by and between

M.M MATHEBELA

and

E.K MATJIANE

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1. Personal Development Plan

1.1.1 A Municipality should be committed to –

- (a) the continuous training and development of its employees to achieve its vision, mission and strategic objectives and empower employees; and
- (b) managing training and development within the ambit of relevant national policies and legislation.

1.1.2 A Municipality should follow an integrated approach to Human Resource Management, that is:

- (a) Human resource development forms an integral part of human resource planning and management.
- (b) In order for training and development strategy and plans to be successful it should be based on sound Human Resource (HR) practices, such as the (strategic) HR Plan, job descriptions, the result of regular performance appraisals and career pathing.
- (c) To ensure the necessary linkage with performance management, the Performance Management and Development System provides for the Personal Development Plans of employees to be included in their annual performance agreements. Such approach will also ensure the alignment of individual performance objectives to the municipality's strategic objectives, and that training and development needs can be identified through performance management and appraisal.
- (d) Career-pathing ensures that employees are placed and developed in jobs according to aptitude and identified potential. Through training and development they can acquire the necessary competencies to prepare them for future positions. A comprehensive competency framework and profile for Municipal Managers are attached and these should be linked to relevant registered unit standards to specifically assist them in compiling Personal Development Plans in consultation with their managers.
- (e) Personal Development Plans are compiled for individual employees and the data collated from all employees in the municipality forms the basis for the prescribed Workplace Skills Plan, which municipalities are required to compile as a basis for all training and education activities in the municipality in a specific financial year and report on progress made to the Local Government Sector Education and Training Authority.

1.1.3 The aim of the compilation of Personal Development Plans is to identify, prioritise and implement training needs.

1.1.4 Compiling the Personal Development Plan attached at Appendix.

(a) Competency assessment instruments, which are dealt with more specifically in Appendix 1 and 2, should be established to assist with the objective assessment of employees' actual competencies against their job specific competency profiles and managerial competencies at a given period in time with the purpose of identifying training needs or skills gaps.

(b) The competency framework and profiles and relevant competency assessment results will enable a manager, in consultation with his / her employee, to **compile a Personal Development Plan**. The identified training needs should be **entered into column 1 of Appendix 1, entitled Skills / Performance Gap**. The following should be carefully determined during such a process:

(i) Organisational needs, which include the following:

- o Strategic development priorities and competency requirements, in line with the municipality's strategic objectives.
- o The competency requirements of individual jobs. The relevant job requirements (job competency profile) as identified in the job

- description should be compared to the current competency profile of the employee to determine the individual's competency gaps.
- Specific competency gaps as identified during the probation period and performance appraisal of the employee.
- (ii) **Individual training needs** that are job / career related.
- (c) Next, the **prioritisation of the training needs [1 to ...] should be listed** since it may not be possible to address all identified training needs in a specific financial year. It is however of critical importance that training needs be addressed on a phased and priority basis. This implies that all these needs should be prioritized for purposes of accommodating critical / strategic training and development needs in the HR Plan, Personal Development Plans and the Workplace Skills Plan.
- (d) Consideration must then be given to the **expected outcomes**, to be listed in **column 2 of Appendix 1**, so that once the intervention is completed the impact it had can be measured against relevant output indicators.
- (d) **An appropriate intervention** should be identified to address training needs / skills gaps and the outcome to be achieved but with due regard to cost effectiveness. These should be listed in **column 3 of Appendix 1, entitled: Suggested training and / or development activity** in line with the National Qualifications Framework, which could enable the trainee to obtain recognition towards a qualification for training undertaken. It is important to determine through the Training / Human Resource Development / Skills Development Unit within the municipality whether unit standards have been developed and registered with the South African Qualifications Authority that are in line with the skills gap and expected outcomes identified. Unit standards usually have measurable assessment criteria to determine achieved competency.
- (e) **Guidelines regarding the number of training days per employee and the nominations of employees:** An employee should on average receive at least five days of training per financial year and not unnecessarily be withdrawn from training interventions.
- (f) **Column 4 of Appendix 1: The suggested mode of delivery** refers to the chosen methodology that is deemed most relevant to ensure transfer of skills. The training / development activity should impact on delivery back in the workplace. Mode of delivery consists of, amongst others, self-study [The official takes it upon him / her to read e.g. legislation]; internal or external training provision; coaching and / or mentoring and exchange programmes, etc.
- (g) The **suggested time frames (column 5 of Appendix 1)** enable managers to effectively plan for the annum e.g. so that not all their employees are away from work within the same period and also ensuring that the PDP is implemented systematically.
- (h) **Work opportunity created to practice skill / development areas, in column 6 of Appendix 1**, further ensures internalisation of information gained as well as return on investment (not just a nice to have skill but a necessary to have skill that is used in the workplace).
- (i) The final column, **column 7 of Appendix 1**, provides the employee with a **support person** that could act as coach or mentor with regard to the area of learning.

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Appendix

Personal Development Plan of: ELIZABETH MATJIANE

Compiled on (Date): 26 March 2026.....

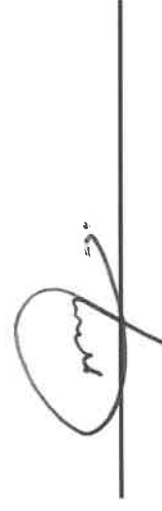
1. Skills / Performance Gap	2. Suggested training and / or development activity	3. Priority • High (H) • Medium (M) • Low (L)	3. Suggested Time Frames	7. Support Person
Finance Management	Finance short Course	High	1 year	
Economic Development	Economic Development	High	1 year	
Strategic Planning	MBA	Low	2 years	

Executive Manager: Planning and Economic Development

signature



Municipal Manager's signature:



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Appendix C

FINANCIAL DISCLOSURE FORM

I, the undersigned (surname and initials) MATJIANE E.K

(Postal address) 290 MASOGANENG SECTION, MMAMETLHAKE

(Residential address) 290 MASOGANENG SECTION, MMAMETLHAKE

(Position held) EXECUTIVE MANAGER PLANNING AND ECONOMIC DEVELOPMENT

(Name of Municipality) DR JS MOROKA LOCAL MUNICIPALITY

Tel: 013 973 0974 Fax: _____

hereby certify that the following information is complete and correct to the best of my knowledge:

1. **Shares and other financial interests (Not bank accounts with financial institutions.)**
See information sheet: note (1)

Number of shares/Extent of financial interests	Nature	Nominal Value	Name Of Company/Entity
N/A	N/A	N/A	N/A

2. **Directorships and partnerships**
See information sheet: note (2)

Name of corporate entity, partnership or firm	Type of business	Amount of Remuneration/Income
N/A	N/A	N/A
N/A	N/A	N/A

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3. **Remunerated work outside the Municipality**
 Must be sanctioned by Council. See information sheet: note (3)

Name of Employer	Type of Work	Amount of remuneration/ Income
N/A	N/A	N/A
N/A	N/A	N/A

4. **Consultancies and retainerships**
 See information sheet: note (4)

Name of client	Nature	Type of business activity	Value of any benefits received
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A

5. **Sponsorships**
 See information sheet: note (5)

Source of assistance/sponsorship	Description of assistance/ Sponsorship	Value of assistance/sponsorship
NONE	NONE	NONE

6. **Gifts and hospitality from a source other than a family member**
 See information sheet: note (6)

Description	Value	Source
NONE	NONE	NONE

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7. Land and property
See information sheet: note (7)

Description	Extent	Area	Value
Townhouse	130smq	No 20 Tuscan Views Estate, Potchefstroom	R 1 000 000
Flat	62smq	628 Wonderpark Estate, Pretoria	R 400 000
Land	500 sqm	Mmametlhake	R1200

[Signature]
SIGNATURE OF EMPLOYEE

DATE: 26 March 2026

PLACE: SIYABUSWA

MGR CONSULTANTS
Mag Relees Consultants
Registration Number 2016/319009/07

26 -03- 2026

1448 Ext D
Siyabuswa, Mpumalanga, 0472

OATH/AFFIRMATION

1. 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

Full first names and surname: Precious Montseleho Magongo (Block letters)

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Designation (rank) Commissioner of OATH Ex Officio Republic of South Africa

Street address of institution 1448, SECTION D, SIYABUSWA, 0472

Date 26/03/26 Place SIYABUSWA

CONTENTS NOTED: MUNICIPAL MANAGER

DATE: _____

I certify that this document is a true copy of the original which was examined by me and that, from my observations, the original has not been altered in any manner.

[Signature]

Commissioner of Oaths Precious Magongo
Business Accountant in Practice(SA) SAIBA: BAP(SA) 5603

Date: 26/03/26 ek

1448 Ext D, Siyabuswa, Mpumalanga, 0472

m.m. PA

EXECUTIVE MANAGER: PLANNING & ECONOMIC DEVELOPMENT

KPA 6: SPATIAL RATIONALE

NO.	KEY FOCUS AREA	PROJECT	STRATEGIC OBJECTIVES	KEY PERFORMANCE INDICATOR	BASELINE	BUDGET ALLOCATION	2025-2026 ANNUAL TARGET	QUARTERLY TARGETS				EVIDENCE	WEIGHT
								Q1	Q2	Q3	Q4		
115	Land Development	Application for Land Development (rezoning, subdivision, and consent)	To create a viable community and promote integrated sustainable development	% of applications for land development (rezoning, subdivision and consent) received, & processed within 60 days as per the SPLUMA Act of 2013	3 applications for land development received and responded	Internal	100% of applications for land development (rezoning, subdivision and consent) received, & processed within 60 days as per the SPLUMA Act of 2013	100%	100%	100%	100%	Completed land development application forms and register	3
116		Eradication of Land Invasion	To create a viable community and promote integrated sustainable development	Percentage % of cases on land invasion reported and attended to by 30 June 2026	4 contravention letters issued to the Land invaders and report submitted to Municipal Legal Services	Internal	100% of cases on Land Invasion issued with contravention Letters and report submitted to Municipal Legal Services	50% of cases on Land Invasion issued with contravention Letters and report submitted to Municipal Legal Services	50% of cases on Land Invasion issued with contravention Letters and report submitted to Municipal Legal Services	50% of cases on Land Invasion issued with contravention Letters and report submitted to Municipal Legal Services	Contravention Letters to Municipal Legal Services	3	
117	Building Plans Administration	Assessment of building plans for compliance with National Building Regulations	To create a viable community and promote integrated sustainable development	Percentage % of Building Plans received, assessed and approved by Council by 30 June 2026	6 building plans received, assessed and approved	Internal	100% of building plans received, assessed and approved by Council	N/A	N/A	N/A	50% of Building Plans received, assessed and approved by Council	Building Plan Register	2
118		Spatial Planning	Formalization of Townships in Morije (Ptn 7 of Kameelrivier)	To create a viable community and promote integrated sustainable development	Township formalization in Morije (Ptn 7 of Kameelrivier 106 JR) by 30 June 2026	2 townships formalized	Internal	(1) Morije (Ptn 7 of Kameelrivier 160 JR) formalized township	Final layout plan of Morije (Ptn 7 of Kameelrivier 160 JR) township	Submission of the Township Establishment application to the MPT	N/A	Approved township formalisation of Morije (Ptn 7 of Kameelrivier 160 JR)	Approved Layout Plan

119	Township Establishment of Borolo Ext (Rem Ptn of Wolvenkraal 192 JR)	To create a viable community and promote integrated sustainable development	Township Establishment in Borolo Ext (Rem Ptn of Wolvenkraal 192 JR) by 30 June 2026	2 townships formalized	Internal	(1) Township Established in Borolo Ext (Rem Ptn of Wolvenkraal 192 JR)	Final layout plan of Borolo Ext (Rem Ptn of Wolvenkraal 192 JR)	Submission of the Township Establishment application to the MPT	N/A	Approved township establishment of Borolo Ext (Rem Ptn of Wolvenkraal 192 JR)	Approved Layout Plan	3
120	Capacity of Traditional Leaders on town planning matters to prevent illegal occupation of land	To create a viable community and promote integrated sustainable development	Town Planning Workshop conducted with Traditional Leaders by 30 June 2026	1 Workshop conducted	Internal	1 Workshop conducted with Traditional Leaders on town planning matters	N/A	N/A	N/A	1	Attendance register	3
121	Land Surveying: Amendment of the general plan for Siyabuswa B	To create a viable community and promote integrated sustainable development	General plans amended for Siyabuswa B by 30 June 2026	New	R100 000,00	1 General plan amended for Siyabuswa B	N/A	submission of application for the amendment of General Plan to MPT	N/A	Approval of the amendment of the General Plan and registration of SG Diagram	Approved Land Surveying: Amendment of the general plan for Siyabuswa B	3
122	Business License	Business license application received, processed and issued	Percentage % of business licenses application received, processed and issued by 30 June 2026	New	Internal	100% of business licenses application received, processed and issued	50% of business license application received, processed and issued	N/A	N/A	50% of business license application received, processed and issued	Business License register Approval Letters	2

20/11/2024

KPA 2: LOCAL ECONOMIC DEVELOPMENT

NO.	KEY FOCUS AREA	PROJECT	STRATEGIC OBJECTIVES	KEY PERFORMANCE INDICATOR	BASELINE	BUDGET ALLOCATION	2025-2026 ANNUAL TARGETS	QUARTERLY TARGETS				EVIDENCE	WEIGHT	
								Q1	Q2	Q3	Q4			
20	LOCAL ECONOMIC DEVELOPMENT (LED)	To support Tourism through updating of municipal website on tourism products	To create conducive environment for economic growth and tourism, to attract investment within the municipal area	Number of the tourism destination/products updated on municipal website by 30 June 2026	21 Tourism destination / products updated	Internal	(6) tourism destination/products updated on municipal website	N/A	2	2	2	2	Print out of Tourism database and pictures uploaded on a municipal website Inspection register	3
21		Conduct LED Forum Meetings	To create conducive environment for growth and tourism, to attract investment within the municipal area	Number of LED forums meeting conducted by 30 June 2026	3 LED Forum Meeting conducted	Internal	4 LED Forum meetings conducted	1	1	1	1	Attendance Register & Minutes of the Meetings	2	
22		Facilitation of the Community Work Programme	To create conducive environment for economic growth and tourism, to attract investment within the municipal area	Number of Jobs Created through the Community Work Programme by 30 June 2026	New	Internal	1000 Jobs created through the Community Works Programme	N/A	N/A	N/A	N/A	1000 Jobs Created through Community Work Programme	MIS Reports LRC progress Reports	3
23		Job Creation and Poverty alleviation	To create conducive environment for economic growth and tourism, to attract investment within the municipal area	Number of job opportunities facilitated through Capital Projects, EPWP and Private Sector by 30 June 2026	New	Internal	100 job opportunities facilitated through Capital Projects, EPWP and Private sector	N/A	N/A	N/A	100 job opportunities facilitated through Capital Projects, EPWP and Private sector	List of projects implemented on letterheads, with number of people employed per project	4	

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24	Reviewing and approval of LED Strategy	To create conducive environment for economic growth and tourism, to attract investment within the municipal area	Number of Strategy Review Reviewed by 30 June 2026	Draft LED Strategy	Internal	(1) LED Strategy reviewed and approved	Public participation meeting on Draft LED Strategy	N/A	Final Reviewed and approved LED Strategy	N/A	Attendance of public participation meetings	4
25	Conduct Business Development Cultural Show, to promote local business, cultural development and Tourism within the municipality	To create conducive environment for economic growth and tourism, to attract investment within the municipal area	Number of Business Development Cultural Show hosted by 30 June 2026	New	R2 000 000,00	(1) Business Development Cultural Show hosted	N/A	(1) Preparatory Meeting conducted	N/A	Business Development Cultural Show hosted	Report Attendance Register Pictures	5
26	Registration of SMME's on Municipal Database	To create conducive environment for economic growth and tourism, to attract investment within the municipal area	Number of SMME's registered on municipal database by 30 June 2026	40 SMME's registered on Municipal Database	Internal	40 SMME's Registered on Municipal Database	N/A	20 SMME's registered on Municipal Database	N/A	20 SMME's registered on Municipal Database	SMME's Database	5

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27		SMME's Grand - In - Aid Support	To create conducive environment for economic growth and tourism, to attract investment within the municipal area	Number of SMME's benefiting from municipal support through tools of trade by 30 June 2026		R500 000,00	10 SMME's benefiting from municipal support through tools of trade	N/A	Advertisement of SMME's support through tools of trade	N/A	Delivering of Tools of trade to 10 SMME's	Advertisement Acknowledgement of receipt of goods Invoices	5
28		Tourism Support and promotion through development of municipal Brochure	To create conducive environment for economic growth and tourism, to attract investment within the municipal area	Number of Municipal Tourism Brochure developed by 30 June 2026	New	R500 000,00	1 Municipal Tourism brochure developed	N/A	Preparatory meeting conducted	Municipal Tourism Brochure	N/A	Report and Attendance Register Municipal Brochure	5
29	LED	Training and Development of SMME's and Cooperatives	To create a conducive environment for economic development, investment, attraction and Job creation	Percentage (%) of trained SMME's and Cooperatives by 30 June 2026	New	Internal	100% trained SMME's and Cooperatives	100% trained SMME's and Cooperatives	100% trained SMME's and Cooperatives	100% trained SMME's and Cooperatives	100% trained SMME's and Cooperatives	Report on Trained SMME's and Cooperatives	5

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NO.	KEY FOCUS AREA	PROJECT	STRATEGIC OBJECTIVES	KEY PERFORMANCE INDICATOR	BASELINE	BUDGET ALLOCATION	2025-2026 ANNUAL TARGETS	QUARTERLY TARGETS				EVIDENCE	WEIGHT	
								Q1	Q2	Q3	Q4			
33	IDP	IDP Process Plan	To Ensure development and adoption of the IDP process plan as per legislated timeframes	2026/2027 IDP/Budget Review Process Plan developed by 30 August 2025	New	Internal	2026/2027 IDP/Budget Review Process Plan developed	2026/2027 IDP/Budget Review Process Plan developed	N/A	N/A	N/A	N/A	Council Resolution	3
34		IDP Process	To Ensure development and adoption of the IDP process plan as per legislated timeframes	2026-2027 Final IDP tabled and approved by Council by 30 May 2026	2024/2025 IDP	Internal	1 reviewed and approved IDP	N/A	N/A	N/A	1 Final IDP approved	Council resolution	5	
35		Annual Strategic Planning/Lekgotla	To promote culture of participatory and good governance through a sound application of performance management system, risk management services, communication and public participation services and the internal audit services	Annual Strategic Planning/Lekgotla sessions convened by 28 February 2026	1 Strategic Planning held in February 2025	R100 000,00	1 Annual Strategic Planning/Lekgotla Session	N/A	N/A	1 Annual Strategic Planning/Lekgotla Session	N/A	Invitations, minutes and attendance register	2	
36	GOOD GOVERNANCE & PUBLIC PARTICIPATION	Improved Audit Opinion	Attaining unqualified Audit Opinion	Unqualified Audit Opinion attained by 30 November 2025	Qualified Audit Opinion	Internal	Unqualified Audit Opinion attained	N/A	Unqualified Audit Opinion attained	N/A	N/A	Auditor General's Report	5	
37		Strategic Risk Monitoring	To deepen democracy and promote active community participation in the affairs of the institution	% of action plans implemented to address Strategic Risk identified per quarter	New	Internal	100%	100%	100%	100%	100%	Signed Strategic Risk Progress Report / Register by CRO	5	

38		Operational Risk Monitoring	To coordinate, monitor maintain and improve the effective and efficient functioning of risk management system	% of action plans implemented to address Operational Risk identified per quarter	New	Internal	100%	100%	100%	100%	100%	100%	Signed Operational Risk Progress Report / Register by CRO	5
39	MUNICIPAL FINANCIAL MANAGEMENT & VIABILITY	Managing Departmental Budget	Ensuring accurate and reliable financial planning and management	Number of quarterly reports on the budget implementation management by 30 June 2026	New	Internal	4 quarterly report on the implementation of the budget	1	1	1	1	1	Quarterly reports	5
40	MUNICIPAL TRANSFORMATION & ORGANISATIONAL DEVELOPMENT	Training and Development	Capacitating employees with necessary skills	Number of employees trained (PED) by 30 June 2026	New 1	Internal	40 employees trained (PED)	10	10	10	10	10	Quarterly reports	5

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