

" The City of Heritage "



ULUNDI MUNICIPALITY PERFORMANCE AGREEMENT

2020/2021

ENTERED INTO AND BETWEEN

THE ULUNDI LOCAL MUNICIPALITY

Herein represented by Councillor Wilson Mfana Mtshangase in his capacity as Mayor of the Municipality (hereinafter referred to as the EMPLOYER)

AND

N.G. ZULU

Municipal Manager of the Municipality (hereinafter referred to as the EMPLOYEE)

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1. INTRODUCTION

- 1.1 The Ulundi Local Municipality (the Employer) has entered into a contract of employment with (the Employee) in terms of Section 57(1)(a) of the Municipal Systems Act, Act 32 of 2000, as amended (hereinafter referred to as the Systems Act).
- 1.2 Section 57(1)(b) of the Systems Act, read with the contract of employment between the two 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), reporting to the Executive Committee of the Municipality (the Employer), to a set of actions that will secure local government policy goals.
- 1.4 This performance agreement is concluded between the Employee and the Executive Committee of the Employer, represented by the Councillor elected as Mayor.

2. PURPOSE OF THIS AGREEMENT

The purpose of this agreement is to:

- 2.1 Comply with the provisions of Section 57 of the Systems Act and the Municipal Performance Regulations published in the *Government Gazette* dated 1 August 2006;
- 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 Plan, the Service Delivery and Budget Implementation Plan and the Budget of the Municipality;
- 2.3 Specify accountabilities as set out in the Municipal Performance Plan for the 2020/2021 financial year, which forms an annexure to the performance agreement;
- 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 her job;
- 2.6 In the event of outstanding performance, to appropriately reward the Employee; and


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- 2.7 Give effect to the Employer's commitment to a performance orientated relationship with its Employee in attaining equitable and improved service delivery.

3. PERFORMANCE MANAGEMENT SYSTEM

- 3.1 The Employee agrees to participate in the performance management system that the Employer adopts or introduces for the Municipality.
- 3.2 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.
- 3.3 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.
- 3.4 The Employee undertakes to actively focus towards the promotion and implementation of the Key Performance Areas reflected in the Municipal Performance Plan for the 2020/2021 financial year within the local government framework.

4. EMPLOYER OBLIGATIONS

- 4.1 The Employer shall endeavour to create a working environment that is conducive to the Employee being able to attain the standards of performance expected of her.
- 4.2 The Employer shall provide the Employee with such physical, financial and human resources as are reasonably required for her to perform her functions.
- 4.3 The Employer shall provide access to skills development and capacity building opportunities.
- 4.4 The Employer shall empower the Employee by way of a set of appropriate delegations to act and make relevant decisions in the course of her employment.
- 4.5 The Employer shall work collaboratively with the Employee to solve problems and generate solutions to common problems that may impact on the performance of the employee.

4.6 The Employer shall conduct the performance review in a fair and transparent manner.

5. EMPLOYEE OBLIGATIONS

5.1 The Employee is obliged to perform her functions to the best of her abilities and shall as far as practically possible endeavour to meet the standards of performance as set out in the attached Municipal Performance Plan for the 2020/2021 financial year.

5.2 The Employee shall under all circumstances act in the best interests of the Ulundi Local Municipality (the Employer).

5.3 The Employee shall co-operate with the Employer in conducting performance reviews.

6. CONSULTATION

6.1 The Employer agrees to consult the Employee timeously where the exercising of its powers will have amongst others:

6.1.1 A direct effect on the performance of any of the Employee's functions;


6.1.2 A commitment by the Employee to implement or to give effect to a decision made by the Employer: and

6.1.3 A substantial financial effect on the Employee.

6.2 The Employer agrees to inform the Employee of the outcome of any decisions taken pursuant to the exercise of powers contemplated in sub-item 6.1 as soon as is practicable to enable the Employee to take the necessary action without delay.

7. COMMENCEMENT AND DURATION



7.1 Irrespective of the date of the signature of the agreement, this performance agreement and its annexure (the Municipal Performance Plan for the 2020 / 2021 financial year) will commence on 1 July 2020 and will remain in force until 30 June 2020. Thereafter a new annexure to this agreement will be concluded between the two parties for the following financial year.

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- 7.2 The parties will review the provisions of this agreement during June each year. The parties will then conclude a new performance agreement that replaces the previous agreement by no later than 31 July of that year.
- 7.3 The agreement will terminate on the termination of the Employee's contract of employment for any reason.
- 7.4 Nothing contained in this performance agreement in any way limits the right of the Employer to terminate the Employee's contract of employment with or without notice for any other breach by the Employee of her obligations to the Employer or for any other valid reason in law.
- 7.5 The content of the agreement may be revised at any time during the abovementioned period to determine the appropriateness of the matters agreed upon.
- 7.6 If at any time during the validity of the performance agreement the work environment alters (whether as a result of government or Council decisions or otherwise) to the extent that the contents of the agreement are no longer appropriate, the content shall immediately be revised and then mutually agreed upon by the two parties.

8. PERFORMANCE OBJECTIVES

- 8.1 The Municipal Performance Plan for the 2020/2021 financial year sets out:
- 8.1.1 The key performance areas for which the Employee is responsible.
- 8.1.2 The performance objectives and targets that must be met by the Employee.
- 8.1.3 The timeframes within which those performance objectives and targets must be met.
- 8.1.4 The performance objectives and targets reflected in the Performance Plan are set by the Employer in consultation with the Employee in compliance with legislative requirements and based on the Integrated Development Plan and the Budget of the Municipality and include key performance areas, objectives, targets, key performance indicators and weightings.
- 8.1.5 The key performance areas describe the main tasks to be done. The key performance indicators consist of the details of the evidence that must be provided to show that an objective has been achieved. The targets describe the timeframe in which the work must be achieved.


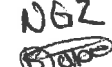

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The weightings reflect the relative importance of the objectives to each other.

- 8.2 The **Employee's** assessment will be based on his/her performance in terms of the output/outcomes (performance indicators) identified as the performance plan annexed into this agreement, which are linked to the Key Performance Areas, and will constitute 80% of the overall assessment results as per the weightings agreed into between the **Employer** and the **Employee**:

Key Performance Areas (KPA's)	Weighting
Basic Service Delivery	20%
Local Economic Development (LED)	20%
Municipal Transformation and Organisational Development	10%
Good Governance and Public Participation	10%
Financial Viability and Management	10%
Spatial and Environmental	10%
TOTAL	80%

- 8.3 The **Core Competencies** will make up the other 20% of the **Employee's** assessment score. In terms of Local Government: Regulations on appointment and conditions of employment of Senior Managers, Reg. 21 of 17 January 2016, the "Core Competencies" are competencies that cut across all levels of work in a municipality and enhance contextualised leadership that guarantees service delivery impact; and "Leading competencies" means competencies that are required to develop clear institutional strategy, initiate, drive and implement programs to achieve long-term sustainable and measurable service delivery performance results. There is no hierarchical connotation to the structure and all competencies are essential to the role of a senior manager to influence high performance. All competencies must therefore, be considered as measurable and critical in assessing the level of a senior manager's performance and as listed as follows:

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LEADING COMPETENCIES		
COMPETENCY		Weighting
Strategic Direction and Leadership	<ul style="list-style-type: none"> • Impact and Influence • Institutional Performance Management • Strategic Planning and Management • Organisational Awareness 	
People Management	<ul style="list-style-type: none"> • Human Capital Planning and Development • Diversity Management • Employee Relations Management • Negotiation and Dispute Management 	
Programme and Project Management	<ul style="list-style-type: none"> • Programme and Project Planning and Implementation • Service Delivery Management • Programme and Project Monitoring and Evaluation 	
Financial Management	<ul style="list-style-type: none"> • Budget Planning and Execution • Financial Strategy and Delivery • Financial Reporting and Monitoring 	
Change Leadership	<ul style="list-style-type: none"> • Change Vision and Strategy • Process Design and Improvement • Change Impact Monitoring and Evaluation 	
Governance Leadership	<ul style="list-style-type: none"> • Policy Formulation • Risk and Compliance Management • Co-operative Governance 	
Total Weighting Leading Competencies		
CORE COMPETENCIES		
COMPETENCY		Weighting
Moral Competence		
Planning and Organising		
Analysis and Innovation		
Knowledge and Information Management		
Communication		
Results and Quality Focus		
Total Weighting Core Competencies		
TOTAL PERCENTAGE WEIGHTING		20%

9. ASSESSMENT OF PERFORMANCE

9.1 Performance Reviews

The performance of the Employee in relation to her performance agreement shall be reviewed on the following basis:

First Quarter	July to September
Second Quarter	October to December
Third Quarter	January to March
Fourth Quarter	April to June

9.1.1 The quarterly reviews for the first and third quarter may be undertaken verbally between the Employer representative and the Employee if performance is satisfactory.

9.1.2 The fourth quarter (annual) review will be undertaken by an evaluation panel. The evaluation panel will consist of three of the following persons:

Mayor of the Ulundi Municipality (Chairperson)
Chairperson of the Audit Committee
Member of the Executive Committee of the Ulundi Municipality
Mayor/Municipal Manager from another Municipality
Member of a Ward Committee as nominated by the Mayor

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

9.1.4 Performance feedback will be based on both the Employer's and the Employee's assessment of the Employee's performance. Part of the review process is the development of an agreed assessment of the Employee's performance.

9.1.5 The Employer will be entitled to review and make reasonable changes to the provisions on the performance plan from time to time for operational reasons. The Employee will be fully consulted before any such change.

9.1.6 The Employer may amend the provisions on the performance plan whenever the performance management system is adopted, implemented and/or amended as the case may be. In that case the

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Employee will be fully consulted be fully consulted before any such change is made.

9.2 Performance Rating Scale

Level	Terminology	Description	Rating
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 Performance Agreement and the Performance Plan and maintained this in all areas of responsibility throughout the year	130% - 150%+
4	Performance significantly above expectations	Performance is significantly higher than the standard expected in the job. This 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.	100% - 129%
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 Performance Agreement and Performance Plan.	90% - 100%
2	Performance 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 Performance Agreement and the Performance Plan	60% - 89%
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 Performance Agreement and the 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	Below 60%

9.3 Evaluation of Performance

The evaluation of performance consists of the following:

- 9.3.1 An assessment of the achievement of results as outlined in the Municipal Performance Plan (80%); an assessment of the Leading and Core Competencies is (20%)
- 9.3.2 Each objective in the Municipal Performance Plan will be assessed according to the extent to which the specified standards or performance indicators have been met.
- 9.3.3 Each of the elements of the Core Management Criteria and the Core Management Responsibilities, which have been weighted equally, will be assessed according to the extent to which the alignment and performance measure standards have been met.
- 9.3.4 An indicative rating on the five point rating scale will be provided for each performance objective and / or managerial competency.
- 9.3.5 The applicable assessment rating calculator will then be used to add the scores and calculate a final KPA score.
- 9.3.6 An overall rating is calculated by using the applicable assessment-rating calculator. Such overall rating represents the outcome of the performance appraisal.

10. MANAGEMENT OF EVALUATION OUTCOMES

- 10.1 The evaluation of the Employee's performance will form the basis for rewarding outstanding performance or correcting unacceptable performance.
- 10.2 A performance bonus ranging from 5% to 14% of the all-inclusive remuneration package will be paid to the Employee in recognition of outstanding performance to be constituted as follows:
 - 10.2.1 A score of 130% to 149% is awarded a performance bonus ranging from 5% to 9% and a score of 150% and above is awarded a performance bonus ranging from 10% to 14%.

10.2.2 Should an employee incur unauthorised, irregular, fruitless and wasteful expenditure he/she will not receive a performance bonus for that particular financial year.

10.3 Where the Employer is not satisfied with the Employee's performance with respect to any matter dealt with in this agreement, the Employer will give notice to the Employee to attend a meeting to discuss the matter. The Employee will have the opportunity at the meeting to satisfy the Employer of the measures being taken to ensure that the Employee's performance becomes satisfactory. The Employee will provide the Employer with a programme, including any dates, for implementing these measures.

Should the Employer not be satisfied with the explanations and measures as provided by the Employee, the matter will be referred to the full Council of the Employer for further action which can result, subject to compliance with applicable labour legislation, in termination of the Employee's employment in accordance with the notice period set out in the contract of employment.

11. DISPUTE RESOLUTION

11.1 In the event that the Employee is dissatisfied with any decision or action of the Employer in terms of this agreement, or where a dispute or difference arises as to the extent to which the Employee has achieved the objectives and performance targets established in terms of this agreement, the Employee may meet with the Employer with a view to resolving the issue. At the Employee's request the Employer will record the outcome of the meeting in writing.

11.2 In the event that the Employee remains dissatisfied with the outcome of that meeting, she may refer a formal dispute for mediation to the MEC for local government in the Province, or any other person designated by the MEC whose decision, rendered within 30 (thirty) days of receipt of the formal dispute, shall be final and binding on both parties.

12. GENERAL



12.1 The contents of this performance agreement must be made available to the public by the Employer in accordance with the Municipal Finance Management Act, Act 56 of 2003, and Section 46 of the Systems Act

12.2 This performance agreement is written in English; hence English shall be the language of all communication between the two parties. All correspondence

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[Signature]

between the parties to this agreement and all reports and other documentation shall be submitted in English.

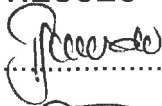

- 12.3 The parties to this agreement record that this agreement constitutes the whole of the agreement and arrangements for the performance of the Employee for the 2020/2021 financial year.
- 12.4 No agreement varying, adding or deleting from or cancelling this agreement shall have any effect unless reduced to writing and signed by both parties.
- 12.5 Nothing in this agreement diminishes the obligations, duties or accountability of the Employee in terms of her contract of employment, or the effects of existing or new regulations, circulars, policies, directives or other instruments.
- 12.6 The annual performance evaluation result of the Employee must be submitted to the MEC responsible for Co-operative Governance & Traditional Affairs in KwaZulu-Natal as well as the Minister for Co-operative Governance & Traditional Affairs within 14 (fourteen) days after the conclusion of the assessment.


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13. SIGNATURE OF THE PARTIES

Signed at Ulundi on this 31st day of July 2020

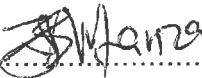

AS WITNESSES

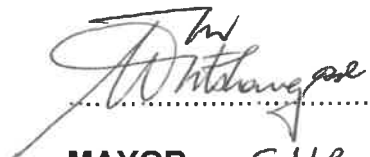
- 1. 
- 2. 


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N.G. ZULU

Signed at Ulundi on this 31st day of July 2020

AS WITNESSES

- 1. 
- 2. 


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MAYOR C LLR WM. NISHANGASE

EVALUATION OF PERFORMANCE

PART A: MUNICIPAL PERFORMANCE PLAN

Key Performance Areas	Maximum Score	Agreed Evaluation	Actual Score	Percentage of Maximum Score
TOTAL				

Contribution to Overall Performance Score (80%) _____


PART B: LEADING AND CORE COMPETENCIES


Competency	Weight	Agreed Evaluation	Percentage Score
Strategic Direction and Leadership			
People Management			
Program and Project Management			
Financial Management			
Change Leadership			
Governance Leadership			
Moral Competence			
Planning and Organising			
Analysis and Innovation			
Knowledge and information Management			
Communication			
Results and Quality Focus			
TOTAL			

Contribution to Overall Performance Score (20%) _____

SUMMARY

Performance Area	Performance Score
Part A: Municipal Performance Plan	
Part B: Leading and Core Competencies	
TOTAL EVALUATION OF PERFORMANCE	

Signed: 
N.G. Zulu
 Date: 31/07/2020

Signed: 
Mayor
 Date: 31/07/2020

PERSONAL DEVELOPMENT PLAN

MUNICIPALITY: UJLUNDI
INCUMBENT: N.G.ZULU
SALARY: R12365.66
JOB TITLE: MUNICIPAL MANAGER
REPORT TO: MAYOR

1. What are the competencies required for this job (refer to competency profile of job description)?

NQF 7
5 YRS AT SENIOR MANAGEMENT
CPMD

2. What competencies from the above list, does the job holder already possess?

NQF 9
15 YRS EXPERIENCE
CPMD

3. What then are the competency gaps? (If the job holder possesses all the necessary competencies, complete No's 5 and 6.)

N/A

4. Actions/Training interventions to address the gaps/needs

N/A

5. Indicate the competencies required for future career progression/development

N/A

6. Actions/Training interventions to address future progression

N/A

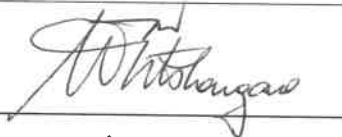
7. Comments/Remarks of the Incumbent

N/A

8. Comments/Remarks of the supervisor

Agreed upon

Signature:



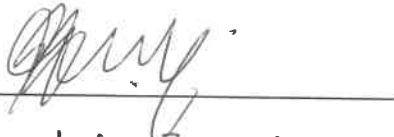
Supervisor:

WM NTSHANGASE

Date:

31/07/2020

Signature:



Incumbent:

N.G. ZULU

Date:

31/07/2020

Date of next review:

01/07/2021

DISCLOSURE FORM FOR BENEFITS AND INTERESTS

I, the undersigned (Surname and Initials) ZULU NG.
 (Postal Address) P/BAG XI7, ULLUNDI
3838
 (Residential Address) 223 GIBABANYE STREET, BNORTH, ULLUNDI
 (Position Held) MUNICIPAL MANAGER
 (Name of Municipality) ULLUNDI
 Tel: 035 8745100 Fax: _____
 hereby certify that the following information is complete and correct to the best of my knowledge:

1. Shares, securities and other financial interests (Not bank accounts with financial institutions.)

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

2. Interest in a trust

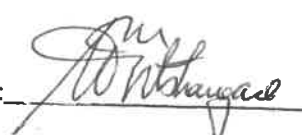
Name of trust	Amount of Remuneration/ Income
N/A	

3. Membership, directorships and partnerships

Name of corporate entity, partnership or firm	Type of business	Amount of Remuneration/ Income
<u>WORKSHOP BOUTIQUE EXCLUSIVE</u>	N/A	N/A

4. Remunerated work outside the Municipality (Must be sanctioned by Council.)

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

CONFIDENTIAL
 Council
 Signature by Mayor or Designate:  Date: 31/07/2020

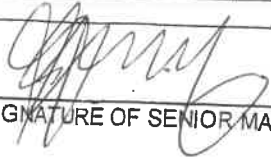
5. Consultancies, Retainerships and Relationships

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

6. Subsidies, grants and sponsorships by any organisation		
Source of assistance	Descriptions of assistance	Value of assistance
N/A	N/A	N/A

7. Gifts and Hospitality from a source rather than a family member		
Description	Value	Member
N/A		

8. Land and Property			
Description	Extent	Area	Value
HOUSE	7 ROOM	WESTVILLE	FR2, 5 ML


 SIGNATURE OF SENIOR MANAGER

DATE: 31/07/2020

PLACE: ULLINDI

FINAL ORGANISATIONAL SCORECARD

" The City of Heritage "



FOR THE YEAR 01 JULY 2020 TO 30 JUNE 2021

Handwritten signature and date:
N. G. G. 2021
2021

IDP Alignment	Project Number	National IPA	Strategic Objective	Municipal Objective/Output	Performance Indicator	Unit of Measure	Financial Baseline	Background	IDP 2020/2021				Responsible Department	Financial Appointments	When	PPE Required
									Annual Target	Q1	Q2	Q3				
KZ066-15-SC01.1	TS 1	Basic Services Delivery	To provide an effective electricity distribution service within the increase area of the Municipality	Upgrading of old and replacement of distribution infrastructure	Basic Project: 15 Km of 11 and 22 Kv overhead lines in wards 12, 25, 26, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100	Number	15 km	0	0	0	0	0	0	0	0	0
KZ066-15-SC01.2	TS 1	Basic Services Delivery	To provide an effective electricity distribution service within the increase area of the Municipality	Development and implementation of planned preventive maintenance programmes	Date the Planned Preventive Maintenance Programme (the maintenance work) is approved by Exco	Date	14.20	3/07/2018	0	0	0	0	0	0	0	0
KZ066-15-SC01.3	TS 2	Basic Services Delivery	To provide an effective electricity distribution service within the increase area of the Municipality	Construction and implementation of planned preventive maintenance programmes	Number of Monthly Progress Reports on the implementation of the maintenance programme submitted to Exco	Number	12	12	0	0	0	0	0	0	0	0
KZ066-15-SC01.4	TS 2	Basic Services Delivery	To provide an effective electricity distribution service within the increase area of the Municipality	Construction of a distribution project within the increase area of the Municipality	Number of electrical household (cabling with a meter box) in the increase area as approved by Council	Number	10	0	0	0	0	0	0	0	0	0
KZ066-15-SC01.5	TS 2.1	Basic Services Delivery	To provide an effective electricity distribution service within the increase area of the Municipality	Construction of a distribution project within the increase area of the Municipality	Number of electrical household (cabling with a meter box) in the increase area as approved by Council	Number	6	0	0	0	0	0	0	0	0	0
KZ066-15-SC01.6	TS 2.2	Basic Services Delivery	To provide an effective electricity distribution service within the increase area of the Municipality	Construction of a distribution project within the increase area of the Municipality	Number of electrical household (cabling with a meter box) in the increase area as approved by Council	Number	15	0	0	0	0	0	0	0	0	0
KZ066-15-SC01.7	TS 2.3	Basic Services Delivery	To provide an effective electricity distribution service within the increase area of the Municipality	Construction of a distribution project within the increase area of the Municipality	Number of electrical household (cabling with a meter box) in the increase area as approved by Council	Number	10	0	0	0	0	0	0	0	0	0
KZ066-15-SC01.8	TS 2.4	Basic Services Delivery	To provide an effective electricity distribution service within the increase area of the Municipality	Construction of a distribution project within the increase area of the Municipality	Number of electrical household (cabling with a meter box) in the increase area as approved by Council	Number	10	0	0	0	0	0	0	0	0	0
KZ066-15-SC01.9	TS 2.5	Basic Services Delivery	To provide an effective electricity distribution service within the increase area of the Municipality	Construction of a distribution project within the increase area of the Municipality	Number of electrical household (cabling with a meter box) in the increase area as approved by Council	Number	10	0	0	0	0	0	0	0	0	0

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KZ064-15-001-2.18	TS 2.18	Basic Services Delivery	To provide an effective electricity distribution service within the former area of the Municipality	Finalize the construction of the former area of the Municipality	Number of electrified meter load (i) Element as per approved by Council	Number	15	na	0	15 households electrified (including with a meter load) in Council by 30 June 2021	Pre-engineering Stage by 30 September 2020	Design Stage by 31 December 2020	Procurement & Construction by 31 June 2021	Procurement & Construction by 31 June 2021	Technical Services	R134,380,22	14	Council Resolution with Pre-approved list of electrification projects, Business Plan, Monthly Progress Report & Chair Out Report
KZ064-15-001-2.17	TS 2.17	Basic Services Delivery	To provide an effective electricity distribution service within the former area of the Municipality	Finalize the construction of the former area of the Municipality	Number of electrified meter load (i) Element as per approved by Council	Number	10	na	0	10 households electrified (including with a meter load) in Council by 30 June 2021	Pre-engineering Stage by 30 September 2020	Design Stage by 31 December 2020	Procurement & Construction by 31 June 2021	Procurement & Construction by 31 June 2021	Technical Services	R67,251,06	14	Council Resolution with Pre-approved list of electrification projects, Business Plan, Monthly Progress Report & Chair Out Report
KZ064-15-001-2.16	TS 2.16	Basic Services Delivery	To provide an effective electricity distribution service within the former area of the Municipality	Finalize the construction of the former area of the Municipality	Number of electrified meter load (i) Element as per approved by Council	Number	10	na	0	10 households electrified (including with a meter load) in Council by 30 June 2021	Pre-engineering Stage by 30 September 2020	Design Stage by 31 December 2020	Procurement & Construction by 31 June 2021	Procurement & Construction by 31 June 2021	Technical Services	R67,251,06	19	Council Resolution with Pre-approved list of electrification projects, Business Plan, Monthly Progress Report & Chair Out Report
KZ064-15-001-2.15	TS 2.15	Basic Services Delivery	To provide an effective electricity distribution service within the former area of the Municipality	Finalize the construction of the former area of the Municipality	Number of electrified meter load (i) Element as per approved by Council	Number	5	na	0	5 households electrified (including with a meter load) in Council by 30 June 2021	Pre-engineering Stage by 30 September 2020	Design Stage by 31 December 2020	Procurement & Construction by 31 June 2021	Procurement & Construction by 31 June 2021	Technical Services	R46,126,74	8	Council Resolution with Pre-approved list of electrification projects, Business Plan, Monthly Progress Report & Chair Out Report
KZ064-15-002-1	TS 1	Basic Services Delivery	Construction, Upgrading and Maintenance of the road and street lighting within the Municipality is responsible for	Implementation of a planned and ad-hoc maintenance plan (including storm water) (including storm water)	Date of approval of the Planned and Ad-hoc Maintenance Plan by Ecos	Date	11-Jul	10/7/2020	na	Planned and Ad-hoc Maintenance Plan approved by Ecos by 31 May 2020	Planned and Ad-hoc Maintenance Plan approved by Ecos by 31 July 2020	na	na	Technical Services	na	All roads to be paved and street lighting approved by Ecos	Monthly Progress Report on the implementation of the Planned and Ad-hoc Maintenance Plan submitted to Ecos by 31 August 2021	
KZ064-15-001-1.1	CS 1	Basic Services Delivery	To provide an effective electricity distribution service within the Municipality	Preparation of the development plan under the direction of the Zulu Local Municipality	Source of funding plan, approved by the Council	Date	30-Jun	na	na	Source of funding from Government and other central government of a local site by 30 June 2021	na	na	na	Community Services	na	All wards	Copy of applications submitted and proof of submission	
KZ064-15-001-1.2	CS 2	Basic Services Delivery	To provide an effective electricity distribution service within the Municipality	Implementation of a planned and ad-hoc maintenance plan (including storm water)	Number of Community Chair Out conductors	Number	4	0	0	0 Community Chair Out conductors conducted by 30 June 2021	Community Chair Out conducted by 30 September 2020	Community Chair Out conducted by 30 September 2020	Community Chair Out conducted by 31 March 2021	Community Services	R100,000,00	All Wards	Public Notice, Application Register and Photos	
KZ064-15-001-1.2	CS 2.2	Basic Services Delivery	To provide an effective electricity distribution service within the Municipality	Implementation of a planned and ad-hoc maintenance plan (including storm water)	Number of collectors of refuse in the CBD	Number	362	0	na	362 collectors of refuse in the CBD by 30 June 2021	362 Collectors done in the CBD by 30 September 2020	362 Collectors done in the CBD by 31 December 2020	362 Collectors done in the CBD by 31 March 2021	Community Services	R726,884,00	All Wards	Inspection forms	

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KZ026-CMS SO 26.1.1	CMS 17.1	Good governance and public participation	To promote good governance, accountability and transparency	Strengthening the oversight functions of Council by effectively monitoring and evaluating	Number of monthly Portfolio Committees for all 6 Departments	Number	72	72	0	72 Monthly Portfolio Committees for all 6 Departments	17 Monthly Portfolio Committees for all 6 Departments	18 Monthly Portfolio Committees for all 6 Departments	19 Monthly Portfolio Committees for all 6 Departments	18 Monthly Portfolio Committees for all 6 Departments	18 Monthly Portfolio Committees for all 6 Departments	Corporate Services	NA	All wards	Notes of meetings, minutes, agendas and reports
KZ026-CMS SO 26.1.2	CMS 17.2	Good governance and public participation	To promote good governance, accountability and transparency	Strengthening the oversight functions of Council by effectively monitoring and evaluating	Number of Quarterly Council meetings	Number	4	14	0	4 Quarterly Council meetings covered by 30 June 2021	1 Quarterly Council meeting covered by 30 September 2020	1 Quarterly Council meeting covered by 31 March 2021	1 Quarterly Council meeting covered by 30 June 2021	1 Quarterly Council meeting covered by 30 June 2021	Corporate Services	NA	All wards	Notes of meetings, agendas, minutes and reports	
KZ026-CMS SO 26.1.3	CMS 11.3	Good governance and public participation	To promote good governance, accountability and transparency	Strengthening the oversight functions of Council by effectively monitoring and evaluating	Number of LPPAC Quarterly meetings covered by 30 June 2021	Number	4	4	0	4 LPPAC Quarterly meetings covered by 30 June 2021	1 LPPAC Quarterly meeting covered by 30 September 2020	1 LPPAC Quarterly meeting covered by 31 March 2021	1 LPPAC Quarterly meeting covered by 30 June 2021	Corporate Services	NA	All wards	Notes of meetings, agendas, minutes and reports		
KZ026-CMS SO 26.1.4	CMS 11.4	Good governance and public participation	To promote good governance, accountability and transparency	Strengthening the oversight functions of Council by effectively monitoring and evaluating	Number of Reports submitted to Council on the implementation of Council Resolutions	Number	12	3	4	12 Reports submitted to Council on the implementation of Council Resolutions by 30 June 2021	3 Reports submitted to Council on the implementation of Council Resolutions by 30 September 2020	2 Reports submitted to Council on the implementation of Council Resolutions by 31 March 2021	3 Reports submitted to Council on the implementation of Council Resolutions by 30 June 2021	Corporate Services	NA	All wards	Council and EXCO Resolutions		
KZ026-CMS SO 26.1.4	CMS 18	Good governance and public participation	To promote good governance, accountability and transparency	Training and development of Council Members and staff	Number of Councilors & Traditional Leaders who attended training (NGP) by 30 June 2021	Number	47	10	32	47 Councilors & 1 Traditional Leader who attended training (NGP) by 30 June 2021	15 Councilors & 2 Traditional Leaders who attended training (NGP) by 30 September 2020	10 Councilors & 2 Traditional Leaders who attended training (NGP) by 31 March 2021	10 Councilors & 2 Traditional Leaders who attended training (NGP) by 30 June 2021	Corporate Services	NA	All wards	Attendance Registers & Training Certificates		
KZ026-CMS SO 26.1.5	MM 1	Good Governance and Public Participation	To promote good governance, accountability and transparency	Management of Risk within the Municipality	Number of Performance Audit Reports submitted to the Audit Committee	Number	4	0	0	4 Performance Audit Reports submitted to the Audit Committee by 30 June 2021	1 Performance Audit Report submitted to the Audit Committee by 30 September 2020	1 Performance Audit Report submitted to the Audit Committee by 31 March 2021	1 Performance Audit Report submitted to the Audit Committee by 30 June 2021	Municipal Manager	NA	All 24 Wards	Quarterly Performance Audit Reports		
KZ026-CMS SO 26.1.6	MM 2	Good Governance and Public Participation	To promote good governance, accountability and transparency	Management of Risk within the Municipality	Date of Risk Management Framework & Policy review	Date	30-Jun	n/a	n/a	Risk Management Framework & Policy reviewed and adopted by 30 June 2021	n/a	n/a	n/a	Municipal Manager	NA	All 24 Wards	Council Resolutions		
KZ026-CMS SO 26.1.6	MM 2.1	Good Governance and Public Participation	To promote good governance, accountability and transparency	Management of Risk within the Municipality	Number of Annual Risk Assessments done (Operational, Financial and IT)	Number	30-Jun	0	n/a	Annual Risk Assessment conducted by 30 June 2021	n/a	n/a	n/a	Municipal Manager	NA	All 24 Wards	Attendance Registers		
KZ026-CMS SO 26.1.7	CMS 20	Good governance and public participation	Priority to reform focus on addressing the needs of the Municipality	Streamlining of public procurement methods in compliance with applicable local government legislation and regulations	Date of tender selection of the Public Participation Strategy	Date	30-Jun	20/05/2020	n/a	Tender selection of the Public Participation Strategy by 30 June 2021	n/a	n/a	n/a	Corporate Services	NA	All 24 Wards	Copy of Strategy and Council Resolutions		
KZ026-CMS SO 26.1.7	CMS 20.1	Good governance and public participation	Priority to reform focus on addressing the needs of the Municipality	Streamlining of public procurement methods in compliance with applicable local government legislation and regulations	Number of monthly payments of approved R1000.00 per Ward Committee Member	Number	12	12	0	12 monthly payments of approved R1000.00 per Ward Committee Member by 30 June 2021	3 monthly payments of approved R1000.00 per Ward Committee Member by 30 September 2020	2 monthly payments of approved R1000.00 per Ward Committee Member by 31 March 2021	3 monthly payments of approved R1000.00 per Ward Committee Member by 30 June 2021	Corporate Services	2 880 000.00	All 24 Wards	Signed copy of statement of payments, proof of payment		
KZ026-CMS SO 26.1.7	CMS 20.2	Good governance and public participation	Priority to reform focus on addressing the needs of the Municipality	Streamlining of public procurement methods in compliance with applicable local government legislation and regulations	Number of Quarterly Ward Committees to Council & Council	Number	4	3	1	4 Ward Committees Functionally Reported to Council by 30 June 2021	1 Ward Committee Functionally Reported to Council by 30 September 2020	1 Ward Committee Functionally Reported to Council by 31 March 2021	1 Ward Committee Functionally Reported to Council by 30 June 2021	Corporate Services	NA	All 24 Wards	Items submitted to Council & Council Resolutions		
KZ026-CMS SO 26.2.1.3	CMS 26.3	Good governance and public participation	Priority to reform focus on addressing the needs of the Municipality	Streamlining of public procurement methods in compliance with applicable local government legislation and regulations	Date of holding of the People's Council	Date	30-Jun	0	n/a	1st People's Council to be held by 30 June 2021	n/a	n/a	n/a	Corporate Services	R 500,000.00	All 24 Wards	Minutes, Attendance Registers, agendas, Reports		

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Item ID	Category	Description	Objective	Measure	Indicator	Target	Actual	Reporting Period	Responsible Party	Cost	Notes
KZ028-CS-2024.1	CS 13	Special and Environmental	Prevention of illegal and authorized liquid development within the municipality	Ensure that the consideration is given to the impact on the environment and protected areas within the municipal area	Number of monthly inspections done within 4 days of receiving inspection form (challenge under consideration)	12	12	0	12 Monthly inspections done within 4 days of receiving inspection form (challenge under consideration) by 20 June 2021	na	Inspector Emma
KZ028-CS-2024.1	CS 13.1	Special and Environmental	Prevention of illegal and authorized liquid development within the municipality	Ensure that the consideration is given to the impact on the environment and protected areas within the municipal area	% of Building Plans approved within 70 days of receiving all requirements	100%	100%	0%	100 % of Building Plans approved within 60 days of receiving all requirements by 20 June 2021	na	Building Plan Inspector, Lerner
KZ028-CS-2024.2	CS 10	Special and Environmental	To ensure that the Municipality's development strategies and projects are environmentally sound and promote the protection of environmental assets	Develop and implement programs and projects that protect the environmental assets presented by Climate Change impacts, based by the Municipality	Date of holding of Environmental Week	30-Jun	na	na	Environmental Programmes held by 24 March by 30 June 2021	R40,000.00	Inspector, Environment Programme
KZ028-CS-2024.1	CS 10.1	Special and Environmental	To ensure that the Municipality's development strategies and projects are environmentally sound and promote the protection of environmental assets	Develop and implement programs and projects that protect the environmental assets presented by Climate Change impacts, based by the Municipality	Date of holding of Area Day	30-Sep	na	na	Area Day event held by 20 September 2020	R40,000.00	Inspector, Environment Programme
KZ028-CS-2024.2	CS 10.2	Special and Environmental	To ensure that the Municipality's development strategies and projects are environmentally sound and promote the protection of environmental assets	Develop and implement programs and projects that protect the environmental assets presented by Climate Change impacts, based by the Municipality	Number of Wards who implemented Programmes held	24	24	0	Environmental Programmes held in 24 Wards by 20 June 2020	R100,000.00	Inspector, Environment Programme
KZ028-CS-2024.3	CS 11	Special and Environmental	To ensure that the Municipality's development strategies and projects are environmentally sound and promote the protection of environmental assets	Develop and implement programs and projects that protect the environmental assets presented by Climate Change impacts, based by the Municipality	Number of Monthly Reports on the implementation of the Area Day Event	12	12	0	12 Monthly Reports on the implementation of the Area Day Event by 20 June 2020	R50,200.00	Inspector, Environment Programme

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