

PERFORMANCE MANAGEMENT AGREEMENT

ENTERED INTO BY AND BETWEEN:

MOGALE CITY LOCAL MUNICIPALITY

AS REPRESENTED BY THE

MUNICIPAL MANAGER:

MAKHOSANA MSEZANA

AND

ACTING EXECUTIVE MANAGER: ECONOMIC DEVELOPMENT SERVICES

VUYANI BEKWA

THE EMPLOYEE OF THE MUNICIPALITY

FOR THE

FINANCIAL YEAR: 01 JULY 2022 TO 30 JUNE 2023

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PERFOMANCE MANAGEMENT AGREEMENT

ENTERED INTO BY AND BETWEEN

MOGALE CITY LOCAL MUNICIPALITY herein represented by Makhosana Msezana as the Municipal Manager (hereinafter referred to as the Employer or Supervisor)

And

Vuyani Bekwa as the Acting Executive Manager: Economic 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 Systems Act"). The Employer and the Employee are hereinafter referred to as the "the Parties".
- 1.2 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.
 - 1.3 The parties wish to ensure that there is compliance with Sections 57(4A), 57(4B) and 57(5) of the Systems Act, Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Manager, 2006 & Local Government: Competency Framework for Senior Managers, 2014

2. PURPOSE OF THIS AGREEMENT

The purpose of this Agreement is to -

- 2.1 Comply with the provisions of 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 Management Plan (Annexure A);

2022/2023 Performance Management Agreement entered into by and between The Municipal Manager: and Acting Executive Manager: Economic Services: Vuyani Bekwa Page 2

- 2.4 Monitor and measure performance against set targeted outputs;
- 2.5 Use the Performance Management Agreement and Performance Management Plan as the basis for assessing whether the employee has met the performance expectations applicable to his job;
- 2.6 Appropriately reward the Employee in accordance with the Employer's performance management policy 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.

3 COMMENCEMENT AND DURATION

- 3.1 This Agreement will commence on the **01 July 2022** and will remain in force until **the position is filled or 30 June 2023 which ever one comes first;** where after a new Performance Management Agreement, Performance Management 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 the Agreement during February each year. The parties will conclude a new Performance Management Agreement and Performance Management Plan that replaces this Agreement at least once a year by not later 31 July.
- 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.

2022/2023 Performance Management Agreement entered into by and between The Municipal Manager: and Acting Executive Manager: Economic Services: Vuyani Bekwa Page 3

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- 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 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 within 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.

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 Competency Requirements (Leading & Core Competencies) (CR's) respectively.
- 6.2.2 Each area of assessment will be weighted and will contribute a specific part to the total score.

2022/2023 Performance Management Agreement entered into by and between The Municipal Manager: and Acting Executive Manager: Economic Services: Vuyani Bekwa Page 4

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- 6.2.3 KPAs covering the main areas of work will account for 80 weighting and CRs will account for 20 weighting 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 weighting of the overall assessment result as per the weightings agreed to between the employer and Employee:

Key Performance Areas (KPA's)	Weighting
Service Delivery and Infrastructure Development	20
Financial Viability	30
Good Governance and Public Participation	20
Municipal Transformation and Organizational Development	10
Local Economic Development	20
TOTAL	100%

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 weighting of the overall assessment result as per the weightings agreed to between the employer and Employee.

The six (6) core competencies that act as drivers to ensure that the leading competencies are executed at an optimal level.

LEADING COMPETENCY	REQUIREMENTS	WEIGHTS %
Strategic Direction and Leadership	 Impact and influence Institutional Performance Management Strategic Planning and Management Organizational Awareness 	15
People Management & Empowerment	 Human Capital Planning & Development Diversity Management Employee Relations Management Negotiation and Dispute Management 	5
Program & Project Management	 Program & Project Planning and Implementation Service Delivery Management Program & Project Monitoring & Evaluation 	20

2022/2023 Performance Management Agreement entered into by and between The Municipal Manager: and Acting Executive Manager: Economic Services: Vuyani Bekwa Page 5

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LEADING COMPETENCY	REQUIREMENTS	WEIGHTS %
Financial Management	Budget Planning & Execution	20
	 Financial Strategy & Delivery 	
	 Financial Reporting & Monitoring 	
Change Leadership	Change Vision & Strategy	20
	 Process Design & Improvement 	
	 Change Impact Monitoring & 	
	Evaluation	
Governance Leadership	 Policy Formulation 	20
	 Risk and Compliance Management 	***************************************
	Cooperative Governance	
COR	COMPETENCIES	
	Moral Competence	
	lanning and Organizing	
	nalysis and Innovation	
Knowledg	e and Information Management	
	Communication	<u> </u>
	esult and Quality Focus	
TOTAL		100

7 EVALUATING PERFORMANCE

- 7.1 The Performance Management 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:

2022/2023 Performance Management Agreement entered into by and between The Municipal Manager: and Acting Executive Manager: Economic Services: Vuyani Bekwa Page 6

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- (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 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 must then be used to add the scores and calculate a final KPA score.

7.5.2 Assessment of the CRs

- (a) Each CR 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 CR;
- (c) The applicable assessment rating calculator must then be used to add the scores and calculate a final CR 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 CRs:

Overall Performance	Rating	Performance Score
Unacceptable Performance		
Performance does not meet the standard expected for the job. The employee has failed to demonstrate the commitment level expected in the job despite management efforts to encourage improvement.	1	59% and below
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.	2	60 – 69 %
Performance Fully Effective	3	70 – 79 %
Performance fully meets the standards expected in all		

2022/2023 Performance Management Agreement entered into by and between The Municipal Manager: and Acting Executive Manager: Economic Services: Vuyani Bekwa Page 7

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Overall Performance	Rating	Performance Score
areas of the job		
Performance Significantly Above Expectations /		
Exceptional Performance		00 00 0
Performance is significantly higher than the standard expected in the job.	4	80 – 89 %
Outstanding Performance		
Performance far exceeds the standard expected of an employee at this level.	5	90 – 100 %

- 7.7 For purposes of evaluating the annual performance of managers directly accountable to the Municipal Manager, an evaluation panel constituted of the following persons must be established -
 - 7.7.1 Municipal Manager;
 - 7.7.2 Chairperson of the Performance Audit Committee;
 - 7.7.3 Member of the Mayoral Committee; and
 - 7.7.4 Municipal Manager from another Municipality/ or a technical expect of an equivalent position.

SCHEDULES FOR PERFORMANCE REVIEWS

8.1 The performance of each Employee in relation to his or 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:

Quarter	Timeline	Date of the Review
First Quarter	July – September 2022	October 2022
Second Quarter	October – December 2022	January 2023
Third Quarter	January – March 2023	April 2023
Fourth Quarter	April – June 2023	n/a

8.2 The Employer shall keep a record of all formal and informal reviews, including the midyear review and annual assessment meetings.

2022/2023 Performance Management Agreement entered into by and between The Municipal Manager: and Acting Executive Manager: Economic Services: Vuyani Bekwa Page 8

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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 my 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

2022/2023 Performance Management Agreement entered into by and between The Municipal Manager: and Acting Executive Manager: Economic Services: Vuyani Bekwa Page 9

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- 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.

Makina		Performance Rating	Bonus Amount
1.	0% - 59%	Performance Unacceptable	0% of total package
2.	60% - 69%	Performance Not Fully Effective	
3.	70% - 79%	Performance Fully Effective	Remuneration Progression
4.	80% - 89%	Performance Significantly Above Expectations/ Exceptional Performance	Remuneration Progression5% - 9% of Total Package
5.	90% - 100%	Outstanding Performance	Remuneration Progression 10% - 14% of total package

- 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 counseling 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 provide for, shall be mediated by —
- 13.1.1 The Executive Mayor within thirty (30) days of receipt of a formal dispute from the Employee; or
- 13.1.2 Any other person appointed by the Executive Mayor.

2022/2023 Performance Management Agreement entered into by and between The Municipal Manager: and Acting Executive Manager: Economic Services: Vuyani Bekwa Page 10

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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 diminished 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.

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AS WITNESSES:	
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	ACTING EXECUTIVE MANAGER:
2. / Money	ECONOMIC DEVELOPMENT SERVICES
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AS WITNESSES:	
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	MUNICIPAL MANAGER
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achievement against target set										***************************************	
4= 80% to 89% achievement against target set 5= 90% to 100%	100%	0,4									
3= 70% to 79% achievement against target set	70%	Q3	100%	45%	%	20%	implemented within projected timeframes and hudget	All Wards	Service deliery	Executive Manager: Output	Exec
2= 60% to 69% achievement against target set	50%	Q2					% SDBIP projects				
1= 59% and below achievement against target set	42%	Q1									· · ·
INDIVIDUAL PERFORMANCE	PROGRAMME/ PROJECT MILESTONE	QUARTER	ANNUAL TARGET	BASELINE	UNIT OF MEASURE	WEIGHTING	PERFORMANCE INDICATOR	WARDS TO BENEFIT	MSCOA PROJECT	PLANNING LEVEL	PLA
						0%	KPA: SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT 20%	STRUCTUR	Y AND INFRA	RVICE DELIVER	KPA: S
							/ICES - 60	MENT SERV	VIC DEVELOP	DEPARTMENT: ECONOMIC DEVELOPMENT SERVICES - 60	DEPAR
					ent	mic developm	To foster a conducive environment for broad based economic development	ronment for	onducive envi		Strategic Goal
	S	an Settlement	rming Hum	er 8: Transfo	re and Chapt	iic Infrastructu	Chapter 3: Economy and Employment, Chapter 4: Economic Infrastructure and Chapter 8: Transforming Human Settlements	mployment,	onomy and E		NDP Chapter
				nt system	al governmer	nd efficient loc	National Outcome 9: Responsive, accountable, effective and efficient local government system	onsive, acco	come 9: Respo		National Outcome



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Executive Manager: Output					Executive Manager: Output			PLANNING LEVEL
expenditure					Revenue generation			MSCOA PROJECT
All Wards	700				All Wards			WARDS TO BENEFIT
% expenditure on EPWP grant	:				% external funding sourced			KEY PERFORMANCE INDICATOR
20%					10%			WEIGHTING
%			,		%			UNIT OF MEASURE
100%					New Target			BASELINE
100%	·				R30 Million			ANNUAL TARGET
Q Q	Q2	Ω1	Q4		Q3	02	Q1	QUARTER
l f	30%	70%	R30 Million	R30 Million	R30 Million	R30 Million	R30 Million	PROGRAMME/ PROJECT MILESTONE
expenditure on EPWP grant 4= 80% - 88% expenditure on EPWP grant 5= 90% to 100% expenditure on EPWP grant	2= 60% - 69% expenditure on EPWP grant 3= 70% - 79%	1= 59% and below expenditure on EPWP grant	5= 90% to 100% R50 million external fundind sourced	4= 80% to 89% R40 million external fundind sourced	3= 70% to 79% R30 million external fundind sourced	2= 60% to 69% R20 million external fundind sourced	1= 59% and below R10 million external fundind sourced	NDIVIDUAL PERFORMANCE

KPA: FINANCIAL VIABILITY AND MANAGEMENT 30%

PLANNING LEVEL MSCOA TO PERFORMANCE WEIGHTING MEASURE BASELINE TAR BENEFIT INDICATOR WEIGHTING MEASURE BASELINE TAR SCHOOL TAR BENEFIT INDICATOR WEIGHTING MEASURE BASELINE TAR SCHOOL TAR	KPA: G	KPA: GOOD GOVERNANCE AND PUBLIC PARTICIPATION 20%	NCE AND PUB	LIC PARTIC	SIPATION 20%							
Development All Wards considered for finalisation (SPLUMA) % compliant development applications considered for (SPLUMA)	PLA	ANNING LEVEL	MSCOA	WARDS TO BENEFIT	KEY PERFORMANCE INDICATOR	WEIGHTING	m	BASELINE	ANNUAL TARGET	E A	AL QUARTER	
Development All Wards Applications All Wards Considered for finalisation (SPLUMA) **Compliant development applications considered for finalisation (SPLUMA) **Compliant development applications 20% % 100%	100,000										δ	1= 59% and below Q1 100% compliant development applications
Development All Wards applications Applications (SPLUMA) **Compliant development applications considered for finalisation (SPLUMA) **The compliant development applications applications (SPLUMA) **The compliant development applications applications applications (SPLUMA)			ada ada Peter								Q 22	2= 60% - 69% approval Q2 100% development applications
(SPLUMA)	Exe	ecutive Manager: Output	Developmen Applications			10%	%	100%	10	100%	<u>ದ</u> ್ವ	
					(SPLUMA)	- Landa Maria					Q 2	4= 80% - 89% approval of compliant development development applications
											Q1	Q1
)			de se					Q2	Q2

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5= 90% - 100% implementation of the Dashboard Risk Management		Amana and and and and and and and and and						1 1 2 2		
4= 80% 89% implementation of the Dashboard Risk Management	100%	Q ₄							1-14-	
3= 70% - 79% implementation of the Dashboard Risk Management	100%	Q3	100%	100%	%	წ	% implementation of departmental mitigation actions on the Strategic Risk Register	All Wards	Risk Management	Executive Manager: Output
2= 60% - 69% implementation of the Dashboard Risk Management	100%	Q2							1 10 100	
1= 59% and below implementation of the Dashboard Risk Management	100%	Q1						, , , , ,		
5= 90% - 100% implementation of the AG Audit Action plans	UC 70	£								
4= 80% - 89% implementation of the AG Audit Action plans		2								
3= 70% - 79% implementation of the AG Audit Action plans	100%	Q3	100%	100%	%	5%	% implementation of AG Audit Action plans	All Wards	AG Audit Action Plans	Executive Manager: Output

KPA: MUNICIPAL TRANSFORMATION AND ORGANISATIONAL DEVELOPMENT 10%	NSFORMATION	AND ORGA	NISATIONAL DEVE	LOPMENT 10%					
PLANNING LEVEL	MSCOA PROJECT	WARDS TO BENEFIT	KEY PERFORMANCE INDICATOR	WEIGHTING	UNIT OF MEASURE	BASELINE	ANNUAL TARGET	QUARTER	PROGRAMME/ INDIVIDUAL PROJECT PERFORMANCE
								Q1	1= 59% and below grievances attended within the set time frame
								Q2	100%
Executive Manager: Output	Labour disputes	All Wards	% of grievances attended within the set time lines(step 2) finalised internally	10%	%	TBC	100%	Q3	100%
	1.100.4.100.4.1			man man vivi man vivi vivi				Q ₄	100%



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	KPA: LOCAL ECONOMIC DEVELOPMENT 20%	DEVELOPME	NT 20%								
	PLANNING LEVEL	MSCOA PROJECT	WARDS TO BENEFIT	KEY PERFORMANCE INDICATOR	WEIGHTING	UNIT OF MEASURE	BASELINE	ANNUAL TARGET	QUARTER	PROGRAMME/ PROJECT MILESTONE	INDIVIDUAL PERFORMÁNCE
*	THE PERSON OF TH								Q1	790	1= 59% and below achievement against target set
							·		Q2	325	2=60-69% achievement against target set
	Executive Manager: Output	Employment opportunities	All Wards	No. of work All Wards opportunties created	20%	Number	1520	1603	Q3	244	3= 70-79% achievement against target set
									Q4	244	4= 80-89% achievement against target set 5= 90-100% achievement against target set
										70000	target set

Signed and Accepted by the Acting Executive Manager: Economic Development Services $\mathcal I$

Approved by the Municipal Manager

Makhosana Msezana

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[CORE MANAGERIAL COMPETENCIES	WEIGHTING	KPI	PERFORMANCE MEASUREMENT	EVIDENCE
				1=59% and Below Implementation	:
		:		2= 60 -69% implementation	
		10	% implementation of the approved Prescinct Plans	3≃ 70-79% implementation	Progress report
				4=80-89% Implementation	
		:		5=90-100% Implementation	
	Strategic Direction and Leadership			1= 4 Performance Management Agreements signed after the 30/09/2022	
				2= 4 Performance Management Agreements signed after the 15/09/2022	
		5	No. of Individual Performance Management Agreements signed with Managers by 31	3= 4 Performance Management Agreements signed by the 31/08/2022	Four (4) 2022/2023 Performance Management
	· ·		August 2022	4= 4 Performance Management Agreements signed by the 20/08/2022	Agreements signed with Managers
				5= 4 Performance Management Agreements signed by the 10/08/2022	
				1=PDPs developed by 30/09/2022	
•				2=PDPs developed by 15/09/2022	
	People Management and Empowerment	5	Development of Personal Development Plans (PDPs) for Managers	3=PDPs developed by 31/08/2022	Proof on the submission of PDPs for Managers as part of the performance
				4=PDPs developed by 20/08/2022	contract and plan
				5=PDPs developed by 10/08/2022	· .
				1= 59% and below implementation of the SDBIP	
				2= 60-69% implementation of the SDBIP	
	Program and Project Management	20	Service Delivery Management	3= 70-79% of implementation of the SDBIP	SDBIP Quarterly Performance Reports from Monitoring and
				4= 80-89% implementation of the SDBIP	Evaluation Division
				5= 90-100% implementation of the SDBIP	
				1= 92% Spent	
				2= 94% Spent	1 July 2022 to 30
		10	% Negative Variance on operationa spent	3= 96% Spent	June 2023 In year monitoring report
				h .// -	N .

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Financial Management			4= 98% Spent	
			5= 100% Spent	
			1=59% and Below Implementation	/ 0000 / 00
			2=60-69% Implementation	1 July 2022 to 30
	10	% of funded capital budget spent at the end of financial year	3=70-79% implementation	June 2023 In year monitoring report
		or maricial year	4=80-89% Implementation	monttoring report
			5=90-100% Implementation	
			1=59% and Below Implementation	Change
	1	% Change Management Plans	2=60-69% Implementation	Management Plans
Charge Landarship (Charge	10	Implementation	3=70-79% Implementation	(BCPs)
Change Leadership (Change Vision and Strategy; Process		·	4=80-89% Implementation	implemented
Design and Improvement;			5=90-100% Implementation	,
Change Impact Monitoring and			1= 2 meetings	
Evaluation)			2= 3 meetings	Agenda and
	10	Communication to employees	3= 4 meetings	Attendance Register of departmental
•			4= 5 meetings	meetings
			5= 6 meetings	
			1=59% and Below Implementation	provided (emails
			2=60-69% Implementation	submissions) Revised
	10	Revision and Development of Policies	3=70-79% Implementation	and Developed Policies vs Policies
			4=80-89% Implementation	submitted to Council in the 2021/2022
Governance Leadership			5=90-100% Implementation	financial year
			1=59% and Below Implementation	
	. 40	% Implementation of the annual risk	2=60-69% Implementation	Dashboard Risk
• .	10	management implementation plan	3=70-79% Implementation	Management Reports from M&E
		•	4=80-89% Implementation	IIOIII MICE
•			5=90-100% Implementation	

Signed and Acc	cepted by the Acting Executive Manager: Economic Development Se	rvice
Vuvani Bekwa	cepted by the Acting Executive Manager: Economic Development Se	

Date: 29/07/2002

Approved by the Municipal Manager

Makhosana Msezana_

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SURNAME	BEKWA		NAME	VUYANI		
POSITION	ACTING EXECUTIVE MANAGER:	VE MANAGER: EDS	REPORT TO	MUNICIPAL MANAGER	ANAGER	
SALARY LEVEL	2		SALARY BAND	S56		CONTRACTOR OF THE PROPERTY OF
	ECONOMIC DEVELOPMENT SERVICES	LOPMENT	FINANCIAL YEAR	2022/2023		
Competency area to be developed	Specific development objectives (what to achieve)	Competency indicators (evidence of development)	Development activities (self-study, on-the-job, formal-dates and cost)	Support required (e.g. a coaching)	Development review and assessment: Training provider	Sign-off review and assessment (Individual, Expert Trainer & Coach)
Change Management	Change Vision & Strategy Process Design & Improvement Change Impact Monitoring & Evaluation	Portfolio of evidence as required by the Training institution.	Short course NQF 6	Training through a service provider	Service provider to be appointed.	Trainer
Program and Project	Program & Project Project Planning and Implementation Service Delivery Management.	Portfolio of evidence as required by the Training institution.	Short course NQF 6	Training Service pro through a to be service provider appointed.	Service provider to be appointed.	Tainer

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	Service provider to be appointed.	DATE
	Training through a service provider	XwX
	Short course NQF 6	MM's SIGNATURE
	Portfolio of evidence as required by the Training institution.	
Program & Project Monitoring & Evaluation	mSCOA implementatio n aligned to the budgeting process. Standard for Infrastructure Procurement and Delivery Management Procurement Procurement	Mels
	Financial Management	EMPLOYEE SIGNATURE

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