



Mogale City

Local Municipality

REVISED PERFORMANCE MANAGEMENT AGREEMENT

ENTERED INTO BY AND BETWEEN:

MOGALE CITY LOCAL MUNICIPALITY

AS REPRESENTED BY THE

MUNICIPAL MANAGER:

MAKHOSANA MSEZANA

AND

ACTING EXECUTIVE DIRECTOR: OPERATIONS MANAGEMENT

VERONICCAH RAMADIE

THE EMPLOYEE OF THE MUNICIPALITY

FOR THE

FINANCIAL YEAR: JULY 2025 TO JUNE 2026

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PERFORMANCE 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

Veroniccah Ramadie as the **Acting Executive Director: Operations Management** (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 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);
- 2.4 Monitor and measure performance against set targeted outputs.

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- 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 February 2026** and will remain in force until **30 June 2026**; 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 July 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.
- 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.

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- 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.

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 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.
- 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.

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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	0
Financial Viability	0
Good Governance and Public Participation	70
Local Economic Development	0
Municipal Transformation and Organizational Development	30
TOTAL	100%

6.4 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	<ul style="list-style-type: none"> • Impact and influence • Institutional Performance Management • Strategic Planning and Management • Organizational Awareness 	15
People Management & Empowerment	<ul style="list-style-type: none"> • Human Capital Planning & Development • Diversity Management • Employee Relations Management • Negotiation and Dispute Management 	10
Program & Project Management	<ul style="list-style-type: none"> • Program & Project Planning and Implementation • Service Delivery Management • Program & Project Monitoring & Evaluation 	20
Financial Management	<ul style="list-style-type: none"> • Budget Planning & Execution • Financial Strategy & Delivery • Financial Reporting & Monitoring 	25
Change Leadership	<ul style="list-style-type: none"> • Change Vision & Strategy 	15

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LEADING COMPETENCY REQUIREMENTS		WEIGHTS %
	<ul style="list-style-type: none"> • Process Design & Improvement • Change Impact Monitoring & Evaluation 	
Governance Leadership	<ul style="list-style-type: none"> • Policy Formulation • Risk and Compliance Management • Cooperative Governance 	15
CORE COMPETENCIES		
	Moral Competence	
	Planning and organizing	
	Analysis and Innovation	
	Knowledge and Information Management	
	Communication	
	Result 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:

(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;

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- (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
<p>Unacceptable Performance</p> <p>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.</p>	1	59% and below
<p>Performance Not Fully Effective</p> <p>Performance is below the standard required for the job in key areas. Performance meets some of the standards expected for the job.</p>	2	60 – 69 %
<p>Performance Fully Effective</p> <p>Performance fully meets the standards expected in all areas of the job</p>	3	70 – 79 %
<p>Performance Significantly Above Expectations / Exceptional Performance</p> <p>Performance is significantly higher than the standard</p>	4	80 – 89 %

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Overall Performance	Rating	Performance Score
expected in the job.		
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 expert of an equivalent position.

8 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 2025	October 2025
Second Quarter	October – December 2025	January 2026
Third Quarter	January – March 2026	April 2026
Fourth Quarter	April – June 2025	n/a

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

8.3 Performance feedback shall be based on the Employer's assessment of the Employee's performance.

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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.

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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.

Performance Rating		Bonus Amount
1.	0% - 59%	Performance Unacceptable
2.	60% - 69%	Performance Not Fully Effective
3.	70% - 79%	Performance Fully Effective
4.	80% - 89%	Performance Significantly Above Expectations/ Exceptional Performance
5.	90% - 100%	Outstanding Performance
		0% of total package
		Remuneration Progression
		<ul style="list-style-type: none"> • Remuneration Progression • 5% - 9% of Total Package
		<ul style="list-style-type: none"> • 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.

13.2 In the event that the mediation process contemplated above fails, clause 19.3 of the Contract of Employment shall apply.

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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.

Thus done and signed at Krugerse Dorp on this the 20 day of APRIL 2026

AS WITNESSES:

1. [Signature]

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**ACTING EXECUTIVE DIRECTOR:
OPERATIONS MANAGEMENT**

2. [Signature]

Thus done and signed at Krugerse Dorp on this the 21 day of April 2026

AS WITNESSES:

1. [Signature]

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MUNICIPAL MANAGER

2. [Signature]

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Outcome 9: Responsive, accountable, effective and efficient local government system
NDP Chapter 13: Building a professional, capable, citizen-focused public service (NDP Chapter 13)
Strategic Goal: To ensure good participative governance in compliance with the Constitution

Good Governance and Public Participation 70%

PLANNING LEVEL	MSCOA PROJECT	WARDS TO BENEFIT	KEY PERFORMANCE INDICATOR	WEIGHTING	UNIT OF MEASURE	BASELINE	ANNUAL TARGET	TIME FRAME	PROGRAMME/PROJECT MILESTONE	INDIVIDUAL PERFORMANCE MEASUREMENT	MEANS OF VERIFICATION
Executive Director Output	National Treasury Reporting	All Wards	Number of Section 52 (d) reports submitted to SMT	15%	Number	4	4	Q1	1	1=(2 quarterly reports)Submission of Section 52 (d) report submitted to SMT within the stipulated timeframe	Q1-Q4: Proof of submission to Secretariat and the Section 52(d) report
								Q2	1	2=(2 quarterly reports)Submission of Section 52 (d) report submitted to SMT	
								Q3	1	3=(3 quarterly reports)Submission of Section 52 (d) report submitted to SMT within the stipulated timeframe	
								Q4	1	4=(4 quarterly reports)Submission of Section 52 (d) report submitted to SMT 5=(4 quarterly reports)Submission of Section 52 (d) report submitted to SMT within the stipulated timeframe	
								Q1	1	1=IDP Process Plan submitted to Council for consideration by 4 September 2025	
Executive Director Output	IDP Process Plan	All Wards	Submission of the IDP Process Plan to Council by 31 August 2025	5%	Time Frame	31-Aug-24	31-Aug-25	Q2	-	2=IDP Process Plan submitted to Council for consideration by 2 September 2025	Proof of submission to Secretariat (e-mail) and Council Item/Agenda
								Q3	-	3=IDP Process Plan submitted to Council for consideration by 31 August 2025	
								Q4	-	4=IDP Process Plan submitted to Council for consideration by 27 August 2025	
									-	5=IDP Process Plan submitted to Council for consideration by 29 August 2025	

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Good Governance and Public Participation 70%													
KPA	IDP Review	All Wards	Submission of the approved IDP to the MEC of Local Government	15%	Time Frame	Q4	Q4	Q1	Q2	Q3	Q4	1= No Submission to MEC 2= Submitted approved IDP to MEC by 31 July 2026 3= Submitted approved IDP to MEC by 30 June 2026 4= Submitted approved IDP to MEC by 15 June 2026 5= Submitted approved IDP to MEC by 30 May 2026	Proof of submission to Cogta (e-mail) Council Item/Agenda
Executive Director Output	IDP Review	All Wards	Submission of the approved IDP to the MEC of Local Government	15%	Time Frame	Q4	Q4	Q1	Q2	Q3	Q4	1=Submitted of the draft Annual Report to council by 4 September 2025 2=Submission of the draft Annual Report to the Council by 2 September 2025 3=Submission of the draft Annual Report to the Council by 31 August 2025 4=Submission of the draft Annual Report to the Council by 25 August 2025 5=Submission of the draft Annual Report to the Council by 23 August 2025	Proof of submission to SMT / Provincial Treasurer / Cogta Council Item/Agenda
Executive Director Output	Annual Report	All Wards	The submission of the draft Annual Report to the Council by 31 August 2025 in terms of MFMA Circular 63	15%	Time Frame	31-Aug-24	31-Aug-25	Q1	Q2	Q3	Q4	1=Submitted of the draft Annual Report to council by 4 September 2025 2=Submission of the draft Annual Report to the Council by 2 September 2025 3=Submission of the draft Annual Report to the Council by 31 August 2025 4=Submission of the draft Annual Report to the Council by 25 August 2025 5=Submission of the draft Annual Report to the Council by 23 August 2025	Proof of submission to SMT / Provincial Treasurer / Cogta Council Item/Agenda

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Good Governance and Public Participation 70%										
KPA	AGSA Action Plans	All Wards	% implementation of AG Audit Action plans	5%	%	80%	85%	Q1 Q2 Q3 Q4	1= Less than 70% implemented 2= 70 - 84% implemented 3= 85% implemented 4=90% implementation 5= 96% - 100% implemented	Internal Audit Assessed OPCA Pane
Executive Director Output	AGSA Action Plans	All Wards	% implementation of AG Audit Action plans	5%	%	80%	85%	Q1	-	Internal Audit Assessed OPCA Pane
								Q2	-	
								Q3	-	
								Q4	85%	
Executive Director Output	AGSA Action Plans	All Wards	% implementation of departmental mitigation actions on the Strategic Risk Register	15%	%	80%	80%	Q1	-	signed Quarterly Dashboard Report (Strategic Risk).
								Q2	-	
								Q3	-	
								Q4	80%	

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KPA MUNICIPAL INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION 30%


Executive Director Output	Performance Management	All Wards	Number of Managers Performance Reviews session conducted	10%	Number	2	2	2	Q1	Q2	Q3	Q4	Performance Assessment minutes/agenda and or attendance register
Executive Director Output	Labour Disputes	All Wards	No. of days taken to attend to employee grievance within the prescribed timeline	5%	Number	2	10	10 days	Q1	Q2	Q3	Q4	Signed grievance form and grievance meeting / response
Executive Director Output	Draft Municipal International Relation Policy	All Wards	Number of Municipal International Relations Policy submitted to SMT	15%	Number	New Target	1	1	Q1	Q2	Q3	Q4	E-mail submission to Secretariat for SMT and copy of International Relations Policy
Total= 100													

Signed and Accepted by the Acting Executive Director: Operations Management

Veroniccah Ramadie 

Approved by the Municipal Manager

Makhosana Msezana 

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CORE MANAGERIAL COMPETENCIES	WEIGHTING	KPI	PERFORMANCE MEASUREMENT	EVIDENCE
Strategic direction & leadership	15%	Time taken to sign Individual Performance Management Agreements signed with Managers within the Department by 31 August 2025	1= All Performance Management Agreements of Managers within the Department signed after the 30/09/2025	(4) Performance Management Agreements signed with Managers
			2= All Performance Management Agreements of Managers within the Department signed after the 15/09/2025	
3= All Performance Management Agreements of Managers within the Department signed by the 31/08/2025				
4= All Performance Management Agreements of Managers within the Department signed by the 20/08/2025				
5= All Performance Management Agreements of Managers within the Department signed by the 10/08/2025				
Program and Project management	20%	% Implementation of the Departmental Service Delivery Budget Implementation Plan	1= 59% and below implementation of the Departmental SDBIP	2025/26 Quarterly Departmental SDBIP Performance Reports from Monitoring and Evaluation and Annual performance report
			2= 60-69% implementation of the Departmental SDBIP	
			3= 70-79% % implementation of the Departmental SDBIP	
			4= 80-89 % implementation of the Departmental SDBIP	
			5= 90-100% implementation of the Departmental SDBIP	
People Management and Empowerment	5%	Human Resources Management (Leave Management Average time taken to approve to leave request.	1= approved in 5 days	Leave Management Reports/Summary of days taken to approve leave
			2= approved in 4 days	
			3= approved in 3 days	
			4= approved in 2 days	
			5= approved in 1 days	
	5%	No. of individual (PDPs) signed with Managers by 31 August 2025	1= All PDPs of Managers within the Department signed after the 30/09/2025	(4) PDPs signed with Managers
			2= All PDPs of Managers within the Department signed after the 15/09/2025	
			3= All PDPs of Managers within the Department signed by the 31/08/2025	
			4= All PDPs of Managers within the Department signed by the 20/08/2025	
			5= All PDPs of Managers within the Department signed by the 10/08/2025	

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Financial Management	10%	% Reduction of Unauthorized Irregular Frullees (UIF) expenditure	1= 0 - 54% reduction on the UIWFE 2= 55 -64% reduction on the UIWFE 3= 65 - 74% reduction on the UIWFE 4= 75 - 89% reduction on the UIWFE 5= 90 - 100% reduction including no UIWFE expenditure incurred	Quarterly UIWF report; Annual UIWF report; MPAC report on UIWF
Financial Management	15%	% of Opex Budget spent (Bi-Annual)	1=Less than 79% 2= 80 - 89% 3= 90 - 95% 4= 96 - 98% 5= 99 - 100%	Quarterly In Year Monitoring Reports 2025/26
Change Leadership	10%	% implementation of monthly management meetings resolutions	1= 59% and below implementation of resolutions 2= 60-69% implementation of resolutions 3= 70-79% implementation of resolutions 4= 80-89% implementation of resolutions 5= 90-100% implementation of resolutions	Agenda, Attendance registers and Resolution meeting register
Change Leadership	5%	2 Staff Meetings held per year	1= No meeting held 2= 1 meeting held 3= 2 meetings held 4= 3 meetings held 5= 4 meetings held	Agenda, attendance registers and Minutes of staff meetings held


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Governance Leadership	15%	Revision and Development of Policies	1=59% and Below implemented	E-mail submission to Secretariat for SMT and copy of revised and Developed Policies (Social Media Policy, IGR.)
			2=60-69% implemented	
			3=70-79% implemented	
			4=80-89% implementation	
			5=90-100% implementation	
Total=100				



Signed and Accepted by the Acting Executive Director: Operations Management

Veroniccah Ramadie  Date: 20/4/2026

Approved by the Municipal Manager
Makhosana Msezana  Date: 21/4/2026

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SURNAME	RAMADIE	NAME	VERONICCAH
POSITION	ACTING EXECUTIVE DIRECTOR: OPERATIONS MANAGEMENT	REPORT TO	MUNICIPAL MANAGER
SALARY LEVEL	2	SALARY BAND	\$56
DEPARTMENT	OPERATIONS MANAGEMENT	FINANCIAL YEAR	2025/26
Competency area to be developed	Specific development objectives (what to achieve) <ul style="list-style-type: none"> Emotional intelligence and mastery Leadership and change management Change Impact Monitoring & Evaluation 	Development activities (self-study, on the-job, formal-dates and cost)	Sign-off review and assessment (Individual, Expert Trainer & Coach)
Acting Executive Director	Portfolio of evidence as required by the Training institution. 	Support required (e.g. coaching)	Development review and assessment: Training provider
EMPLOYEE SIGNATURE		Training through a service provider	Service provider to be appointed.
	MM's SIGNATURE		DATE
			21/4/2026