## ANNUAL PERFORMANCE PLAN & PERSONAL DEVELOPMENT PLAN

The following annual management review on *Key Performance Areas (KPA)* and Competency Framework (Leading Competencies and Core Competencies) agreed to in each manager performance agreement has to be completed.

The annual performance appraisal involves the assessment of the achievement of results of the KRA's, CMC's and COC's in accordance with the five-point scale of (1-5).

RATING	DEFINITION OF SCORE
5	Outstanding performance
4 .	Performance significantly above expectation
3	Fully effective
2	Performance not fully satisfactory
1	Unacceptable performance

#### DETAILS OF THE MANAGER

## 1. Managers Performance Plan for the Year Under Review

Period Under Review	01 July 2016 to 30 June 2017	•		:	 . ,
Surname	Bukhosini	-		• • •	
Name	Sbusiso Emmanuel				
Municipality	UMhlabuyalingana				 
Department	Management				
Race	Africa		 - <del>-</del> -		 
Gender	Male				
Employee Number	2008				
Date Of Appointment	15 September 2010				
Salary Package	Extended to 31 /07/2017				 

KPA 1: MUNICIPAL TRANSFORMATION AND INSTITUTIONAL DEVELOPMENT

WEIGHT: 100%

STRATEGIC OBJECTIVES	MEASURABLE OUTPUT	PERFORMA NCE MEASURES				Year und	ler Review				OWN RATING (1-5)	Rating By Municipal Manager	RATING BY PANEL MEMBER / MM (1-5)	COMMENTS
,		INDICATOR			Q2		G	23	Q	4				
3.	;		Target	Actual	Target	Actual	Target	Actual	Target	Actual				
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To create and retain sufficient capacity for an	Review of Organogr am	Council Resoluti on on approve d orgarno	N/A		1 Report on staffing needs by 30 Decemb	N/A	draft Organo gramm e tabled to	N/A	1	N/A	·			
effective administr ation		gram		* * * * * * * * * * * * * * * * * * * *	er 2016		council as part of 2016/1 7 Draft IDP by							

Г	To	Perfoma	Number	5 section	N/A	N/A	N/A	N/A	N/A	submiss	5		-	
	То		of	54&56	IVA	IN/A	IV/A	IVA	17/73	ion of 5	section			
	manage	nce	section				;	•	'	drraft	54&56			· '\
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	render	e	of EAP	by	20,000	Submitt	20,000	Report	20,000.0	Report	report		:	
	employee	Assistanc	speciali	Septembe	.00	ed by	,00	Submit	0	Submitt	by			
	assistant	e	st	r 2016	.00	Decemb		ted by	_	ed June	Septem			
ļ	support	Program	reports	1 2010		er 2016		March		2017	ber			
	зарроге	me	Toponts			,		2016			2016			
	То	Workpla	Number	Report	N/A	Report	N/A	WSP	N/A	1	Report			
	develop	ce Skills	of WSP	on		on		Submit		Report	on			
	workplac	Plan	submiss	employee		Skills		ed to		on	employ	ļ		
	e sķills	,	ion and	s work		Audit .		LGSET		training	ees			
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	ation		<u> </u>	ns and		er 2015		2016		out as	descrip	'.		•
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				developm		number				WSP	and	 		
			,	ent plans		of		,		201516	person	 		

					training need identifie d	,				al develo pment plans		
To manage and enhance	OPMS and IPMS Framewo		N/A .	N/A	N/A	N/A	OPMS and IPMS Frame	N/A	N/A	N/A		: .
the performs nce of the		Review ed and adopted Perform					work and Policy review ed and					
municipa lity		ance Manage ment System (OPMS)					adopte d					
		Framew ork and Policy				-		,				·

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	To manage and enhance the performa	Performa nce Assessm ent and Review	Number of council adopted quarterly	Quarter 1 Performa nce Report		Quarter 2 Perform ance Report	N/A	Quarter 3 Perfor mance Report	N/A	Quarter 4 Perform ance Report	Quarter 1 Perfor mance Report				
	nce of the municipa lity		perform ance reports												
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					_						·				
	To manage and enhance the	Performa nce Assessm ent and Review	Number of perform ance assessm	annual performa nce assessme	N/A	N/A	N/A	2015/1 6 Mid Year Perfor mance	N/A	N/A	2014/1 5 annual perfor mance				
	performa nce of the municipa lity		ents- reports	nt conducte d				Assess			assess ment conduc ted	<u> </u>			
	To manage and	Workpla ce Skills Plan	Number of training	3 training program mes & Capacity	R 171,60 0.00	training program mes &		3 training progra	R 171,600. 00	3 training program mes &	1				

performa nce of the municipa lity		and capacity building program mes rolled out to staff and councill ors	Program mes rolled out		y Buildin g Program mes rolled out		Capacit y Buildin g Progra mmes rolled out		y Buildin g Progra mmes rolled out	& Capacit y Buildin g Progra mmes rolled out			
To administ er the affairs of the municipa lity in accordance: with the relevant legislations and	Municipa l Administ ration	Number of Council; Exco; and Portfoli o Commit tee Meeting s held	Ordinary council; 3 Ordinary EXCO, 12 Portfolio Meeting	N/A	Ordinary council, 3 ordinary EXCO, 12 Portfoli o Meeting	N/A	Ordinar y council ,3 ordinar y EXCO, 12 Portfoli o Meetin g	N/A	Ordinary council, 3 ordinary EXCO, 12 Portfoli o Meeting	Ordina ry council ; 3 Ordina ry EXCO, 12 Portfoli o Meetin g			•
policies Develop and introduce an integrate d informati on managem ent	Informati on and Commun ication Technolo gy	100% complie nce to section 75 of the MFMA	1 report on 100% Quarterly complien ce to section 75 of the MFMA	report on 100% Quarte rly compl ience to sectio	1 report on 100% Quarterl y complie nce to section 75 of the	report on 100% Quarte rly compl ience to sectio	report on 100% Quarter ly compli ence to section 75 of	1 report on 100% Quarterl y complie nce to section 75 of the MFMA	1 report on 100% Quarterl y complie nce to section 75 of the	report on 100% Quarter ly compli ence to section 75 of			-

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system in complian ce with section 75 of the MFMA.				n 75 of the MFM A	MFMA	n 75 of the MFM A	the MFMA		MFMA	the MFMA	·	·	
Develop and introduce an integrate d informati on managem	ICT Policies	Date of adoption of the I.T. Governance Framework (Phase	1 IT Audit steering committe e meeting by 30 Septembe r 2016	R 18,000 .00	worksho p on Draft IT Governa nce Framew ork	R 10,000 .00	review and adopt IT Gorven ce framew ork	R 10,000.0 0	N/A	N/A			
ent system in complian ce with section 75 of the MFMA.		2)											

# Managers Performance Plan for the Year Under Review

## KPA 2: BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT

					Yea	r under Re	view						RAT NG
OBJECTIVES	STRATEGY	PERFORMA NCE MEASURES	Q1 Target	Actual	Q2 - Target	Actual	Q3 Target	Actual	Q4 Target	Actual	COMM ENTS	OWN RATIN G (1-5)	BY PAN EL MEN BEF
		INDICATOR	) alget	Manual		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	V = 2 G = 4		5				/ MI
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											5 3 23		
To provide and improve access to communit y/public	Construction of new Parking Shelter in the municipal main offices	Number of new parking shelters complete	,Advertising and appointment of consultant	R14 0 000. 00	Advertising and appointment of contractor	R14 0 000. 00	Site Establish ment and commen cement of	R 360,0 00.00	Project completi on with engineer s works completi	R360,0 00.00			
facilities to	main offices						construct ion		on certificat			` .	

minimum									e			
standards					·					<del></del>		 
To provide and	Upgrade access road to	Area and length of	Commenceme nt of layer	R70 000	Construction of security	R70 000	completi on of	R60 000	N/A			
improve	the municipal	upgrade	works		guardhouse		project	-				
access to	main offices	d main		]	and shelter					-		
communit	,	entrance			. •		İ				I	
y/public		to the										
facilities		municip al main			-						·	
to minimum		offices						i.				
standards	-	offices .										
To provide	Construction	Area of	Advertising	R21	Advertising	R18	Site	R1	Substruc			
and	of Manguzi	multi-	and	0000	and	39	establish	059	ture	,		
improve	Multi-purpose	purpose	appointment		appointment	479.	ment and	454.6	complete			
access to	centre	centre	of consultant		of contractor	20	Fencing	0	d			
communit		construct										
y/public		ed				Ì						
facilities			·									
to minimum	,			ì								
standards										·		ļ
To provide	Construction	Area of	Advertising	R21	Advertising	R1	Site	R1	superstrc			
and	of Hlokohloko	commun	and	0	and	839	establish	059	ure			
improve	communty	ity	appointment	000	appointment	479.	ment,	454.6	complete			
access to	centre	centre	of consultant		of contractor	20	Fencing and sub-	0	project			
communit		construct					structure		completi			
y/public facilities		ed					complete		on with			
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	To provide and improve access to communit y/public facilities to minimum standards	Construction of KwaLulwane community centre	Area of commun ity centre construct ed	Advertising and appointment of consultant	R21 0 000	Advertising and appointment of contractor	R1 839 479. 20	Site establish ment, Fencing and sub- structure complete d	R1 059 454.6 0	superstrc ure complete dand project completi on with engineer s works completi on certificat		
	To provide and improve access to communit y/public facilities to minimum standards	Construction of Welcome community centre	Area of community centre construct ed	Advertising and appointment of consultant	R21 0 000	Advertising and appointment of contractor	R1 839 479. 20	Site establish ment, Fencing and substructure complete d	R1 059 454.6 0	e. superstrc ure complete dand project completi on with engineer s works completi on certificat e.		
	To provide and improve access to communit y/public facilities to minimum	Construction of KwaMbila Community Centre	Area of commun ity centre construct ed	Advertising and appointment of consultant	R21 0 000	Advertising and appointment of contractor	R1 839 479. 20	Site establish ment, Fencing and substructure complete d	R1 059 454.6 0	superstrc ure complete dand project completi on with engineer s works		
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standards				· .					completi on certificat e.		.::::	
To provide and improve access to communit y/public facilities to minimum standards	Construction of Mlamula Community Centre	Area of commun ity centre construct ed	Advertising and appointment of consultant	R21 0 000	Advertising and appointment of contractor	R1 839 479. 20	Site establish ment, Fencing and sub- structure complete d	R1 059 454.6 0	superstre ure complete dand project completi on with engineer s works completi on certificat e.			
To provide and improve access to communit y/public facilities to minimum standards	Construction of Manzengwen ya Community Centre	Area of commun ity centre construct ed	Advertising and appointment of consultant	R21 0 000	Advertising and appointment of contractor	R1 839 479. 20	Site establish ment, Fencing and sub- structure complete d	R1 059 454.6 0	superstrc ure complete dand project completi on with engineer s works completi on certificat e.			
To provide and improve access to communit	Construction of Manqakulana Community Centre	Area of commun ity centre construct	Advertising and appointment of consultant	R21 0 000	Advertising and appointment of contractor	R1 839 479. 20	Site establish ment, Fencing and sub-	R1 059 454.6	superstre ure complete dand project			

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y/public		eu .			,		complete		on with					
facilities	·		, ,				d		engineer			,		
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minimum	-								completi		•			
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- · · · · ·	C	No. of	A deportaging o	R51	Advertising,a	R1	Commen	R3	e		<del> </del>	<del>-</del>   _		÷
To provide	Construction of	km's of	Advertising,a ppointment of	0	ppointment of	997	cement	791	Kilomet	:				
and	Zindlovini-	gravel	contractor and	371.	contractor and	925.	of all	703.0	ers of					
improve access to	Masulumaneg	road	site	20	site	70	layerwor	0	road			İ	-	
communit	ravel	construct	establishment	20	establishment	' "	k		construct	! 				
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facilities	pathways and	"							complete					
to	storm water.			ļ					d with					
minimum	Storm water.								engineer					
standards					• •				s works					[
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To provide	Construction	No. of	Advertising,a	R82	Advertising,a	R1	Commen	R3	4,5					
and	of .	km's of	ppointment of	36	ppointment of	997	cement	791	Kilomet		ļ	-		
improve	Nsukumbili,	gravel	contractor and	605.	contractor and	925.	of all	703.0	ers of					
access to	pathways and	road	site	00	site	70	layerwor	0	road	,	-	.		
communit	storm water.	construct	establishment		establishment		k.		construct					
y/public		ed		'					ed and				•	
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	To provide	Construction	No. of	Advertising,a	R42	Advertising,a	R2	Commen	R1	4			İ		
	and	of ·	km's of	ppointment of	0	ppointment of		cement	484	Kilomet					
	improve	Sokalezango	gravel	contractor and	000.	contractor and	479.	of all	954.6	ers of					
	access to	ma-Mshudu	road	site	00	site	20	layerwor	0	road					
	communit	gravel	construct	establishment		establishment		k		construct edand			•	ŀ	
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1	facilities	pathways and				. •	İ	•		d with					
	to	storm water.		•						engineer	,				
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	To provide	Construction	No. of	Advertising,	R42	Advertising,a	R2	Commen	R1	3					ı
	and	of Egazini	km's of	appointment	0	ppointment of		cement	484	Kilomet					l
	improve	gravel	gravel	of contractor	000.	contractor and	479	of all	954.6	ers of					ł
·	access to	road/Roads,	road	and site	01	site	20	layerwor	0	road					ļ
	communit	pathways and	construct	establishment		establishment		k		construct edand		<b>.</b>			i
	y/public	storm water.	ed							complete				,	1
	facilities				<u> </u> '-					d with				`.	ĺ
	to					,				engineer					1
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	To provide	Construction	No. of	8m of	R15	8m of	R15	N/A	N/A	N/A					Ì
	and	Nsukumbili	meters	Nsukumbili	0	Nsukumbili	0								
	improve	causeway/Roa		causeway	000	causeway	000								
	access to	ds, pathways	causewa	constructed	l	constructed									
	communit	and storm	У	and		and									
	y/public	water.	construct	completed	<u></u>	completed		l					<u> </u>	13	J

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facilities to minimum standards	Construction	ed No. of	with engineers works completion certificate Advertising,a	0	with engineers works completion certificate Advertising,a ppointment of	R86 000	Commen cement	R886 425.6	8m of Ndwang		
and improve access to communit	Ndwangu causeway/Roa ds, pathways and storm	meters of Bridge construct	ppointment of contractor and site establishment		contractor and site establishment		of construct ion	0	u causewa y construct		
y/public facilities to minimum	water.	ed							ed and complete 'd with engineer		
standards									s works completi on certificat		
To provide and improve access to communit y/public	Construction ward 17 causeway/Roa ds, pathways and storm water.	No. of metres of bridge construct ed	Advertising, a ppointment of contractor and site establishment	R12 6 000. 00	Advertising,a ppointment of contractor and site establishment	R47 7 000	Commen cement of construct ion	R 477,0 00	8m of ward 17 causewa y construct ed and		
facilities to minimum standards				,					complete d with engineer s works completi on certificat		
To provide	Re-grassing of	Area of	Advertising	R91	Advertising	R24	completi	R247	9600		14

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and improvaccess community y/publication improvements to minimum standard	to unit ic es	Mseleni sportfield/pub lic facilities	sport field complete d	and appointment of consultant	140	and appointment of a contractor and site establishment	7 380	on of layerwor ks and commen cement of regrassin g		square metres Complet ed with engineer s works completi on certificat		-			
To pro	ovide :	Re-grassing of Manaba sportfield/pub	Area of sport field	Advertising and appointment	R73 535	Advertising and appointment	R19 9 595	completi on of layerwor	R199 595	e. 9600 square metres				7.	
access common y/publ faciliti	unit ic ies	lic facilities	complete d	of consultant		of a contractor and site establishment		ks and commen cement of regrassin		Complet ed with engineer s works completi					
minim standa	ırds						-	g		on certificat e.					_   `
To pro and improvaccess comm y/publ faciliti	ve s to unit lic	Construction of Bhekabantu sporfield	Area of sport field complete d	completion of layerworks and commenceme nt of regrassing	R1 100 000	9600 square metres Completed with engineers works completion certificate.	R 400, 000	n/a		n/a					
minim standa	ards			C	D17	a ampleted all	D15	9600	R125	N?A					
To pro and impro access	ve	Construction of Zamazama sportfield and refurbishment	area of Zamaza ma sport field	Soccerpitch, ablution block and combo court	R17 5 000	completed all layerworks and commenceme	R15 0 000	square metres complete	000	INIA					

communit y/public facilities to minimum	of fencing and external works	construct ed	completed		nt of regrassing		d with engineers certificat e.					
standards To provide and improve access to communit y/public facilities to minimum standards	Electrification of Ward 8/Electricity and alternative sources of power	Number of househol ds electrifie d	Advertising and appointment of a consultant	R28 3 500	Advertising and appointment of a contractor and site establishment	R1 073 250	plantatio n of poles and stringing of MV and LV lines	R1 073 250	Installati on of transfor mer and DB and project completi on with engineer closeout report	-		
To provide and improve access to communit y/public facilities to minimum standards	Sbhongweni Ntshongwe electrification/ Electricity and alternative sources of power	Number of househol d electrifie d	Advertising and appointment of a contractor	R82 5 000	Site establishment, plantation of poles and stringing of MV and LV lines	R1 787 500	Installati on of transfor mer and DB	R1 787 500	Complet ion of project with engineer closeout report			
To provide and improve access to communit y/public facilities to	Manaba electrification/ Electricity and alternative sources of power	Number of househol d electrifie d	Advertising and appointment of a service provider to investigate electrical lines	R70 000	Advertising and appointment of ta contractor	R19 0 000	Site establish ment, corrections of faulty lines	R190 000	Complet ion of project with engineer closeout report			

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·	minimum											•	٠.	
	standards	Tuturantad	Number	1 Report on	N/A	1 Report on	N/A	1 Report	N/A	1 Report		<del>- `</del>	•	
	To provide	Integrated	of	implementatio	19725	implementatio	11/71	on	1 17/11 /	on				
	and	Waste		n of		n of		impleme		impleme	·			
- 1	improve	Management .	quarterly	Intergrated .	-	Intergrated		ntation		ntation				
- 1	access to	Plan	reports on	Waste		Waste		of		of				·
- 1	communit		Intergrat	Wanagement		Wanagement	-	Intergrat		Intergrat		•		-
- 1	y/public		ed waste	Plan		Plan		ed Waste		ed				
	facilities	·	manage	1 Idii				Wanage		Waste				
- 1	to minimum		ment		• •			ment	!	Wanage				
	standards		plan	,		,		Plan		ment				,
	Stalldards		impleme				,			Plan				
			ntation							-				İ
1	Update	Updated and	Updated	Identification	N/A	udtating	N/A	udtating	N/A	Adoptio				
ļ	Indigent	Adopted	and	of Qualifying		indigent		indigent		n of an	-		,	1
i	Register	indigent	adopted	Families		register		register		Updated				
	100010101	Register	Indigent							Indigent				
	-		Register	•						Register				
ľ			by 30		ļ.									.
			June											
			2017											<u> </u>
_	To prevent	Disaster	Number	3 reports	N/A	3 reports	N/A	3 reports	N/A	3 reports				
	and reduce	Management	of	submitted		submitted	1	submitte		submitte				
	the impact		incidents					d		d				
,	of		reports											
	disasters					•		'						
	in					·								
	Umhlabuy													
ļ	alingana	,	77 1	2	NT/A	2 monthly	N/A	3	N/A	3	<del> </del>			
	To provide	Library	Number	3 monthly	N/A	3 monthly	IN/A	monthly	1777	monthly				
.	and	Services	of	reports on		reports on		reports		reports			:	:
	improve		reports	library	.	library services		on		on			1	1
	access to		on	services		Services		library		library				
	communit		operatio	<u>i</u>	<u> </u>		<u> </u>	HUIdiy		1101tal y		!	l	1

y/public facilities to minimum standards		n of municip al libraries					services		services		,	
To Ensure effective traffic manageme nt within the municipali	Public Safety	Number of public of report on safety intervent ion	3 multi- disciplinary roadblocks by 30 September 2016	N/A	3 multi- disciplinary roadblocks by 31 December 2016	N/A	3 multi- disciplin ary roadbloc ks by 31 Decembe r 2016	N/A	3 multi- disciplin ary roadbloc ks by 31 Decemb er 2016			

KPA 3: LOCAL ECONOMIC DEVELOPMENT

٠	772101177 (074)				,		Year und	er Review						RATIN G BY
	OBJECTIVES	STRATEGY	PERFORMANCE MEASURES		<b>1</b>				23		<b>Q4</b>	COMME NTS	OWN RATING (1-5)	PANE L MEMB
			/ INDICATOR	Target	Actual	Target	Actual	Target	Actual	Target	Actual			ER / MM (1-5)
					To make f							He feet of the control of the contro	Beth Course Cour	t general gene
	To use municipal and government funded projects as means to create jobs and reduce	EPWP and Community Based Works Programme	Number of jobs created	600 jobs create d and quarte rly report	R 338,75 0.00	jobs create d and quarte rly report	R 338,75 0.00	600 jobs create d and quarte rly report	R 338,75 0.00	600 jobs create d and quarte rly report	R 338,75 0.00			

4.			•				Ć		•		
poverty						,					
Number of SMME trainings/wo	Number of SMME trainings/wor	Number of SMME trainings/wor	1 SMM E	R 214,65 6.00	1 SMM E	R 214,65 6.00	1 SMM E	R 214,65 6.00	I SMM E		
kshops	kshops	kshops	works hop		works hop		works hop		works hop		
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# Managers Performance Plan for the Year Under Review

## KPA 4: FINANCIAL VIABILITY AND FINANCIAL MANAGEMENT

OBJECTIVES	STRATEGY	PERFORMANCE MEASURES / INDICATOR	Q1	Actu a	G2 Target	Yea	under Review	Actu	Q. Target	Actual	COMMENT S	OWN RATING (1-5)	RATIN G BY PANEL MEMB ER / MM (1-5)
To develop and maintain systems and procedure s and sound managem ent of municipal	Budgeting & Reporting	Date of Annual Budget Approval	Adoption of Budget Process Plan	N/ A	Budget Meetings (Internal & External) on Needs and Reports	N/ A	approval of draft budget for 2016/17 & conduct community consultation meeting on IDP/Budget & PMS	N/ A	Council resolution approving annual budget for 2017/18 by May 2017	N/A			

finances					-							
To comply with the financial reporting requireme nts as outlined in the	Financial Reporting	Number of section 71 reports submitted	3 Monthly Reports on Section 71	N/ A	3 Monthly Reports on Section 71	N/ A	3 Monthly Reports on Section 71	N/ A	3 Monthly Reports on Section 71	N/A		
MFMA. To ensure the collection of funds billed, and to specify procedure s in respect of non-payment	Revenue Enhancem ent	council resolution adopting Sumpliment ary Vaulkation roll	N/A	N/ A	Developme nt of Suppliment ary Valuation Roll	N/ A	Prublication of the Supplement ary Valuation roll for comment and input from communitie s and Stakeholder s	N/ A	Approval of supliment ary Valuation roll by council	N/A		
To develop and maintain systems and proceduer s for effectives	Budgeting and Financial Manageme nt	Submission of 2015/16 AFS to AG	N/A	N/ ·	N/A	N/ A	N/A	N/ A	N/A	Submissi on of 2015/16 AFS to AG		

and sound managem ent of municipal											·	
finances  To comply with the financial reporting requireme nts as outlined in the	Financial Reporting	Council resolution adopting Mid-Year Report	1 Mid- Year Report approved by Council by 25 January 2017	N/ A	N/A	N/ A	N/A		Approval of Mid- year report	N/A		
MFMA To comply with the financial reporting requireme nts as outlined in the MFMA	Complianc e with regulations	Number of compliance checklist	Complian ce checklist	N/ A	Compliance checklist	N/ A	1 Compliance checklist	N/ A	Complian ce checklist	N/A		

# MANAGERS PERFORMANCE PLAN FOR THE YEAR UNDER REVIEW

### KPA 5: GOOD GOVERNANCE AND COMMUNITY PARTICIPATION

		•	·			Year under F							RATIN G BY
OBJECTIVES	STRATEGY	PERFORMANC E MEASURES	Q1		Q:	2 .			Q	) <del></del>	COMME NTS	OWN RATING	PANE L MEMB
		INDICATOR	Target	Actual	Target	Actual	Target	Actual	Target	Actual		(1-5)	ER/
													(1-5)
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			\$9g)	Tagest Fan Q	lajanksallajaria	dealerman ( S.	એક વાંતુ પાછ <i>ે</i>	ol <u>egic</u> ents <sup>m</sup> essans	'શા <sup>4</sup> લ્ટ્રાણેક ગામસ <sup>્</sup> દિ		es Alemen Lineaus	ગળતી વૈદેશી વૈદ્યું પહેલા	Agil ion is
											ster Ingrae orac	( 34)	
imp	newsietter	number newsletter distributed	1 News letter issue distribution	R 555,44 0.00	1 News letter issue distribut ion	555440	1 News letter issue distribut ion	555440	1 News letter issue distribut ion	555440			

		• •										,——-		
	To involve	Public Participatio	Number of complaints	1 Report on Registerd	N/A	1 Report on	. N/A	1 Report on	N/A	1 Report on	N/A			
,	communit	n	reports	Public		Register		Register		Register				
	ies in		7000.00	Complaints		d Public		d Public		d.Public				
	shaping					Complai	•.	Complai		Complai				
	the	,				nts		nts		nts	٠.			:
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	ity's													i
	developm					 								
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	agenda								·		-			
	То	Communic	Date of	Approved	·R	N/A	N/A	N/A	N/A	N/A	N/A			
	involve	ation	approval	and adopted			,						. 1	
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	ies in		Communic	tions										
	shaping		ation	Strategy										
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	municipal													
	ity's													
	developm		,		İ									
	ent													
	agenda	D.LT.	Number of	1 IDP	R	1 Report	R	1 Report	R	1 Report	R		<u> </u>	
	To	Public Participatio		Progress	940,68	& 7	940,68	& 7	940,68	& 7	940,68			
	involve the	_	t public	Report	4.75	IDP	4.75	IDP	4.75	IDP	4.75			
,	communit	n	participatio		'''	public		public		public				
	ies in	,	n			consulta		consulta		consulta				
	shaping		11			tion		tion		tion				
	the					meeting		meeting		meeting				
-	municipal					s		S		S				
	ity's													
	developm												1 -	
,	ent			1										
	agenda ·										·			

To involve the communit ies in	Public Participatio n	Number of Public Participatio n Meetings on Annual	l meeting on Annual Report	R 448,80 0.00	1 meeting on Annual Report	R 448,80 0.00	neeting on Annual Report	R 448,80 0.00	neeting on Annual Report	R 448,80 0.00		٠	
shaping the municipal ity's		Report				,							
developm ent agenda							1	NIA	1	N/A		:	-
To enable the organisati on to account for the use of	Audit Function	Number of Reports on Municipal Public Accounts Committee	1 MPAC report	N/A	MPAC report	N/A	MPAC report	N/A	MPAC report	IVA	·		
public funds To enable the organisati on to account	Function	Number of Audit Committee Reports	1 Audit Committee report	N/A	1 Audit Commti tee report	N/A	1 Audit Commti tee report	N/A	1 Audit Commti tee report	N/A	,		
for the use of public funds  To enable the organisati	Function	Number of Internal audit	1 Internal audit report	R 303,60 0.00	l Internal audit	R 303,60 0.00	1 Internal audit	R 303,60 0.00	1 Internal audit	R 303,60 0.00			
on to account		reports			report		report		report			,	

for the use of public funds													. ,
To involve communit ies in shaping the municipal ity's developm ent agenda To develop a credible IDP as a short-to medium term guide for developm ent and service delivery	Communic ation	Number of Reports submitted to KZNCOG TA, PT, NT and AG  Date of Approval 2016/17 IDP by Council	2015/16 Un-Audited Annual Report tabled to Council by 30 August 2015	N/A	Updatin g an Audited Report	N/A	Updatin g an Audited Report  Adoptio n of Draft IDP by council	N/A N/A	Adoptio n of Final IDP	N/A			
											,	<u> </u>	

# Managers Performance Plan for the Year Under Review

### KPA 6: SPATIAL PLANNING AND ENVIRONMENTAL MANAGEMENT

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	PERFORMAN	Q1	Q	2	Q3		0	4		OWN.	PANEL
	CE							. <u>.</u>	COMMEN	RATING	MEMB :
OBJECTIVES STR	ATEGY MEASURES					:			TS	(1-5)	ER/
	/ INDICATOR	Target	Actual Target	Actual	Target	Actual	Target	Actual			MM "
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dev of e and sus	stainable tlement	Spatial Development Framework (SDF)	Date of approval for SDF	Adopted SDF Process Plan	N/A	N/A	: N/A	Adoptio n of Draft SDF by council	R150 000.00	Adoption of Final Spatial Develop ment Framewor k Report	R 150,000 .00		
To dev of and sus	promote velopment efficient d stainable ttlement	Mbazwana Precinct Plan	Date of approval for Precinct Plan	Adopted Precinct Plan Process Plan	N/A	Status Quo Report	N/A	Adoptio n of Draft Mbazwa na Precinct by council	R100 000.00	Adoption of Final Mbazwan a Precinct Plan Report	R100 000.00	-	
de of and sus	o promote velopment efficient d stainable ttlement	Phumobala Precinct Plan	Date of approval for Precinct Plan	Adopted Precinct Plan Process Plan	N/A	Status Quo Report	N/A	Adoptio n of Draft Phumob ala Precinct by council	R 100,000 .00	Adoption of Final Phumobal a Precinct Plan Report	R 100,000 .00		1
. GI wi	establish a IS desk ithin the unicipality	Umhlabuyalin gana GIS Desk	Number of software procure	Purchase of GIS Software	R10 0 000. 00	Attend Traini ngs on GIS	R50 000. 00	GIS Softwar e Orientat ion	R50 000.00	N/A	N/A		: .
op fo ho pr U	o create opportunities or new ousing oducts in mhlabuyalin	Housing Sector Plan	Date of approval for Housing Sector Plan	Adopted Housing Sector Plan Process Plan	R10 0 000. 00	Appoint Service Provider to compil	R50 000. 00	Adoptio n of Draft Housing Sector Plan by council	R50 000.00	Adoption of Final Housing Sector Plan Report	R 100,000		

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						e Housin								
						g Sector Plan		-						
To involuthe commurin shapin municip developin agenda	nities ng the pality's	Public Participation	Number of Public Participat ion Meetings on Annual Report	1 meeting on SDF Report	N/A	l meetin g on SDF Report	N/A	1 meeting on SDF Report		I meeting on SDF Report	N/A			
To involute communing shaping municip develop agenda	nities ing the pality's	Public Participation	Number of Public Participat ion Meetings on Annual Report	1 meeting on Precinct Plans Report	N/A	neetin g on Precin ct Plans Report		1 meeting on Precinct Plans Report	N/A	1 meeting on Precinct Plans Report	N/A			,
To proactive identify address potential that may affect the function the organize	and all risks y he ning of	Risk Management	Date of adoption of Risk Manage ment register by MANCO	Risk Manage ment Register Conducte d by 30 Septembe r 2016	N/A	N/A		N/A	N/A	N/A	N/A ·			

## 2. KNOWLEDGE, SKILLS AND BEHAVIOR REQUIREMENTS

Core Management Criteria (CMC)

		(BY MANAGER) (1-5)	MEMBER / MM (1-5)
1. Strategic Capability and Leadership	10		
2. Programme and Project Management	10		
3. Financial Management (Compulsory)	10		
4. Change Management	5 .		
5. Knowledge Management	5		
6. Service Delivery Innovation	5		
7. Problem Solving and Analysis	10	·	

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CORE				
Interpretation and implementation within the legislation and national policy framework	ne 10			
Knowledge of developmental local governmental g	nent 10			
Knowledge of Performance Management as Reporting	nd			
4. Skills in mediation			·	•
5. Skills in governance				•
6. communication	5	·	·	
7. Result and Quality focus	10			
TOTAL	100%			

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#### 3. PERFORMANCE ASSESSMENT RATING

The assessment rating calculator will be used to add the scores and calculate a final KRA score (80%) and a final CMC & COC's score (20%)

The tables below should be completed by the summarized total of each panel member (NOTE: Weight should be taken from the signed performance agreement for the year under review)

KPA	Weight Rating Score
To the state of th	20%
Municipal Transformation and Institutional Development	
Basic Service Delivery and Infrastructure Development	20%
Local Economic Development	10%
Financial Viability and Financial Management	20%
Good Governance and Community Participation	20%
Spatial Planning and Environmental Management	10%
Total	100%
x 80%	80% %

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Score			2									
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Weight												%
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Leading Competency	,		•		Core Competency							
Leadir					Core						-	100
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					100 mg							Total x 20%

	(A)	(B)	(A X B)
	SUB-TOTAL	% OF	TOTAL SCORE
		<b>ASSESSMENT</b>	
Key Performance Area		80%	
Competency Framework		20%	
		·	
(C) FINAL SCORE			
and the second section of the second section is the second section of the second section in the second section is a second section of the second section in the second section is a second section of the second section in the second section is a second section of the second section in the second section is a second section of the second section in the second section is a second section of the second section is a second section of the second section is a second section of the second section is a second section of the second section is a second section of the second section is a second section of the second section is a second section of the second section is a second section of the second section is a second section of the second section is a second section of the second section is a second section of the second section is a second section of the second section is a second section of the second section of the second section is a second section of the second section of the second section of the second section of the second section of the second section of the second section of the second section of the second section of the second section of the second section of the second section of the second section of the section of			in the second se
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#### SIGNATURES OF MEMBERS OF THE EVALUATION PANEL

Chairperson	·		 				
Member .	 <u>:</u>		 . , ,				•
Member				·.			
,	•	<del></del>					
Member	 :						•
Member	:		 				
Signed in	:		 on	of	f	20	

#### AGREEMENT TO PERFORMANCE AND DEVELOPMENT PLAN:

SIGNATURE:	rformance and Development Plan
SIGNATURE:	formance and Development Plan
(Name of Manager: MR SE BUKHOS/NI SIGNATURE:	Mulling