

**LETSEMENG
LOCAL MUNICIPALITY
(FS161)**



**Performance Agreement
ACTING CHIEF FINANCE OFFICER**

1 July 2026 to 30 June 2027

Signed on Tuesday, 30 June 2026

7 Groot Trek Street, **KOFFIEFONTEIN**, 9986

TEL: 053 330 0200 * E-MAIL: lawrence@letsemeng.gov.za

WEB: www.letsemeng.fs.gov.za

TOWN AREAS

*** Jacobsdal * Koffiefontein * Luckhoff * Oppermansgronde * Petrusburg ***

Mr SJ Too
Acting Chief Finance Officer

Mr. MA Jaffa
Acting Municipal manager

PERFORMANCE AGREEMENT

MADE AND ENTERED INTO BY AND BETWEEN

Letsemeng Local Municipality

**AS HEREBY REPRESENTED BY THE ACTING
MUNICIPAL MANAGER**

Mr Mbulelo Aven Jafta

(herein and after referred to as the Employer)

and

Mr Sithembile Jeremia Tooi

ACTING CHIEF FINANCE OFFICER (CFO)

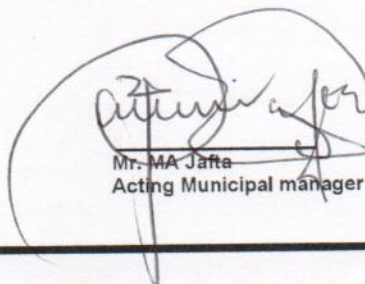
(herein and after referred to as the Employee)

FOR THE FINANCIAL YEAR:

1 July 2026 – 30 June 2027



Mr SJ Tooi
Acting Chief Finance Officer



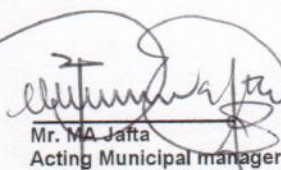
Mr. MA Jafta
Acting Municipal manager

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Mr SJ Tooi
Acting Chief Finance Officer



Mr. MA Jatta
Acting Municipal manager

1. INTRODUCTION

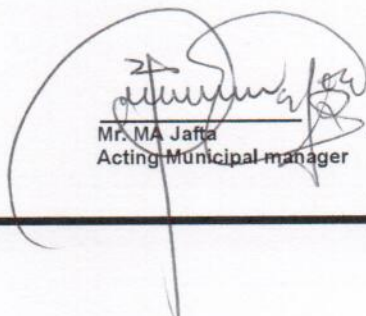
- 1.1. The Employer, duly represented by **Mr Mbulelo Aven Jafta** in his capacity as the **Municipal Manager** has entered into a contract of employment with the Employee, **Mr Sithembile Jeremia Tooi**, in terms of section 57(1)(a) of the Local Government: Municipal Systems Act 32 of 2000 ("the Systems Act"). **The Employer and the Employee are hereinafter referred to as "the Parties";**
- 1.2. Section 57(1)(b) of the Systems Act, read with the Contract of Employment concluded between the parties, requires the Parties to conclude an annual performance agreement;
- 1.3. The Parties wish to ensure that they are clear about the goals to be achieved, and secure the commitment of the Employee to a set of outcomes that will promote local government policy goals;
- 1.4. The Parties wish to ensure that there is compliance with Sections 57(4B) and 57(5) of the Systems Act;
- 1.5. In this Agreement, the following terms will have the meaning ascribed thereto:
 - (a) **"this Agreement"** – means the performance agreement between the Employer and the employee and the Annexures thereto;
 - (b) **"the Mayor"** – means the Mayor elected in terms of Section 55 of the Local Government: Municipal Structures Act 117 of 1998 ("the Structures Act") as represented by its chairperson, the Mayor;
 - (c) **"the Employee"** means the **Municipal Manager** appointed in terms of Section 54 (A) and 56 of the Systems Act;
 - (d) **"the Employer"** means **Letsemeng Local Municipality**; and
 - (e) **"the Parties"** means the **Employer and Employee**.

2. PURPOSE OF THIS AGREEMENT

- 2.1. To comply with the provisions of Section 57(1)(b), (4B) and (5) of the Systems Act as well as the Contract of Employment entered between the Parties;
- 2.2. To specify objectives and targets established for the Employee and to communicate to the Employee the Employer's expectations of the Employee's performance targets and accountabilities;
- 2.3. To specify accountabilities as set out in the Performance Plan (Annexure A);
- 2.4. To monitor and measure performance against set targeted outputs and outcomes;
- 2.5. To use the Performance Agreement (PA) and Performance Plan (PP) as the basis to assess whether the Employee has met the performance expectations applicable to his/ her job; and
- 2.6. To give effect to the Employer's commitment to a performance-orientated relationship with the Employee in attaining improved service delivery.



Mr SJ Tooi
Acting Chief Finance Officer



Mr MA Jafta
Acting Municipal manager

3. COMMENCEMENT AND DURATION

- 3.1. This Agreement will commence on **1 July 2026** and will remain in force until **30 June 2027**, whereafter a new Performance Agreement shall be concluded between the parties for the next financial year or any portion thereof;
- 3.2. The parties will review the provisions of this Agreement during June each year.
- 3.3. The Parties will conclude a new Performance Agreement that replaces this Agreement at least once a year by not later than 31st July of the succeeding financial year;
- 3.4. This Agreement will terminate on the termination of the Employee's contract of employment for any reason; and
- 3.5. The content of **this Agreement may be revised at any time during the abovementioned period** to determine the current applicability of the matters previously agreed upon.

4. PERFORMANCE OBJECTIVES

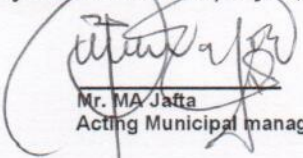
- 4.1. The **Performance Plan (Annexure A)** sets out –
 - (a) The **performance objectives and targets** that must be met by the Employee;
 - (b) The **time frames** within which those performance objectives and targets must be met; and
 - (c) The **core competency requirements (Annexure B – definitions)** as the management skills regarded as critical to the position held by the Employee.
- 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 (*IDP*), Budget of the Employer, Service Delivery and Budget Implementation Plan (*SDBIP*), and shall include:
 - (a) **Key performance areas** that describe the main tasks that need to be done;
 - (b) **Unit of measurement/ predetermined objectives** that describe the standard to be achieved;
 - (c) **Indicators** that provide the details of the evidence that must be provided to show that a key objective has been achieved;
 - (d) **Target dates** that describe the timeframe in which the targets must be achieved; and
 - (e) **Weightings** showing the relative importance of the key objectives to each other.
- 4.3. The **Personal Development Plan (Annexure C)** sets out the Employee's personal development requirements in line with the objectives and targets of the Employer; and
- 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 IDP.

5. PERFORMANCE MANAGEMENT SYSTEM

- 5.1. The Employee agrees to participate in the performance management system that the Employer has adopted for the employees of the Employer;



Mr SJ Too
Acting Chief Finance Officer



Mr. MA Jatta
Acting Municipal manager

- 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 employees and service providers in performing to the standards required;
- 5.3. The Employer will consult the Employee about the specific performance standards and targets that will be included in the performance management system applicable to the Employee;
- 5.4. The Employee undertakes to actively focus on the promotion and implementation of the Key Performance Areas (KPAs) (including special projects relevant to the employee's responsibilities) within the local government framework;
- 5.5. The criteria upon which the performance of the Employee shall be assessed shall consist of two components, KPAs and Competency Framework requirements as per the Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers, both of which shall be contained in the Performance Agreement;
- 5.6. The Employee's assessment will be based on his performance in terms of the outputs/ outcomes (KPIs) identified as per the attached Performance Plan (Annexure A), which are linked to the KPAs applicable to the Employee and will constitute 80% of the overall assessment result as per the weightings agreed to between the Employer and Employee.

Table 1: Key Performance Areas

Key Performance Areas	Weighting
1. Public Participation ☐ Putting People First	10%
2. Good Governance	20%
3. Basic Service Delivery ☐ Delivering Basic Service	25%
4. Municipal Financial Viability and Management ☐ Sound Financial Management	25%
5. Municipal Institutional Development and Transformation ☐ Building Capable Municipalities	10%
6. Local Economic Development (LED)	10%
TOTAL	100%

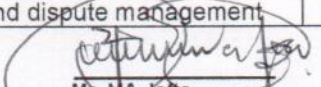
- 5.7. The **competency requirements** for senior managers as per Regulation 9 of Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers will **make up the other 20% of the Employee's assessment score**. The competencies will be assessed every six (6) months (January and July).

Table 2: Competency Requirements

Core and Leading Competencies	Requirement	Weighting
1. Strategic direction and leadership ☐ Impact and influence ☐ Institutional performance management and development ☐ Strategic planning and management ☐ Organisational awareness	Compulsory	10%
2. People management ☐ Human capital planning and development ☐ Diversity management ☐ Employee relations management ☐ Negotiation and dispute management	Compulsory	10%


Mr SJ Tool

Acting Chief Finance Officer

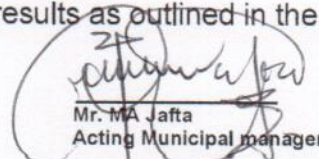

Mr MA Jatta
Acting Municipal manager

Core and Leading Competencies		Requirement	Weighting
3. Programme and project management	☐ Programme and project planning and implementation ☐ Service delivery management ☐ Program and project monitoring and evaluation	Compulsory	10%
4. Financial management	☐ Budget planning and execution ☐ Financial strategy and delivery ☐ Financial reporting and delivery	Compulsory	10%
5. Change leadership	☐ Change vision and strategy ☐ Process design and improvement ☐ Change impact monitoring and evaluation	Compulsory	10%
6. Governance leadership	☐ Policy formulation ☐ Risk and compliance management ☐ Cooperative governance	Compulsory	10%
7. Moral competence	☐ Core Competency		5%
8. Planning and organising	☐ Core Competency		5%
9. Analysis and innovation	☐ Core Competency		10%
10. Knowledge and information management	☐ Core Competency		5%
11. Communication	☐ Core Competency		10%
12. Results and quality focus	☐ Core Competency		5%
TOTAL %			100%

6. PERFORMANCE ASSESSMENT

- 6.1. The Performance Plan (Annexure A) to this Agreement sets out –
- The standards and procedures for evaluating the Employee's performance; and
 - The intervals for the evaluation of the Employee's performance.
- 6.2. 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;
- 6.3. 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;
- 6.4. The Employee's performance will be measured in terms of contributions to the goals and strategies set out in the Employer's Integrated Development Plan (IDP) as described in 6.6 – 6.12 below;
- 6.5. The Employee will submit quarterly performance reports (SDBIP) and a comprehensive annual performance report at least one week prior to the performance assessment meetings to the Evaluation Panel Chairperson for distribution to the panel members for preparation purposes;
- 6.6. Assessment of the achievement of results as outlined in the performance plan:


 Mr SJ Tooi
 Acting Chief Finance Officer


 Mr. MA Jaffa
 Acting Municipal manager

- (a) Each KPI or group of KPIs shall be assessed according to the extent to which the specified standards or performance targets have been met and with due regard to ad-hoc tasks that had to be performed under the KPI;
 - (b) A rating on the five-point scale shall be provided for each KPI or group of KPIs, which will then be multiplied by the weighting to calculate the final score;
 - (c) The Employee will submit their self-evaluation to the Employer before the formal assessment;
 - (d) In the instance where the employee could not perform due to reasons outside the control of the employer and employee, the KPI will not be considered during the evaluation. The employee should provide sufficient evidence in such instances; and
 - (e) An overall score will be calculated based on the total of the scores calculated above.
- 6.7. Assessment of the Competencies:
- (a) Each Competency shall be assessed in terms of the description provided in (Annexure B);
 - (b) A rating shall be provided for each Competency, which will then be multiplied by the weighting to calculate the final score; and
 - (c) An overall score will be calculated based on the total of the scores calculated above.
- 6.8. Overall rating
- (a) An overall rating is calculated by adding the overall scores as calculated in 6.6.(e) and 6.7.(c) above; and
 - (b) Such an overall rating represents the outcome of the performance appraisal.
- 6.9. The assessment of the performance of the Employee will be based on the following rating scales for KPAs and Competencies respectively:
- (a) Rating scale for KPAs as mentioned in paragraph 5.6.

Table 3: Performance rating scale

Level	Terminology	Description
1.	Outstanding performance	☐ Performance far exceeds the standard expected of an employee at this level. ☐ The appraisal indicates that the Employee has achieved above fully effective results against all performance criteria and indicators as specified in the PA and Performance plan and maintained this in all areas of responsibility throughout the year.
2.	Performance significantly above expectations	☐ Performance is significantly higher than the standard expected in the job. ☐ The appraisal indicates that the Employee has achieved above fully effective results against more than half of the performance criteria and indicators and fully achieved all others throughout the year.
3.	Fully effective	☐ Performance fully meets the standards expected in all areas of the job. ☐ The appraisal indicates that the Employee has fully achieved effective results against all significant performance criteria and indicators as specified in the PA and Performance Plan.
4.	Not effective fully	☐ Performance is below the standard required for the job in key areas. Performance meets some of the standards expected for the job. ☐ The review/assessment indicates that the employee has achieved below fully effective results against more than half the

Mr SJ Tooi
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Level	Terminology	Description
		key performance criteria and indicators as specified in the PA and Performance Plan.
5.	Unacceptable performance	☐ Performance does not meet the standard expected for the job. ☐ The review/ assessment indicates that they employee has achieved below fully effective results against almost all the performance criteria and indicators as specified in the PA and Performance Plan. ☐ The employee has failed to demonstrate the commitment or ability to bring performance up to the level expected in the job despite management efforts to encourage improvement.

(b) Rating scale for Competencies as mentioned in paragraph 5.7.

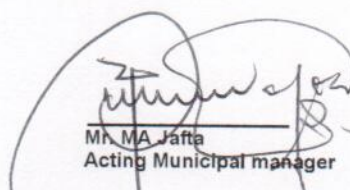
Table 4: Rating scale for Competencies

Level	Achievement Levels	Description
1.	Sub Standard	☐ Applies little to no basic concepts, methods, and understanding of local government operations.
2.	Basic	☐ Applies basic concepts, methods, and understanding of local government operations, but requires supervision and development intervention.
3.	Competent	☐ Develops and applies more progressive concepts, methods and understanding. ☐ Plans and guides the work of others and executes progressive analyses.
4.	Advanced	☐ Develops and applies complex concepts, methods and understanding. ☐ Effectively directs and leads a group and executes in-depth analyses.
5.	Superior	☐ Has a comprehensive understanding of local government operations, critical in shaping strategic direction and change, develops, and applies comprehensive concepts and methods

- 6.10. For purposes of evaluating the performance of the Employee for the year-end reviews, an evaluation panel constituted of the following persons will be established—
- Mayor;
 - Mayor from another municipality;
 - Chairperson of the Performance Audit Committee or in his/ her absence thereof, the Chairperson of the Audit Committee; and
 - Member of the Executive/ Mayoral Committee (*Portfolio Chairperson*).
 - A Member of a ward committee as nominated by the Mayor.
- 6.11. The Mayor will evaluate the performance of the Employee as at the end of the 1st, and 3rd quarters; and
- 6.12. The Mayor will give performance feedback to the Employee within 5 (five) business days after each quarterly and annual assessment meeting.



Mr SJ Tooi
Acting Chief Finance Officer



Mr MA Jaffe
Acting Municipal manager

7. PERFORMANCE REVIEWS

7.1. The performance of the Employee in relation to his performance agreement shall be reviewed on the following dates.

Table 5: Schedule for performance reviews

Quarter	Review Period	Review to be completed by
1	July – September 2026	December 2026 ☐ October/ November 2026 (Informal)
2	October – December 2026	March 2027 (<i>Mid-year Panel Evaluation</i>) ☐ January/ February 2026 (Formal)
3	January – March 2027	June 2027 ☐ April/ May 2026 (Informal)
4	April – June 2027	September 2027 (<i>Year-end Panel Evaluation</i>) ☐ After the receipt of the AGSA's Management Report

- 7.2. Performance reviews in the 1st (*first*) and 3rd (*third*) quarter may be verbal if performance is deemed to be satisfactory by the Employer.
- 7.3. The Employer shall keep a record of the mid-year and year-end assessment meetings;
- 7.4. Performance feedback shall be based on the Employer's assessment of the Employee's performance;
- 7.5. 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; and
- 7.6. 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.

8. DEVELOPMENTAL REQUIREMENTS

- 8.1. The Personal Development Plan (PDP) for addressing developmental gaps is attached as Annexure C. Such a Plan may be implemented and/ or amended as the case may be after each assessment. In that case, the Employee will be fully consulted before any such change or plan is made.

9. OBLIGATIONS OF THE EMPLOYER

- 9.1. The Employer shall–
- (a) Create an enabling environment to facilitate effective performance by the employee;
 - (b) Provide access to skills development and capacity building opportunities;
 - (c) Work collaboratively with the Employee to solve problems and generate solutions to common problems that may impact on the performance of the Employee;

Mr SJ Too
Acting Chief Finance Officer

Mr. MA Jaffa
Acting Municipal manager

- (d) On the request of the Employee delegate such powers reasonably required by the Employee to enable him to meet the performance objectives and targets established in terms of this Agreement; and
- (e) Make available to the Employee such resources as the Employee may reasonably require from time to time assisting him to meet the performance objectives and targets established in terms of this Agreement.

10. CONSULTATION

- 10.1. The Employer agrees to consult the Employee timeously where the exercising of its powers will have amongst others—
- (a) A direct effect on the performance of any of the Employee's functions;
 - (b) Commit the Employee to implement or to give effect to a decision made by the Employer; and
 - (c) A substantial financial effect on the Employer.
- 10.2. The Employer agrees to inform the Employee of the outcome of any decisions taken pursuant to the exercise of powers contemplated in clause 12 as soon as is practical to enable the Employee to take any necessary action.

11. REWARD

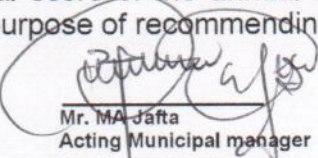
- 11.1. The evaluation of the Employee's performance will form the basis for rewarding outstanding performance or correcting unacceptable performance;
- 11.2. The payment of the performance bonus is determined by the performance score obtained during the 4th quarter and as informed by the quarterly performance assessments;
- 11.3. A performance bonus of between 5% to 14% of the all-inclusive annual remuneration package may be paid to the Employee in recognition of outstanding performance to be constituted as follows:

Table 6: Performance bonus calculations

Performance Rating		Bonus Calculation
0% – 64%	Poor Performance	0% of the total package
65% – 69%	Average Performance	5% of the total package
70% – 74%	Fair Performance	9% of the total package
75% – 79%	Good Performance	11% of the total package
80% – 100%	Excellent Performance	14% of the total package

- 11.4. In the event of the Employee terminating his services during the validity period of this Agreement, the Employee's performance will be evaluated for the portion during which he / she was employed, and he / she will be entitled to a pro-rata performance bonus based on his evaluated performance for the period of actual service; and
- 11.5. The Employer will submit the total score of the annual assessment and of the Employee to the full Council for the purpose of recommending the bonus allocation.


Mr SJ Tooi
Acting Chief Finance Officer


Mr. MA Jaffa
Acting Municipal manager

12. MANAGEMENT OF EVALUATION OUTCOMES

- 12.1. Where the employer is, at any time during the employee's employment, not satisfied with the manager's performance in respect of any matter dealt with in this Agreement, the employer will give notice to the employee to attend a meeting.
- 12.2. The employee will have the opportunity at the meeting to satisfy the employer in respect of the measures being taken to ensure that his performance becomes satisfactory and any programme, including any dates, for implementing these measures.
- 12.3. Where there is a dispute or difference as to the performance of the employee under this Agreement, the parties will confer with a view to resolve the dispute or difference.
- 12.4. In the case of unacceptable performance, the employer shall—
 - (a) Provide systematic remedial or developmental support to assist the Employee to improve his performance; and
 - (b) After appropriate performance counselling and having provided the necessary guidance and/ or support as well as reasonable time for improvement in performance, the Employer may consider steps to terminate the contract of employment of the Employee on grounds of unfitness or incapacity to carry out his duties.

13. DISPUTE RESOLUTION

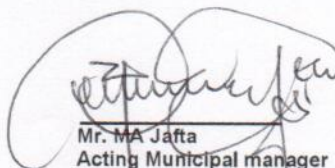
- 13.1. In the event that the employee is dissatisfied with any decision or action of the employer in terms of this Agreement, or where a dispute or difference arises as to the extent to which the employee has achieved the performance objectives and targets established in terms of this Agreement, the employee may within 3 business days meet with the employer with a view to resolve the issue. The employer will record the outcome of the meeting in writing.
- 13.2. If the parties could not resolve the issues within 10 (ten) business days, an independent arbitrator, acceptable to both parties, shall be appointed to resolve the matter within 30 (thirty) business days.
- 13.3. In the event that the mediation process contemplated above fails, the relevant clause of the Contract of Employment, together with the relevant laws and regulations, shall apply.

14. GENERAL

- 14.1. The contents of this agreement and the outcome of any review conducted in terms of Annexure A may be made available to the public by the Employer.
- 14.2. Nothing in this agreement diminishes the obligations, duties or accountabilities of the Employee in terms of his contract of employment, or the effects of existing or new regulations, circulars, policies, directives or other legal instruments.



Mr SJ Tooi
Acting Chief Finance Officer



Mr. MA Jafra
Acting Municipal manager

SIGNATORIES

Thus, done and signed at KOFFHEFOGEN on this the 01 day of July 2026.

AS WITNESSES:

1. [Signature]

2. [Signature]

[Signature]
ACTING CHIEF FINANCE
OFFICER (CFO)

Thus, done and signed at KOFFHEFOGEN on this the 01 day of July 2026.

AS WITNESSES:

1. [Signature]

2. [Signature]

[Signature]
ACTING MUNICIPAL
MANAGER

[Signature]
Mr SJ Tooi
Acting Chief Finance Officer

[Signature]
Mr. MA Jaffa
Acting Municipal manager

**LETSEMENG
LOCAL MUNICIPALITY
(FS161)**



**Annexure A: Performance Plan
ACTING CHIEF FINANCE OFFICER (CFO)**

1 July 2026 to 30 June 2027

Signed on Tuesday, 30 June 2026

7 Groot Trek Street, **KOFFIEFONTEIN**, 9986

TEL: 053 330 0200 * E-MAIL: lawrence@letsemeng.gov.za

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TOWN AREAS

*** Jacobsdal * Koffiefontein * Luckhoff * Oppermansgronde * Petrusburg ***

Mr SJ Too
Acting Chief Finance Officer (CFO)

Mr MA Jatta
Acting Municipal Manager

PERFORMANCE PLAN

MADE AND ENTERED INTO BY AND BETWEEN

Letsemeng Local Municipality

**AS HEREBY REPRESENTED BY THE ACTING
MUNICIPAL MANAGER**

Mr Mbulelo Aven Jafta

(herein and after referred to as the Employer)

and

Mr Sithembile Jeremia Tooi

ACTING CHIEF FINANCE OFFICER (CFO)

(herein and after referred to as the Employee)

FOR THE FINANCIAL YEAR:

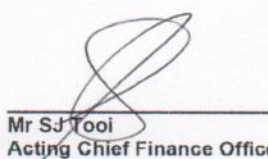
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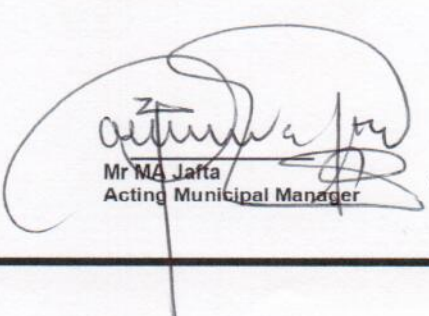

Mr SJ Tool
Acting Chief Finance Officer (CFO)


Mr MA Jafta
Acting Municipal Manager

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Mr SJ Tooi
Acting Chief Finance Officer (CFO)


Mr MA Jaffa
Acting Municipal Manager

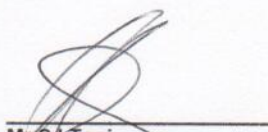
1. INTRODUCTION

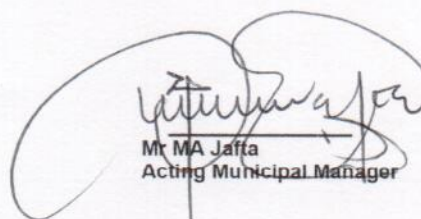
1.1. The Performance Plan sets out:

- (a) Key Performance Areas (KPA's) that the employee should focus on, performance objectives, key performance indicators and targets that must be met within a specific timeframe; and
- (b) The Competencies required from employees are prescribed in the Regulations on the appointment and conditions of employment of senior managers, R21 of 2014.

2. KEY PERFORMANCE INDICATORS

- (a) The key performance areas, performance objectives, key performance indicators (KPIs) and targets that must be met within the agreed timeframe are described below.
- (b) The assessment of these performance indicators will account for 80% (**eighty per cent**) of the total employee assessment score.


Mr SA Tool
Acting Chief Finance Officer (CFO)


Mr MA Jaffa
Acting Municipal Manager

Part 1: SDBIP Implementation (80%)

KPI No.	Unit of Measurement (Number/ Percentage)	Indicator (Activity/ Project/ Programme/ Key Initiative)	Indicator Type	Baseline (Actual 2025/ 2026)	5-Year Target (2022/ 2023 to 2026/ 2027)	Annual Target (2026/ 2027)	Funding Source	SDBIP Quarterly Targets (2026/ 2027)				Weight
								Q 1	Q 2	Q 3	Q 4	
2.1. Public Participation (Putting People First)												
TL 1	MFMA C88: GG2.1 Percentage (%) of ward committees that are functional. meet four times a year, are quorate, and have an action plan.	Report developed on WCs functionality.	Outcome	0 (New)	100% (1 WCFR X 1 X 5 = 5)	100% (1 WCFR X 1 = 1)	OPEX	-	-	-	100% (1 WCFR x1 = 1)	??%
TL 2	MFMA C88: GG2.12 Percentage (%) of Ward Councillor community meetings held/ convened per quarter.	Report developed on Ward Councillor community meetings being held/ convened.	Output	0 (New)	100% (7 WCFMs X 4 X 5 = 108)	100% (7 WCFMs X 4 = 28)	OPEX	100% (7 WCFMs x1 = 7)	100% (7 WCFMs x1 = 7)	100% (7 WCFMs x1 = 7)	100% (7 WCFMs x1 = 7)	??%
TL 3	MFMA C88: GG2.31 Percentage (%) of official complaints responded to through the municipal complaint management system.	Report developed on community complaints' responses.	Output	0 (New)	100%	100%	OPEX	100%	100%	100%	100%	??%


Mr SJ Tool
Acting Chief Finance Officer (CFO)


Mr MR Jaffa
Acting Municipal Manager

KPI No.	Unit of Measurement (Number/ Percentage)	Indicator (Activity/ Project/ Programme/ Key Initiative)	Indicator Type	Baseline (Actual 2025/ 2026)	5-Year Target (2022/ 2023 to 2026/ 2027)	Annual Target (2026/ 2027)	Funding Source	SDBIP Quarterly Targets (2026/ 2027)				Weight
								Q 1	Q 2	Q 3	Q 4	
2.2. Good Governance												
TL 4	MFMA C88: C22 Number of Council meetings held/ convened per quarter.	Report developed on Council holding/ convening meetings.	Output	4	100%	100%	OPEX	100%	100%	100%	100%	??%
TL 5	MFMA C88: C2 Number of Executive Committee (EXCO) meetings held/ convened per quarter.	Report developed on EXCO holding/ convening meetings.	Output	4	20 (4 EXCO x 1 x 5 = 20)	4 (1 EXCO x 4 = 4)	OPEX	1 (1 EXCO x 1 = 1)	1 (1 EXCO x 1 = 1)	1 (1 EXCO x 1 = 1)	1 (1 EXCO x 1 = 1)	??%
TL 6	MFMA C88: C3 Number of Council portfolio committee (MSA s79) meetings held/ convened per quarter.	Report developed on Council portfolio committees holding/ convening meetings.	Output	4	80 (4 CPCs x 4 x 5 = 80)	16 (4 CPCs x 4 = 16)	OPEX	4 (4 CPCs x 1 = 4)	4 (4 CPCs x 1 = 4)	4 (4 CPCs x 1 = 4)	4 (4 CPCs x 1 = 4)	??%
TL 7	Number of EXCO portfolio committee (MSA s80) meetings held/ convened per quarter.	Report developed on EXCO portfolio committees holding/ convening meetings.	Output	4	80 (4 EPCs x 4 x 5 = 80)	16 (4 EPCs x 4 = 16)	OPEX	4 (4 EPCs x 1 = 4)	4 (4 EPCs x 1 = 4)	4 (4 EPCs x 1 = 4)	4 (4 EPCs x 1 = 4)	??%
TL 8	C11 Number of litigation cases instituted by the municipality.	Report developed on litigation cases instituted by the municipality.	Output	4	20 (1 LCR x 4 x 5 = 20)	4 (1 LGR x 4 = 4)	OPEX	1 (1 LCR x 1 = 1)	1 (1 LCR x 1 = 1)	1 (1 LCR x 1 = 1)	1 (1 LCR x 1 = 1)	??%
TL 9	C12 Number of litigation cases instituted against the municipality.	Report developed on litigation cases instituted against the municipality.	Output	4	20 (1 LCR x 4 x 5 = 20)	4 (1 LGR x 4 = 4)	OPEX	1 (1 LCR x 1 = 1)	1 (1 LCR x 1 = 1)	1 (1 LCR x 1 = 1)	1 (1 LCR x 1 = 1)	??%

Mr SJ Toor
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Acting Municipal Manager

KPI No.	Unit of Measurement (Number/Percentage)	Indicator (Activity/ Project/ Programme/ Key Initiative)	Indicator Type	Baseline (Actual 2025/ 2026)	5-Year Target (2022/ 2023 to 2026/ 2027)	Annual Target (2026/ 2027)	Funding Source	SDBIP Quarterly Targets (2026/ 2027)				Weight
								Q 1	Q 2	Q 3	Q 4	
TL 10	C4 Number of Municipal Public Accounts Committee (MPAC) meetings held/ convened per quarter.	Report developed on MPAC holding/ convening meetings.	Output	4	20 (1 MPAC x 4 x 5 = 20)	4 (1 MPAC x 4 = 4)	OPEX	1 (1 MPAC x 1 = 1)	1 (1 MPAC x 1 = 1)	1 (1 MPAC x 1 = 1)	1 (1 MPAC x 1 = 1)	??%
TL 11	Number of Municipal Performance Audit Committee (PAC) meetings held/ convened per quarter.	Report developed on PAC holding/ convening meetings.	Output	4	20 (1 PAC x 4 x 5 = 20)	4 (1 PAC x 4 = 4)	OPEX	1 (1 PAC x 1 = 1)	1 (1 PAC x 1 = 1)	1 (1 PAC x 1 = 1)	1 (1 PAC x 1 = 1)	??%
TL 12	Number of Municipal Risk Management Committee (MRMC) meetings held/ convened per quarter.	Report developed on MRC holding/ convening meetings.	Output	4	20 (1 MRMC x 4 x 5 = 20)	4 (1 MRMC x 4 = 4)	OPEX	1 (1 MRMC x 1 = 1)	1 (1 MRMC x 1 = 1)	1 (1 MRMC x 1 = 1)	1 (1 MRMC x 1 = 1)	??%
TL 13	Number of Municipal Risk Management Reports submitted per quarter.	Report submitted on MRMR.	Output	0	20 (1 MRMR x 4 x 5 = 20)	4 (1 MRMR x 1 x 4 = 4)	OPEX	1 (1 MRMR x 1 x 1 = 1)	1 (1 MRMR x 1 x 1 = 1)	1 (1 MRMR x 1 x 1 = 1)	1 (1 MRMR x 1 x 1 = 1)	??%
TL 14	Number of Strategic Risk Registers (SRR) submitted bi-annually.	Report submitted on SSR.	Output	0	10 (1 SRR x 2 x 5 = 10)	2 (1 SRR x 2 = 2)	OPEX	-	1 (1 SRR x 1 = 1)	-	1 (1 SRR x 1 = 1)	??%
TL 15	GG5.11 Number of active suspensions longer than three months.	Report developed on active suspensions longer than three months.	Output	0 (New)	20 (1 ASR x 4 x 5 = 20)	4 (1 ASR x 4 = 4)	OPEX	1 (1 ASR x 1 = 1)	1 (1 ASR x 1 = 1)	1 (1 ASR x 1 = 1)	1 (1 ASR x 1 = 1)	??%

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KPI No.	Unit of Measurement (Number/Percentage)	Indicator (Activity/ Project/ Programme/ Key Initiative)	Indicator Type	Baseline (Actual 2025/ 2026)	5-Year Target (2022/ 2023 to 2026/ 2027)	Annual Target (2026/ 2027)	Funding Source	SDBIP Quarterly Targets (2026/ 2027)				Weight
								Q 1	Q 2	Q 3	Q 4	
TL 16	GG3.11 Number of repeat audit findings (all departments).	Report developed on repeat audit findings addressed.	Output	0 (New)	20 (1 RAFR x 4 x 5 = 20)	4 (1 RAFR x 4)	OPEX	1 (1 RAFR x 1 = 1)	1 (1 RAFR x 1 = 1)	1 (1 RAFR x 1 = 1)	1 (1 RAFR x 1 = 1)	??%
TL 17	Number of municipal organisational structures developed/ reviewed.	Report developed on the organisational structure.	Output	1	5 (1 ORS x 1 x 5 = 5)	1 (1 ORS x 1)	OPEX	1 (1 ORS x 1 = 1)	1 (1 ORS x 1 = 1)	1 (1 ORS x 1 = 1)	1 (1 ORS x 1 = 1)	??%
TL 18	Number of Local Labour Forum (LLF) meetings held/ convened per quarter.	Report developed on LLF holding/ convening meetings.	Output	4	20 (1 LLFM x 4 x 5 = 20)	4 (1 LLFM x 4)	OPEX	1 (1 LLFM x 1 = 1)	1 (1 LLFM x 1 = 1)	1 (1 LLFM x 1 = 1)	1 (1 LLFM x 1 = 1)	??%
TL 19	Number of MFMA section 52(d) performance reports on implementation of the budget and the financial situation of the municipality submitted in Council.	Report developed on Quarterly performance reports submitted.	Output	4	20 (4 QPRS x 1 x 5 = 20)	4 (1 QPRS x 4)	OPEX	1 (1 QPRS x 1 = 1)	1 (1 QPRS x 1 = 1)	1 (1 QPRS x 1 = 1)	1 (1 QPRS x 1 = 1)	??%
TL SDBIP 21	Number of MFMA section 72(1) mid-year budget and performance assessment reports submitted to the Mayor, Provincial and National Treasuries.	Report developed on Mid-year performance report submitted.	Output	1	5 (1 MYPRS x 1 x 5 = 5)	1 (1 MYPRS x 1)	OPEX	1 (1 MYPRS x 1 = 1)	1 (1 MYPRS x 1 = 1)	1 (1 MYPRS x 1 = 1)	1 (1 MYPRS x 1 = 1)	??%
TL SDBIP 22	Number of Systems Act section 46 annual reports (APRs) submitted to AGSA for auditing.	To develop a report on APRs submitted.	Output	1	5 (1 APR x 1 x 5 = 5)	1 (1 APR x 1)	OPEX	1 (1 APR x 1 = 1)	1 (1 APR x 1 = 1)	1 (1 APR x 1 = 1)	1 (1 APR x 1 = 1)	??%

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KPI No.	Unit of Measurement (Number/Percentage)	Indicator (Activity/ Project/ Programme/ Key Initiative)	Indicator Type	Baseline (Actual 2025/ 2026)	5-Year Target (2022/ 2023 to 2026/ 2027)	Annual Target (2026/ 2027)	Funding Source	SDBIP Quarterly Targets (2026/ 2027)				Weight
								Q 1	Q 2	Q 3	Q 4	
TL SDBIP 23	Number of MFMA section 54(2)(a)(ii) adjustment budgets tabled.	Report developed Mid-year adjustment budget tabled.	Output	1	5 (1 MYAB x 1 x 5 = 5)	1 (1 MYAB x 1 = 1)	OPEX	1	1	1 (1 MYAB x 1 = 1)	1	??%
TL SDBIP 24	Number of MFMA section 127(2) annual performance reports submitted and tabled in Council.	Report developed Annual performance report. submitted and tabled.	Output	4	5 (1 APR x 1 x 5 = 5)	1 (1 APR x 1 = 1)	OPEX	1	1	1 (1 APR x 1 = 1)	1	??%
TL SDBIP 25	Number of MFMA section 129 oversight reports on annual reports considered and adopted by Council.	Report developed on Oversight report on annual report. considered and adopted.	Output	4	5 (1 OR x 1 x 5 = 5)	1 (1 OR x 1 = 1)	OPEX	1	1	1 (1 OR x 1 = 1)	1	??%
TL SDBIP 26	Number of Municipal Finance Management Act section 21 (b) IDP review process plan adopted.	Report developed on Annual review of process plan adopted.	Output	1	5 (1 IDP x 1 x 5 = 5)	1 (1 IDP x 1 = 1)	OPEX	1 (1 IDP x 1 = 1)	1	1	1	??%
TL SDBIP 27	Number of Municipal Systems Act section 34(a) IDP review adopted.	Report developed on annual review of IDP adopted.	Output	0	5 (1 IDP x 1 x 5 = 5)	1 (1 IDP x 1 = 1)	OPEX	1	1	1	1 (1 IDP x 1 = 1)	??%
TL SDBIP 28	Number of Reviewed PMS Policies by 30 June 2027	Reviewed PMS Policy/Framework by 30 June 2027	Output	1	5 (1 PMSP x 1 x 5 = 5)	1 (1 PMSP x 1 x 1 = 1)	OPEX	1 (1 PMSP x 1 x 1 = 1)	1	1	1	??%
TL SDBIP 29	Number of audit action plans adopted.	Report developed on adopting the action plan.	Output	1	5 (1 AAP x 1 x 5 = 5)	1 (1 AAP x 1 = 1)	OPEX	1 (1 AAP x 1 = 1)	1	1	1	??%

Mr S.J. Loefer
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KPI No.	Unit of Measurement (Number/ Percentage)	Indicator (Activity/ Project/ Programme/ Key Initiative)	Indicator Type	Baseline (Actual 2025/ 2026)	5-Year Target (2022/ 2023 to 2026/ 2027)	Annual Target (2026/ 2027)	Funding Source	SDBIP Quarterly Targets (2026/ 2027)				Weight
2.3. Basic Service Delivery (Delivering Basic Services)												
TL SDBIP 30	WS2.1 Percentage (%) of households with access to basic water supply.	Report developed on percentage of households with access to basic water supply.	Output	0 (New)	100% (1 ABWS x 1 x 5 = 5)	100% (1 ABWS x 1 = 1)	OPEX	1	1	100% (1 ABWSx1 = 1)	1	??%
TL SDBIP 31	WS1.1 Percentage (%) of households with access to basic sanitation.	Report developed on percentage of households with access to basic sanitation.	Output	0 (New)	100% (1 ABS x 1 x 5 = 5)	100% (1 ABS x 1 = 1)	OPEX	1	1	100% (1 ABS x1 = 1)	1	??%
TL SDBIP 32	WS3.21 Percentage (%) of callouts responded to within 48 hours (water).	Report developed on percentage of callouts responded to within 48 hours (water).	Output	0 (New)	20 (1 CORW x 4 x 5 = 20)	4 (1 CORW x 4 = 4)	OPEX	1 (1 CORWx1 = 1)	1 (1 CORWx1 = 1)	1 (1 CORWx1 = 1)	1 (1 CORWx1 = 1)	??%
TL SDBIP 33	WS3.11 Percentage (%) of callouts responded to within 48 hours (sanitation/ wastewater).	Report developed on percentage of callouts responded to within 48 hours (Sanitation/wastewater).	Output	0 (New)	20 (1 CORSW x 4 x 5 = 20)	4 (1 CORSW x 4 = 4)	OPEX	1 (1 CORSWx1 = 1)	1 (1 CORSWx1 = 1)	1 (1 CORSWx1 = 1)	1 (1 CORSWx1 = 1)	??%
TL SDBIP 34	EE1.1 Percentage (%) of households with access to electricity.	Report developed on percentage of households with access to electricity	Output	0 (New)	20 (1 AE x 4 x 5 = 20)	100% (1 AE x 1 = 1)	OPEX	1	1	100% (1 AE x1 = 1)	1	??%
TL SDBIP 35	EE3.11 Percentage (%) of unplanned outages that are restored to supply within industry standard timeframes.	Report developed on percentage of unplanned outages that are restored to supply within industry standard timeframes.	Output	0 (New)	20 (1 UOR x 4 x 5 = 20)	4 (1 UOR x 4 = 4)	OPEX	1 (1 UORx1 = 1)	1 (1 UORx1 = 1)	1 (1 UORx1 = 1)	1 (1 UORx1 = 1)	??%

Mr S.J Tooi
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KPI No.	Unit of Measurement (Number/Percentage)	Indicator (Activity/ Project/ Programme/ Key Initiative)	Indicator Type	Baseline (Actual 2025/ 2026)	5-Year Target (2022/ 2023 to 2026/ 2027)	Annual Target (2026/ 2027)	Funding Source	SDBIP Quarterly Targets (2026/ 2027)				Weight
								Q 1	Q 2	Q 3	Q 4	
TL SDBIP 36	HS1.1 Percentage of households living in adequate housing.	Report developed on percentage of households living in adequate housing.	Output	0 (New)	100% (1 HAH x 1 x 5 = 5)	100% (1 HAH x 1 = 1)	OPEX	-	-	100% (1 HAH x 1 = 1)	-	??%
TL SDBIP 37	ENV3.1 Percentage of households with basic refuse removal services or better.	Report developed on percentage of households with access to basic water supply. with basic refuse removal services or better.	Output	0 (New)	100% (1 HBRS x 1 x 5 = 5)	100% (1 HBRS x 1 = 1)	OPEX	-	-	100% (1 HBRS x 1 = 1)	-	??%
TL SDBIP 38	IR6.21 Percentage (%) of reported pothole complaints resolved within standard municipal response time.	Report developed on percentage of reported pothole complaints resolved within standard municipal response time.	Output	0 (New)	20 (1 PCR x 4 x 5 = 20)	4 (1 PCR x 4 = 4)	OPEX	1 (1 PCR x 1 = 1)	1 (1 PCR x 1 = 1)	1 (1 PCR x 1 = 1)	1 (1 PCR x 1 = 1)	??%
TL SDBIP 39	IR6.12 Percentage (%) of surfaced municipal road lanes which has been resurfaced and resealed.	Report developed on percentage of surfaced municipal road lanes which has been resurfaced and resealed.	Output	0 (New)	20 (1 SMR x 4 x 5 = 20)	100% (1 SMR x 1 = 1)	OPEX	-	-	-	100% (1 SMR x 1 = 1)	??%
TL SDBIP 40	IR6.13 KMs of new municipal road network.	Report developed on KMs of new municipal road network	Output	0 (New)	100% (1 MRN x 1 x 5 = 5)	100% (1 MRN x 1 = 1)	OPEX	-	-	-	100% (1 MRN x 1 = 1)	??%
TL SDBIP 41	C86 Number of households in the municipal area registered as indigent.	Report developed number on households in the municipal area registered as indigent.	Output	0 (New)	20 (1 IR x 4 x 5 = 20)	4 (1 IR x 4 = 4)	OPEX	1 (1 IR x 1 = 1)	1 (1 IR x 1 = 1)	1 (1 IR x 1 = 1)	1 (1 IR x 1 = 1)	??%

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Mr MA Jafra
Acting Municipal Manager

KPI No.	Unit of Measurement (Number/ Percentage)	Indicator (Activity/ Project/ Programme/ Key Initiative)	Indicator Type	Baseline (Actual 2025/ 2026)	5-Year Target (2022/ 2023 to 2026/ 2027)	Annual Target (2026/ 2027)	Funding Source	SDBIP Quarterly Targets (2026/ 2027)				Weight
								Q 1	Q 2	Q 3	Q 4	
TL SDBIP 42	WS2.11 Number of new water connections meeting minimum standards.	Report developed on number of new water connections meeting minimum standards.	Output	0 (New)	100% (1 NWC x 1 x 5 = 5)	100% (1 NWC x 1 = 1)	OPEX	-	-	-	100% (1 NWC x 1 = 1)	??%
TL SDBIP 43	WS1.11 Number of new sewer connections meeting minimum standards.	Report developed on number of new sewer connections meeting minimum standards.	Output	0 (New)	100% (1 NSC x 1 x 5 = 5)	100% (1 NSC x 1 = 1)	OPEX	-	-	-	100% (1 NSC x 1 = 1)	??%
TL SDBIP 44	EE4.4 Percentage (%) of total electricity losses.	Report developed on percentage of total electricity losses.	Output	0 (New)	100% (1 EL x 1 x 5 = 5)	100% (1 EL x 1 = 1)	OPEX	-	-	-	100% (1 EL x 1 = 1)	??%
TL SDBIP 45	WS5.2 Percentage (%) Total water losses.	Report developed on total water losses.	Output	0 (New)	100% (1 WL x 1 x 5 = 5)	100% (1 WL x 1 = 1)	OPEX	-	-	-	100% (1 WL x 1 = 1)	??%
TL SDBIP 46	WS4.1 Percentage (%) of drinking water samples complying to SANS241.	Report developed on percentage of drinking water samples complying to SANS241.	Output	0 (New)	20 (1 DWS x 4 x 5 = 20)	4 (1 DWS x 4 = 4)	OPEX	1 (1 DWS x 1 = 1)	1 (1 DWS x 1 = 1)	1 (1 DWS x 1 = 1)	1 (1 DWS x 1 = 1)	??%
TL SDBIP 47	FD2.2 Number of Fire services function in accordance with prescribed requirements.	Report developed on fire services function.	Output	0 (New)	5 (1 FSF x 1 x 5 = 5)	1 (1 FSF x 1 = 1)	OPEX	-	-	-	1 (1 FSF x 1 = 1)	??%
TL SDBIP 48	C103 Number of notifiable medical condition investigations following the prescribed protocols.	Report developed on notifiable medical conditions.	Output	0 (New)	5 (1 NMC x 1 x 5 = 5)	1 (1 NMC x 1 = 1)	OPEX	-	-	-	1 (1 NMC x 1 = 1)	??%

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Mr M/A Jaftha
Acting Municipal Manager

KPI No.	Unit of Measurement (Number/Percentage)	Indicator (Activity/ Project/ Programme/ Key Initiative)	Indicator Type	Baseline (Actual 2025/ 2026)	5-Year Target (2022/ 2023 to 2026/ 2027)	Annual Target (2026/ 2027)	Funding Source	SDBIP Quarterly Targets (2026/ 2027)				Weight
								Q 1	Q 2	Q 3	Q 4	
TL SDBIP 49	C104 Number of foodborne disease outbreak investigations following the prescribed protocols.	Report developed on foodborne disease outbreaks.	Output	0 (New)	5 (1 FDO x 1 x 5 = 5)	1 (1 FDO x 1 = 1)	OPEX	1 (1 FDO x 1 = 1)	1	1	1 (1 FDO x 1 = 1)	??%
TL SDBIP 50	Number of MIG and other conditional grants expenditure reports submitted to Council.	Report developed on MIG, and other conditional grants expenditure reports submitted.	Output	4	20 (4 MIG&O x 1 x 5 = 20)	4 (1 MIG&O x 4 = 4)	OPEX	1 (1 MIG&O x 1 = 1)	1	1 (1 MIG&O x 1 = 1)	1 (1 MIG&O x 1 = 1)	??%
TL SDBIP 51	Number of WSIG reports expenditure submitted to DWS, COGTA, National and Provincial Treasury	Report developed on WSIG expenditure reports submitted.	Output	12	60 (12 WSIG x 1 x 5 = 60)	12 (3 WSIG x 4 = 4)	OPEX	3 (3 WSIG x 1 = 3)	3	3 (3 WSIG x 1 = 3)	3 (3 WSIG x 1 = 3)	??%
TL SDBIP 52	Number of INEP reports expenditure submitted to DOE by 30 June 2027	Report developed on INEP expenditure reports submitted.	Output	0	60 (12 INEP x 1 x 5 = 60)	12 (3 INEP x 4 = 4)	OPEX	3 (3 INEP x 1 = 3)	3	3 (3 INEP x 1 = 3)	3 (3 INEP x 1 = 3)	??%
TL SDBIP 53	Number of EPWP reports expenditure submitted to Council by 30 June 2027	Report developed on EPWP expenditure reports submitted.	Output	0	60 (12 EPWP x 1 x 5 = 60)	12 (3 EPWP x 4 = 4)	OPEX	3 (3 EPWP x 1 = 3)	3	3 (3 EPWP x 1 = 3)	3 (3 EPWP x 1 = 3)	??%
TL SDBIP 54	Percentage (%) of budget spend on the Refurbishment of Wastewater Treatment Works (WWTW) in Koffiefontein by 30 June 2027	Refurbished Wastewater Treatment Works (WWTW) in Koffiefontein by 30 June 2027	Output	31%	100%	100%	WSIG	-	-	67%	100%	??%

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								Q 1	Q 2	Q 3	Q 4	
TL SDBIP 55	Percentage (%) of budget spend on upgrading of the Water Treatment Works (WTW) and Bulk Water Storage (4.9 ML Reservoir) in Koffiefontein/ Dithake by 30 June 2027	Upgrade the Water Treatment Works (WTW) and Bulk Water Storage (4.9 ML Reservoir) in Koffiefontein/ Dithake by 30 June 2027	Output	56%	100%	100%	WSIG	15%	40%	70%	100%	??%
TL SDBIP 56	Percentage (%) of budget spend on refurbishment and expansion of borehole and water supply system in Petrusburg by 30 June 2027	Refurbish and Expand Borehole Water Supply System in Petrusburg by 30 June 2027	Output	0 (New)	100%	100%	WSIG	20%	68%	100%	-	??%
TL SDBIP 55	Percentage (%) of budget spend on rehabilitation of stormwater management system phase 1 (MIS: 545527) in Petrusburg by 30 June 2027	Rehabilitation of Stormwater management system phase 1 (MIS: 545527) in Petrusburg by 30 June 2027	Output	12.2%	100%	100%	MIG	71.3%	100%	-	-	??%
TL SDBIP 58	Percentage (%) of budget spend on refurbishment of sports facility in Petrusburg/ Bolokanang by 30 June 2027	Refurbish and Expand Borehole Water Supply System in Petrusburg by 30 June 2027	Output	5.3%	100%	100%	MIG	69%	100%	-	-	??%
TL SDBIP 59	Percentage (%) of budget spend on the construction of 2.6MVA/ 22KV 3 way switching station in Petrusburg by 30 June 2027.	Construction of 2.6MVA/22KV 3 way switching station in Petrusburg by 30 June 2027	Output	0 (New)	100%	100%	INEP	25%	50%	75%	100%	??%
2.4. Financial Viability and Management (Sound Financial Management)												
TL SDBIP 60	FM1.21 Funded Budget ☐ Number of MFMA section 53(1) annual budgets and related matters approved.	Report developed on indicating that the budget is funded.	Outcome	0 (New)	100% (1 FBR x 1 x 5 = 5)	100% (1 FBR x 1 = 1)	OPEX	-	-	-	100% (1 FBR x 1 = 1)	??%

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								Q 1	Q 2	Q 3	Q 4	
TL SDBIP 61	FM1.11 Total capital expenditure as a percentage of total capital budget.	Report developed on total capital expenditure as a percentage of Total Capital Budget.	Outcome	0 (New)	100% (1 TCE1 x 5 = 5)	100% (1 TCE x 1 = 1)	OPEX	-	-	-	100% (1 TCE x 1 = 1)	??%
TL SDBIP 62	FM1.12 Total operating expenditure as a percentage of total operating expenditure budget.	Report developed on total operating expenditure as a percentage of total operating expenditure budget.	Outcome	0 (New)	100% (1 TOE x 1 x 5 = 5)	100% (1 TOE x 1 = 1)	OPEX	-	50% (1 TOE x 1 = 1)	-	50% (1 TOE x 1 = 1)	??%
TL SDBIP 63	FM1.13 Total operating revenue as a percentage of total operating revenue budget.	Report developed on total operating revenue as a percentage of total operating revenue budget.	Outcome	0 (New)	100% (1 TOR x 1 x 5 = 5)	100% (1 TOR x 1 = 1)	OPEX	-	50% (1 TOR x 1 = 1)	-	50% (1 TOR x 1 = 1)	??%
TL SDBIP 64	FM1.14 Service charges and property rates revenue as a percentage of service charges and property rates revenue budget.	Report developed on service charges and property rates revenue as a percentage of service charges and property rates revenue budget.	Outcome	0 (New)	100% (1 SCPR x 1 x 5 = 5)	100% (1 SCPR x 1 = 1)	OPEX	-	-	-	100% (1 SCPR x 1 = 1)	??%
TL SDBIP 65	FM5.31 Repairs and maintenance as a percentage of property, plant, equipment and investment property.	Report developed on repairs and maintenance as a percentage of property, plant, equipment and investment property.	Outcome	0 (New)	100% (1 R&MR x 1 x 5 = 5)	100% (1 R&MR x 1 = 1)	OPEX	-	-	-	100% (1 R&MR x 1 = 1)	??%
TL SDBIP 66	FM7.12 Collection rate ratio at 70%.	Report developed on collection rate ratio.	Output	0 (New)	20 (1 CRR 4 x 5 = 20)	4 (1 CRR x 4 = 4)	OPEX	1 (1 CRR x 1 = 1)	1 (1 CRR x 1 = 1)	1 (1 CRR x 1 = 1)	1 (1 CRR x 1 = 1)	??%

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Mr MA Jafa
Acting Municipal Manager

KPI No.	Unit of Measurement (Number/ Percentage)	Indicator (Activity/ Project/ Programme/ Key Initiative)	Indicator Type	Baseline (Actual 2025/ 2026)	5-Year Target (2022/ 2023 to 2026/ 2027)	Annual Target (2026/ 2027)	Funding Source	SDBIP Quarterly Targets (2026/ 2027)				Weight
								Q 1	Q 2	Q 3	Q 4	
TL SDBIP 67	FM7.11 Debtors' payment period.	Report developed on debtors' payment period.	Output	0 (New)	20 (1 DPR x 4 x 5 = 20)	4 (1 DPR x 4 = 4)	OPEX	1 (1 DPR x 1 = 1)	1 (1 DPR x 1 = 1)	1 (1 DPR x 1 = 1)	1 (1 DPR x 1 = 1)	??%
TL SDBIP 68	FM4.21 Creditors' payment period.	Report developed on creditors' payment period.	Output	0 (New)	20 (1 CPR x 4 x 5 = 20)	4 (1 CPR x 4 = 4)	OPEX	1 (1 CPR x 1 = 1)	1 (1 CPR x 1 = 1)	1 (1 CPR x 1 = 1)	1 (1 CPR x 1 = 1)	??%
TL SDBIP 69	FM3.11 Cash/ cost coverage ratio.	Report developed on cash/ cost coverage ratio.	Output	0 (New)	20 (1 CCR x 4 x 5 = 20)	4 (1 CCR x 4 = 4)	OPEX	1 (1 CCR x 1 = 1)	1 (1 CCR x 1 = 1)	1 (1 CCR x 1 = 1)	1 (1 CCR x 1 = 1)	??%
TL SDBIP 70	FM4.11 Irregular, Fruitless and Wasteful, Unauthorised (UIF&W) Expenditure as a percentage of Total Operating Expenditure.	Report developed on UIF&W expenditure as a percentage of total operating expenditure.	Outcome	0 (New)	4 (1 UIFW x 1 x 5 = 5)	1 (1 UIFW x 1 = 1)	OPEX	1 (1 UIFW x 1 = 1)	-	-	1 (1 UIFW x 1 = 1)	??%
TL SDBIP 71	Number of MFMA section 53(1) annual budgets and related matters approved.	Report developed on approving the Annual budgets and related matters approved.	Output	4	5 (1 BA x 1 x 5 = 5)	1 (1 BA x 1 = 1)	OPEX	1 (1 BA x 1 = 1)	1 (1 BA x 1 = 1)	-	1 (1 BA x 1 = 1)	??%
TL SDBIP 72	Number of MFMA section 16(2) and draft annual budgets and related matters approved.	Report developed on draft annual budgets and related matters tabled.	Output	4	5 (1 BA x 1 x 5 = 5)	1 (1 BA x 1 = 1)	OPEX	1 (1 BA x 1 = 1)	1 (1 BA x 1 = 1)	1 (1 BA x 1 = 1)	-	??%
TL SDBIP 73	Number of MFMA section 53(1) (c) draft SDBIP approved.	To develop a report on draft SDBIP.	Output		5 (1 SDBIP x 1 x 5 = 5)	1 (1 SDBIP x 1 = 1)	OPEX	1 (1 SDBIP x 1 = 1)	1 (1 SDBIP x 1 = 1)	1 (1 SDBIP x 1 = 1)	1 (1 SDBIP x 1 = 1)	??%

Mr SJ Tool
Acting Chief Finance Officer (CFO)

Mr WA Jafra
Acting Municipal Manager

KPI No.	Unit of Measurement (Number/Percentage)	Indicator (Activity/ Project/ Programme/ Key Initiative)	Indicator Type	Baseline (Actual 2025/ 2026)	5-Year Target (2022/ 2023 to 2026/ 2027)	Annual Target (2026/ 2027)	Funding Source	SDBIP Quarterly Targets (2026/ 2027)				Weight
								Q 1	Q 2	Q 3	Q 4	
TL SDBIP 74	Number of Systems Act section 57(2) Performance Agreements concluded.	To develop a report on Performance Agreement concluded.	Output	1	5 (1 PA x 1 X 5 = 5)	1 (1 PA x 1 = 1)	OPEX	1 (1 x PA x 1 = 1)	1	1	1 (1 x SDBIP x 1 = 1)	??%
TL SDBIP 75	Number of MFMA section 126 (1) and (2) annual financial statements (AFSs) submitted to AGSA for auditing.	To develop a report on AFSs submitted.	Output	1	5 (1 AFS x 1 X 5 = 5)	1 (1 AFS x 1 = 1)	OPEX	1 (1 x AFS x 1 = 1)	1	1	1	??%
TL SDBIP 76	Number of financial recovery plans adopted.	Report developed on financial recovery plans.	Output	1	5 (1 FRP x 1 X 5 = 5)	1 (1 FRP x 1 = 1)	OPEX	1 (1 FRP x 1 = 1)	1	1	1	??%
2.5. Institutional Development and Transformation (Building Capable Municipalities)												
TL SDBIP 77	GG1.1 Percentage of municipal development recovered.	Report developed on municipal development recovered.	Output	0 (New)	5 (1 MSDLR x 4 x 5 = 20)	1 (1 MSDLR x 4 = 4)	OPEX	1	1	1	1 (1 MSDLR x 1 = 1)	??%
TL SDBIP 78	GG1.2 Top management stability. ☐ Percentage (%) of days in a year that all S56 positions are filled by full-time, appointed staff not in an acting capacity.	Report developed on top management stability.	Output	0 (New)	5 (1 TMSR x 4 x 5 = 20)	1 (1 TMSR x 4 = 4)	OPEX	1	1	1	1 (1 TMSR x 1 = 1)	??%
TL SDBIP 79	GG1.21 Staff vacancy rate.	Report developed on staff vacancies.	Output	0 (New)	5 (4 SVRR x 1 x 5 = 20)	1 (1 SVRR x 4 = 4)	OPEX	1	1	1	1 (1 SVRR x 1 = 1)	??%

Mr SJ Tooi
Acting Chief Finance Officer (CFO)

Mr MA Jaffa
Acting Municipal Manager

KPI No.	Unit of Measurement (Number/ Percentage)	Indicator (Activity/ Project/ Programme/ Key Initiative)	Indicator Type	Baseline (Actual 2025/ 2026)	5-Year Target (2022/ 2023 to 2026/ 2027)	Annual Target (2026/ 2027)	Funding Source	SDBIP Quarterly Targets (2026/ 2027)				Weight
								Q 1	Q 2	Q 3	Q 4	
TL SDBIP 80	Number of MFMA C88 quarterly reports submitted to DCoG.	MFMA C88 reports submitted.	Output	0 (New)	2 (1 C88R x 4 x 5 = 20)	4 (1 C88R x 4 = 4)	OPEX	1 (1 C88R x 1 = 1)	1 (1 C88R x 1 = 1)	1 (1 C88R x 1 = 1)	1 (1 C88R x 1 = 1)	??%
TL SDBIP 81	Number of quarterly municipal performance reports submitted to DCoG.	Municipal performance reports submitted.	Output	0 (New)	20 (1 QMPR x 4 x 5 = 20)	4 (1 MPAT x 4 = 4)	OPEX	1 (1 QMPR x 1 = 1)	1 (1 QMPR x 1 = 1)	1 (1 QMPR x 1 = 1)	1 (1 QMPR x 1 = 1)	??%
TL SDBIP 82	Number of employee equity (EE) reports submitted to Department of Labour.	EE reports submitted. Submission by 15 January.	Output	2	10 (1 EER x 2 x 5 = 10)	2 (1 EER x 2 = 2)	OPEX	1 (1 QMPR x 1 = 1)	1 (1 EER x 2 = 2)	2 (1 EER x 2 = 2)	1 (1 EER x 2 = 2)	??%
2.6. Local Economic Development (LED)												
TL SDBIP 83	LED1.11 Percentage (%) of total municipal operating expenditure spent on contracted service providers residing within the municipal area.	Report developed on percentage of total municipal operating expenditure spent on contracted service providers residing within the municipal area.	Outcome	0 (New)	100% (1 CSR x 1 x 5 = 5)	30% (1 CSR x 1 = 1)	OPEX	1 (1 CSR x 1 = 1)	1 (1 CSR x 1 = 1)	1 (1 CSR x 1 = 1)	30% (1 CSR x 1 = 1)	??%
TL SDBIP 84	LED1.21 Number of work opportunities created through Public Employment Programmes (PEPs) [including EPWP, CWP and other related employment programmes]	Report developed on work opportunities created through PEPs.	Output	0 (New)	20 (4 PEPR x 1 x 5 = 20)	4 (1 PEPR x 4 = 4)	OPEX	1 (1 PEPR x 1 = 1)	1 (1 PEPR x 1 = 1)	1 (1 PEPR x 1 = 1)	1 (1 PEPR x 1 = 1)	10%

Mr SJ Toor
Acting Chief Finance Officer (CFO)

Mr WIA Jaffar
Acting Municipal Manager

KPI No.	Unit of Measurement (Number/Percentage)	Indicator (Activity/ Project/ Programme/ Key Initiative)	Indicator Type	Baseline (Actual 2025/ 2026)	5-Year Target (2022/ 2023 to 2026/ 2027)	Annual Target (2026/ 2027)	Funding Source	SDBIP Quarterly Targets (2026/ 2027)				Weight
								Q 1	Q 2	Q 3	Q 4	
TL SDBIP 85	LED2.12 Percentage (%) of the municipality's operating budget spent on indigent relief for free basic services.	Report developed on municipality's operating budget spent on indigent relief.	Output	0 (New)	20 (4 OPEX x 1 x 5 = 20)	4 (1 OPEX x 4 = 4)	OPEX	1 (1 OPEX x 1 = 1)	1 (1 OPEX x 1 = 1)	1 (1 OPEX x 1 = 1)	1 (1 OPEX x 1 = 1)	10%
TL SDBIP 86	LED3.11 Average time taken to finalise business license applications.	Report developed on business license applications.	Output	0 (New)	20 (4 BLAR x 1 x 5 = 20)	4 (1 BLAR x 4 = 4)	OPEX	1 (1 BLAR x 1 = 1)	1 (1 BLAR x 1 = 1)	1 (1 BLAR x 1 = 1)	1 (1 BLAR x 1 = 1)	10%
TL SDBIP 87	LED3.31 Average number of days from the point of advertising to the letter of award per 80/ 20 procurement process.	Report developed on procurement processes.	Output	0 (New)	20 (4 PPR x 1 x 5 = 20)	4 (1 PPR x 4 = 4)	OPEX	1 (1 PPR x 1 = 1)	1 (1 PPR x 1 = 1)	1 (1 PPR x 1 = 1)	1 (1 PPR x 1 = 1)	10%
TL SDBIP 88	HS2.22 Average number of days taken to process building plan applications of less than 500 square meters.	Report developed on building plan applications.	Output	0 (New)	20 (4 BPAR x 1 x 5 = 20)	4 (1 BPAR x 4 = 4)	OPEX	1 (1 BPAR x 1 = 1)	1 (1 BPAR x 1 = 1)	1 (1 BPAR x 1 = 1)	1 (1 BPAR x 1 = 1)	??%
TL SDBIP 89	Q3 Approved the reviewed LED Strategy.	Approved the reviewed municipal LED Strategy revised.	Output	0 (New)	5 (1 LEDS x 1 x 5 = 20)	1 (1 LEDS x 4 = 4)	OPEX	1 (1 LEDS x 1 = 1)	1 (1 LEDS x 1 = 1)	1 (1 LEDS x 1 = 1)	1 (1 LEDS x 1 = 1)	10%
TOTAL								100%				

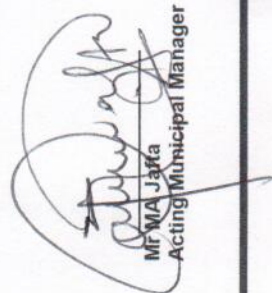
Mr S.J. Tooi
Acting Chief Finance Officer (CFO)

Mr MA Jaffa
Acting Municipal Manager

Part 2: Competency Requirements (20%)

Ref.	Core and Leading Competencies	(January) 1st Assessment	(July) Final Assessment	Weights	Comments
2.1.	Strategic direction and leadership			1.66%	
2.2.	People management			1.66%	
2.3.	Programme and project management			1.66%	
2.4.	Financial management			1.66%	
2.5.	Change leadership			1.66%	
2.6.	Governance leadership			1.66%	
2.7.	Moral competence			1.66%	
2.8.	Planning and organising			1.66%	
2.9.	Analysis and innovation			1.66%	
2.10.	Knowledge and information management			1.66%	
2.11.	Communication			1.66%	
2.12.	Results and quality focus			1.66%	
TOTAL				20%	


 Mr SJ Toog
 Acting Chief Finance Officer (CFO)


 Mr MA Jaffa
 Acting Municipal Manager

SIGNATORIES

Thus, done and signed at Koppeputten on this the 01 day of July 2026.

AS WITNESSES:

1. [Signature]

2. [Signature]

Thus, done and signed at Koppeputten on this the 01 day of July 2026.

AS WITNESSES:

1. [Signature]

2. [Signature]

[Signature]
**ACTING MUNICIPAL
MANAGER**

[Signature]
**ACTING CHIEF FINANCE
OFFICER**

Mr SJ Tool
Acting Chief Finance Officer (CFO)

Mr MA Jatta
Acting Municipal Manager

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