



PERFORMANCE PLAN

ENTERED INTO AND BETWEEN:

SETSOTO LOCAL MUNICIPALITY

AS REPRESENTED BY THE MUNICIPAL MANAGER

NOMVULA MALATJIE
MUNICIPAL
["THE EMPLOYER"]

And

LEFA MOLETSANE
CHIEF FINANCIAL OFFICER
["THE EMPLOYEE"]

FOR THE FINANCIAL YEAR 01 JULY 2024-30 JUNE 2025

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1. Purpose

The Performance Plan defines the council's expectations of the Chief Financial Officer's Performance Agreement to which this document is attached and Section 57(5) of the Municipal Systems Act, 32 of 2000, which provides that performance objectives and targets must be based on the Key Performance Indicators as set in the municipality's Integrated Development Plan and as reviewed annually.

2. Key Responsibilities

The following predetermined objectives of the Setsoto Local Municipality will inform the Municipal Manager's performance against set performance indicators:

- 2.1. Supporting the delivery of municipal services to the right quality and standard
- 2.2. Creating a conducive environment for economic development
- 2.3. Building institutional resilience and administrative capability
- 2.4. Ensuring sound financial management and accounting
- 2.5. Promoting good governance, transparency and accountability
- 2.6. Putting people first and engaging with communities

3. Key Performance Areas

The following Key Performance Areas as outlined in the Back to Basic Principles inform the predetermined objectives listed above:

- 3.1 Basic Services
- 3.2 Local Economic Development
- 3.3 Institutional Capacity
- 3.4 Financial Management
- 3.5 Good Governance, Transparency and Accountability
- 3.6 Public Participation

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4. Chief Financial Officer's Top-Layer Service Delivery and Budget Implementation Plan 2024/2025

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| Output Number | DFBS001 | | | |
| Key Performance Area | Basic Services | | | |
| Predetermined Objective | Supporting the delivery of municipal services to the right quality and standard | | | |
| Key Focus Area | Indigent households | | Baseline Indicator | 7 186 |
| | | | Original Annual Target | 8 000 |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | Quarter 1 | 7 390 | | |
| | Weighting | 30% | Quarter 2 | 7 560 |
| | | | Quarter 3 | 7 765 |
| | | Quarter 4 | 8 000 | |
| Key Performance Indicator | Number of indigent households registered in the Indigent Register for the bi-annual registration period from 01/07/2023 to 30/06/2025 [target for 2024/25] | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> • Munsoft Indigent Register Report or • Revenue Division monthly financial report | | | |
| Output Number | DFBS002 | | | |
| Key Performance Area | Basic Services | | | |
| Predetermined Objective | Supporting the delivery of municipal services to the right quality and standard | | | |
| Key Focus Area | Indigent households | | Baseline Indicator | 100% |
| | | | Original Annual Target | 100% |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | Quarter 1 | 20% | | |
| | Weighting | 20% | Quarter 2 | 40% |
| | | | Quarter 3 | 75% |
| | | Quarter 4 | 100% | |
| Key Performance Indicator | Percentage of municipality's Free Basic Service's budget spent on provision of Free Basic Services to registered indigent households [indigent relief for free basic services] | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> • Monthly Financial Report or • Monthly C-Schedule | | | |
| Output Number | DFBS003 | | | |
| Key Performance Area | Basic Services | | | |

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| Predetermined Objective | Supporting the delivery of municipal services to the right quality and standard | | | | |
| Key Focus Area | Service Delivery Outsourcing | | Baseline Indicator | 95% | |
| | | | Original Annual Target | | 95% |
| | | | Adjusted Target | | N/A |
| | | | | | Target |
| | | Quarter 1 | 95% | | |
| | Weighting | 20% | Quarter 2 | 95% | |
| | | | Quarter 3 | 95% | |
| | | Quarter 4 | 95% | | |
| Key Performance Indicator | Percentage of FWPQ finalised within 5 working days from the closing date for submission of quotations to improve service delivery. | | | | |
| Motivation for the adjustment | N/A | | | | |
| Evidence | <ul style="list-style-type: none"> • FWPQ Register or • Individual FWPQ Reports | | | | |
| Output Number | DFBS004 | | | | |
| Key Performance Area | Basic Services | | | | |
| Predetermined Objective | Supporting the delivery of municipal services to the right quality and standard | | | | |
| Key Focus Area | Service Delivery Outsourcing | | Baseline Indicator | 95% | |
| | | | Original Annual Target | | 95% |
| | | | Adjusted Target | | N/A |
| | | | | | Target |
| | | Quarter 1 | 95% | | |
| | Weighting | 30% | Quarter 2 | 95% | |
| | | | Quarter 3 | 95% | |
| | | Quarter 4 | 95% | | |
| Key Performance Indicator | Percentage of capital projects funded under conditional grants [MIG, RBIG and WSIG] paid within 30 working days of receipt of invoice. | | | | |
| Motivation for the adjustment | N/A | | | | |
| Evidence | <ul style="list-style-type: none"> • Invoice and Proof of payment [proof of payment showing number of days from receipt date to payment date] or • Monthly Report on the Creditor's Payment Period | | | | |

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| Output Number | DFLED001 | | |
| Key Performance Area | Local Economic Development | | |
| Predetermined Objective | Creating a conducive environment for economic development | | |
| Key Focus Area | | Baseline Indicator | 70% |

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| | Small Medium, Macro Enterprise Development | | Original Annual Target | 70% |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | | | Quarter 1 | 70% |
| | Weighting | 50% | Quarter 2 | 70% |
| | | | Quarter 3 | 70% |
| | | Quarter 4 | 70% | |

Key Performance Indicator Allocate 70% of the procurement of goods and services between R10 000 and R30 000 to local Small Medium Macro Enterprise

Motivation for the adjustment N/A

Evidence • Supply Chain Management Report on transactions up to R30 000

Output Number DFLED002

Key Performance Area Local Economic Development

Predetermined Objective Creating a conducive environment for economic development

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| Key Focus Area | Local Business Development | | Baseline Indicator | 80% |
| | | | Original Annual Target | 80% |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | | | Quarter 1 | 80% |
| | Weighting | 50% | Quarter 2 | 80% |
| | | Quarter 3 | 80% | |
| | | Quarter 4 | 80% | |

Key Performance Indicator Percentage of creditors physically residing within the municipal area paid within 30 days of receipt of relevant invoice / statements [and all other supporting documentation]

Motivation for the adjustment N/A

Evidence • Monthly Report on the Creditor's Payment Period or
• Monthly Expenditure Report showing the locality of each service provider paid

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| Output Number | DTIC001 | | | |
| Key Performance Area | Institutional Capacity | | | |
| Predetermined Objective | Building institutional resilience and administrative capability | | | |
| Key Focus Area | Performance Management and Development System | | Baseline Indicator | 1 |
| | | | Original Annual Target | 1 |
| | | | Adjusted Target | N/A |
| | | | Target | |

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| | | Quarter 1 | 1 | |
| | Weighting | 40% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| | | | Quarter 4 | N/A |
| Key Performance Indicator | Number of Performance Agreements for the 2024/25 financial year signed between the Municipal Manager and the Chief Financial Officer by the 31 July 2024 | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | • Signed Performance Agreements, inclusive of Performance Plan and Personal Development Plan | | | |
| Output Number | DTIC002 | | | |
| Key Performance Area | Institutional Capacity | | | |
| Predetermined Objective | Building institutional resilience and administrative capability | | | |
| Key Focus Area | Performance Management and Development System | Baseline Indicator | 5 | |
| | | Original Annual Target | 5 | |
| | | Adjusted Target | N/A | |
| | | Target | | |
| | Quarter 1 | 5 | | |
| | Weighting | 30% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| | | Quarter 4 | N/A | |
| Key Performance Indicator | Number of Performance Agreements for the 2024/25 financial year signed between the Chief Financial Officer and Managers within the department annually by the 31 July 2024 | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | • Signed Performance Agreements, inclusive of Performance Plan and Personal Development Plan | | | |
| Output Number | DTIC003 | | | |
| Key Performance Area | Institutional Capacity | | | |
| Predetermined Objective | Building institutional resilience and administrative capability | | | |
| Key Focus Area | Performance Management and Development System | Baseline Indicator | 5 | |
| | | Original Annual Target | 20 | |
| | | Adjusted Target | N/A | |
| | | Target | | |
| | Quarter 1 | 5 | | |
| | Weighting | 30% | Quarter 2 | 5 |
| | | | Quarter 3 | 5 |

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| | | Quarter 4 | 5 |
| Key Performance Indicator | Number of performance appraisals for Treasury Services Department's managers conducted annually | | |
| Motivation for the adjustment | N/A | | |
| Evidence | <ul style="list-style-type: none"> • Invitations to the appraisal or • Attendance Registers to the appraisal sessions or • Appraisal Committee Members report | | |

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| Output Number | DFFM001 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Asset Management | Baseline Indicator | 1 | |
| | | Original Annual Target | 1 | |
| | | Adjusted Target | N/A | |
| | | | Target | |
| | | Quarter 1 | 1 | |
| | Weighting | 15% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| | | Quarter 4 | N/A | |
| Key Performance Indicator | Number of GRAP compliant Fixed Asset Register [2023/24] compiled and submitted to the Auditor General of South Africa by 31 August 2024 | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> • Acknowledgement Letter of the 2023/24 FAR/AFS by the Auditor General of South Africa. | | | |
| Output Number | DFFM002 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Asset Management | Baseline Indicator | 12 | |
| | | Original Annual Target | 12 | |
| | | Adjusted Target | N/A | |
| | | | Target | |
| | | Quarter 1 | 3 | |
| | Weighting | 5% | Quarter 2 | 3 |
| | | | Quarter 3 | 3 |
| | | Quarter 4 | 3 | |
| Key Performance Indicator | Number of reports on 'asset additions' for the 2024/25 financial year | | | |

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| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> Asset Management Report depicting assets procured for a specific reporting period | | | |
| Output Number | DFFM003 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Budget and Financial Reporting Management | Baseline Indicator | 1 | |
| | | Original Annual Target | 1 | |
| | | Adjusted Target | N/A | |
| | | Target | | |
| | Quarter 1 | N/A | | |
| | Weighting | 10% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| | | Quarter 4 | 1 | |
| Key Performance Indicator | Number of funded annual budget compiled by the municipality for the 2025/2026 financial year | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> 2025/2026 Municipal Budget & Reporting A Schedule or FSPT Assessment Report | | | |

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| Output Number | DFFM004 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Budget and Financial Reporting Management | Baseline Indicator | 1 | |
| | | Original Annual Target | 1 | |
| | | Adjusted Target | N/A | |
| | | Target | | |
| | Quarter 1 | N/A | | |
| | Weighting | 5% | Quarter 2 | N/A |
| | | | Quarter 3 | 1 |
| | | Quarter 4 | N/A | |
| Key Performance Indicator | Number of funded adjustment budget compiled by the municipality for the 2024/2025 financial year | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> Adjustment Budget for 2024/2025 financial year | | | |
| Output Number | DFFM005 | | | |
| Key Performance Area | Financial Management | | | |

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| Predetermined Objective | Ensuring sound financial management and accounting | | | | |
| Key Focus Area | Budget and Financial Reporting Management | | Baseline Indicator | 1 | |
| | | | Original Annual Target | | 1 |
| | | | Adjusted Target | | N/A |
| | | | Target | | |
| | Quarter 1 | | 1 | | |
| | Weighting | 15% | Quarter 2 | N/A | |
| | | | Quarter 3 | N/A | |
| Quarter 4 | | | N/A | | |
| Key Performance Indicator | Number of GRAP compliant Annual Financial Statements [2023/2024] compiled and submitted to the Auditor General of South Africa by 31 August 2024 | | | | |
| Motivation for the adjustment | N/A | | | | |
| Evidence | <ul style="list-style-type: none"> Acknowledgement Letter of the 2023/2024 AFS by the Auditor General of South Africa. | | | | |
| Output Number | DFFM006 | | | | |
| Key Performance Area | Financial Management | | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | | |
| Key Focus Area | Expenditure Management | | Baseline Indicator | R 12 571 | |
| | | | Original Annual Target | | R 20 000 |
| | | | Adjusted Target | | N/A |
| | | | Target | | |
| | Quarter 1 | | R 5 000 | | |
| | Weighting | 5% | Quarter 2 | R 10 000 | |
| | | | Quarter 3 | R15 000 | |
| Quarter 4 | | | R 20 000 | | |
| Key Performance Indicator | Amount reduced of current year Fruitless and wasteful expenditure to not more than R 600 000 [accounting for transactions for 2024/2025 financial year only] | | | | |
| Motivation for the adjustment | N/A | | | | |
| Evidence | <ul style="list-style-type: none"> Irregular, Fruitless and Wasteful Expenditure Report | | | | |

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| Output Number | DFFM007 | | | | |
| Key Performance Area | Financial Management | | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | | |
| Key Focus Area | Expenditure Management | | Baseline Indicator | 12 | |
| | | | Original Annual Target | | 12 |
| | | | Adjusted Target | | N/A |

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| | | | Target | |
| | | Quarter 1 | 3 | |
| | Weighting | 10% | Quarter 2 | |
| | | | 3 | |
| | | | Quarter 3 | |
| | | | 3 | |
| | | | Quarter 4 | |
| | | | 3 | |
| Key Performance Indicator | Number of reports on MFMA Sec. 11 [withdrawals report] for the 2024/2025 financial year | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> MFMA Sec. 11 withdrawals reports or; Monthly Expenditure Report | | | |
| Output Number | DFFM008 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Revenue Management | | Baseline Indicator | 53% |
| | | | Original Annual Target | 65% |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | | Quarter 1 | 53% | |
| | Weighting | 10% | Quarter 2 | 58% |
| | | | Quarter 3 | 62% |
| | | | Quarter 4 | 65% |
| Key Performance Indicator | Percentage payment rate on the billed revenue for the 2024/2025 financial year | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> Monthly Revenue Report or Monthly C Schedule | | | |
| Output Number | DFFM009 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Supply Chain Management | | Baseline Indicator | 90% |
| | | | Original Annual Target | 90% |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | | Quarter 1 | 18% | |
| | Weighting | 10% | Quarter 2 | 46% |
| | | | Quarter 3 | 62% |
| | | | Quarter 4 | 90% |

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| Key Performance Indicator | Percentage spending on the approved operating expenditure budget [cash items] |
| Motivation for the adjustment | N/A |
| Evidence | <ul style="list-style-type: none"> • Monthly Financial Report or • Monthly C-Schedule |

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| Output Number | DFFM010 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Supply Chain Management | | Baseline Indicator | R 7 309 591 |
| | | | Original Annual Target | R 7 000 000 |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | | | Quarter 1 | R 1 750 000 |
| | Weighting | 5% | Quarter 2 | R 3 500 000 |
| | | | Quarter 3 | R 5 250 000 |
| | | | Quarter 4 | R 7 000 000 |
| Key Performance Indicator | | | Reduction of current year irregular expenditure amount to not more than R 7 000 000 [transactions for 2024/2025 financial year] | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> • Irregular, Fruitless and Wasteful Expenditure Report | | | |
| Output Number | DFFM011 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Supply Chain Management | | Baseline Indicator | 4 |
| | | | Original Annual Target | 4 |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | | | Quarter 1 | 1 |
| | Weighting | 10% | Quarter 2 | 1 |
| | | | Quarter 3 | 1 |
| | | | Quarter 4 | 1 |
| Key Performance Indicator | | | Number of quarterly reports on the implementation of the Supply Chain Management Policy | |
| Motivation for the adjustment | N/A | | | |

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| Evidence | <ul style="list-style-type: none"> Quarterly Report on the Implementation of the Supply Chain Management Policy |
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| Output Number | DFFR001 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Capital Spending | | Baseline Indicator | 12% |
| | | | Original Annual Target | 11% |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | | Quarter 1 | N/A | |
| | Weighting | 5% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| | | Quarter 4 | 11% | |
| Key Performance Indicator | Percentage capital expenditure to total expenditure | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> 2025/2026 Final Annual Budget | | | |
| Output Number | DFFR002 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Repairs and Maintenance | | Baseline Indicator | 4% |
| | | | Original Annual Target | 1% |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | | Quarter 1 | N/A | |
| | Weighting | 4% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| | | Quarter 4 | 1% | |
| Key Performance Indicator | Repairs and maintenance as a percentage property, plant and equipment, investment property and intangible assets (carrying value) | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> 2025/2026 Final Annual Budget | | | |
| Output Number | DFFR003 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Debtor Management | Baseline Indicator | 25% | |

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| | | | Original Annual Target | 30% |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | | | Quarter 1 | N/A |
| | Weighting | 4% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| | | Quarter 4 | 30% | |
| Key Performance Indicator | Bad debt written off as a percentage of bad debt provision | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> 2024/2025 Financial Report or Monthly 12 C Schedule | | | |

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| Output Number | DFFR004 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Debtor Management | | Baseline Indicator | 400 days |
| | | | Original Annual Target | 460 days |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | | | Quarter 1 | N/A |
| | Weighting | 4% | Quarter 2 | N/A |
| | | Quarter 3 | N/A | |
| | | Quarter 4 | 460 days | |
| Key Performance Indicator | Number of days required to receive payment from consumers for bills/invoices issued to them for service | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> 2024/2025 Financial Report or Monthly 12 C Schedule | | | |
| Output Number | DFFR005 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Sustainability Management | | Baseline Indicator | 1 |
| | | | Original Annual Target | 1 |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | | Quarter 1 | N/A | |

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| | Weighting | 4% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| | | | Quarter 4 | 1 |
| Key Performance Indicator | Period in months within which the municipality will be able to meet at least its monthly fixed operating commitments from cash and short-term investments without collecting any additional revenue, during the month | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> • 2024/2025 Financial Report or • Monthly 12 C Schedule | | | |
| Output Number | DFFR006 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Sustainability Management | | Baseline Indicator | 1.5 month |
| | | | Original Annual Target | 1.5 month |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | Quarter 1 | N/A | | |
| | Weighting | 4% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| | | Quarter 4 | 1.5 month | |
| Key Performance Indicator | Range within which the municipality is able to payback it's short-term liabilities (Debt and Payables) with short-term assets (cash, inventory and receivables) | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> • 2024/2025 Financial Report or • Monthly 12 C Schedule | | | |

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| Output Number | DFFR007 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Borrowing | | Baseline Indicator | 8% |
| | | | Original Annual Target | 8% |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | Quarter 1 | N/A | | |

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| | Weighting | 4% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| | | | Quarter 4 | 8% |
| Key Performance Indicator | Capital Cost (Interest Paid and Redemption) as percentage to total Operating Expenditure | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> • 2024/2025 Financial Report or • Monthly 12 C Schedule | | | |
| Output Number | DFFR008 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Borrowing | | Baseline Indicator | 45% |
| | | | Original Annual Target | 45% |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | Quarter 1 | N/A | | |
| | Weighting | 4% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| | | Quarter 4 | 45% | |
| Key Performance Indicator | Extend of total borrowing in percentage in relation to total operating revenue | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> • 2024/2025 Financial Report or • Monthly 12 C Schedule | | | |
| Output Number | DFFR009 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Liquidity Management | | Baseline Indicator | 80% |
| | | | Original Annual Target | 100% |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | Quarter 1 | N/A | | |
| | Weighting | 4% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| | | Quarter 4 | 100% | |
| Key Performance Indicator | Extend in percentage, to which other reserves, which are required to be cash-backed are backed by cash reserves [cash and cash equivalents] | | | |
| Motivation for the adjustment | N/A | | | |

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| Evidence | <ul style="list-style-type: none"> • 2024/2025 Financial Report or • Monthly 12 C Schedule |
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| Output Number | DFFR010 | | | | |
| Key Performance Area | Financial Management | | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | | |
| Key Focus Area | Financial Management | | Baseline Indicator | 0% | |
| | | | Original Annual Target | 1% | |
| | | | Adjusted Target | N/A | |
| | | | Target | | |
| | | | Quarter 1 | N/A | |
| | Weighting | | 4% | Quarter 2 | N/A |
| | | | | Quarter 3 | N/A |
| | | | Quarter 4 | 1% | |
| Key Performance Indicator | Percentage operating surpluses generated | | | | |
| Motivation for the adjustment | N/A | | | | |
| Evidence | <ul style="list-style-type: none"> • 2024/2025 Financial Report or • Monthly 12 C Schedule | | | | |
| Output Number | DFFR011 | | | | |
| Key Performance Area | Financial Management | | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | | |
| Key Focus Area | Revenue Management | | Baseline Indicator | 7% | |
| | | | Original Annual Target | 4% | |
| | | | Adjusted Target | N/A | |
| | | | Target | | |
| | | | Quarter 1 | N/A | |
| | Weighting | | 4% | Quarter 2 | N/A |
| | | | | Quarter 3 | N/A |
| | | | Quarter 4 | 4% | |
| Key Performance Indicator | Percentage electricity surplus generated | | | | |
| Motivation for the adjustment | N/A | | | | |
| Evidence | <ul style="list-style-type: none"> • 2024/2025 Financial Report or • Monthly 12 C Schedule | | | | |
| Output Number | DFFR012 | | | | |
| Key Performance Area | Financial Management | | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | | |

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|--------------------------------------|--|-----|-------------------------------|-----|
| Key Focus Area | Revenue Management | | Baseline Indicator | 5% |
| | | | Original Annual Target | 3% |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | Quarter 1 | N/A | | |
| | Weighting | 4% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| Quarter 4 | | | 3% | |
| Key Performance Indicator | Percentage water surplus generated | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> • 2024/2025 Financial Report or • Monthly 12 C Schedule | | | |

| | | | | |
|--------------------------------------|--|-----|-------------------------------|-----|
| Output Number | DFFR013 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Revenue Management | | Baseline Indicator | 5% |
| | | | Original Annual Target | 2% |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | Quarter 1 | N/A | | |
| | Weighting | 4% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| Quarter 4 | | | 2% | |
| Key Performance Indicator | Percentage refuse surplus generated | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> • 2024/2025 Financial Report or • Monthly 12 C Schedule | | | |
| Output Number | DFFR014 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Revenue Management | | Baseline Indicator | 5% |
| | | | Original Annual Target | 1% |
| | | | Adjusted Target | N/A |
| | Target | | | |
| | Quarter 1 | N/A | | |

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|--------------------------------------|--|------------------|-------------------------------|-----|
| | Weighting | 4% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| | | | Quarter 4 | 1% |
| Key Performance Indicator | Percentage sanitation and wastewater surplus generated | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> • 2024/2025 Financial Report or • Monthly 12 C Schedule | | | |
| Output Number | DFFR015 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Revenue Management | | Baseline Indicator | 4% |
| | | | Original Annual Target | 4% |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | | Quarter 1 | N/A | |
| | Weighting | 4% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| | | Quarter 4 | 4% | |
| Key Performance Indicator | Percentage revenue growth | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> • Final Approved 2025/2026 Medium Term Revenue and Expenditure Framework | | | |

| | | | | |
|--------------------------------------|--|------------------|-------------------------------|-----|
| Output Number | DFFR016 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Revenue Management | | Baseline Indicator | 4% |
| | | | Original Annual Target | 4% |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | | Quarter 1 | N/A | |
| | Weighting | 4% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| | | Quarter 4 | 4% | |
| Key Performance Indicator | Percentage revenue growth (excluding capital grants) | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> • Final Approved 2025/2026 Medium Term Revenue and Expenditure Framework | | | |

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| Output Number | DFFR017 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Expenditure Management | | Baseline Indicator | 45 days |
| | | | Original Annual Target | 30 days |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | Quarter 1 | 30 days | | |
| | Quarter 2 | 30 days | | |
| | Quarter 3 | 30 days | | |
| Weighting | 4% | Quarter 4 | 30 days | |
| Key Performance Indicator | Number of days taken to pay trade creditors | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | • Expenditure Division Monthly report | | | |
| Output Number | DFFR018 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Expenditure Management | | Baseline Indicator | 5% |
| | | | Original Annual Target | 5% |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | Quarter 1 | 1.25% | | |
| | Quarter 2 | 2.5% | | |
| | Quarter 3 | 3.75% | | |
| Weighting | 4% | Quarter 4 | 5% | |
| Key Performance Indicator | Percentage of irregular expenditure incurred against 2024/2025 total expenditure budget [capex and opex] | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | • Irregular Expenditure Register | | | |

| | | | | |
|--------------------------------|---|--|-------------------------------|-----|
| Output Number | DFFR019 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Expenditure Management | | Baseline Indicator | 5% |
| | | | Original Annual Target | 5% |
| | | | Adjusted Target | N/A |

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|--------------------------------------|---|-----------|-------------------------------|-----|
| | | | Target | |
| | | Quarter 1 | 1.25% | |
| | Weighting | 4% | Quarter 2 | |
| | | | 2.5% | |
| | | | Quarter 3 | |
| | | | 3.75% | |
| | | | Quarter 4 | |
| | | | 5% | |
| Key Performance Indicator | Percentage of fruitless and wasteful incurred against 2024/25 total expenditure budget [capex and opex] | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | • Fruitless and wasteful Expenditure Register | | | |
| Output Number | DFFR020 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Expenditure Management | | Baseline Indicator | 5% |
| | | | Original Annual Target | 12% |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | | Quarter 1 | N/A | |
| | Weighting | 4% | Quarter 2 | 12% |
| | | | Quarter 3 | N/A |
| | | | Quarter 4 | N/A |
| Key Performance Indicator | Unauthorised expenditure incurred on cash-items in the 2023/2024 budget | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | • 2023/2024 audited Annual Financial Statements | | | |
| Output Number | DFFR021 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Expenditure Management | | Baseline Indicator | 2% |
| | | | Original Annual Target | 2% |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | | Quarter 1 | N/A | |
| | Weighting | 4% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| | | | Quarter 4 | 2% |
| Key Performance Indicator | Percentage contracted services expenditure to total operating expenditure | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | • Final Approved 2025/26 Medium Term Revenue and Expenditure Framework | | | |

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| Output Number | DFFR022 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Asset Management | | Baseline Indicator | 5% |
| | | | Original Annual Target | 3% |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | Quarter 1 | N/A | | |
| | Quarter 2 | N/A | | |
| | Quarter 3 | N/A | | |
| Weighting | 5% | Quarter 4 | 3% | |
| Key Performance Indicator | Percentage of internally generated funds for capital expenditure to total capital expenditure | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | • Final Approved 2025/26 Medium Term Revenue and Expenditure Framework | | | |
| Output Number | DFFR023 | | | |
| Key Performance Area | Financial Management | | | |
| Predetermined Objective | Ensuring sound financial management and accounting | | | |
| Key Focus Area | Revenue Management | | Baseline Indicator | 55% |
| | | | Original Annual Target | 55% |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | Quarter 1 | N/A | | |
| | Quarter 2 | N/A | | |
| | Quarter 3 | N/A | | |
| Weighting | 5% | Quarter 4 | 55% | |
| Key Performance Indicator | Percentage own source revenue to total operating revenue | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | • Final Approved 2025/26 Medium Term Revenue and Expenditure Framework | | | |

| | | | |
|--------------------------------|---|---------------------------|---|
| Output Number | DFGG001 | | |
| Key Performance Area | Good Governance, Transparency and Accountability | | |
| Predetermined Objective | Promoting Good Governance, Transparency and Accountability | | |
| Key Focus Area | Revenue and Expenditure Management | Baseline Indicator | 4 |

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| | | | |
|--------------------------------------|--|------------------------|-----------|
| | | Original Annual Target | 4 |
| | | Adjusted Target | N/A |
| | | Target | |
| | | Quarter 1 | 1 |
| | Weighting | 20% | Quarter 2 |
| | | | 1 |
| | | | Quarter 3 |
| | | | 1 |
| | | | Quarter 4 |
| | | | 1 |
| Key Performance Indicator | Number of reports on implementation of the Revenue Enhancement Strategy, Loss Reduction Strategy and Cost Containment Strategy | | |
| Motivation for the adjustment | N/A | | |
| Evidence | <ul style="list-style-type: none"> Implementation Report on Revenue Enhancement Strategy, Loss Reduction Strategy and Cost Containment Strategy | | |
| Output Number | DFGG002 | | |
| Key Performance Area | Good Governance, Transparency and Accountability | | |
| Predetermined Objective | Promoting Good Governance, Transparency and Accountability | | |
| Key Focus Area | Administrative Governance | Baseline Indicator | 4 |
| | | Original Annual Target | 4 |
| | | Adjusted Target | N/A |
| | | Target | |
| | | Quarter 1 | 1 |
| | Weighting | 20% | Quarter 2 |
| | | | 1 |
| | | | Quarter 3 |
| | | | 1 |
| | | | Quarter 4 |
| | | | 1 |
| Key Performance Indicator | Number of departmental meetings held annually with BTO/Treasury Services Managers | | |
| Motivation for the adjustment | N/A | | |
| Evidence | <ul style="list-style-type: none"> Invitations or Attendance Registers or Minutes of the meeting | | |
| Output Number | DFGG003 | | |
| Key Performance Area | Good Governance, Transparency and Accountability | | |
| Predetermined Objective | Promoting Good Governance, Transparency and Accountability | | |
| Key Focus Area | Quality Assurance | Baseline Indicator | 4 |
| | | Original Annual Target | 4 |
| | | Adjusted Target | N/A |
| | | Target | |
| | | Quarter 1 | 1 |

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|--------------------------------------|--|-----|------------------|---|
| | Weighting | 20% | Quarter 2 | 1 |
| | | | Quarter 3 | 1 |
| | | | Quarter 4 | 1 |
| Key Performance Indicator | Number of reports on implementation of Internal Audit findings by management by 30 June 2025 | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> • Internal Audit Tracking Registers or • Progress Report on Internal Audit Unit Findings or • Responses to the Internal Audit Findings | | | |

| | | | | |
|--------------------------------------|--|------------------|-------------------------------|-----|
| Output Number | DFGG004 | | | |
| Key Performance Area | Good Governance, Transparency and Accountability | | | |
| Predetermined Objective | Promoting Good Governance, Transparency and Accountability | | | |
| Key Focus Area | Quality Assurance | | Baseline Indicator | 1 |
| | | | Original Annual Target | 1 |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | Quarter 1 | N/A | | |
| | Weighting | 20% | Quarter 2 | N/A |
| | | | Quarter 3 | 1 |
| | | Quarter 4 | N/A | |
| Key Performance Indicator | Number of External Audit Action Plan developed to address Auditor General of South Africa Audit Findings on the Audit Report 2023/24 and submitted to council for approval on or before 31 January 2025 | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | <ul style="list-style-type: none"> • External Audit Recovery Plan on 2023/2204 Audit Report or • Council Resolution approving/noting the External Audit Recovery Plan on 2023/2024 | | | |
| Output Number | DFGG005 | | | |
| Key Performance Area | Good Governance, Transparency and Accountability | | | |
| Predetermined Objective | Promoting Good Governance, Transparency and Accountability | | | |
| Key Focus Area | Quality Assurance | | Baseline Indicator | 5 |
| | | | Original Annual Target | 5 |
| | | | Adjusted Target | N/A |
| | Target | | | |
| | Quarter 1 | N/A | | |

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|--------------------------------------|---|-----|------------------|-----|
| | Weighting | 20% | Quarter 2 | N/A |
| | | | Quarter 3 | 2 |
| | | | Quarter 4 | 3 |
| Key Performance Indicator | Number of implementation/progress reports of Auditor General of South Africa audit findings on the Audit Report 2023/2024 by management by 30 June 2025 | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | • Monthly Report on implementation of External Audit Recovery Plan | | | |

| | | | | |
|--------------------------------------|--|------------------|-------------------------------|-----|
| Output Number | DFPP001 | | | |
| Key Performance Area | Public Participation | | | |
| Predetermined Objective | Putting people first and engaging with communities | | | |
| Key Focus Area | Budgeting | | Baseline Indicator | 1 |
| | | | Original Annual Target | 1 |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | | Quarter 1 | 1 | |
| | Weighting | 60% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| | | Quarter 4 | N/A | |
| Key Performance Indicator | Number of budget timelines for the 2025/2026 financial year | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | • Budget timelines schedule developed and submitted to Council | | | |
| Output Number | DFPP002 | | | |
| Key Performance Area | Public Participation | | | |
| Predetermined Objective | Putting people first and engaging with communities | | | |
| Key Focus Area | Budgeting | | Baseline Indicator | 4 |
| | | | Original Annual Target | 4 |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | | Quarter 1 | N/A | |
| | Weighting | 20% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| | | Quarter 4 | 4 | |
| Key Performance Indicator | Conduct one public participation meeting per town on the draft 2025/26 annual budget | | | |
| Motivation for the adjustment | N/A | | | |

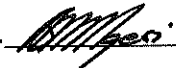
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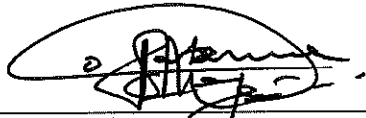
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|-------------------------------|---|-----------|------------------------|-----|
| Evidence | • Public Participation Attendance Register on the draft budget | | | |
| Output Number | DFPP003 | | | |
| Key Performance Area | Public Participation | | | |
| Predetermined Objective | Putting people first and engaging with communities | | | |
| Key Focus Area | Budgeting | | Baseline Indicator | 1 |
| | | | Original Annual Target | 1 |
| | | | Adjusted Target | N/A |
| | | | Target | |
| | Quarter 1 | N/A | | |
| | Weighting | 20% | Quarter 2 | N/A |
| | | | Quarter 3 | N/A |
| | | Quarter 4 | 1 | |
| Key Performance Indicator | Number of advertisement calling for public comments on the draft budget related policies and draft budget for 2025/2026 | | | |
| Motivation for the adjustment | N/A | | | |
| Evidence | • Advert placed on newspapers or signed advert placed on municipal notice boards | | | |

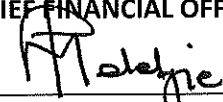
Thus, done and signed at Ficksburg on this 12 day of JULY 2024

AS WITNESSES:

1. 

2. 


 LEFA MOLETSANE
 CHIEF FINANCIAL OFFICER


 NOMVULA MALATJIE
 MUNICIPAL MANAGER

NY S.S



PERSONAL DEVELOPMENT PLAN

ENTERED INTO AND BETWEEN:

SETSOTO LOCAL MUNICIPALITY

AS REPRESENTED BY THE MUNICIPAL MANAGER

**NOMVULA MALATJIE
MUNICIPAL MANAGER
["THE EMPLOYER"]**

And

**LEFA MOLETSANE
CHIEF FINANCIAL OFFICER
["THE EMPLOYEE"]**

FOR THE FINANCIAL YEAR 01 JULY 2024-30 JUNE 2025

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1. A municipality should commit to:

- (a) the continuous training and development of its employees to achieve its vision, mission and strategic Objectives and empower employees; and
- (b) managing training and development within the ambit of relevant national policies and legislation

2. A municipality should follow an integrated approach to human resource management that:

- (a) is a human resource development that forms an integral part of human resource planning and management.
- (b) in order for training and development strategy and plans to be successful, it should be based on sound human resource practices, such as the Strategic Human resource Plan, Job Descriptions, the result of regular performance appraisals and career pathing
- (c) ensure the necessary linkage with performance management and development that provides for the personal development plans of employees to be included in their annual performance agreements. Such approach will also ensure the alignment of individual performance objectives to the municipality's strategic objectives, and that training and development needs can be identified through performance management and development and appraisal.
- (d) career-pathing ensures that employees are placed and developed in jobs according to aptitude and identified potential. Through training and development, they can acquire the necessary competencies to prepare for the future positions. A comprehensive competency framework and profile for municipal managers are attached and these should be linked to relevant registered unit standards to specifically assist in compiling Personal Development Plans with their managers.
- (e) Personal Development Plans are compiled for individual employees and the data collated from employees in the municipality forms the basis for the prescribed Workplace Skills Plan, which municipalities are required to compile as a basis for all training and education activities in the municipality in a specific financial year and report on progress made to the Local Government Sector Education and Training Authority.

3. The aims of the compilation of Personal Development Plans to identify, prioritise and implement training needs

4. Compiling the Personal Development Plan attached as Appendix

- (a) Competency assessment instruments, which are dealt with more specifically in Appendix 1 and 2, should be established against their job specific competency profile and managerial competencies at a given period in time with the purpose of identifying training needs or skills gap.
- (b) The competency framework and profiles and relevant competency assessment results will enable a manager, in consultation with her employee, to compile a Personal Development Plan. The identified training needs should be entered into column 1 of Appendix 1, entitled Skills/Performance Gap.

The following should be carefully determined during this process:

(i) organisational needs, which include the following:

- Strategic development priorities and competency requirements, in line with the municipality's strategic objectives.
- The competency requirements of individual jobs. The relevant job requirements-job competency profile-as identified in the job description should be compared to the current competency profile of the employee to determine the individual's competency gaps.
- Specific competency gaps as identified during the probation period and performance appraisal of the employee.

(ii) individual training needs that are job/career related.

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- (c) Next, the prioritisation of the training needs should be listed since it may not be possible to address all identified training needs in a specific financial year. It is however of critical importance that training needs be addressed on a phased and priority basis.

This implies that all these needs should be prioritised for purposes of accommodating critical/strategic training and development needs in the Strategic Human Resource Plan, Personal Development Plans and Workplace Skills Plan.

- (d) Consideration must then be given to the expected outcomes, to be listed in Column 2 of Appendix 1, so that once the intervention is completed the impact it has can be measured against relevant output indicator.
- (e) An appropriate intervention should be identified to address training needs/skills gap and the outcome to be achieved but with due regard to cost effectiveness. These should be listed in Column 3 of Appendix 1, entitled: Suggested training and/or development activity in line with the National Qualification Framework, which could enable the trainee to obtain recognition towards a qualification for training undertaken.

It is important to determine through the Human Resource Development Division within the municipality whether unit standards have been developed and registered with the South African Qualification Authority that are in line with the skills gap and expected outcomes identified. Unit standards usually have measurable assessment criteria to determine achieved competency.

- (f) guidelines regarding the number of training days per employee and nominations of employees: An employee should on average receive at least five days of training per financial year and not unnecessarily be withdrawn from training interventions.
- (g) Column 4 of Appendix 1: The suggested mode of delivery refers to the chosen methodology that is deemed most relevant to ensure transfer of skills training or development activity should impact on service delivery back in the workplace. Mode of delivery consists of amongst others:
- self-study-the official takes it upon herself to read e.g. legislation.
 - internal or external training provision.
 - coaching and/or mentoring; and
 - exchange programmes.
- (h) the suggested timeframes-Column 5 of Appendix 1-enable managers to effectively plan for the annum so that not all their employees are away from work within the same period and also ensuring that the Personal Development Plan is implemented systematically.
- (j) The final column, Column 7 of Appendix 7, provides the employee with support person that could act as coach or mentor with regard to the area of learning.

5. Personal Development Planning

| Personal Development Planning Initiative | Competency Development Area | Description | Evidence |
|--|-----------------------------|--|--|
| CIGFARO Annual Conference | Financial Management | Annual Conference discussing municipal related matters | Proof of registration for the training |
| GRAP Training | Financial Reporting | Training on compilation of | Proof of registration for the training |

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- (ii) the Employee was given a fair opportunity to meet the required performance standard; and
- (iii) dismissal was an appropriate sanction for not meeting the required performance standard.

13. DISPUTE RESOLUTION

13.1 Any dispute about the nature of the Employee’s performance agreement, whether it relates to key responsibilities, priorities, methods of assessment and/or any other matter provided for, shall be mediated by:

13.1.1 The Member of the Executive Council for Local Government in Free State Province within thirty days of receipt of a formal dispute from the Employee; or

13.1.2 Any other person appointed by the Member of the Executive Council

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

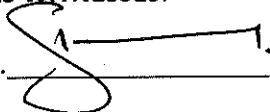
14. GENERAL

14.1 The contents of this Agreement and the Outcome of any review conducted in terms of Annexure “A “may be made available to public by the Employer.

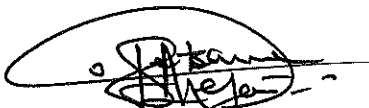
14.2 Nothing in this Agreement diminishes the obligations, duties or accountabilities of the Employee in terms of her Contract of Employment, or the effects of existing or new regulations, circulars, directives or other instruments.

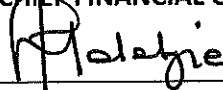
Thus, done and signed at Ficksburg on this 12 day of JULY 2024

AS WITNESSES:

1.  _____

2.  _____



LEFT MOLETSANE
CHIEF FINANCIAL OFFICER


NOMVULA MALATJIE
MUNICIPAL MANAGER

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