

PERFORMANCE AGREEMENT

Made and entered into by and between:

DR. MVM MONGAKE

(THE MUNICIPAL MANAGER)

and

MR. ME MOHLAHLO

(THE CHIEF FINANCIAL OFFICER)

**FOR THE FINANCIAL YEAR:
1 JULY 2010 TO 30 JUNE 2011**

Handwritten signatures and initials:
MVM
C.
DeH
V. mm

ENTERED INTO BY AND BETWEEN

The Fezile Dabi District Municipality herein represented by Dr. MV Mongake in his capacity as the Municipal Manager (hereinafter referred to as the Employer or Supervisor)

and

Mr **ME Mohlahlo** the Chief Financial Officer of the Municipality of Fezile Dabi District (herein after referred to as the Employee).

WHEREBY IT IS AGREED AS FOLLOWS:

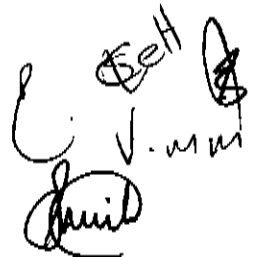
1. INTRODUCTION

- 1.1 The Employer has entered into a contract of employment with the Employee in terms of section 57(1)(a) of the Local Government: Municipal Systems Act 32 of 2000 ("the Systems Act"). The Employer and the Employee are hereinafter referred to as 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 reporting to a set of outcomes that will secure local government policy goals.
- 1.4 The parties wish to ensure that there is compliance with Sections 57(4A), 57(4B) and 57(5) of the Systems Act.

2. PURPOSE OF THIS AGREEMENT

The parties agree that the purpose of this Agreement is to:

- 2.1 comply with the provisions of Section 57(1)(b), (4A), (4B), and 5 of the Systems Act; as well as the Contract of Employment entered into between parties;
- 2.2 specify objectives and targets established for the Employee and communicate to the Employee the Employer's expectations of the Employee's performance expectations and accountabilities;
- 2.3 specify accountabilities as set out in the Performance Plan; (Annexure A)
- 2.4 monitor and measure performance against set targeted outputs;

Handwritten signatures and initials at the bottom right of the page. There are three distinct signatures/initials, including one that appears to be 'J. M. M.' and another that looks like 'J. M. M.' with a large 'A' next to it.

- 2.5 use the Performance Agreement and Performance Plan as the basis for assessing the suitability of the Employee for permanent employment and/or to assess whether the Employee has met the performance expectations applicable to his job;
- 2.6 appropriately reward the Employee in accordance with the Employer's performance management policy in the event of outstanding performance; and
- 2.7 give effect to the Employer's commitment to a performance-orientated relationship with the Employee in attaining equitable and improved service delivery.

3. COMMENCEMENT AND DURATION

- 3.1 This Agreement will commence on the **1st July 2010** and will remain in force until **30th June 2011** whereafter a new Performance Agreement, Performance Plan and Personal Development Plan shall be concluded between the parties for the next financial year or any portion thereof.
- 3.2 The parties will review the provisions of this Agreement during June each year.
The parties will conclude a new Performance Agreement and Performance Plan that replaces this Agreement at least once a year by not later than the beginning of each successive financial year.
- 3.3 This Agreement will terminate on the termination of the Employee's contract of employment for any reason.
- 3.4 The content of this Agreement may be revised at any time during the abovementioned period to determine the applicability of the matters agreed upon.
- 3.5 If at any time during the validity of this Agreement the work environment alters (whether as a result of government or council decisions or otherwise) to the extent that the contents of this Agreement are no longer appropriate, the contents shall immediately be revised.

4. PERFORMANCE OBJECTIVES

- 4.1 The Performance Plan (Annexure A) sets out:
 - 4.1.1 the performance objectives and targets that must be met by the Employee; and
 - 4.1.2 the time frames within which those performance objectives and targets must be met.

[Handwritten signatures and initials]
C. Set H
V. m m
Shind

- 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 Municipal Integrated Development Plan and the Budget of the Employer, and shall include key objectives; key performance indicators; target dates and weightings.
- 4.3 The key objectives describe the main tasks that need to be done. The key performance indicators provide the details of the evidence that must be provided to show that a key objective has been achieved. The target dates describe the timeframe in which the work must be achieved. The weightings show the relative importance of the key objectives to each other.
- 4.4 The Employee's performance will, in addition, be measured in terms of contributions to the goals and strategies set out in the Municipality's Integrated Development Plan.

5. PERFORMANCE MANAGEMENT SYSTEM

- 5.1 The Employee agrees to participate in the Performance Management System that the Employer adopts or introduces for the Employer, management and municipal staff of the Employer.
- 5.2 The Employee accepts that the purpose of the Performance Management System will be to provide a comprehensive system with specific performance standards to assist the Employer, management and municipal staff to perform to the standards required.
- 5.3 The Employer will consult the Employee about the specific performance standards that will be included in the Performance Management System as applicable to the Employee.
6. The Employee agrees to participate in the performance management and development system that the Employer adopts.
- 6.1 The Employee undertakes to actively focus towards the promotion and implementation of the KPAs (including special projects relevant to the employee's responsibilities) within the local government framework.
- 6.2 The criteria upon which the performance of the Employee shall be assessed shall consist of two components, both of which shall be contained in the Performance Agreement.

[Handwritten signatures and initials]
L. Beth
Shind V. Muri

- 6.2.1 The Employee must be assessed against both components, with weighting of 80:20 allocated to the Key Performance Areas (KPAs) and the Core Managerial Competencies (CMCs) respectively.
- 6.2.2 Each area of assessment will be weighted and will contribute a specific part to the total score.
- 6.2.3 KPAs covering the main areas of work will account for 80% and CMCs will account for 20% of the final assessment.
- 6.3 The Employee's assessment will be based on his/ her performance in terms of the outputs/ outcomes (performance indicators) identified as per attached Performance Plan (Annexure A), which are linked to the KPA's, and will constitute 80% of the overall assessment result as per the weightings agreed to between the Employer and Employee:

Key Performance Areas (KPA's)	Weighting
Infrastructure Development and Service Delivery	15
Municipal Transformation and Organizational Development	30
Local Economic Development (LED)	5
Municipal Financial Viability and Management	40
Good Governance and Public Participation	10
Total	100%

- 6.4. The CMCs will make up the other 20% of the Employee's assessment score. CMCs that are deemed to be most critical for the Employee's specific job should be selected (✓) from the list below as agreed to between the Employer and the Employee:

[Handwritten signatures and initials]

CORE COMPETENCY REQUIREMENTS FOR EMPLOYEES		
CORE MANAGERIAL COMPETENCIES	✓	WEIGHT
Strategic Capability and Leadership	✓	5
Programme and Project Management	✓	10
Financial Management	✓	20
Knowledge management of developmental Local government	✓	5
Service delivery innovation		
Problem Solving and Analytical Thinking	✓	10
People and Empowerment	✓	10
Client orientation and Customer focus	✓	15
Accountability and Ethical Conduct	✓	
Policy conceptualization and implementation		
Honesty and Integrity	✓	5
Skills in government	✓	5
Advanced influencing skills		
Partnership and stakeholder Relations		
Supply Chain Management	✓	15
		100%

7. EVALUATING PERFORMANCE

7.1 Annexure A to this Agreement sets out:

- 7.1.1 the standards and procedures for evaluating the Employee's performance; and
- 7.1.2 the intervals for the evaluation of the Employee's performance.

7.2 Despite the establishment of agreed intervals for evaluation, the Employer may, in addition, review the Employee's performance at any stage while the contract of employment remains in force.

7.3 Personal growth and development needs identified during any performance review discussion must be documented in a Personal Development Plan as well as the actions agreed to and implementation must take place within set time frames.

7.4 The Employee's performance will be measured in terms of contributions to the goals and strategies set out in the Employer's IDP.

E. G. H. A.
Print V. 1.1.1

7.5 The annual performance appraisal will involve:

7.5.1 Assessment of the achievement of results as outlined in the performance plan:

- (a) Each KPA should be assessed according to the extent to which the specified standards or performance indicators have been met and with due regard to *ad hoc* tasks that had to be performed under the KPA.
- (b) An indicative rating on the five-point scale should be provided for each KPA.
- (c) The applicable assessment rating calculator (refer to paragraph 6.5.3 below) must then be used to add the scores and calculate a final KPA score.

7.5.2 Assessment of the CMCs

- (a) Each CMC should be assessed according to the extent to which the specified standards have been met.
- (b) An indicative rating on the five-point scale should be provided for each CMC.
- (c) The applicable assessment rating calculator (refer to paragraph 6.5.1) must then be used to add the scores and calculate a final CMC score.

7.5.3 Overall rating

An overall rating is calculated by using the applicable assessment-rating calculator. Such overall rating represents the outcome of the performance appraisal.

7.6 The assessment of the performance of the Employee will be based on the following rating scale for KPA's and CMCs:

Level	Terminology	Description	Rating				
			1	2	3	4	5
5	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.					
4	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.					
2	Not fully effective	Performance is below the standard required for the job in key areas. Performance meets some of the standards expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against more than half the key performance criteria and indicators as specified in the PA and Performance Plan.					
1	Unacceptable Performance	Performance does not meet the standard expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against almost all of 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.					

7.7. For purposes of evaluating the performance of the Employee, an evaluation panel constituted by the following persons will be established –

7.7.1 Chairperson of the Audit Committee;

Handwritten signature and initials:
 C. Sethi
 V. mm

- 7.7.2 Municipal Manager;
- 6.7.3 Member of the Mayoral Committee; and
- 6.7.4 Municipal Manager from another Municipality.

8. SCHEDULE FOR PERFORMANCE REVIEWS

- 8.1 The performance of each Employee in relation to his/her performance agreement shall be reviewed on the following dates with the understanding that reviews in the first and third quarter may be verbal if performance is satisfactory:

First quarter : July – September 2010
Second quarter : October – December 2010
Third quarter : January – March 2011
Fourth quarter : April – June 2011

- 8.2 The Employer shall keep a record of the mid-year review and annual assessment meetings.
- 8.3 Performance feedback shall be based on the Employer's assessment of the Employee's performance.
- 8.4 The Employer will be entitled to review and make reasonable changes to the provisions of Annexure "A" from time to time for operational reasons. The Employee will be fully consulted before any such change is made.
- 8.5 The Employer may amend the provisions of Annexure A whenever the performance management system is adopted, implemented and/or amended as the case may be.
In that case the Employee will be fully consulted before any such change is made.

9. DEVELOPMENTAL REQUIREMENTS

Then Personal Developmental Plan (PDP) for addressing developmental gaps is attached as Annexure B

10. EMPLOYER OBLIGATIONS

10.1 The Employer shall –

- 10.1.1 create an enabling environment to facilitate effective performance by the employee;
- 10.1.2 provide access to skills development and capacity building opportunities;

[Handwritten signatures and initials]
L. Geth
Shil V. mm

10.1.3 work collaboratively with the Employee to solve problems and generate solutions to common problems that may impact on the performance of the Employee;

10.1.4 on the request of the Employee delegate such powers reasonably required by the Employee to enable him to meet the performance objectives and targets established in terms of this Agreement; and

10.1.5 make available to the Employee such resources as the Employee may reasonably require from time to time to assist him to meet the performance objectives and targets established in terms of this Agreement.

11. CONSULTATION

11.1 The Employer agrees to consult the Employee timeously where the exercising of the powers will have amongst others –

11.1.1 a direct effect on the performance of any of the Employee's functions;

11.1.2 commit the Employee to implement or to give effect to a decision made by the Employer; and

11.1.3 a substantial financial effect on the Employer.

11.2 The Employer agrees to inform the Employee of the outcome of any decision taken pursuant to the exercise of powers contemplated in 11.1 as soon as is practicable to enable the Employee to take any necessary action without delay.

12. MANAGEMENT OF EVALUATION OUTCOMES

12.1 The evaluation of the Employee's performance will form the basis for rewarding outstanding performance or correcting unacceptable performance.

12.2 A performance bonus of 8% to 14% of the inclusive annual remuneration package may be paid to the Employee in recognition of outstanding performance.

12.3 The Employee will be eligible for progression to the next higher remuneration package, within the relevant remuneration band, after completion of at least twelve months (12) service at the current

remuneration package on 30 June (end of financial year) subject to a fully effective assessment.

12.4 In the case of unacceptable performance, the Employer shall –

12.4.1 provide systematic remedial or developmental support to assist the Employee to improve his performance; and

12.4.2 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 Any disputes about the nature of the Employee's performance agreement, whether it relates to key responsibilities, priorities, methods of assessment and/ or any other matter provided for, shall be mediated by –

13.1.1 the MEC for local government in the province within thirty (30) days of receipt of a formal dispute from the Employee; or

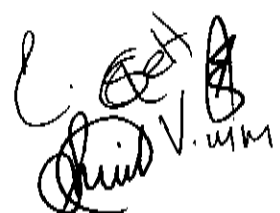
13.1.2 any other person appointed by the MEC.

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

14. GENERAL

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

14.2 Nothing in this agreement 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 instruments.



Thus done and signed at Sasolburg on this 02 day of August 2010.

AS WITNESSES:

1. Eltanie
2. John

[Signature]
The Chief Financial Officer of
Municipality (Employee)

Thus done and signed at Sasolburg on this 02 day of August 2010.

AS WITNESSES:

1. [Signature]
2. [Signature]

[Signature]
The Municipal Manager
of the Municipality (Employer)

[Signature] [Signature]
[Signature] V. m. m.



Fezile Dabi

District Municipality

PERFORMANCE PLAN

CHIEF FINANCIAL OFFICER

FEZILE DABI DISTRICT MUNICIPALITY

2010 - 2011

[Handwritten signature]

[Handwritten signature]
[Handwritten signature]
[Handwritten signature]

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, which provides that performance objectives and targets must be based on the key performance indicators as set in the Municipality's Integrated Development Plan (IDP) and SDBIP as reviewed annually.

2. Key Responsibilities

The following objects of local government will inform the Chief Financial Officer's performance against set performance indicators:

- 2.1 Provide democratic and accountable government for local communities.
- 2.2 Ensure the provision of services to communities in a sustainable manner.
- 2.3 Promote social and economic development.
- 2.4 Promote a safe and healthy environment.
- 2.5 Encourage the involvement of communities and community organisations in the matters of local government.

3. Key Performance Areas

The following Key Performance Areas (KPA's) as outlined in the Local Government: Municipal Planning and Performance Management Regulations (2001) inform the strategic objectives listed in the table below:

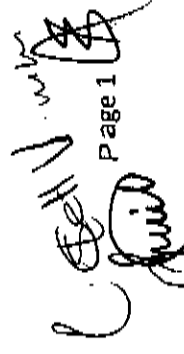
- 3.1 Municipal Transformation and Organisational Development.
- 3.2 Basic Service Delivery
- 3.3 Local Economic Development (LED).
- 3.4 Municipal Financial Viability and Management.
- 3.5 Good Governance and Public Participation.



Director Financial Management

Key Performance Area	Weighting	Performance Indicator	Target	Progress on date of review				Score			
				1 Q	2 Q	3 Q	4 Q	1 Q	2 Q	3 Q	4 Q
1. Municipal Transformation and Organisational Development	30	Ensure staff meetings are held quarterly	Quarterly								
		Ensure that each staff member of the directorate signs the attendance register daily	Monthly Report								
		Ensure that the Audit Committee meet to consider the audit report to respond to the issues raised in the audit report and internal audit reports	31-Jan-11								
		Develop the Draft SDBIP of the Directorate for 2011/12 consistent with the budget timetable	30-May-11								
		Compliance with the prescribed reporting and accountability requirements									
		1. Submission of reports in terms of s 71 of the MFMA Treasury	Monthly								
		2. Financial Management Grant report to National and Provincial Treasury	Monthly								
		3. Municipal Systems and Infrastructure Grant report to National Treasury	Monthly								
		4. Submission of FS Treasury Grant report to FS Treasury	Monthly								
		Strict internal controls									
		• Review current policies and internal controls of the directorate and review procedure manuals	28-Feb-11								
		• Submit document containing internal control measures to Audit Committee for comment	30-Apr-11								
		Review the supply chain management policy in terms of Chapter 11 of the MFMA and submit it to the Municipal Manager for consideration by the Executive Mayor and Council	31-Mar-11								

Key Performance Area



 Page 1

Director Financial Management

Key Performance Area	Weighting	Performance Indicator	Target	Progress on date of review				Score			
				1 Q	2 Q	3 Q	4 Q	1 Q	2 Q	3 Q	4 Q
		Implementation and maintenance of the procurement system and standards	Ongoing								
		• Ensure that the bid committees held their meetings regularly									
		• Ensure that each employee involved in SCM process signs the Code of Conduct. Members of bid committees discloses their interest									
		• Conduct workshops of relevant personnel on procedures									
		Ensure that the Local municipality support unit produce 2 reports per annum entailing support of the District to Local Municipalities									
Total Score				0	0	0	0	0	0	0	
Weighted Score				0	0	0	0	0	0	0	

Key Performance Area

C. G. H. N. V. M.
Page 2 of 4

Director Financial Management

Key Performance Area	Weighting	Performance Indicator	Target	Progress on date of review				Score	
				1 Q	2 Q	3 Q	4 Q		
2. Infrastructure Development and Service Delivery	15	Service providers providing services to the Directorate meet agreed performance standards in terms of quality, budgets and timelines	Every contract as per agreed timeframes for assessment						
		<ul style="list-style-type: none">• Set input, output and outcome indicators for each service-provider appointed by the Dept through competitive bidding process• Measure performance of service-providers in terms of contracts or monthly or as per SLA							
		Ensure optimal operation of the municipality's ICT infrastructure							
		<ul style="list-style-type: none">• Upgrade the website of the municipality• Ensure that the municipal website is updated on a regular basis	31-Mar-11						
		Conduct a Supply Chain Management user satisfaction survey	Ongoing						
		<ul style="list-style-type: none">• Annual invitation of service providers for inclusion in the Supply Chain Management Database	30-Jun-11						
		<ul style="list-style-type: none">• Conduct an IT customer satisfaction survey and report results to the MM	30-Jun-11						
		Conduct a customer satisfactory survey for the assistance given to LM's	30-Jun-11						
		Total Score			0	0	0	0	0
		Weighted Score			0	0	0	0	0

Key Performance Area

Page 1

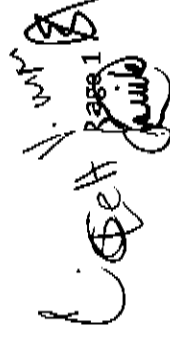
Director Financial Management

Key Performance Area	Weighting	Performance Indicator	Target	Progress on date of review				Score			
				1 Q	2 Q	3 Q	4 Q	1 Q	2 Q	3 Q	4 Q
3. Local Economic Development	5	Sytems of the municipality supports local economic development									
		Ensure that local companies are given preference points in procurement of goods and services	Bid Reports								
		Ensure that SMME's are given preference points in procurement of goods and services	Bid Reports								
				Total Score				0	0	0	0
				Weighted Score				0	0	0	0

Director Financial Management

Key Performance Area	Weighting	Performance Indicator	Target	Progress on date of review				Score				
				1 Q	2 Q	3 Q	4 Q	1 Q	2 Q	3 Q	4 Q	
4. Municipal Financial Viability and Management	40	Ensure timely preparation of the Municipal draft budget for 2011/12 based on the approved IDP	31-Mar-11									
		Ensure sound management of the budget votes allocated to the Directorate										
		• No irregular expenditure	None to be incurred									
		• No unauthorised expenditure										
		• No fruitless and wasteful expenditure										
		Ensure full implementation of GRAP/GAMAP	In line with the implementation plan									
		Complete the 2009/10 annual financial statements	31-Aug-10									
		Achieve financially unqualified audit report for the municipality for 2009/10 financial statements	15-Dec-10									
		Ensure that the budget for the 2010/11 for assistance of local municipalities is utilized in full	30-Jun-11									
		Manage the municipality's cash flow and long term liabilities, always ensuring that sufficient cash is available to repay loans on due dates and meet current budget commitments.										
		• Checklist in place to ensure long and short term liabilities are met on time	Quarterly									
		Ensure that the sec 72 report is developed and submitted to Council and Treasury - Financial report	31-Jan-11									
Ensure that atleast one project Implemented at the local municipality improves the enhances the revenue of the municipality												
Total Score												
Weighted Score				0	0	0	0	0	0	0	0	

Key Performance Area



 L. G. H. J. van der Merwe

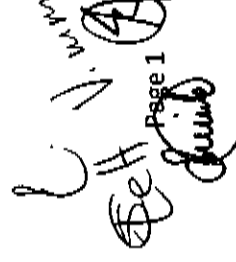
 Page 1

 10/11

Director Financial Management

Key Performance Area		Weighting	Performance Indicator	Target	Progress on date of review				Score			
					1 Q	2 Q	3 Q	4 Q				
5. Good Governance and Public Participation	10	Ensure that the budget process plan is submitted to Council for approval. Ensure that community participation processes are completed by 31 May 2011	End August 2010 and end of May 2011									
		Creditors are paid within 30 days of receiving valid tax invoices. No complaints are received from a creditors regarding late payments	Monthly									
		Respond satisfactorily to internal and external audit enquiries relating to the Directorate .	Within 5 working days after receipt of request									
		Implement PROPAC resolutions relating to financial management	100% responded and resolved									
		Ensure submission report containing irregular, fruitless and wasteful expenditure to Council on Quarterly basis	Quarterly									
		Ensure that the CFO Forum of the District seat at least three times in the financial year	Three seatings in a year									
		Ensure that the Finance Portfolio committee seats at least two times in each financial year to consider financial reports	Two times in each quarter									
Total Score				0	0	0	0	0	0	0	0	
Weighted Score				0	0	0	0	0	0	0	0	

Key Performance Area



 Page 1

Director Financial Management

Core Managerial and Occupational Competencies	Weighting	Description/Definition	Comments/Observations				Rating			
			Compulsory Core Competency Requirements				1	2	3	4
Financial Management	20	Compiles and manages budgets, controls cash flow, institutes risk management and administers supply chain management processes in accordance with legal prescripts and generally recognised accounting practices in order to ensure the achievement of the Municipality's strategic objectives.								
People Management and Empowerment	10	Manages and encourages people, optimises their outputs and effectively manages relationships in order to achieve the Municipality's strategic objectives.								
Client Orientation and Customer Focus	15	Willing and able to deliver services effectively and efficiently in order to put the spirit of customer service (Batho Pele) into practice.								

Director Financial Management

Core Managerial and Occupational Competencies		Weighting	Description/Definition	Comments/Observations				Rating			
				Selected Core Competency Requirements				1 Q	2 Q	3 Q	4 Q
Strategic Capability and Leadership		5	Provides a vision, sets the direction for the administration and inspires others to deliver on the municipality's mandate								
Problem Solving and Analysis		10	Systematically identifies, analyses and resolves existing and anticipated problems in order to reach optimum solutions in a timely manner.								
Programme and Project Management		10	Plans, manages, monitors and evaluates specific activities in order to deliver the desired outputs and outcomes.								
Honesty and Integrity		5	Displays and builds the highest standards of ethical and moral conduct in order to promote confidence and trust in the Municipality.								
				Selected Core Occupational Competencies				1 Q	2 Q	3 Q	4 Q
Knowledge of developmental local government		5	Developmental local government means a local government committed to "work with citizens and groups within the community to find sustainable ways to meet their social, economic and material needs and improve the quality of their lives". It should target especially those members and groups within communities that are most often marginalised or excluded, such as women, disabled people and very poor people.								
Knowledge of Supply Chain Management		15	Demonstrates a clear understanding of the various disciplines found in a municipality i.e. financial management, human resources, municipal legislation, municipal administration								

Director Financial Management

Core Managerial and Occupational Competencies	Weighting	Description/Definition	Comments/Observations	Rating
Skills in governance	5	Understands the long-term strategy and direction of the municipality. In general, governance comprises the traditions, institutions and processes that determine how power is exercised, how citizens are given a voice, and how decisions are made on issues of public concern. In the case of local government, it includes the functions of elected representatives and council committees in the overall governance structure of councils.		

Signed and accepted by (Chief Financial Officer):  Date: 2/8/2010

Signed and accepted by (Municipal Manager) on behalf of the Council: 

Date: 02/08/2010

 Page 3

Director Financial Management

Key Performance Area	Weighting	Possible Rating	Rating Achieved			
			1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
1 Municipal Transformation and Organisational Development	30	65	0	0	0	0
2 Basic Service Delivery	15	40	0	0	0	0
3 Local Economic Development (LED).	5	10	0	0	0	0
4 Municipal Financial Viability and Management	40	30	0	0	0	0
5 Good Governance and Public Participation	10	30	0	0	0	0
Total Achieved	100	175	0	0	0	0

100%
80%

Weighted Score

0.00%	0.00%	0.00%	0.00%
0.00%	0.00%	0.00%	0.00%

Core Competency Requirements	Weighting	Possible Rating	Rating Achieved			
			1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Compulsory						
1 Financial Management	20	5	0	0	0	0
2 People Management and Empowerment	10	5	0	0	0	0
3 Client Orientation and Customer Focus	15	5	0	0	0	0
Selected Core Competency Requirements						
1 Strategic Capability and Leadership	5	5	0	0	0	0
2 Problem Solving and Analysis	10	5	0	0	0	0
3 Programme and Project Management	10	5	0	0	0	0
4 Honesty and Integrity	5	5	0	0	0	0
Selected Core Occupational Competencies						
1 Knowledge of developmental local government	5	5	0	0	0	0
2 Knowledge of more Supply Chain Management	15	5	0	0	0	0
3 Skills in governance	5	5	0	0	0	0
Total Achieved	100	50	0	0	0	0

Scoresheet

Handwritten signature and initials

Director Financial Management

100%
20%

Weighted Score


0.00%	0.00%	0.00%	0.00%
0.00%	0.00%	0.00%	0.00%

Final Weighted Score Achieved	0.00%	0.00%	0.00%	0.00%
Final Score Achieved	0.00%	0.00%	0.00%	0.00%

- (a) a score of 130% to 135% is awarded a performance bonus of 6%; and
 (b) a score of 136% to 140% is awarded a performance bonus of 8%; and
 (c) a score of 141% to 145% is awarded a performance bonus of 10%; and
 (d) a score of 146% to 150% is awarded a performance bonus of 12%; and
 (e) a score of 151% and above is awarded a performance bonus of 14%

Signature: Chief Financial Officer: 

Date: 10/8/2010

Signature: Municipal Manager: 

Date: 02/08/2010




Director Financial Management

[illegible]

Signature: Chief Financial Officer: _____

Date: 2/8/2010

Signature: Municipal Manager: 

Date: 02/08/2010