



INDIVIDUAL ANNUAL PERFORMANCE AGREEMENT

ENTERED INTO BY AND BETWEEN:

MSUNDUZI MUNICIPALITY

Herein represented by:

Mr. Lulamile Mapholoba (Full Name)

In his/her capacity as: *Municipal Manager (Supervisor)*

AND

Mr. Wilbard Shozi (Full Name)

As the *DMM: Electricity Supply Services (Acting) (Jobholder)*

PERIOD OF AGREEMENT: 1 July 2023 to 30 June 2024

Following completion of this form, it must be forwarded to the Section:
Human Resource Management.

Signatures: Employee:  Date: *12/07/23* Supervisor:  Date: *21/07/2023*



WHEREBY IT IS AGREED AS FOLLOWS:

1. PURPOSE

- 1.1 The purpose of entering into this agreement is to communicate to the Employee the performance expectations of the Municipality.
- 1.2 The performance plan defines the Council's expectations of the employee's performance agreement to which this document is attached and Non-Section 57 (1) 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) as reviewed annually.
- 1.3 Should any non-agreement arise between the Employer and the Employee in respect of matters regulated by this plan, the process outlined in the Municipality's PMDS should be followed. If this process fails, the Employee may apply the formal grievance rules.

2. VALIDITY OF THE AGREEMENT

- 2.1 The agreement will be valid for the period **1 July 2023 to 30 June 2024**
- 2.2 The content of the plan may be revised at any time during the above-mentioned period to determine the applicability of the matters agreed upon, especially where changes are significant.
- 2.3 If at any time during the validity of this plan the work environment of the Municipality changes (whether as a result of Council or Management decisions or otherwise), to the extent that the contents of this agreement are no longer appropriate, the contents shall immediately be revised.

3. JOB DETAILS

Employee Number	:	7000510
Management level	:	Level 2
Component	:	Electricity Supply Services
Unit	:	Electricity Supply Services
Location	:	111 Havelock Road
Occupational classification	:	Senior Management (Section 56)
Designation	:	Deputy Municipal Manager: Electricity Supply Services

LMM



4. JOB PURPOSE

The purpose of the DMM: Electricity Supply Services job should be in line with the Municipality's priorities as identified in the 2023 – 2024 Service Delivery Budget and Implementation Plan. The purpose of the DMM: Electricity Supply Services is to assist the Municipal Manager in implementing the Municipality's Strategic Objectives by ensuring efficient provisioning and management of Municipal Electricity Services, through the implementation of policies, strategies, projects and processes that advance the realisation of goals and objectives of the Msunduzi Municipality.

Overall accountability of the jobholder:

The jobholder is the DMM: Electricity Supply Services and has the responsibility for Municipal Electricity Services. The incumbent will provide continuous Management and other relevant information to the Municipal Manager in the Municipality's delivery of services.

5. JOB FUNCTIONS

The key functions of the jobholder are to:

- ⇒ Manage the Municipal electrical operations
- ⇒ Manage the Planning of Electrical projects for the Municipality
- ⇒ Manage the maintenance of Municipal Electrical Infrastructure

6. REPORTING REQUIREMENTS/LINES & ASSESSMENT LINES

The Jobholder shall report to the Supervisor on all parts of this plan. He/She shall:

- ⇒ Timeously alert the supervisor of any emerging factors that could preclude the achievement of any performance plan undertakings, including the contingency measures that she/he proposes to take to ensure the impact of such deviation from the original plan is minimised.
- ⇒ Establish and maintain appropriate internal controls and reporting systems in order to meet performance expectations.
- ⇒ Discuss and thereafter document for the record and future use any revision of targets as necessary as well as progress made towards the achievement of performance plan measures.

In turn the supervisor shall:

- ⇒ Meet to provide feedback on performance and to identify areas for development at least four times a year.
- ⇒ Create an enabling environment to facilitate effective performance by the Jobholder.
- ⇒ Facilitate access to skills development and capacity building opportunities.



⇒ Work collaboratively to solve problems and generate solutions to common problems within the municipality that may be impacting on the performance of the Jobholder.

7. PERFORMANCE ASSESSMENT/APPRaisal FRAMEWORK

Performance will be assessed according to the information contained in the Workplan.

- 7.1 The Key Performance Areas (KPA)s and Core Managerial Competencies (CMCs) together with their weighting, during the period of this agreement shall be as set out in the table below.
- 7.2 The Employee undertakes to focus and to actively work towards the promotion and implementation of the KPA)s within the framework of the laws and regulations governing the Municipality. The specific duties/outputs required under each of the KPA)s are outlined in the attached work plan. KPA)s should include all special projects the Employee is involved in. The WORKPLAN should outline the Employee's specific responsibilities in such projects.

NB: KPA)s should preferably not exceed five (5).

Key Performance Areas (KPA)s	Weight
1. WORKPLAN 1: MUNICIPAL TRANSFORMATION & ORGANISATIONAL DEVELOPMENT	20%
2. WORKPLAN 2: BASIC SERVICE DELIVERY	40%
3. WORKPLAN 3: LOCAL ECONOMIC DEVELOPMENT	10%
4. WORKPLAN 4: MUNICIPAL FINANCIAL VIABILITY	20%
5. WORKPLAN 5: GOOD GOVERNANCE & PUBLIC PARTICIPATION	10%
TOTAL	100%

NOTE: WEIGHTING OF KPA)s MUST TOTAL 100%

- 7.3 The Employee's assessment will be based on her/his performance in relation to the duties/outputs outlined in the attached WORKPLAN as well as the CMCs marked here-under. At least **five (5)** CMCs, inclusive of any that may become prescribed from time to time, should be selected from the lists that are deemed to be critical for the Employee's specific job.

AMM



7.4

Core Managerial Competencies		Weight
1	Strategic Direction and Leadership	10%
2	People Management	10%
3	Programme and Project Management	10%
4	Financial Management	10%
5	Change Leadership	10%
6	Governance Leadership	10%
7	Moral Competence	10%
8	Planning & Organising	10%
9	Analysis & Innovation	5%
10	Knowledge & Information Management	5%
11	Communication	5%
12	Results & Quality Focus	5%
	Total	100%

*** Compulsory**

NOTE: WEIGHTING OF CMCs MUST TOTAL 100%

KPAs shall contribute 80% and CMCs 20% of the final assessment score.



8. PERFORMANCE ASSESSMENT

The assessment of an Employee shall be based on his performance in relation to the KPAs and CMCs and performance indicators, as set out in this PERFORMANCE PLAN and attached WORKPLAN. The performance of the employee in respect of all individual KPAs and all individual

KPAs and CMCs will be assessed using a 5-point rating scale, i.e.:

- ⇒ 5 = OUTSTANDING PERFORMANCE
- ⇒ 4 = PERFORMANCE SIGNIFICANTLY ABOVE EXPECTATIONS
- ⇒ 3 = FULLY EFFECTIVE
- ⇒ 2 = PERFORMANCE NOT FULLY EFFECTIVE
- ⇒ 1 = UNACCEPTABLE PERFORMANCE

The total KPAs and the total CMCs scores are combined to produce an overall performance percentage score with percentage ranges that coincide with the above 5-point assessment scale.

Employees: KPAs shall contribute 80% and CMCs 20% of the final assessment

9. FEEDBACK

Performance feedback shall be in writing on the Second Quarter Review Form and Annual Review Form, based on the Employer’s assessment of the Employee’s performance in relation to the KPAs and GAFs and standards outlined in this performance plan and taking into account the Employee’s self-assessment.

10. DEVELOPMENTAL REQUIREMENTS

- 10.1 The Supervisor and the Jobholder agree that the Jobholder’s key development needs are in relation to his/her current job and envisaged career path in the Municipality. Data on areas for development are identified in the Personal Development Plan (attached)

11. TIMETABLE AND RECORDS OF REVIEW DISCUSSIONS AND ANNUAL ASSESSMENT

ANNUAL PERFORMANCE ASSESSMENT 2022/2023	AUGUST/SEPTEMBER 2023
QUARTER 1 – 2023/2024 FINANCIAL YEAR (ORAL)	NOVEMBER/DECEMBER 2023
QUARTER 2 – 2023/2024 FINANCIAL YEAR	FEBRUARY 2024
QUARTER 3 – 2023/2024 FINANCIAL YEAR (ORAL)	APRIL/MAY 2024

Assessment results (*Mid-Year review & annual evaluation*) shall be recorded in writing. Incumbents will be assessed by the Municipal Assessment Committee in their Mid-year and Annual Reviews. Incumbents will be orally assessed by their Supervisor for their 1st and 3rd Quarter Assessments. Assessments will entail a review of progress made in respect of the fulfilling of the aforesaid responsibilities and may lead to modifications in either responsibilities or methods of assessment.



12. DISPUTE RESOLUTIONS

- ⇒ Any dispute about the interpretation and application of this agreement shall be mediated by: *Municipal Manager: Msunduzi Municipality*
- ⇒ If this mediation fails, the internal grievance rules will apply.

13. AMENDMENT OF AGREEMENT

Amendments to the agreement shall be in writing and can only be effected after discussion and agreement by both parties.


14. The following are annexures of this individual annual performance agreement for the 2023/24 financial year:

- ANNEXURE A: CODE OF CONDUCT FOR MUNICIPAL STAFF MEMBERS**
- ANNEXURE B: FINANCIAL DECLARATION FORM**
- ANNEXURE C: PERSONAL DEVELOPMENT PLAN**
- ANNEXURE D: INDIVIDUAL WORKPLAN**

15. SIGNATURES OF PARTIES TO THE AGREEMENT


The contents of this document have been discussed and agreed with the Jobholder concerned.

Name of Jobholder: *WILSON SIFISO SISOZI*.....

Signature: ..... Date: *12/07/2023*

AND

Name of Supervisor: *Lulama N. Mapholoba*.....

Signature: ..... Date: *27/07/2023*

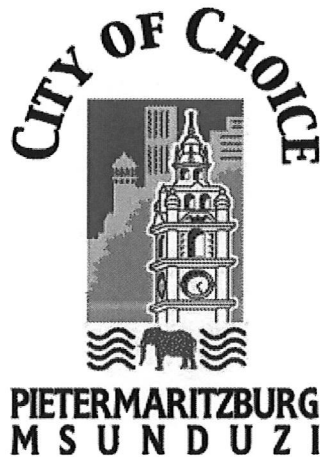


ANNEXURE A

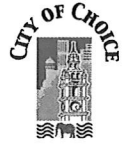
MSUNDUZI MUNICIPALITY

CODE OF CONDUCT FOR MUNICIPAL STAFF MEMBERS

SCHEDULE 2



Signatures: Employee:  Date: 12/07/23 Supervisor:  Date: 21/07/2023



SCHEDULE 2

CODE OF CONDUCT FOR MUNICIPAL STAFF MEMBERS

1. Definitions

In this Schedule “**partner**” means a person who permanently lives with another person in a manner as if married.

2. General conduct

A staff member of a municipality must at all times—

- (a) loyally execute the lawful policies of the municipal council;
- (b) perform the functions of office in good faith, diligently, honestly and in a transparent manner; (c) act in such a way that the spirit, purport and objects of section 50 are promoted;
- (d) act in the best interest of the municipality and in such a way that the credibility and integrity of the municipality are not compromised; and
- (e) act impartially and treat all people, including other staff members, equally without favour or prejudice.

3. Commitment to serving the public interest

A staff member of a municipality is a public servant in a developmental local system, and must accordingly—

- (a) implement the provisions of section 50 (2);
- (b) foster a culture of commitment to serving the public and a collective sense of responsibility for performance in terms of standards and targets;
- (c) promote and seek to implement the basic values and principles of public administration described in section 195 (1) of the Constitution;
- (d) obtain copies of or information about the municipality’s integrated development plan, and as far as possible within the ambit of the staff member’s job description, seek to implement the objectives set out in the integrated development plan, and achieve the performance targets set for each performance indicator;
- (e) participate in the overall performance management system for the municipality, as well as the staff member’s individual performance appraisal and reward system, if such exists, in order to maximise the ability of the municipality as a whole to achieve its objectives and improve the quality of life of its residents.

4. Personal gain

(1) A staff member of a municipality may not—

- (a) use the position or privileges of a staff member, or confidential information obtained as a staff member, for private gain or to improperly benefit another person; or



(b) take a decision on behalf of the municipality concerning a matter in which that staff member, or that staff member's spouse, partner or business associate, has a direct or indirect personal or private business interest.

(2) Except with the prior consent of the council of a municipality a staff member of the municipality may not—

(a) be a party to a contract for—

(i) the provision of goods or services to the municipality; or

(ii) the performance of any work for the municipality otherwise than as a staff member; (b)

obtain a financial interest in any business of the municipality; or

(c) be engaged in any business, trade or profession other than the work of the municipality.

5. Disclosure of benefits

(1) A staff member of a municipality who, or whose spouse, partner, business associate or close family member, acquired or stands to acquire any direct benefit from a contract concluded with the municipality, must disclose in writing full particulars of the benefit to the council.

(2) This item does not apply to a benefit which a staff member, or a spouse, partner, business associate or close family member, has or acquires in common with all other residents of the municipality.

6. Unauthorised disclosure of information

(1) A staff member of a municipality may not without permission disclose any privileged or confidential information obtained as a staff member of the municipality to an unauthorised person.

(2) For the purpose of this item "privileged or confidential information" includes any information—

(a) determined by the municipal council or any structure or functionary of the municipality to be privileged or confidential;

(b) discussed in closed session by the council or a committee of the council; (c) disclosure of which would violate a person's right to privacy; or

(d) declared to be privileged, confidential or secret in terms of any law.

(3) This item does not derogate from a person's right of access to information in terms of national legislation.

7. Undue influence

A staff member of a municipality may not—

(a) unduly influence or attempt to influence the council of the municipality, or a structure or



functionary of the council, or a councillor, with a view to obtaining any appointment, promotion, privilege, advantage or benefit, or for a family member, friend or associate;

(b) mislead or attempt to mislead the council, or a structure or functionary of the council, in its consideration of any matter; or

(c) be involved in a business venture with a councillor without the prior written consent of the council of the municipality.

8. Rewards, gifts and favours

(1) A staff member of a municipality may not request, solicit or accept any reward, gift or favour for— (a) persuading the council of the municipality, or any structure or functionary of the council, with regard to the exercise of any power or the performance of any duty;

(b) making a representation to the council, or any structure or functionary of the council; (c) disclosing any privileged or confidential information; or

(d) doing or not doing anything within that staff member's powers or duties.

(2) A staff member must without delay report to a superior official or to the speaker of the council any offer which, if accepted by the staff member, would constitute a breach of sub item (1).

9. Council property

A staff member of a municipality may not use, take, acquire, or benefit from any property or asset owned, controlled or managed by the municipality to which that staff member has no right.

10. Payment of arrears

A staff member of a municipality may not be in arrears to the municipality for rates and service charges for a period longer than 3 months, and a municipality may deduct any outstanding amounts from a staff member's salary after this period.

11. Participation in elections

A staff member of a municipality may not participate in an election of the council of the municipality, other than in an official capacity or pursuant to any constitutional right.

12. Sexual harassment

A staff member of a municipality may not embark on any action amounting to sexual harassment.

13. Reporting duty of staff members

Whenever a staff member of a municipality has reasonable grounds for believing that there has been a breach of this Code, the staff member must without delay report the matter to a superior officer or to the speaker of the council.



14. Breaches of Code

Breaches of this Code must be dealt with in terms of the disciplinary procedures of the municipality envisaged in section 67(1)(h) of this Act.

14 A. Disciplinary steps

(1) A breach of this Code is a ground for dismissal or other disciplinary steps against a staff member who has been found guilty of such a breach.

(2) Such other disciplinary steps may include—

- (a) suspension without pay for no longer than three months; (b) demotion;
- (c) transfer to another post;
- (d) reduction in salary, allowances or other benefits; or
- (e) an appropriate fine.

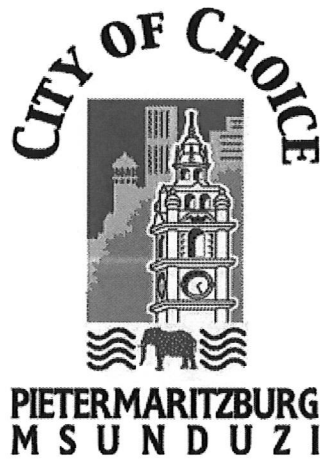
A handwritten signature in black ink, appearing to be 'dmm'.



ANNEXURE B

MSUNDUZI MUNICIPALITY

FINANCIAL DISCLOSURE FORM



Signatures: Employee:

Date: 12/07/23

Supervisor:

Date: 21/07/23



FINANCIAL DISCLOSURE FORM

I, the undersigned (surname and initials) Shozi W.S. of

87 Siems Place, Southlands, Pietermaritzburg, 3201 (Postal address) and

87 Siems Place, Southlands, Pietermaritzburg, 3201 (Residential address)

employed as Deputy Municipal Manager (Acting) at the Msunduzi

Municipality hereby certify that the following information is complete and correct to the best of my knowledge:

1. Shares and other financial interests (Not bank accounts with financial institutions)

See information sheet: Note (1)

Number of shares / extent of financial interest	Nature	Nominal value	Name of Company or entity
N/A			

2. Directorships and Partnerships

See information sheet: Note (2)

Name of Corporate entity, partnership or firm	Type of business	Amount of Remuneration or Income
Octagon Investments	Investment	Nil

3. Remunerated work outside the Municipality (As sanctioned by Council)

See information sheet: Note (3)

Name of Employer	Type of work	Amount of Remuneration or Income
Nil		

(Handwritten signature)



Council sanction confirmed:

Signature of Mayor: _____

Date:

4. Consultancies and retainerships

See information sheet: Note (4)

Name of client	Nature	Type of business activity	Value of benefits received
N/A			

5. Sponsorships

See information sheet: Note (5)

Source of sponsorship	Description of sponsorship	Value of sponsorship
N/A		

6. Gifts and hospitality from a source other than a family member

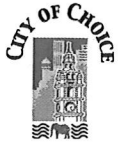
See information sheet: Note (6)

Description	Value	Source
N/A		

7. Land and property

See information sheet: Note (7)

Description	Extent	Area	Value
House		Southlands, Pietermaritzburg	R940 000,00
Flat		Greenstone Hill, Johannesburg	R1 012 000,00



SIGNATURE OF EMPLOYEE: [Signature]

DATE: 12/07/2023

PLACE: 810750 MARUFE RIVS

OATH/AFFIRMATION

1. I certify that before administering the oath/affirmation I asked the deponent the following questions and wrote down her/his answers in his/her presence:

(i) Do you know and understand the contents of the declaration?

Answer Yes

(ii) Do you have any objection to taking the prescribed oath or affirmation?

Answer No

(iii) Do you consider the prescribed oath or affirmation to be binding on your conscience?

Answer Yes

2. I certify that the deponent has acknowledged that she/he knows and understands the contents of this declaration. The deponent utters the following words: "I swear that the contents of this declaration are true, so help me God." / "I truly affirm that the contents of the declaration are true". The signature/mark of the deponent is affixed to the declaration in my presence.

[Signature]
CSJ
ABU [Signature]



Commissioner of Oath /Justice of the Peace

Full first names and surname: ABU Gonyony

Designation (rank): CSJ Ex Officio Republic of South Africa

Street address of institution: ALEXANDRA RD SAPS

Date: 2023-07-12

Place: Alexandra

CONTENTS NOTED: MAYOR

DATE: 21/07/2023

[Signature]



ANNEXURE C

PERSONAL DEVELOPMENT PLAN

ENTERED INTO BY AND BETWEEN:

MSUNDUZI MUNICIPALITY

Herein represented by:

Mr. Lulamile Mapholoba (Full Name)

In his/her capacity as: *Municipal Manager (Supervisor)*

AND

Mr. Wilbard Shozi (Full Name)

As the *DMM: Electricity Supply Services (Acting) (Jobholder)*

PERIOD OF DEVELOPMENT: 1 July 2023 to 30 June 2024

Following completion of this form, it must be forwarded to the Section:
Human Resource Development.

Signatures: Employee: Date: *26/07/23* Supervisor: Date: *27/07/2023*



MUNICIPALITY:	MSUNDUZI MUNICIPALITY
NAME:	MR. WILBARD SHOZI
JOB TITLE:	DEPUTY MUNICIPAL MANAGER: ELECTRICITY SUPPLY SERVICES
SUPERVISOR	CITY MANAGER
UNIT	ELECTRICITY SUPPLY SERVICES
COMPONENT:	ELECTRICITY SUPPLY SERVICES

PURPOSE: To enable the Supervisor and the employee to identify skills development requirements and as a result agree on the steps taken to address those developmental gaps

1. What are the competencies required for this job (refer to competency profile of job description)?

2. What competencies from the above list, does the job holder already possess?

3. What then are the competency gaps? (If the job holder possesses all the necessary competencies, complete No's 5 and 6.)

4. Actions/Training interventions to address the gaps/needs

Handwritten signature



5. Indicate the competencies required for future career progression/development

M F M P

6. Actions/Training interventions to address future progression

7. Comments/Remarks of the Incumbent

8. Comments/Remarks of the supervisor

IMPACT ASSESSMENT

Impact of Development on work (After 3 – 6 Months)	
Employee	Supervisor/Manager



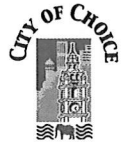
AGREED UPON:

Signature: [Handwritten Signature]
Supervisor: L. M. M. AP M 25 Mrs
Date: 21/07/2023

Signature: _____
Incumbent: _____
Date: _____

Date of next review: _____

[Handwritten Signature]



**MSUNDUZI MUNICIPALITY
PERFORMANCE WORKPLAN**




ANNEXURE D

EMPLOYEE NUMBER:	7000510
SURNAME & INITIALS:	SHOZI, WS
DESIGNATION:	DEPUTY MUNICIPAL MANAGER
COMPONENT:	ELECTRICITY SUPPLY SERVICES
UNIT:	ELECTRICITY SUPPLY SERVICES
MANAGEMENT LEVEL:	LEVEL 2
OCCUPATIONAL CLASSIFICATION:	SENIOR MANAGEMENT (SECTION 56)
LOCATION:	111 HAVELOCK ROAD

This performance workplan has been agreed between the parties hereunder and shall be revised and assessed during the 1st Quarter (Orally), 2nd Quarter (Written), 3rd Quarter (Orally) and Annual Quarter (Written)

Signatures (WE AGREE WITH THE CONTENTS OF THIS PERFORMANCE WORKPLAN)

EMPLOYEE: _____ 

DATE: 12/07/2023

SUPERVISOR: Lulami H. Mapholiso

DATE: 21/07/2023

Signatures: Employee: _____ Date: 12/07/23 Supervisor: _____ Date: 21/07/2023

MSUNDUZI MUNICIPALITY													
NAME: MR. WILBARD SHOZI													
WORKPLAN 1: NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT													
WEIGHT (%): 20%													
INDEX	IDP REFERENCE	CDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	BASELINE / STATUS QUO	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	QUARTER 1	QUARTER 2	QUARTER 3	ANNUAL
A	A1	14 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY		NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Filling of posts	Critical Posts Filled	50 % of Critical Posts Filled	50 % of Critical Posts Filled in Msunduzi Municipality by the 30th of June 2023	50 % of Critical Posts Filled in Msunduzi Municipality	13% of Critical Posts Filled in Msunduzi Municipality by the 30th of September 2022 (Number of posts filled vs Advertised)	26% of Critical Posts Filled in Msunduzi Municipality by the 31st of December 2022 (Number of posts filled vs Advertised)	39% of Critical Posts Filled in Msunduzi Municipality by the 31st of March 2023 (Number of posts filled vs Advertised)	50 % of Critical Posts Filled in Msunduzi Municipality by the 30th of June 2023 (Number of posts filled vs Advertised)
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	MT&OD 01	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Planning and Submission	SDBIP & OP	N/A	Submission towards the Development of the Municipal SDBIP 24/25 FY as per stipulated timeframes by the OC, P & KM unit completed by the 15th of June 2024	Date Submission towards the Development of the Municipal SDBIP 24/25 FY as per stipulated timeframes by the OC, P & KM unit completed	N/A	N/A	N/A	Submission towards the Development of the Municipal SDBIP 24/25 FY as per stipulated timeframes by the OC, P & KM unit completed by the 15th of June 2024
A	A3	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	MT&OD 02	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Monitoring and Reporting	Submission of Portfolios of Evidence to Internal Audit	Ad hoc	100% Submission of the Portfolio of Evidence for the Business units specific information reported on in the Annual Performance Report 22/23 FY to PMS unit for Audit purposes (Internal & External) by the 10th of August 2023	% Submission of the Portfolio of Evidence for the Business units specific information reported on in the Annual Performance Report 22/23 FY to PMS unit for Audit purposes (Internal & External) by the 10th of August 2023	100% Submission of the Portfolio of Evidence for the Business units specific information reported on in the Annual Performance Report 22/23 FY to PMS unit for Audit purposes (Internal & External) by the 10th of August 2023	N/A	N/A	N/A

Signatures: Employee:  Date: 22/08/2023
Supervisor:  Date: 22/08/2023
Msunduzi Municipality 2023/2024

MSUNDUZI MUNICIPALITY

NAME: MR. WILBARD SHOZI
 WORKPLAN 1: NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT

WEIGHT (%): 20%

INDEX	IDP REFERENCE	CDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	BASELINE / STATUS quo	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	QUARTER 1	QUARTER 2	QUARTER 3	ANNUAL
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	MT&OD 03	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Planning and Agreements	Signed Performance Agreement 21/23 FY	Signed Performance Agreement 22/23 in place	Submission of a signed performance agreement for the 23/24 FY as per stipulated timeframes by the OC, P & KM unit completed within 14 days after the approval of the SDBIP	Submission of a signed performance agreement for the 23/24 FY as per stipulated timeframes by the OC, P & KM unit completed within 14 days after the approval of the SDBIP	N/A	N/A	N/A	N/A
A	A3	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	MT&OD 04	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Individual Performance	Cascading of Performance	NIL	Cascading of individual Performance to next level of organogram within my span of control 22/23 FY by the 30th of June 2024	Cascading of individual Performance to next level of organogram within my span of control 23/24 FY	Cascading of individual Performance to next level of organogram within my span of control 22/23 FY by the 31st of December 2023	Cascading of individual Performance to next level of organogram within my span of control 22/23 FY by the 31st of March 2024	Cascading of individual Performance to next level of organogram within my span of control 22/23 FY by the 30th of June 2024	Cascading of individual Performance to next level of organogram within my span of control 22/23 FY by the 30th of June 2024
A	A3	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	MT&OD 05	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Assessments	Performance Assessments	NIL	Quarterly Performance Assessments conducted as per the approved PMS Framework 23/24 FY by the 30th of June 2024	Number of Quarterly Performance Assessments conducted as per the approved PMS Framework 23/24 FY	Quarterly Performance Assessments conducted as per the approved PMS Framework 23/24 FY by the 30th of September 2023	Quarterly Performance Assessments conducted as per the approved PMS Framework 23/24 FY by the 31st of December 2023	Quarterly Performance Assessments conducted as per the approved PMS Framework 23/24 FY by the 31st of March 2024	Quarterly Performance Assessments conducted as per the approved PMS Framework 23/24 FY by the 30th of June 2024

Signatures: Employee:  Date:
 Supervisor:  Date:
 Msunduzi Municipality 2023/2024

MSUNDUZI MUNICIPALITY

NAME: MR. WILBARD SHOZI
 WORKPLAN 1: NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT



INDEX	IDP REFERENCE	CDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	BASELINE / STATUS Quo	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	QUARTER 1	QUARTER 2	QUARTER 3	ANNUAL
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	MT&OD 06	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Monitoring and Reporting	POE submission for Monthly Sectional Meetings (Branch, Staff & Manco) as per City Managers Minute dated 24th of June 2024	N/A	12 x Monthly Sectional Meetings (Branch, Staff & Manco) Portfolio's of Evidence (minutes & registers) submitted to the Strategic Planning & OC, P & KM units for monitoring purposes by the 30th of June 2024	Number of Monthly Sectional Meetings (Branch, Staff & Manco) Portfolio's of Evidence (minutes & registers) submitted to the Strategic Planning & OC, P & KM units for monitoring purposes	3 x Monthly Sectional Meetings (Branch, Staff & Manco) Portfolio's of Evidence (minutes & registers) submitted to the Strategic Planning & OC, P & KM units for monitoring purposes by the 30th of September 2023	6 x Monthly Sectional Meetings (Branch, Staff & Manco) Portfolio's of Evidence (minutes & registers) submitted to the Strategic Planning & OC, P & KM units for monitoring purposes by the 31st of December 2023	9 x Monthly Sectional Meetings (Branch, Staff & Manco) Portfolio's of Evidence (minutes & registers) submitted to the Strategic Planning & OC, P & KM units for monitoring purposes by the 31st of March 2024	12 x Monthly Sectional Meetings (Branch, Staff & Manco) Portfolio's of Evidence (minutes & registers) submitted to the Strategic Planning & OC, P & KM units for monitoring purposes by the 30th of June 2024
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	MT&OD 07	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	AG findings	Response to AG queries	N/A	100% Submission of Responses to Auditor General Queries within specified timeframes as per the AG Tracking tool by the 30th of June 2024	% Submission of Responses to Auditor General Queries within specified timeframes as per the AG Queries Tracking tool	100% Submission of Responses to the Auditor General request for information within specified timeframes by the 30th of September 2023	100% Submission of Responses to the Auditor General request for information within specified timeframes by the 31st of December 2023	100% Submission of Responses to the Auditor General request for information within specified timeframes by the 31st of March 2024	100% Submission of Responses to the Auditor General request for information within specified timeframes by the 30th of June 2024
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	MT&OD 08	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	AG findings - Queries resolved	Response to AG queries	N/A	100% of Auditor General Queries resolved within specified timeframes as per the AG Tracking tool by the 30th of June 2024	% of Auditor General Queries resolved within specified timeframes as per the AG Queries Tracking tool	100% of Auditor General findings resolved within specified timeframes as per the AG Queries Tracking tool by the 30th of September 2023	100% of Auditor General findings resolved within specified timeframes as per the AG Queries Tracking tool by the 31st of December 2023	100% of Auditor General findings resolved within specified timeframes as per the AG Queries Tracking tool by the 31st of March 2024	100% of Auditor General findings resolved within specified timeframes as per the AG Queries Tracking tool by the 30th of June 2024
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	MT&OD 09	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Internal Audit findings - Queries resolved	Response to IA queries	N/A	100% of Internal Audit Queries resolved within specified timeframes as per the Internal Audit Tracking tool by the 30th of June 2024	% of Internal Audit Queries resolved within specified timeframes as per the Internal Audit Tracking tool	100% of Internal Audit findings resolved within specified timeframes as per the Internal Audit Tracking tool by the 30th of September 2023	100% of Internal Audit findings resolved within specified timeframes as per the Internal Audit Tracking tool by the 31st of December 2023	100% of Internal Audit findings resolved within specified timeframes as per the Internal Audit Tracking tool by the 31st of March 2024	100% of Internal Audit findings resolved within specified timeframes as per the Internal Audit Tracking tool by the 30th of June 2024

Signatures: Employee:  Date: 12/07/2024
 Supervisor:  Date: 12/07/2024

MSUNDUZI MUNICIPALITY

NAME: MR. WILBARD SHOZI
WORKPLAN 1: NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT
WEIGHT (%): 20%

INDEX	IDP REFERENCE	CDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	BASELINE / STATUS quo	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	QUARTER 1	QUARTER 2	QUARTER 3	ANNUAL
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	MT&OD 10	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Planning	Material irregularities	N/A	100% Departmental Material Irregularities for the Electricity Supply Services business unit finalized by the 30th of June 2024	% Departmental Material Irregularities finalized	N/A	N/A	N/A	100% Departmental Material Irregularities for the Electricity Supply Services business unit finalized by the 30th of June 2024

Signatures: Employee:  Date: 12/07/23
 Supervisor:  Date: 12/07/23
 Msunduzi Municipality 2023/2024

INDEX	IDP REFERENCE	CDS REFERENCE	SDBP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	PROJECT PHASE	REPORTING CYCLE	BASELINE / STATUS QUO	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	QUARTER 1	QUARTER 2	QUARTER 3	ANNUAL
B	B1	2- BACK TO BASICS	ESS 01	NKPA 2 - BASIC SERVICE DELIVERY	Maintenance	Maintenance of substations	Implementation	Quarterly	20 substations upgraded and maintained	20 x Substations Upgraded and Maintained various wards by the 30th of June 2024	Number of Substations Upgraded and Maintained	5 x Substations Upgraded and Maintained various wards by the 30th of September 2023	10 x Substations Upgraded and Maintained various wards by the 31st of December 2023	15 x Substations Upgraded and Maintained various wards by the 31st of March 2024	20 x Substations Upgraded and Maintained various wards by the 30th of June 2024
B	B1	2- BACK TO BASICS	ESS 02	NKPA 2 - BASIC SERVICE DELIVERY	Electrification	Households Connections	Implementation	Quarterly	169 000 households with access to Electricity	3297 x new household with access to Electricity completed various wards by 30 June 2024	No of households with access to Electricity	N/A	2500 x new household with access to Electricity completed various wards by the 31st of December 2023	3000 x new household with access to Electricity completed various wards by 31st of March 2024	3297 x new household with access to Electricity completed various wards by 30 June 2024
B	B1	2- BACK TO BASICS	ESS 03	NKPA 2 - BASIC SERVICE DELIVERY	Electrification	Household connections	Implementation	Quarterly	400 households with access to Electricity	500 x new household electricity connections completed by 31 June 2024	No of households with access to Electricity	50 x new household electricity connections completed in various wards by the 30th of September 2023	200 x new household electricity connections completed in various wards by the 31st of December 2023	400 x new household electricity connections completed in various wards by the 31st of March 2024	500 x new household electricity connections completed in various wards by the 30th of June 2024
B	B2	2- BACK TO BASICS	ESS 07	NKPA 2 - BASIC SERVICE DELIVERY	Public Lighting	Street lights	Implementation	Quarterly	N/A	30000 x Street lights maintained in various wards by the 30th of June 2024.	Number of Street lights maintained	5000 x Streetlights maintained various wards by the 30th of September 2023	15000 x Streetlights maintained various wards by the 31st of December 2023	25000 x Streetlights maintained various wards by the 31st of March 2024	30000 x Street lights maintained in various wards by the 30th of June 2024.
B	B2	2- BACK TO BASICS	ESS 08	NKPA 2 - BASIC SERVICE DELIVERY	Green energy	Roof top PV installations	Implementation	Quarterly	5 green energy projects implemented	5 x green energy installations commissioned as per applications by the 30th of June 2024	Number of green energy projects implemented	Processing of customers green energy applications completed by the 30th of September 2023	N/A	N/A	5 x green energy installations commissioned as per applications by the 30th of June 2024

Signatures: Employee:  Date:
 Supervisor:  Date:

MSUNDUZI MUNICIPALITY												
DESIGNATION: DEPUTY MUNICIPAL MANAGER: ELECTRICITY SUPPLY SERVICES (A)												
WEIGHT (%): 10%												
INDEX	IDP REFERENCE	CDS REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	BASELINE / STATUS QUO	ANNUAL TARGET / OUTPUT	UNIT OF MEASURE	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
C	CZ	1- BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Increasing institutional capacity	LED Initiatives	N/A	100% Implementation of all Business Unit specific LED Initiatives (EPWP, CWP) by the 30th of June 2024	% Implementation of all Business Unit specific LED initiatives (EPWP, CWP)	100% Implementation of all Business Unit specific LED Initiatives (EPWP, CWP) by the 30th of September 2023	100% Implementation of all Business Unit specific LED Initiatives (EPWP, CWP) by the 31st of December 2023	100% Implementation of all Business Unit specific LED Initiatives (EPWP, CWP) by the 31st of March 2024	100% Implementation of all Business Unit specific LED Initiatives (EPWP, CWP) by the 30th of June 2024

Signatures: Employee:  Date: Supervisor:  Date:

Date: Msunduzi Municipality 2023/2024

MSUNDUZI MUNICIPALITY
DESIGNATION: DEPUTY MUNICIPAL MANAGER: ELECTRICITY (A)
NAME: MR. WILBARD SHOZI
WORKPLAN 4: NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT

WEIGHT (%): 20%

INDEX	IDP REFERENCE	CDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	PROJECT PHASE	REPORTING CYCLE	BASELINE / STATUS QUO	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	QUARTER 1	QUARTER 2	QUARTER 3	ANNUAL
D	D2	4 - BUILDING FINANCIAL SUSTAINABILITY	ESS 09	NKPA 4 - FINANCIAL VIABILITY & MANAGEMENT	Capital Expenditure spent	Capital Expenditure spent	Implementation	Quarterly	100% of Capital Expenditure spent for the Electricity Supply Services Business Unit	100% of Capital Expenditure spent for the Electricity Supply Services Business Unit by the 30th of June 2024	100% of Capital Expenditure spent for the Electricity Supply Services Business Unit	20% of Capital Expenditure spent for the Electricity Supply Services Business Unit by the 30th of September 2023	50% of Capital Expenditure spent for the Electricity Supply Services Business Unit by the 31st of December 2023	75% of Capital Expenditure spent for the Electricity Supply Services Business Unit by the 31st of March 2024	100% of Capital Expenditure spent for the Electricity Supply Services Business Unit by the 30th of June 2024
D	D2	4 - BUILDING FINANCIAL SUSTAINABILITY	ESS 10	NKPA 4 - FINANCIAL VIABILITY & MANAGEMENT	Operational Expenditure spent	Operational expenditure spent	Implementation	Quarterly	100% of Operational Expenditure spent for the Electricity Supply Services Business Unit	100% of Operational Expenditure spent for the Electricity Supply Services Business Unit by the 30th of June 2024	100% of Operational Expenditure spent for the Electricity Supply Services Business Unit	25% of Operational Expenditure spent for the Electricity Supply Services Business Unit by the 30th of September 2023	55% of Operational Expenditure spent for the Electricity Supply Services Business Unit by the 31st of December 2023	75% of Operational Expenditure spent for the Electricity Supply Services Business Unit by the 31st of March 2024	100% of Operational Expenditure spent for the Electricity Supply Services Business Unit by the 30th of June 2024
D	D2	4 - FINANCIAL SUSTAINABILITY	FV 01	NKPA 4 - MUNICIPAL FINANCIAL VIABILITY	Implementation of cost containment measures	Reduction of overtime	Implementation	Annually	N/A	20% Reduction of overtime in the Electricity Supply Services business unit by the 30th of June 2024	% reduction of overtime	N/A	N/A	N/A	20% Reduction of overtime in the Electricity Supply Services business unit by the 30th of June 2024
D	D2	4 - FINANCIAL SUSTAINABILITY	FV 02	NKPA 4 - MUNICIPAL FINANCIAL VIABILITY	Implementation of cost containment measures	Reduction of use of consultants	Implementation	Annually	N/A	20% Reduction of the use of Consultants in the Electricity Supply Services business unit by the 30th of June 2024	% reduction of the use of Consultants	N/A	N/A	N/A	20% Reduction of the use of Consultants in the Electricity Supply Services business unit by the 30th of June 2024


Signatures: Employee: Date: 20/07/2024
 Supervisor: Date: 20/07/2024

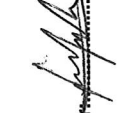
MSUNDUZI MUNICIPALITY

NAME: MR. WILBARD SHOZI DESIGNATION: DEPUTY MUNICIPAL MANAGER: ELECTRICITY (A) WEIGHT (%): 20%

WORKPLAN 4: NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT

INDEX	IDP REFERENCE	CDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	PROJECT PHASE	REPORTING CYCLE	BASELINE / STATUS QUO	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	QUARTER 1	QUARTER 2	QUARTER 3	ANNUAL
D	D1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	FV03	NKPA 4 - MUNICIPAL FINANCIAL VIABILITY	Monitoring and Reporting	Implementation of the Financial Recovery Plan	Implementation	Monthly	N/A	100% implementation of the Financial recovery plan as per Council Approved Financial Recovery plan for the respective units within your control by the 30th of June 2024	% implementation of the Financial recovery plan as per Council Approved Financial Recovery plan for the respective units within your control	100% implementation of the Financial recovery plan as per Council Approved Financial Recovery plan for the respective units within your control by the 30th of September 2023	100% implementation of the Financial recovery plan as per Council Approved Financial Recovery plan for the respective units within your control by the 31st of December 2023	100% implementation of the Financial recovery plan as per Council Approved Financial Recovery plan for the respective units within your control by the 31st of March 2024	100% implementation of the Financial recovery plan as per Council Approved Financial Recovery plan for the respective units within your control by the 30th of June 2024

Signatures: Employee:  Date: 12/07/2023

Supervisor:  Date: 21/07/2023 Msunduzi Municipality 2023/2024

INDEX	IDP REFERENCE	CDS REFERENCE	REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	BASELINE / STATUS QUO	ANNUAL TARGET / OUTPUT	UNIT OF MEASURE	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	GG 01	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Monitoring and Reporting	Monthly Sectional Meetings (Branch, Staff & Manco) as per City Managers Minute dated 24th of June 2024	N/A	12 x Monthly Sectional Meetings (Branch, Staff & Manco) conducted by the 30th of June 2024	Number of Monthly Sectional Meetings (Branch, Staff & Manco) conducted	3 x Monthly Sectional Meetings (Branch, Staff & Manco) conducted by the 30th of September 2023	6 x Monthly Sectional Meetings (Branch, Staff & Manco) conducted by the 31st of December 2023	9 x Monthly Sectional Meetings (Branch, Staff & Manco) conducted by the 31st of March 2024	12 x Monthly Sectional Meetings (Branch, Staff & Manco) conducted by the 30th of June 2024
B	B1	2 - BACK TO BASICS	GG 02	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Monitoring and Reporting	MFMA Circular 88 (C88) quarterly submissions - KZN COGTA	N/A	4 x Quarterly C88 submissions prepared and submitted as per stipulated timeframes to the OPM unit for onwards transmission to KZN COGTA by the 30th of June 2024	Number of Quarterly C88 submissions prepared and submitted as per stipulated timeframes to the O.C. P & KM unit for onwards transmission to KZN COGTA	1 x Quarterly C88 submissions prepared and submitted as per stipulated timeframes to the OPM unit for onwards transmission to KZN COGTA by the 30th of September 2023	2 x Quarterly C88 submissions prepared and submitted as per stipulated timeframes to the OPM unit for onwards transmission to KZN COGTA by the 31st of December 2023	3 x Quarterly C88 submissions prepared and submitted as per stipulated timeframes to the OPM unit for onwards transmission to KZN COGTA by the 31st of March 2024	4 x Quarterly C88 submissions prepared and submitted as per stipulated timeframes to the OPM unit for onwards transmission to KZN COGTA by the 30th of June 2024
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	GG 03	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Increasing institutional capacity	Risk Management	N/A	100% implementation of all actions contained in the Approved Risk Management Action Plans as per stipulated timeframes by the 30th of June 2024	% Implementation of all actions contained in the Approved Risk Management Action Plans as per stipulated timeframes	100% Implementation of all actions contained in the Approved Risk Management Action Plans as per stipulated timeframes by the 30th of September 2023	100% Implementation of all actions contained in the Approved Risk Management Action Plans as per stipulated timeframes by the 31st of December 2023	100% Implementation of all actions contained in the Approved Risk Management Action Plans as per stipulated timeframes by the 31st of March 2024	100% Implementation of all actions contained in the Approved Risk Management Action Plans as per stipulated timeframes by the 30th of June 2024
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	GG 04	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Increasing institutional capacity	Consequence management - abuse of council vehicles	Monthly	100% implementation of all actions contained in the Approved Risk Management Action Plans as per stipulated timeframes by the 30th of June 2024	% Implementation of all actions contained in the Approved Risk Management Action Plans as per stipulated timeframes	100% implementation of all actions contained in the Approved Risk Management Action Plans as per stipulated timeframes by the 30th of September 2023	100% implementation of all actions contained in the Approved Risk Management Action Plans as per stipulated timeframes by the 31st of December 2023	100% implementation of all actions contained in the Approved Risk Management Action Plans as per stipulated timeframes by the 31st of March 2024	100% implementation of all actions contained in the Approved Risk Management Action Plans as per stipulated timeframes by the 30th of June 2024
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	GG 05	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Planning & Monitoring	Implementation of By-laws	N/A	100% Development and/or review and implementation of By-laws for the ESS business unit by the 30th of June 2024	% development and/or review and implementation of By-laws	100% Development and/or review and implementation of By-laws for the ESS business unit by the 30th of September 2023	100% Development and/or review and implementation of By-laws for the ESS business unit by the 31st of December 2023	100% Development and/or review and implementation of By-laws for the ESS business unit by the 31st of March 2024	100% Development and/or review and implementation of By-laws for the ESS business unit by the 30th of June 2024
D	D1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	GG 06	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Monitoring and Reporting	Implementation of the Revenue Enhancement Strategy	Monthly	100% implementation of the Revenue Enhancement Strategy as per Council Approved Revenue Enhancement Strategy for the respective units within your control by the 30th of June 2024	% Implementation of the Revenue Enhancement Strategy as per Council Approved Revenue Enhancement Strategy for the respective units within your control	100% implementation of the Revenue Enhancement Strategy as per Council Approved Revenue Enhancement Strategy for the respective units within your control by the 30th of September 2023	100% implementation of the Revenue Enhancement Strategy as per Council Approved Revenue Enhancement Strategy for the respective units within your control by the 31st of December 2023	100% implementation of the Revenue Enhancement Strategy as per Council Approved Revenue Enhancement Strategy for the respective units within your control by the 31st of March 2024	100% implementation of the Revenue Enhancement Strategy as per Council Approved Revenue Enhancement Strategy for the respective units within your control by the 30th of June 2024

Signatures Employee Date

 Supervisor Date

 Msunduzi Municipality 2023/2024
 Date


NAME: MR. WILBARD SHOZI WORKPLAN 5: GOOD GOVERNANCE & PUBLIC PARTICIPATION		DESIGNATION: DEPUTY MUNICIPAL MANAGER: ELECTRICITY SUPPLY SERVICES (A) WEIGHT (%): 10%										
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	GG 06	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	District Development Meetings	Attendance of Meetings	N/A	100% Attendance of all DDM meetings as per schedule of meetings by the 30th of June 2024	% of DDM Meetings attended	100% Attendance of all DDM meetings as per schedule of meetings by the 30th September 2023	100% Attendance of all DDM meetings as per schedule of meetings by the 31st of March 2024	100% Attendance of all DDM meetings as per schedule of meetings by the 30th of June 2024
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	GG 07	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Risk Management Committee	Attendance of Meetings	N/A	100% Attendance of Risk Management Committee meetings as per schedule of meetings by the 30th of June 2024	% of Risk Management Committee meetings attended	100% Attendance of Risk Management Committee meetings as per schedule of meetings by the 31st of December 2023	100% Attendance of Risk Management Committee meetings as per schedule of meetings by the 31st of March 2024	100% Attendance of Risk Management Committee meetings as per schedule of meetings by the 30th of June 2024
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	GG 08	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Audit Committee	Attendance of Meetings	N/A	100% Attendance of Audit Committee Meetings as per the schedule of meetings by the 30th of June 2024	% of Audit Committee Meetings attended	100% Attendance of Audit Committee Meetings as per the schedule of meetings by the 31st of December 2023	100% Attendance of Audit Committee Meetings as per the schedule of meetings by the 31st of March 2024	100% Attendance of Audit Committee Meetings as per the schedule of meetings by the 30th of June 2024
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	GG 09	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	TMC/MANCO	Attendance of Meetings	N/A	100% Attendance of all Top MANCO & MANCO Meetings as per the schedule of meetings by the 30th of June 2024	% of all Top MANCO & MANCO Meetings attended	100% Attendance of all Top MANCO & MANCO Meetings as per the schedule of meetings by the 31st of December 2023	100% Attendance of all Top MANCO & MANCO Meetings as per the schedule of meetings by the 31st of March 2024	100% Attendance of all Top MANCO & MANCO Meetings as per the schedule of meetings by the 30th of June 2024
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	GG 10	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	OSS Meetings	Attendance of Meetings	N/A	100% Attendance of OSS meetings as per the schedule of meetings by the 30th of June 2024	% of OSS meetings attended	100% Attendance of OSS meetings as per the schedule of meetings by the 31st of December 2023	100% Attendance of OSS meetings as per the schedule of meetings by the 31st of March 2024	100% Attendance of OSS meetings as per the schedule of meetings by the 30th of June 2024
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	GG 11	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Council Portfolio Meetings	Attendance of Meetings	N/A	100% Attendance of Council Portfolio Committees Meetings as per the schedule of meetings by the 30th of June 2024	% of Council Portfolio Committees Meetings	100% Attendance of Council Portfolio Committees Meetings as per the schedule of meetings by the 31st of December 2023	100% Attendance of Council Portfolio Committees Meetings as per the schedule of meetings by the 31st of March 2024	100% Attendance of Council Portfolio Committees Meetings as per the schedule of meetings by the 30th of June 2024
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	GG 12	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Planning and Submission	MSIP	N/A	100% of the responses on the MSIP template submitted to the Strategy and City Development unit for onwards transmission to KZN COGTA by the 30th of June 2024	% of submissions	100% of the responses on the MSIP template submitted to the Strategy and City Development unit for onwards transmission to KZN COGTA by the 31st of December 2023	100% of the responses on the MSIP template submitted to the Strategy and City Development unit for onwards transmission to KZN COGTA by the 31st of March 2024	100% of the responses on the MSIP template submitted to the Strategy and City Development unit for onwards transmission to KZN COGTA by the 30th of June 2024
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	GG 13	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Planning and Submission	S139 intervention	N/A	100% submission of information towards the Ministerial Representative's 25 focal areas of intervention (S139) submitted to the Strategy and City Development unit for onwards transmission to KZN COGTA by the 30th of June 2024	% of submissions	100% submission of information towards the Ministerial Representative's 25 focal areas of intervention (S139) submitted to the Strategy and City Development unit for onwards transmission to KZN COGTA by the 31st of December 2023	100% submission of information towards the Ministerial Representative's 25 focal areas of intervention (S139) submitted to the Strategy and City Development unit for onwards transmission to KZN COGTA by the 31st of March 2024	100% submission of information towards the Ministerial Representative's 25 focal areas of intervention (S139) submitted to the Strategy and City Development unit for onwards transmission to KZN COGTA by the 30th of June 2024
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	GG 14	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Planning and Implementation	Strategic Planning Resolution	N/A	100% implementation of activities as per the Strategic Planning Session (2023) by the 30th of June 2024	% implementation	100% implementation of activities as per the Strategic Planning Session (2023) by the 31st of December 2023	100% implementation of activities as per the Strategic Planning Session (2023) by the 31st of March 2024	100% implementation of activities as per the Strategic Planning Session (2023) by the 30th of June 2024

Signatures Employee Date  Supervisor Date 

Date  Msunduzi Municipality 2023/2024

MSUNDUZI MUNICIPALITY													
DESIGNATION: DEPUTY MUNICIPAL MANAGER: ELECTRICITY SUPPLY SERVICES (A)													
WEIGHT (%): 10%													
NAME: MR. WILBARD SHOZI													
WORKPLAN 5: GOOD GOVERNANCE & PUBLIC PARTICIPATION													
E	EL	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	GG 15	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	POE Storage	Records Management	N/A	100% Record keeping of all POE files as both hard and soft copies by the 30th of June 2024	N/A	100% Record keeping of all POE files as both hard and soft copies by the 31st of September 2023	100% Record keeping of all POE files as both hard and soft copies by the 31st of December 2023	100% Record keeping of all POE files as both hard and soft copies by the 31st of March 2024	100% Record keeping of all POE files as both hard and soft copies by the 30th of June 2024
E	EL	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	GG 16	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Affordability Framework	Employee related costs ratio	N/A	Employee related costs (Employee related costs and Councilors remuneration) / total	N/A	N/A	N/A	N/A	Employee related costs ratio: Remuneration (Employee related costs and Councilors remuneration) / total
E	EL	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	GG 17	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Affordability Framework	Audit outcome as determined by the Auditor General	N/A	Audit outcome as determined by the Auditor General during the statutory audit of the municipal annual financial	N/A	N/A	N/A	N/A	Audit outcome as determined by the Auditor General during the statutory audit of the municipal annual
E	EL	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	GG 18	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Affordability Framework	Funding status of the Municipal budget	N/A	Funding status of the Municipal budget as determined by Provincial Treasury by the 30th of June 2024	N/A	N/A	N/A	N/A	Funding status of the Municipal budget as determined by Provincial Treasury by the 30th of June 2024

Signatures Employee  Date 06/07/2023 Supervisor 

Date 21/07/2023 Msunduzi Municipality 2023/2024

