

LEKWA-TEEMANE LOCAL MUNICIPALITY "NW 396"



PERFORMANCE AGREEMENT 2025/2026

Mr. Kopano Jeffrey Leseisane

In his capacity as Director Corporate Services

And

Mr. Zingisa Khuthaza Kgatlha

In her capacity as Municipal Manager

Employee Signature.....Date: 30th September 2025

Employer Signature: date: 30th

September 2025

PERFORMANCE AGREEMENT 2025/2026

PART A

PERFORMANCE AGREEMENT ENTERED INTO BY AND BETWEEN:

Lekwa-Teemane Local Municipality, herein represented by **Ms. Z K Kgatlha** in her capacity as **Municipal Manager** (hereinafter referred to as the **Employer** or Supervisor)

And **Mr. K J Leseisane** as Director Corporate Services of Lekwa-Teemane Local Municipality (hereinafter referred to as the **Employee**).

WHEREBY IT IS AGREED AS FOLLOWS:

1. Purpose of performance agreement

The purpose of the agreement is to:

- 1.1 Comply with the provisions of Section 57(1)(b), (4A), (4B), and (5) of the Municipal Systems Act, 2000, as well as the employment contract entered into between the parties;
- 1.2 Specify objectives and targets defined and agreed with the employee, and to communicate to the employee the employer's expectations of the employee's performance and accountabilities in alignment with the Integrated Development Plan, Service Delivery and Budget Implementation Plan (SDBIP), and the Budget of the municipality;
- 1.3 Specify accountabilities as set out in a performance plan, which forms an annexure to the performance agreement;
- 1.4 Monitor and measure performance against set targeted outputs;

Employee Signature:  Date: 30th September 2025

Employer Signature:  date: 30th

September 2025

PERFORMANCE AGREEMENT 2025/2026

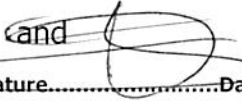
- 1.5 Use the performance agreement as the basis for assessing whether the employee has met the performance expectations applicable to his or her job.
- 1.6 In the event of outstanding performance, to appropriately reward the employee, and
- 1.7 Give effect to the employer's commitment to a performance-oriented relationship with its employees in attaining equitable and improved service delivery.

2. Commencement and Duration

- 2.1 This Agreement will commence on **01st September 2025**. It will remain in force until **30th June 2026**, 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.
- 2.2 The parties must review the provisions of this agreement during June each year. They must conclude a new performance agreement that replaces the previous agreement at least once a year, within one month after the commencement of the new financial year.
- 2.3 The agreement will terminate on the termination of the employee's contract of employment for any reason.
- 2.4 If at any time during the validity of the agreement the work environment alters to the extent that the contents of the agreement are no longer appropriate, the contents must, by mutual agreement between the parties, immediately be revised.

3. Performance Objectives

- 3.1 The performance plan sets out:
 - a) The performance objectives and targets that must be met by the employee;

Employee Signature..........Date: 30th September 2025 Employer Signature: ..... date: 30th September 2025

PERFORMANCE AGREEMENT 2025/2026

- b) The time frames within which those performance objectives and targets must be met.
- 3.2 The performance objectives and targets reflected in the performance plan are set by the employer in consultation with the employee and based on the Integrated Development Plan, Service Delivery and Budget Implementation Plan (SDBIP), and the Budget of the municipality, and shall include key objectives, key performance indicators, target dates, and weightings.
- 3.3 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.
- 3.4 The employee's performance will, in addition, be measured in terms of contributions to the goals and strategies set out in the employer's Integrated Development Plan.

4. Performance Management System

- 4.1 The employee agrees to participate in the performance management system that the employer adopts or introduces for the municipality.
- 4.2 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.
- 4.3 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.

Employee Signature:  Date: 30th September 2025

Employer Signature:  date: 30th

September 2025

PERFORMANCE AGREEMENT 2025/2026

- 4.4 The employee undertakes to actively focus on the promotion and implementation of the Key Performance Areas (KPAs) (including special projects relevant to the employee's responsibilities) within the local government framework.
- 4.5 The criteria upon which the performance of the employee must be assessed consist of two components, both of which must be contained in the performance agreement. The employee must be assessed against both components, with a weighting of 80: 20 allocated to the Key Performance Areas (KPAs) and the Core Competency Requirements (CCRs), respectively. Each area of assessment will be weighted and will contribute a specific part to the total score. KPAs covering the main areas of work will account for 80% and CCRs will account for 20% of the final assessment.
- 4.6 The employee's assessment will be based on his performance in terms of the outputs/outcomes (performance indicators) identified as per the performance plan, which are linked to the KPA's, which constitute 80% of the overall assessment result as per the weightings agreed to between the employer and employee.

Key Performance Areas (KPA's) for managers directly accountable to the municipal manager	Weighting
Institutional Development and Transformation	86%
Service Delivery	0%
Local Economic Development (LED).	0%
Municipal Financial Viability and Management.	0%
Good Governance and Public Participation.	14%
Spatial Rationale	0%
Total	100%


 Employee Signature.....Date: 30th September 2025

 
 Employer Signature: date: 30th September 2025

- 4.7 In the case of managers directly accountable to the municipal manager, key performance areas related to the functional area of the relevant manager must be subject to negotiation between the municipal manager and the relevant manager.
- 4.8 The CCRs will make up the other 20% of the employee's assessment score. CCRs 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
- 4.9 and must be considered with due regard to the proficiency level agreed to.

LEADING COMPETENCIES		WEIGHTING
Strategic Leadership and Direction	• Impact and Influence • Institutional Performance Management • Strategic Planning and Management • Organisational Awareness	
People Management	• Human Capital Planning and Development • Diversity Management • Employee Relations Management • Negotiation and Dispute Management	
Program and Project Management	• Program and Project Planning and Implementation • Service Delivery Management • Program and Project Monitoring and Evaluation	
Financial Management	• Budget Planning and Execution • Financial Strategy and Delivery • Financial Reporting and Monitoring	
Change Leadership	• Change Vision and Strategy • Process Design and Improvement • Change Impact Monitoring and Evaluation	
Governance Leadership	• Policy Formulation • Risk and Compliance Management • Cooperative Governance	
CORE COMPETENCIES		WEIGHTING
Moral Competence		
Planning and Organising		
Analysis and Innovation		

Employee Signature: Date: 30th September 2025 Employer Signature: date: 30th September 2025

PERFORMANCE AGREEMENT 2025/2026

Knowledge and Information Management	
Communication	
Results and Quality Focus	
TOTAL	100%

5. Evaluating Performance

5.1 The performance plan sets out

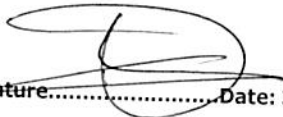
- a) the standards and procedures for evaluating the employee's performance; and
- b) the intervals for the evaluation of the employee's performance.

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

5.3 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.

5.4 The annual performance appraisal must involve:

- a) Assessment of the achievement of results as outlined in the performance plan:
 - i. 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.
 - ii. An indicative rating on the five-point scale should be provided for each KPA.
 - iii. The applicable assessment rating calculator must then be used to add the scores and calculate a final KPA score.

Employee Signature:  Date: 30th September 2025

Employer Signature:  date: 30th September 2025

PERFORMANCE AGREEMENT 2025/2026

b) Assessment of the CCRs:

- i. Each CCR should be assessed according to the extent to which the specified standards have been met.
- ii. An indicative rating on the five-point scale should be provided for each CCR.
- iii. This rating should be multiplied by the weighting given to each CCR during the contracting process to provide a score.
- iv. The applicable assessment-rating calculator must then be used to add the scores and calculate a final CCR score.

c) Overall rating:

- i. An overall rating is calculated by using the applicable assessment rating calculator. Such an overall rating represents the outcome of the performance appraisal.
- ii. The assessment of the performance of the employee will be based on the following rating scale for KPA's and CCR's:

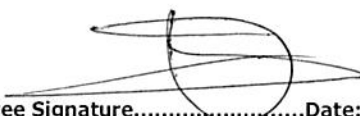
Level	Terminology	Description	Rating				
			1	2	3	4	5
5	Outstanding performance	Performance far exceeds the standard expected of an employee at this level. The appraisal indicates that the Employee has achieved above fully effective results against all performance criteria and indicators as specified in the PA and Performance plan and maintained this in all areas of responsibility throughout the year.					
4	Performance	Performance is significantly higher than the standard expected in the job. The appraisal indicates that the					

Employee Signature: Date: 30th September 2025 Employer Signature: date: 30th September 2025

PERFORMANCE AGREEMENT 2025/2026

	significantly above expectation	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	Performance 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 Performance Agreement 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.	

- d) For purposes of evaluating the annual performance of managers directly accountable to the municipal managers, an evaluation panel constituted of the following persons must be established
- Municipal Manager;


 Employee Signature.....Date: 30th September 2025
 
 Employer Signature: date: 30th September 2025

PERFORMANCE AGREEMENT 2025/2026

- ii. Chairperson of the performance audit committee or the audit committee in the absence of a performance audit committee;
 - iii. Member of the mayoral or executive committee, or in respect of a plenary type municipality, another member of council; and
 - iv. Municipal manager from another municipality.
- e) The manager responsible for human resources of the municipality must provide secretariat services to the evaluation panels referred to in sub-regulations (d) and (e).

6. Schedule for Performance Reviews

- 6.1 The performance of the employee in relation to his or her performance agreement must be reviewed on the following dates, with the understanding that reviews in the first and third quarter may be verbal if performance is satisfactory:

Quarter 1: July – September 2025 [no later than 2nd Week of October 2025]

Quarter 2: October – December 2025 [no later than 2nd Week January 2026]

Quarter 3: January – March 2026 [no later than 2nd Week of April 2026]

Quarter 4: April – June 2026 and Annual Review [no later than 2nd Week July 2026]

- 6.2 The employer must keep a record of the mid-year review and annual assessment meetings.

- 6.3 Performance feedback must be based on the employer's assessment of the employee's performance.

Employee Signature: Date: 30th September 2025 Employer Signature: date: 30th September 2025

PERFORMANCE AGREEMENT 2025/2026

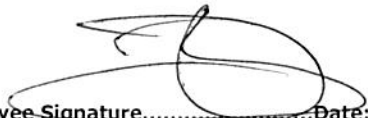
- 6.4 The employer will be entitled to review and make reasonable changes to the provisions of the performance plan from time to time for operational reasons, on agreement between both parties.
- 6.5 The employer may amend the provisions of the performance plan whenever the performance management system is adopted, implemented, and/or amended, as the case may be, on agreement between both parties.

7. Developmental Requirements

- 7.1 A personal development plan (PDP) for addressing developmental gaps must form part of the performance agreement.

8. Obligations of the Employer

- 8.1 The Employer must:
- a) create an enabling environment to facilitate effective performance by the employee;
 - b) provide access to skills development and capacity building opportunities;
 - c) work collaboratively with the employee to solve problems and generate solutions to common problems that may impact the performance of the employee;
 - d) on the request of the employee, delegate such powers reasonably required by the employee to enable him or her to meet the performance objectives and targets established in terms of the agreement; and
 - e) make available to the employee such resources as the employee may reasonably require from time to time to assist him or her to meet the performance objectives and targets established in terms of the agreement.

Employee Signature:  Date: 30th September 2025

Employer Signature:  date: 30th

September 2025

PERFORMANCE AGREEMENT 2025/2026

9. Consultation

- 9.1 The employer agrees to consult the employee timeously where the exercise of the powers will have, amongst others,
- a) a direct effect on the performance of any of the employee's functions;
 - b) commit the employee to implement or to give effect to a decision made by the employer; and
 - c) a substantial financial effect on the employer.
- 9.2 The employer agrees to inform the employee of the outcome of any decisions taken pursuant to the exercise of powers contemplated in Local Government: Municipal Performance Regulations for Municipal Managers and Managers Directly Accountable to Municipal Managers, 2006, sub-regulation 31 (1) as soon as is practicable to enable the employee to take any necessary action without delay.

10. Management of Evaluation Outcomes

- 10.1 The evaluation of the employee's performance will form the basis for rewarding outstanding performance or correcting unacceptable performance.
- 10.2 A performance bonus ranging from 5% to 14% of the all-inclusive remuneration package may be paid to an employee in recognition of outstanding performance. In determining the performance bonus, the relevant percentage is based on the overall rating, calculated by using the applicable assessment-rating calculator, provided that:
- a) A score of 130% to 149% is awarded a performance bonus ranging from 5% to 9%; and

Employee Signature:  Date: 30th September 2025 Employer Signature:  date: 30th September 2025

- b) A score of 150% and above is awarded a performance bonus ranging from 10% to 14%.

10.3 In the case of unacceptable performance, the employer shall:

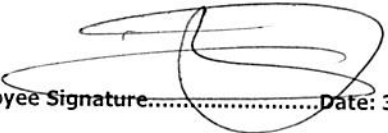
- a) provide systematic remedial or developmental support to assist the employee to improve his or her performance; and
- b) after appropriate performance counselling and having provided the necessary guidance and/or support and a reasonable time for performance improvement, and performance does not improve, the employer may consider steps to terminate the contract of employment of the employee on grounds of unfitness or incapacity to carry out his or her duties.

11. Dispute Resolution

11.1 Any disputes about the nature of the employee's performance agreement, whether it relates to key responsibilities, priorities, methods of assessment, and/ or salary increment in the agreement, must be mediated by:

- a) In the case of the municipal manager, the MEC for local government in the province, within thirty (30) days of receipt of a formal dispute from the employee, or any other person designated by the MEC; and
- b) In the case of managers directly accountable to the municipal manager, the mayor, within thirty (30) days of receipt of a formal dispute from the employee, whose decision shall be final and binding on both parties.

11.2 Any disputes about the outcome of the employee's performance evaluation must be mediated by:

Employee Signature:  Date: 30th September 2025
Employer Signature:  date: 30th September 2025

- a) In the case of the municipal manager, the MEC for local government in the province, within thirty (30) days of receipt of a formal dispute from the employee, or any other person designated by the MEC; and
- b) In the case of managers directly accountable to the municipal manager, a member of the municipal council, provided that such member was not part of the evaluation panel provided for in Local Government: Municipal Performance Regulations for Municipal Managers and Managers Directly Accountable to Municipal Managers, 2006 sub-regulation 27(4) (e), within thirty (30) days of receipt of a formal dispute from the employee; whose decision shall be final and binding on both parties.

12. General

- 12.1 The contents of the performance agreement must be made available to the public by the employer in accordance with the Municipal Finance Management Act, 2003, and Section 46 of the Municipal Systems Act, 2000.
- 12.2 Nothing in this agreement diminishes the obligations, duties, or accountabilities of the employee in terms of his or her employment contract, or the effects of existing or new regulations, circulars, policies, directives, or other instruments.
- 12.3 The performance assessment results of the municipal manager must be submitted to the MEC responsible for local government in the relevant province, as well as the national minister responsible for local government, within fourteen (14) days after the conclusion of the assessment.

Thus, **done** and **signed** at CHRISTIAN on this the 30 day of SEP, 2025

1. K.S. LEBESKAMP

Employee Signature: [Signature] Date: 30th September 2025 Employer Signature: [Signature] date: 30th September 2025

PERFORMANCE AGREEMENT 2025/2026

PART B

PERFORMANCE PLAN 2025/2026

Entered into by and between

Mr. Kopano Jeffrey Leseisane

In his capacity as Director Corporate Services

And

Ms. Zingisa Khuthala Kgatlha

In her capacity as Municipal Manager

1. Purpose

The performance plan defines the Council's expectations of the Manager'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 as reviewed annually.

2. Key responsibilities

The following objects of local government will inform the Acting Municipal Manager's performance against set performance indicators:

2.1 Provide democratic and accountable government for local communities.

Employee Signature: Date: 30th September 2025 Employer Signature: date: 30th September 2025

PERFORMANCE AGREEMENT 2025/2026

- 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 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 Basic Services and Infrastructure Development.
- 3.2 Municipal Transformation and Organisational Development.
- 3.3 Local Economic Development (LED).
- 3.4 Municipal Financial Viability and Management.
- 3.5 Good Governance and Public Participation.
- 3.6 Spatial Rationale.

Employee Signature:  Date: 30th September 2025 Employer Signature:  date: 30th September 2025

PERFORMANCE AGREEMENT 2025/2026

Table 1: KEY PERFORMANCE AREA 4: INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION

IDP Objective	Key Performance Indicator	Indicator Definition	Baseline	Budget	Annual Target	Quarterly Target				POE
						1 st	2 nd	3 rd	4 th	
To provide the necessary strategic support for the implementation of the SDBIP	Number of posts filled as per the approved funded structure	Filling of 10 critical posts that are provided for in the Organisational Structure in line with requests by various Directorates and allocated funds in the budget.	10 Posts filled	Opex	10 posts filled as per the approved funded structure by the end of June 2026	3 employees will be employed in accordance with the Employment Equity Plan by the end of September 2025	3 employees will be employed in accordance with the Employment Equity Plan by the end of December 2025	2 employees will be employed in accordance with the Employment Equity Plan by the end of March 2026	2 Employees will be employed in accordance with the Employment Equity Plan by the end of June 2026	Adverts, Interview Reports and Appointment Letters
	KPI.34 CP.S									
	Number of employees employed in accordance with the	In terms of the Employment Equity Plan, target groups include disabled individuals and	8 Employees employed according to EEP.	Opex	8 employees will be employed in accordance with the Employment Equity Plan by	2 employees will be employed in accordance with the Employment Equity Plan	2 employees will be employed in accordance with the	2 employees will be employed in accordance with the	2 employees will be employed in accordance with the	Recruitment & Selection Report/Human Resource Report

Employee Signature..... Date: 30th September 2025 Employer Signature: date: 30th September 2025

PERFORMANCE AGREEMENT 2025/2026

Employment Equity Plan	women. These groups should be considered during the recruitment and selection process.			the end of June 2026	by the end of September 2025	Employment Equity Plan by the end of December 2025	Employment Equity Plan by the end of March 2026	Employment Equity Plan by the end of June 2026	
KPI.35 CP.S									
Number of officials capacitated in terms of the workplace Skills Plan	Officials of the municipality are to be capacitated with skills as provided for in the WSP	10 officials trained during the 2025/26 Financial year.	Opex	10 Officials capacitated in terms of the WSP by the end of June 2026	2 Officials capacitated in terms of the WSP by the end of September 2025	3 Officials capacitated in terms of the WSP by the end of December 2025	2 Officials capacitated in terms of the WSP by the end of March 2026	3 Officials capacitated in terms of the WSP by the end of June 2026	Attendance Registers; Training Report
KPI.36 CP.S									
Number of councillors trained	Councillors capacitated in line with the skills provided for in the WSP	7 Councillors Trained in 2025/26	Opex	7 Councillors trained by the end of June 2026	N/A	7 Councillors trained by the end of December 2025	N/A	N/A	Attendance Registers & Training Reports
KPI.37 CP.S									
Number of learnership	Unemployed youth and employees enrolled in the	113 learners enrolled on Learner ship opportunity	Funded by	20 learnership opportunities created by the	5 learnership opportunities created by	5 learnership opportunities created	5 learnership opportunities created	5 learnership opportunities created	Advertisement, Appointment letters (Service provider &

Employee Signature: Date: 30th September 2025 Employer Signature: date: 30th September 2025

PERFORMANCE AGREEMENT 2025/2026

opportunities created	learnerships in line with the WSP	s created in 2025/26	LGSET A	end of June 2026	the end of September 2025	by the end of December 2025	by the end of March 2026	by the end of June 2026	Learners/Training Report.
KPI.38 CP.S									
Number of reports on the workplace skills plan submitted to the LGSETA	A plan for skills development will be developed in consultation with employees and organised labour.	WSP was approved and submitted to LGSETA before the end of April 2026	Opex	1 report on the workplace skills plan submitted to LGSETA by October 2025	N/A	N/A	N/A	1 report on the workplace skills plan submitted to LGSETA by June 2026	Approved WSP, Skill Audit Report
KPI.39 CP.S									
Number of Local Labour Forum meetings held	LLF meetings to be held in line with the agreed meeting schedule.	4 Local Labour Forum meetings held.	Opex	4 Local Labour Forum Meetings held in June 2026	1 Local Labour Forum Meeting held by the end of September 2025	1 Local Labour Forum Meeting held by the end of December 2025	1 Local Labour Forum Meeting held by the end of March 2026	1 Local Labour Forum Meeting held by the end of June 2026	Notice/Minutes/Attendance Register.
KPI.40 CP.S									



Employee Signature: Date: 30th September 2025 Employer Signature: date: 30th September 2025

PERFORMANCE AGREEMENT 2025/2026

Number of reports on the implementation of the Occupational Health and Safety policy KPI.41 C.P.S	Compliance with OHS ACT	2 reports submitted on the implementation of OHS.	Opex	4 Reports submitted to the council on disciplinary cases by the end of June 2026	1 Report submitted to the council on disciplinary cases by the end of September 2025	1 Report submitted to the council on disciplinary cases by the end of December 2025	1 Report submitted to the council on disciplinary cases by the end of March 2026	1 Report submitted to the council on disciplinary cases by the end of June 2026	OHS Reports, Attendance Register
	Compilation of Labour Reports every quarter.	4 Reports Submitted on Labour cases referred.	Opex	4 Disciplinary Reports submitted by the end of June 2026	1 Report	1 Report	1 Report	1 Report	Quarterly Disciplinary Case Report
Number of reports on disciplinary cases KPI.42 C.P.S									

Table 2: KEY PERFORMANCE AREA 5: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

Employee Signature: Date: 30th September 2025 Employer Signature: date: 30th September 2025

PERFORMANCE AGREEMENT 2025/2026

IDP Objective	Key Performance Indicator	Indicator Definition	Baseline	Budget	Annual Target	Quarterly Target				POE
						1 st	2 nd	3 rd	4 th	
To ensure good governance	% of council resolutions register updated KPI.43 CP.S	To coordinate the updating of the Council Resolution Register	4 matrix Resolution Register Developed	Opex	100% Implementation of Council resolutions by the end of June 2026	100% implementation of Council resolutions passed in the first quarter by the end of September 2025.	100% implementation of Council resolutions passed in the second quarter by the end of December 2025	100% implementation of Council resolutions passed in the third quarter by the end of March 2026	100% implementation of Council resolutions passed in the fourth quarter by the end of June 2026	100% Update the Resolution Register
	Number of section 79 and 80 committee meetings held. KPI.44 CP.S	Provide support to the Council and its committees	Schedule of Portfolio Committee sittings developed	Opex	4 Section 79 and 80 committee meetings held by the end of June 2026	1 Section 79 and 80 committee meetings held by the end of September 2025	1 Section 79 and 80 committee meetings held by the end of December 2025	1 Section 79 and 80 committee meetings held by the end of March 2026	1 Section 79 and 80 committee meetings held by the end of June 2026	Minutes/Attendance Registers/Minutes
	Information and Communication Technology Governance policy implemented KPI.45	The ICT Governance Policy must be developed and submitted to Council for approval and must be in line with the Provincial framework.	The ICT Governance Policy has been developed	Opex	Implementation of the ITC Governance policy by 30 June 2026	N/A	N/A	N/A	1 Information and Communication Technology Governance policy reviewed and adopted by 30 June 2026	Report

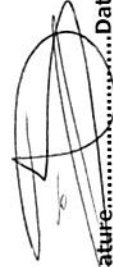
Employee Signature: Date: 30th September 2025
 Employee Signature: Date: 30th September 2025

PERFORMANCE AGREEMENT 2025/2026

	CP.S									
	Number of Newsletters produced KPI.46 CP.S	Newsletters are produced to be distributed to members of the community	New KPI	Opex	2 Newsletters produced by the end of June 2026	Collation of the information to be published by the end of March 2026.	1 Electronic Newsletters produced by the end of December 2025.	Collation of the information to be published by the end of March 2026.	1 Electronic Newsletters produced by the end of June 2026.	Copy of Newsletters

Table 3: KEY PERFORMANCE AREA 6: SPATIAL RATIONALE

IDP Objective	Key Performance Indicator	Indicator Definition	Baseline	Budget	Annual Target	Quarterly Target				POE
						1 st	2 nd	3 rd	4 th	
Information and Communication Technology Governance policy to be developed KPI.62 CP.S M.O	The alignment of the ITC Governance Policies	No ICT Governance Policy developed	Opex	Implementation of the ITC Governance policy by 30 June 2026	N/A	N/A	N/A	N/A	1 Information and Communication Technology Governance policy reviewed and adopted by 30 June 2026	Resolution on the reviewed Policy



Employee Signature: Date: 30th September 2025 Employer Signature: date: 30th September 2025

PERFORMANCE AGREEMENT 2025/2026

Number of Newsletters produced KPI.63 CP.S	The generation of a newsletter reflecting all activities in the Municipalities	New	Opex	2 Newsletters produced by the end of June 2026	Collation of the information to be published by the end of March 2026.	1 Electronic Newsletters produced by the end of December 2025.	Collation of the information to publish by the end of March 2026.	1 Electronic Newsletters produced by the end of June 2026.	Copy Of News Letter
Number of HR Policies reviewed KPI.64 CP.S	Review to align with current legislation	5 HR Policies to be reviewed	Opex	5 HR Policies to be reviewed by the end of March 2026	N/A	N/A	N/A	5 HR Policies to be reviewed and gazetted by the end of June 2026.	Copies of reviewed and gazetted by-laws



Employee Signature.....Date: 30th September 2025 Employer Signature: date: 30th September 2025

PERFORMANCE AGREEMENT 2025/2026

Director: Corporate Services

Kopano Jeffrey Leseisane



Signature: _____
Date: 30/09/25

Municipal Manager:

Ms. Z K Kgatlha

Signature: _____


Date: 30/09/2025

Employee Signature.....Date: 30th September 2025 Employer Signature: date: 30th September 2025

PERFORMANCE AGREEMENT 2025/2026