

# PERFORMANCE AGREEMENT MADE AND ENTERED INTO BY AND BETWEEN:

NGQUSHWA LOCAL MUNICIPALITY
AS REPRESENTED BY

MR.NDODA MGENGO MUNICIPAL MANAGER

AND

MS THEODORA BETHA

DIRECTOR: INFRASTRUCTURE & TECHNICAL SERVICES

THE EMPLOYEE OF THE MUNICIPALITY
FOR THE FINANCIAL YEAR:
01 JULY 2025 – 30 JUNE 2026

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# **ENTERED INTO BY AND BETWEEN:**

The Ngqushwa Municipality herein represented by MR. NDODA MGENGO in her capacity as the Municipal Manager (hereinafter referred to as the Employer)

and

MS THEODORA BETHA; the Director of Infrastructure and Technical Services of the Municipality (hereinafter referred to as the Employee).

## WHEREBY IT IS AGREED AS FOLLOWS:

## 1. INTRODUCTION

- 1.1 The Employer has entered into a contract of employment with the Employee in terms of section 57(1)(a) of the Local Government: Municipal Systems Act 32 of 2000 ("the Systems Act"). The Employer and the Employee are hereinafter referred to as "the Parties".
- 1.2 Section 57(1)(b) of the Systems Act, read with the Contract of Employment concluded between the parties, requires to conclude an annual Performance Agreement.
- 1.3 The parties wish to ensure that they are clear about the goals to be achieved and secure the commitment of the Employee to a set of outcomes that will secure local government policy goals.
- 1.4 The parties wish to ensure that there is compliance with Sections 57(4) and 57(5) of the Systems Act.

# 2. PURPOSE OF THIS AGREEMENT

The purpose of this Agreement is to -

- 2.1 comply with the provisions of Section 57(1)(b), (4B) and (5) of the Act as well as the employment contract entered into by between the parties;
- 2.2 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;
- 2.3 specify accountability as set out in a performance plan, which forms an annexure to the Performance Agreement:
- 2.4 monitor and measure performance against set targeted outputs;
- 2.5 use the Performance Agreement as the basis for assessing whether the employee has met the performance expectations applicable to his job;
- 2.6 in the event of outstanding performance, to appropriately reward the employee; and
- 2.7 gives effect to the employer's commitment to a performance-orientated relationship with its employee in attaining equitable and improved service delivery.

# 3. COMMENCEMENT AND DURATION

- 3.1 This Agreement will commence on **01 July 2025** and will remain in force until **30 June 2026** thereafter a new Performance Agreement; Performance Plan and Personal Development Plan shall be concluded between the parties for the next financial year or any portion thereof.
- 3.2 The parties will review the provisions of this Agreement in each quarter. The parties will conclude a new Performance Agreement and Performance Plan that replaces this Agreement at least once a year by no later than the beginning of each successive financial year.
- 3.3 This Agreement will terminate on the termination of the **Employee's** contract of employment for any reason.
- 3.4 The content of this Agreement may be revised at any time during the above-mentioned period to determine the applicability of the matters agreed upon.
- 3.5 If at any time during the validity of this Agreement, the work environment alters (whether as a result of government or council decisions or otherwise) to the extent that the contents of this Agreement are no longer appropriate, the contents shall immediately be revised.

## 4. PERFORMANCE OBJECTIVES

- 4.1 The performance Plan (Annexure A) sets out
  - 4.1.1 the performance objectives and targets that must be met by the **Employee**; and
  - 4.1.2 the time frames within which those performance objectives and targets must be met.
- 4.2 The performance objectives and targets reflected in Annexure A are set by the Employer in consultation with the Employee and based on the Integrated Development Plan, Service Delivery and Budget Implementation Plan (SDBIP), and the Budget of the Employer, and shall include; key performance indicators; target dates and weightings.
  - 4.2.1 The key objectives describe the main tasks that need to be done.
  - 4.2.2 The key performance indicators provide the details of the evidence that must be provided to show that a key objective has been achieved.
  - 4.2.3 The target dates describe the timeframe in which the work must be achieved.
  - 4.2.4 The weightings show the relative importance of the key objectives to each other.
- 4.3 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.

# 5. PERFORMANCE MANAGEMENT SYSTEM

- 5.1 The Employee agrees to participate in the performance management system that the Employer adopts or introduces for the Employer, management and municipal staff of the Employer.
- 5.2 The Employee accepts that the purpose of the performance management system will be to provide a comprehensive system with specific performance standards to assist the Employer, management and municipal staff to perform to the standards required.

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- 5.3 The Employer will consult the Employee about the specific performance standards that will be included in the performance management system as applicable to the Employee.
- 5.4 The Employee undertakes to actively focus towards the promotion and implementation of the KPAs (including special projects relevant to the employee's responsibilities) within the local government framework.
- 5.5 The criteria upon which the performance of the Employee shall be assessed shall consist of two components, both of which shall be contained in the Performance Agreement.
  - 5.5.1 The Employee will 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.
  - 5.5.2 Each area of assessment will be weighted and will contribute a specific part to the total score.
  - 5.5.3 KPAs covering the main areas of work will account for 80% and CCRs will account for 20% of the final assessment.
- 5.6 The Employee's assessment will be based on his performance in terms of the outputs/outcomes (performance indicators) identified as per the attached Performance Plan (Annexure A), which are linked to the KPA's, and will constitute 80% of the overall assessment result as per the weightings below agreed to between the Employer and the Employee:

Key Performance Areas (KPA's)	Weighting
Quality Basic Services and Infrastructure Development	65%
Institutional Development and Design	2%
Local Economic Development (LED) and Spatial Development	5%
Financial Viability and Management	8%
Good Governance and Public Participation	20%
Total	100%

- 5.7 Key performance areas related to the functional area of the Employee will be subject to negotiation between the Employer and the Employee.
- 5.8 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 will be selected ( $\sqrt{}$ ) from the list below as agreed to between Employer and Employee. Three of the CCRs are compulsory for Managers directly accountable to Municipal Managers:

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Core Co (CCR)	ompetency Requirements for Managers	Indicate Choice: Select Yes/No	Weight
	Core Managerial Competencies		
CCR1	Strategic Capability and Leadership	Yes	15%
CCR2	Programme and Project Management	Yes	25%
CCR3	Financial Management	Compulsory	
CCR4	Service Delivery Innovation	Yes	10%
CCR5	People Management and Empowerment	Compulsory	
CCR6	Client Orientation and Customer Focus	Compulsory	
CCR7	Communication	Yes	7%
CCR8	Risk Management	Yes	10%
CCR 9	Audit Action Plan	Yes	10%
	Core Occupational Competencies		
CCR10	Interpretation of and implementation within the legislative and national policy framework	Yes	5%
CCR11	Knowledge of developmental local	Yes	8%
CCR12	government	100	0 /0
	Knowledge of Performance Management and Reporting.	Yes	10%
Total CCF	R Score		100%

# 6. EVALUATING PERFORMANCE

- 6.1 The Municipality's Performance Management Framework sets out-
  - 6.1.1 the standards and procedures for evaluating the Employee's performance; and
  - 6.1.2 the intervals for the evaluation of the Employee's performance
- 6.2 Despite the establishment of agreed intervals for evaluation, the Employer may in addition review the Employee's performance at any stage while the contract of employment remains in force
- 6.3 Personal growth and development needs identified during any performance review discussion will be documented in a Personal Development Plan as well as the actions agreed to and implementation will take place within set time frames.
- 6.4 The Employee's performance will be measured in terms of contributions to the goals and strategies set out in the Employer's IDP

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# 6.5 The annual performance appraisal will involve:

#### 6.5.1 Assessment of the achievement of results as outlined in the performance plan:

- a) Each KPA will 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 have had to be performed under the KPA.
- b) An indicative rating on the five-point scale will be provided for each KPA.
- The applicable assessment rating calculator (refer to paragraph 6.5.3 below) will be used to add the scores and calculate a final KPA score.

#### 6.5.2 Assessment of the CCRs

- a) Each CCR will be assessed according to the extent to which the specified standards have been met.
- b) An indicative rating on the five-point scale will be provided for each CCR.
- c) This rating will be multiplied by the weighting given to each CCR during the contracting process, to provide a score.
- d) The applicable assessment rating calculator (refer to paragraph 6.5.1) will be used to add the scores and calculate a final CCR score.

#### 6.5.3 Overall rating

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

6.6 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 specified in the PA and Performance Plan and maintained this in all areas of responsibility throughout the year.	
4	Performance significantly above expectations	Performance is significantly higher than the standards expected in the job. The appraisal indicates that the Employee has achieved above fully effective results against more than half of the performance criteria and indicators and fully achieved all others throughout the year.	
3	Fully Effective	Performance fully meets the standards expected in all areas of the job. The appraisal indicates that the Employee has fully achieved results against all significant performance criteria and indicators as specified in the PA and Performance Plan.	

2	Not fully effective	Performance is below the standard required for the job in key areas. Performance meets some of the standards expected of the job. The review/assessment indicates that the employee has achieved below fully effective results against more than half the key performance criteria and indicators as specified in the PA and Performance Plan.	
1	Unacceptable performance	Performance does not meet the standard expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against almost all of the performance criteria and indicators as specified in the PA and Performance Plan. The employee has failed to demonstrate the commitment or ability to bring performance up to the level expected in the job despite management efforts to encourage improvement.	

- 6.7 For purposes of evaluating the annual performance of the Employee, an evaluation panel constituted of the following persons shall be established -
  - 6.7.1 Municipal Manager;
  - 6.7.2 Chairperson of the Performance Audit Committee or the Audit Committee in the absence of a Performance Audit Committee
  - 6.7.3 Member of the Mayoral Committee or in respect of a plenary type municipality, another member of the Council; and
  - 6.7.4 Municipal Manager from another municipality.
- 6.8 The manager responsible for the Performance Management System of the municipality shall provide secretariat services to the evaluation panels referred to in sub-regulations (d) and (e).

# 7. SCHEDULE FOR PERFORMANCE REVIEWS

7.1 The performance of each Employee in relation to his Performance Agreement shall be reviewed on the following dates with the understanding that reviews in the first and third quarter may be verbal if performance is satisfactory:

First quarter July - September 2025 Second quarter October - December 2025 Third quarter January - March 2026 Fourth quarter April - June 2026

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

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# 8. DEVELOPMENTAL REQUIREMENTS

The Personal Development Plan (PDP) for addressing developmental gaps is attached as Annexure B.

## 9. OBLIGATIONS OF THE EMPLOYER

- 9.1 The Employer shall -
  - 9.1.1 create an enabling environment to facilitate effective performance by the Employee;
  - 9.1.2 provide access to skills development and capacity building opportunities;
  - 9.1.3 work collaboratively with the Employee to solve problems and generate solutions to common problems that may impact the performance of the Employee;
  - on the request of the Employee delegate such powers reasonably required by the 9.1.4 Employee to enable him to meet the performance objectives and targets established in terms of this Agreement; and
  - 9.1.5 make available to the Employee such resources as the Employee may reasonably require from time to time to assist him in meeting the performance objectives and targets established in terms of this Agreement.

## 10. CONSULTATION

- 10.1 The Employer agrees to consult the Employee timeously where the exercising of the powers will have amongst others-
  - 10.1.1 a direct effect on the performance of any of the Employee's functions;
  - 10.1.2 commitment of the Employee to implement or to give effect to a decision made by the Employer; and
  - 10.1.3 a substantial financial effect on the Employer.
- The Employer agrees to inform the Employee of the outcome of any decisions taken pursuant to the exercise of powers contemplated in 10.1 as soon as is practicable to enable the Employee to take any necessary action without delay.

# 11. MANAGEMENT OF EVALUATION OUTCOMES

- 11.1 The evaluation of the Employee's performance will form the basis for rewarding outstanding performance or correcting unacceptable performance.
- 11.2 A performance bonus of between 1% to 14% of the all-inclusive annual remuneration package may be paid to the Employee in recognition of outstanding performance to be constituted as follows:
  - 11.2.1 a score of 101% 129% is awarded a performance bonus ranging from 1% to 5%; and
  - 11.2.2 a score of 130% to 149% is awarded a performance bonus ranging from 5% to 9%;
  - 11.2.3 a score of 150% and above is awarded a performance bonus ranging from 10% to 14%.

- 11.3 In the case of unacceptable performance, the Employer shall
  - 11.3.1 provide systematic remedial or developmental support to assist the **Employee** to improve his performance; and
  - 11.3.2 after appropriate performance counselling and having provided the necessary guidance and/ or support as well as reasonable time for improvement in performance, the **Employer** may consider steps to terminate the contract of employment of the **Employee** on grounds of unfitness or incapacity to carry out his duties.

## 12. DISPUTE RESOLUTION

- 12.1 Any dispute 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 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.
- 12.2 Any dispute about the outcome of the **Employee's** performance evaluation, must be mediated by a member of the Municipal Council, provided that such member was not part of the evaluation panel provided for in 6.8, within thirty (30) days of receipt of a formal dispute from the **Employee**, whose decision shall be final and binding on both parties.

## 13. GENERAL

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

Thus done and signed at Ngqushwa Local Municipality on this .......day of June 2025 AS WITNESSES:

**EMPLOYEE** 

**AS WITNESSES:** 

MUNICIPAL MANAGER

ANNEXURE B: PERFORMANCE DEVELOPMENT PLAN (PDP)

NGQUSHWA LOCAL MUNICIPALITY - PERFORMANCE AGREEMENT ANNEXURE B

PERSONAL DEVELOPMENT PLAN 2025/26

**FULL NAMES** 

: MS THEODORA BETHA

**EMPLOYEE NUMBER** 

: 971463

**POSITION** 

: DIRECTOR OF INFRASTRUCTURE & TECHNICAL SERVICES

KPA

: QUALITY BASIC SERVICES AND INFRASTRUCTURE DEVELOPMENT

SUPERVISOR'S NAME

: MR NDODA MGENGO

JOB PURPOSE

: MANAGE QUALITY SERVICES AND INFRASTRUCTURE DEVELOPMENT

Table 1: Areas of Development and Formal Training

		ONILLO PERPORIMANOE GAIP	OU I COMIE EXPECTED	AND / OR DEVELOPMENT ACTIVITY	TIMEFRAME	PERSON
		Labour Law Compliance	<ul> <li>Understanding of full compliance with municipal and national labour laws.</li> </ul>	<ul> <li>Labour Law &amp; Compliance Training</li> </ul>	2025/26 Financial Year	Municipal
N.	2.	Leadership & Management / Leadership & Decision-Making	<ul> <li>Enhance skills and performance.</li> <li>Strengthen leadership abilities and strategic thinking for municipal technical decisionmaking.</li> </ul>	<ul> <li>Executive Leadership         Training &amp; Mentorship         Program     </li> </ul>	2025/26 Financial Year	Municipal Manager
Ym, 5	က်	Inadequate Public-Private Partnership (PPP) Knowledge	<ul> <li>Provided with skills in attracting investments and managing collaborations for infrastructure projects.</li> </ul>	<ul> <li>Public-Private Partnership (PPP)</li> </ul>	2025/26 Financial Year	Municipal Manager



Table 2: Other

You may attend an awareness session, seminar, conference, understudy, or on-the-job training within the year that will seek to address any of the areas of development or personal development needs.

QUARTER TARGETED / PERIOD / TIMEFRAME	oments and 2025/26 Financial Year sering. The (Quarter 2) knowledge, on forward-sy engaging ontribute to hancing the e municipal
OBJECTIVE OF DEVELOPMENT	■ To share and gain insights into the latest developments and 2025/26 Financial Year ongoing challenges in the field of municipal engineering. The conference will serve as a platform to exchange knowledge, explore cutting-edge innovations, and collaborate on forward-thinking solutions to address municipal challenges. By engaging with industry peers and thought leaders, I aim to contribute to shaping the future of infrastructure development and enhancing the quality and sustainability of service delivery within the municipal sector.
NAME OF SESSION, SEMINAR, CONFERENCE	IMESA Conference
#	<del></del>

engaged in to achieve objective/s for development. We also understand that due to the operational requirements and budget constraints of the Municipality (Department/division/unit), it may not be possible to undertake the training and development stated with the type of intervention We, (Employee) and (Supervisor) agree that the above-mentioned areas for development and the type of intervention suggested would be stated and/or within the quarter of the year as stated. There is also an understanding between us that areas of development could be identified throughout the year and that this may change the order of priority and type of intervention as stated in the plan.

Signature: (Employee)

Supervisor's Signature:

ANNEXURE A : PERFORMANCE PLAN

					К	PA 2: BASIC SERVICES A	ND INFRASTRUCTURE DEVE	LOPMENT						
Strategy	Objective	Key Performance Indicator	Annual Target	Budget	Baseline	Quarter 1 Targets	Quarter 1 Evidence Required	Quarter 2 Targets	Quarter 2 Evidence Required	Quarter 3 Targets	Quarter 3 Evidence Required	Quarter 4 Targets	Quarter 4 Evidence Required	KPI NO
To provide access to quality infrastructure and sustainable basic services to the communities within available resources.	To ensure sound financial administration of all infrastructure grants, effectively manage the planning, implementation and monitoring of infrastructure projects in compliance with all applicable quality standards by 2026		100% Completed on construction of Peddie Extension Sports Field - Phase 2 by 30 June 2026	R 10,000,000.00	New indicator	1. Appointment of contractor for construction of 100%Peddie Extension Sports Field(Phase 2) 2. 20% Progress Completed on construction of Peddie Extension Sports Field - Phase 2 by 30 September 2025.	Contractor Appointment Letter.     Signed Progress Report indicating 20% progress on construction of Peddie Extension Sports Field - Phase 2.     Latest Progress Meeting Minutes with Attendance Register.	Completed on Upgrade of New Peddie Extension Sports Field - Phase 2 to complement 55% construction by 31 December 2025.	indicating 55% Progress o construction of Peddie	Extension Sports Field - Phase 2 to complement 80% construction by 31	Signed Progress Report indicating 80% Progress on construction of Peddie Extension Sports Field- Phase 2     Latest Progress Meeting Minutes with Attendance Register.	20% Progress Completed on construction of Peddie Extension Sports Field - Phase 2 by to complement 100% construction 30 June 2026.		QBSD 1
		7) by 30 June 2026	12,5 % Completed on Construction (Block Paving) of 1 Kilometer of Internal Streets at Glenmore (Phase 1) to Complement 100% by 30 June 2026	R 4,670,478.80	Surfacing (Block Paving) of 87,5% of 1km of Internal Streets at Glenmore (Phase 1) in 2023/24	Glenmore Internal Street		on Construction (Block Paving) of 1 Kilometer of Internal Streets at Glenmore (Phase 1) to	Paving) Progress of 1 kilometer Internal Streets	t 4% Progress Completed on Construction (Block Paving) of 1 Kilometer of Internal Streets at Glenmore (Phase 1) to complement 96% by 31 March 2026	1. Signed progress report indicating 96% construction(Block Paving) progress of 1 kilometer Peddie Extension sports field Phase 1 2. Progress meeting minutes with attendance register	Paving) of 1 Kilometer of Internal Streets at Glenmore (Phase 1) to complement 100%		1
			Construction (Block Paving) of 530m of Internal Streets	R 4,670,478.80	Streets at Glenmore	11% Progress Completed on Construction (Block Paving) of 530m Kilometer of Internal Streets at Glenmore (Phase 2) to complement 55% by 30 September 2025		Completed on Construction (Block Paving) of 530m of Internat Streets at Glenmore (Phase 2) to complement 70% by 31	Signed Progress Repor indicating 70% Construction (Block Paving) Progress of Internal Streets at Glenmore (Phase 2) 2. Progress Meeting Minutes with Attendance Register	10% Progress Completed on Construction (Block Paving) of 530m of Internal Streets at Glenmore (Phase 2) to complement 80% by 31 March 2026	Report indicating 80%	Paving) of 530m of Internal Streets at Glenmore (Phase 2) to complement 100%	Signed progress report indicating 100% construction progress on Surfacing (Paving) of Glenmore internal streets Phase 2     Completion Certificate	
		Number of reports on percentage of work done to complete the development of Landfill site feasibility study compiled by 30 June 2026.	Two(2) reports on percentage of work done to complete the development of Landfill site feasibility study compiled by 30 June 2026.		Four reports developed on landfill site feasibility study in 2024/25	No planned target for this quarter	quarter	Quarterly report compiled on the percentage of work done to compilete the development of Landfill site feasibility study by 30 December 2025	percentage on work done to complete the development of	No planned target for this quarter	No planned target for this quarter	Quarterly report compiled on the percentage of work done to complete the development of Landfill site feasibility study by 30 June 2026	Signed report indicating percentage on work done to complete the development of Landfill site feasibility study	
		Lights at Feni & Mgababa by 30 June 2026.	100% Completed on the Installation of Five (5) High Mast Lights at Feni (3) & Mgababa (2) Villages by 30 June 2026.		2024/25	& Mgababa Villages. 2. 30% Progress	Contractor Appointment Letter.     Signed Progress Report indicating 30% Installation of Five (5) High Mast Lights at Feni & Mgababa Villages.     Latest Progress Meeting Minutes with Attendance Register.	Completed on Installation of Five (5) High Mast Lights at Feni & Mgababa Villages to complement 60% by 31 December	Signed Progress Report indicating 60% Installation of Five (5) High Mast Lights at Feni & Mgababa Villages.     Latest Progress Meeting Minutes with Attendance Register.	complement 100% by 31	1. Signed Progress Report indicating 100% Installation of Five (5) High Mast Lights at Feni & Mgababa Villages. 2. Latest Progress Meeting Minutes with Attendance Register 3. Completion Certificate.	this quarter	No planned target for this quarter	QBSD 5
	-	Community Hall at Tuku-B	100% Completed on Construction of Community Hall Tuku-B Village (Ward 5) by 30 June 2026	R 3,445,523.21		Appointment of contractor for construction of Tuku B Community Hall     2.20% Progress Completed on Construction of Community Hall at Tuku-B Village (Ward 5) by 30 September 2025	Letter 2. Signed Progress Report indicating 20% Completion on Construction of Community Hall at Tuku-B Village (Ward 5) 3. One Progress Meeting	Community Hall at Tuku- B Village (Ward 5) to complement 50% by 31 December 2025	Signed Progress Report indicating 50% Completion on Construction of Community Hall at Tuku-B Village (Ward 5)     One Progress Meeting Minutes with Attendance Register	on Construction of Community Hall at Tuku-B Village (Ward 5) to complement 75% by 31 March 2026	Completion on Construction of Community Hall at Tuku- B Village (Ward 5) 2. One Progress	Completed on Construction of Community Hall at Tuku-B Village (Ward 5) to complement 100% by 30 June 2026	Signed Progress Report indicating 100% Completion on Construction of Community Half at Tuku-B: Village (Ward 5)     One Progress Meeting Minutes with Attendance Register     Completion Certificate	

	Percentage Completed on Construction of Community Hall at German Village (Ward 8) by 30 June 2026	Construction of Community Hall at German Village (Ward 8) by 30 June 2026		New indicator	Appointment of contractor for construction of German Village Community Hall 2. 20% Progress Completed on Construction of Community Hall at German Village (Ward 8 by 30 September 2025)	Contractor Appointment Letter     Signed Progress Report indicating 20% Completion on Construction of Community Hall at German Village (Ward 8)     One Progress Meeting) Minutes with Attendance Register	30% Progress Completed on Construction of Community Hall at German Village (Ward 8) to complement 50% by 31 December 2025	indicating 50% Completion on Construction of Community Hall at German Village (Ward 8)  2. One Progress Meeting Minutes with Attendance Register	Community Hall at German	Report indicating 75%	25% Progress Completed on Construction of Community Hall at German Village (Ward 8) to complement 100% by 30 June 2026	Signed Progress Report indicating 100% Completion on Construction of Community Hall at German Village (Ward 8) 2. One Progress Meeting Minutes with Attendance Register     Completion Certificate	QBSD 7
	Number of reports compiled indicating percentage attained on MIG/MIS Expenditure by 30 June 2026	Four reports compiled indicating 100% attained on MIG/MIS Expenditure by 30 June 2026		New Indicator	Compile quarterly report indicating 30% attained on MIG/MIS Expenditure by 30 September 2025	indicating 30% Expenditure	Compile quarterly report indicating 30% attained on MIG/MIS Expenditure to complement 60% by 31 December 2025	Signed Quarterly Report indicating 60% Expenditure on MiG and MIS	Compile Quarterly Report indicating 25% attained on MIG/MIS Expenditure to complement 85% by 31 March 2026	Signed Quarterly Repor indicating 85% Expenditure on MIG and MIS	t Compile Quarterly Report indicating 15% attained on MIG/MIS Expenditure to complement 100% by 30 June 2026		QBSD 8
	Percentage completed on construction of Municipal Offices by 30 June 2026	85% completed on construction of Municipal Offices to complement 100% construction by 30 June 2026	R6,100,000.00	15% Municipał Offices constructed in 2024/25	15% progress completed on construction of Municipal Offices to complement 30% construction by 30 September 2025	Signed progress report indicating 30% completion on construction of Municipal Offices	20% progress completed on construction of Municipal Offices to complement 50% construction by 31 December 2025	Signed progress report indicating 50% completion on construction of Municipal Offices	30% progress completed on construction of Municipal Offices to complement 80% construction by 31 March 2026	Signed progress report indicating 80% completion on construction of Municipal Offices	5% progress completed on construction of Municipal Offices to complement 85% construction by 30 June 2026	Signed progress report indicating 85% completion on construction of Municipal Offices     Completion certificate	QBSD 9
	Percentage Completed on Construction of 5km Internal Streets at Phole Village (Ward 4) by 30 June 2026	100% Completed on Construction of 5km Internal Streets at Phole Village (Ward 04) by 30 June 2026		New Indicator	Appointment of contractor for construction of 5km Internal Streets at Phole Village     2.25% Progress Completed on	indicating 25% Completion on Construction of 5km Internal Streets at Phole (Ward 4)	40% Progress Completed on Construction of 5km Internal Streets at Phole Village (Ward 4) to complement 65% by 31 December 2025	indicating 65% Completion on Construction of 5km Internal Streets at Phole Village (Ward 4) 2. Latest Progress Meeting Minutes with Attendance		Signed Progress Report indicating 100% Completion on Construction of 5km Internal Streets at Village (Ward 4)     Latest Progress	this quarter	No planned target for this quarter	QBSD 10
To ensure the effective management and proactive maintenance of the municipality's roads and stormwater network, aiming to provide durable, safe infrastructure that meets all applicable quality standards by 2026	Percentage of Kilometers Completed on Re- gravelling and Repairs of Stormwater Structures in Ward 10 (eSigingqini, Lower Qheto and Upper Qheto Villages) by 30 June 2026	100% of 7km Completed on Re-gravelling and Repairs of Stormwater Structures in Ward 10 (eSigingqini, Lower Qheto and Upper Qheto Vilfages) by 30 June 2026	R 5,547,636.36	New Indicator	Qheto Villages)	Re-gravelling and Repairs of Stormwater Structures in Ward 10 3. Latest Progress Meeting Minutes with Attendance	Stormwater Structures in Ward 10 (eSigingqini, Lower Qheto and Upper Qheto Villages) to	Signed Progress Report Indicating 40% Progress or Re-gravelling and Repairs of Stormwater Structures in Ward 10     Latest Progress Meeting Minutes with Attendance Register		Signed Progress Report indicating 70% Progress on Re- graveiling and Repairs of Stormwater Structures in Ward 10 2. Latest Progress Meeting Minutes with Attendance Register	30% Progress of 7km Completed on Re-gravelling and Repairs of Stormwater Structures in Ward 10 (eSigingqini, Lower Qheto and Upper Qheto villages) to complement 100% by 30 June 2026	Signed Progress Report Indicating 100% Progress on Re-gravelling and repairs of Stormwater Structures in Ward 10 2. Latest Progress meeting minutes with attendance register 3. Completion Certificate	QBSD 11
	Completed on Regravelling and Repairs of Stormwater Structures in Ward 11 (Prudhoe Village) by 30 June 2026	by 30 June 2026			stormwater structure in Ward 11 (Prudhoe Villages) 2.10% Progress of 4km Completed on Regravelling and Repairs of Stormwater Structures in Ward 11 (Prudhoe Village) by 30 September 2025	Letter 2. Signed Progress Report indicating 10% progress on Re-gravelling and Repairs of Stormwater Structures in Ward 11 3. Latest Progress Meeting Minutes with Attendance Register	Stomwater Structures in Ward 11 (Prudhoe Village) to complement 40% by 31 December 2025	of Stormwater Structures in Ward 11	Completed on Re- gravelling and Repairs of	of Stormwater	11 (Prudhoe Village) to complement 100%	3. Completion Certificate	QBSD 12
	Completed on Re- gravelling and Repairs to Stormwater Structures in Ward 12 (Wesley village) by 30 June 2026	by 30 June 2026			stormwater structure in Ward 12 (Wesley Villages) 2. 10% progress of 8km	of Stormwater Structures in Ward 12 3. Latest Progress Meeting Minutes with Attendance Register	completed on Re- gravelling and repairs to stormwater structures in Ward 12 (Wesley village) to complement 40% by 31 December	Re-gravelling and Repairs of Stormwater Structures in Ward 12 2. Latest Progress	completed on Re-gravelling and repairs to stommwater structures in Ward 12 (Wesley village) to complement 70% by 31 March 2026	Signed Progress Report indicating 70% progress on Re- gravelling and Repairs of Stormwater Structures in Ward 12     Latest Progress Meeting Minutes with Attendance Register	structures in Ward 12 (Wesley village)	Signed Progress Report indicating 100% progress on Re-graveilling and repairs of Stormwater Structures in Ward 12 2. Latest Progress meeting minutes with attendance register     Completion Certificate	QBSD 13
	Number of report compiled indicating percentage attained on MDRG expenditure by 30 June 2026	Four reports compiled indicating 100% attained on MDRG expenditure by 30 June 2026	R -			indicating 30% attained on transferred allocation of	indicating 30% attained on transferred allocation			Signed quarterly report indicating 85% attained on transferred allocation of MDRG Expenditure	report indicating 15%	Signed quarterly report indicating 100% attained on transferred allocation of MDRG Expenditure	QBSD 14



	Number of Kilometers and 12 Wards maintained through Dry Blading of existing roads by 30 June 2026	maintained through Dry Blading in Twelve (12)	R 670,060.00	285 km Existing Roads through Dry Blading Maintained in 2024/25	Maintenance of 75 km of Existing Roads through Dry Blading in 3 Wards by 30 September 2025	Job Cards on Maintenance of 75 km of Existing Roads in 3 Wards     Maintenance Schedule	Maintenance of 75 km of Existing Roads through Dry Blading in 3 Wards by 31 December 2025	Maintenance of 75 km of	Maintenance of 75 km of Existing Roads through Dry Blading in 3 Wards by 31 March 2026		km of Existing Roads	Job Cards on     Maintenance of 75 km of     Existing Roads in 3 Wards     Maintenance Schedule	
	of Surface Road Maintained through Pothole Repairs and	860 Square Metres of Surface Road Maintained through Pothole Repairs and Stormwater Management by 30 June 2026		829,78 Square Metres of Surface Road Maintained in 2024/25	Maintenance of 215 Square Metres Surfaced Road through Pothole Repairs and Stormwater Management by 30 September 2025	Job Cards on     Maintenance of 215 Square     Metres Surfaced Road     through Pothole Repairs     and Stormwater     Management.     Signed progress report     on Maintenance	Maintenance of 215 Square Metres Surfaced Road through Pothole Repairs and Stormwater Management by 31 December 2025	Square Metres Surfaced Road through Potnole	Maintenance of 215 Square Metres Surfaced Road through Pothole Repairs and Stormwater Management by 31 March 2026	Job Cards on     Maintenance of 215     Square Metres Surfaced     Road through Pothole     Repairs and Stormwater     Management. 2.     Signed progress report     on Maintenance.	Square Metres Surfaced Road through Pothole	Job Cards on     Maintenance of 215     Square Metres Surfaced     Road through Pothole     Repairs and Stormwater     Management. 2.     Signed progress report on     Maintenance.	QBSD 16
	Number of Public Lighting (High Mast Lights) Maintained by 30 June 2026	Maintenance of 10 Public Lighting(High Mast Lights) by 30 June 2026	R 100,000.00	7 High Mast Lights Maintained in 2024/25	Public Lighting ( High	Job Card for the Maintenance of One (1) High Mast Light     Maintenance Schedule     Signed progress report on Maintenance	Maintenance of Three (3) Public Lighting (High Mast Lights) by 31 December 2025		Lights) by 31 March 2026	Job Cards for the Maintenance of Three (3) High Mast Lights     Maintenance     Schedule     Schedule     Signed progress report on Maintenance	Lighting(High Mast Lights) by 30 June 2026	Job Cards for the Maintenance of Three (3) High Mast Lights     Maintenance Schedule     Signed progress report on Maintenance	QBSD 17
Provisioning, maintenance, and repairs of electrical infrastructure to ensure the rendering of effective,	percentage attained on INEP Expenditure by 30	Four reports compiled indicating 100% attained on INEP Expenditure by 30 June 2026	R0	New Indicator	indicating 30% attained	Signed quarterly report indicating 30% attained on INEP Expenditure.		indicating 60% attained on INEP Expenditure	indicating 25% attained on	Signed quarterty report indicating 85% attained on INEP Expenditure	report indicating 15%	Signed quarterly report indicating 100% Expenditure on INEP Allocation.	QBSD 18
efficient, economical and electrical maintenance services by 2026	compiled on Implementation of Energy- Efficiency Demand-Side Management (EEDSM) and percentage of expenditure 30 June 2026	on Implementation of Energy-Efficiency Demand- Side Management (EEDSM) and 100% expenditure by 30 June 2026		New Indicator	Compile quarterly report on Implementation of EEDSM by 30 September 2025	Signed quarterly report on implementation of EEDSM .	Compile quarterly report on implementation of EEDSM indicating 25% expenditure by 30 December 2025.	implementation of EEDSM indicating 25%	indicating 45% expenditure	Signed quarterly report on implementation of EEDSM indicating 70% expenditure	report on	Signed quarterly report on implementation of EEDSM indicating 100% expenditure	QBŞÐ 19
in accordance with applicable	households and business	357 eligible households and businesses in Peddie, Hamburg Town, Birha and Mgwalana with access to basic level of refuse removal by 30 June 2026	R307 254.00	357 eligible households and business in 2024/25	Refuse Collection in 357 eligible households and business in Peddie, Hamburg Town, Birha and Mgwalana by 30 September 2025	Signed Weekly Plans.     Signed Collection register	business in Peddie,		business in Peddie, Hamburg Town, Birha and	Signed Weekly Plans.     Signed Collection register	357 eligible households and	Signed Trip Authorities     Signed Weekly Plans.     Signed Collection register	QBSD 20

Signed By : Ms T Betha Director Technical Services Signature .

Approved by : Mr N Mgengo Municipal Manager Signature

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