2025/2026 PERFORMANCE PLAN

ACTING EXECUTIVE MANAGER - INFRASTRUCTURE

(01 JULY 2025 – 30 JUNE 2026)

CAPRICON DISTRICT MUNICIPALITY

This plan defines the Council's expectations of the employee in accordance with the departmental business plan. This document provides the performance objectives and targets that must be based on the key performance indicators set out from time to time in the Municipality's Integrated Development Plan and the Service Delivery Budget Implementation Plan.

There are 2 parts to this review:

1. Score card detailing key objectives and their related performance indicators, weightings and target dates 2.

Core managerial functions

The period of this plan is from 01 **JULY 2025 – 30 JUNE 2026**

Signed and accepted by the Acting Executive Manager – Infrastructure 01/07/2025

Signed by the Municipal Manager on behalf of Council:

1.1. INFRASTRUCTURE DEPARTMENT- VOTE 2

Business Unit	Infrastructure Department -Vote 2
Outcome 9:	Responsive, Accountable, Effective and Efficient Local Government System
Outputs:	• Improving access to basic services • Implementation of the community works programme Actions supportive of human settlement outcome
Key Strategic Organizational Objectives:	To provide sustainable basic services and infrastructure development

Project No.	Key performance Area	Problem statement	Strategic Objectives	Project Name	Project Description (major activities)	Location	Key performance indicator	Baseline	Weighting	2025/26 Annual Targets	Quarter 1 Targets	Quarter 2 Targets	Quarter 3 Targets	Quarter 4 Targets	2025/26 Annual Budget	Means of verification
WATER OPERATION & MAINTENANCE:																
INFR-01	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To ensure the community receives basic water services by attending to all reported breakdowns	Repair and maintenance of Water & Sanitation Infrastructure through term contractors	Repair and maintenance of Water & Sanitation Infrastructure through term contractors	CDM	Percentage of reported breakdowns attended through the service of Maintenance Term Contractors	91% of reported breakdowns attended through the services of Maintenance Term Contractors	3%	70% of reported breakdowns repaired and maintained through term contractors	70% of reported breakdowns repaired and maintained through term contractors	70% of reported breakdowns repaired and maintained through term contractors	70% of reported breakdowns repaired and maintained through term contractors	70% of reported breakdowns repaired and maintained through term contractors	24 350 000	Maintenance Requisition and Payment certificate
INFR-02	Basic Services delivery	Shortage of water and sanitation services due to infrastr	To ensure that areas experiencing breakdowns continue to receive basic water and	Procurement of O&M Material for Internal Repair & Maintenance	Procurement of O&M Material for Internal Repair & Maintenance	CDM	Percentage of requested O&M material procured through the services of maintenan	100% of requested O&M Material Procured through the services of Maintena	3%	70% of requested O&M material procured through the services of maintena	70% of requested O&M material procured through the services of maintanc	70% of requested O&M material procured through the services of maintena	70% of requested O&M material procured through the services of maintena	70% of requested O&M material procured through the services of maintena	2 500 000	Material Order and Delivery Note

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		ucture breakdown	services sustainable water supply				ce term suppliers	nce Term Suppliers		nce term suppliers	e term suppliers	nce term suppliers	nce term suppliers	nce term suppliers.		
INFR-03	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To provide free basic water and sanitation	Mobile generators	Procurement of Mobile generators	CDM	Number of mobile generators procured.	New indicator	2%	2 mobile generators procured	1 request for quotation (RFQ) issued to term supplier	1 purchase order (PO) issued to term supplier	No target for the quarter	2 mobile generators procured	500 000	Material requisition/ order and delivery note

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INFR-04	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To provice free basic water and sanitation	Package plants	Refurbishment of water purification package plants	CDM	Number of package plants refurbished	3 Package Plants refurbished	2%	2 package plants refurbished.	2 requests for quotation (RFQ's) issued to maintenance contractors	2 maintenance orders (MO's) issued to contractors	1 package plant refurbished	1 package plant refurbished	5 000 000	Maintenance Requisition /Order and Payment certificate
INFR-05	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To ensure resources are available for the operation and maintenance wastewater infrastructure	Jet Machines (sewer maintenance)	Procurement of Sewer Jet Machines to address sewer blockages	CDM	Number of sewer jet machines procured	1 sewer jet machine procured	2%	1 sewer jet machine procured	1 requisition issued to term supplier	1 purchase order issued to term supplier	No target	1 sewer jet machine procured	650 000	Material requisition/ order and delivery note

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	SCIENTIFIC SERVICES (WATER QUALITY MANAGEMENT)															
INFR-06	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To achieve >90 % compliance of drinking water quality and >85% of effluent water quality by 2030	Procurement of Water Quality Laboratory Equipment /Instruments	Supply, delivery & installation of Water Analysis Instruments	CDM/ University of Limpopo	Percentage of all required water quality laboratory instruments/ equipment procured	100% of all required water quality laboratory instruments/ equipment procured	2%	100% of all required water quality laboratory instruments/ equipment procured	Development of terms of references	Appointment of service provider	100% of all required water quality laboratory instruments/ equipment procured	No target for the quarter	350 000	ToR, appointment letter, delivery note, tax invoice

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INFR-07	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To achieve >90 % compliance of drinking water quality and >85% of effluent water quality by 2030	Implementation of Water Safety & Security Plans	Implementation of water safety & security Plans to address blue drop recommendations	CDM (All LM's)	Number of interventions on water safety and water security plans recommendations completed	Twenty (20) interventions on Water Safety Plans and Security recommendations completed	2%	Twenty (20) interventions on Water Safety Plans and Security recommendations completed	Request for quotation	Work order	Twenty (20) interventions on water safety plans and security recommendations completed	No target for the quarter	362 000	Request for Quotation, Work order, Water safety plans report
INFR-08	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To achieve >90 % compliance of drinking water quality and >85% of effluent water	Water Quality monitoring and sampling	Collection of water and wastewater samples throughout the district	CDM (all LM's)	Number of chemicals and microbiological samples collected	1362 chemicals and 1125 microbiological samples collected	2%	900 chemicals and 1 000 microbiological samples collected	225 chemical and 250 microbiological samples collected	225 chemical and 250 microbiological samples collected	225 chemical and 250 microbiological samples collected	225 chemical and 250 microbiological samples collected	200 000	Sample reception log sheets/ Laboratory reports

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			quality by 2030													
INFR-09	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To achieve >90 % compliance of drinking water quality and >85% of effluent water quality by 2030	Procurement of online Disinfection chemicals (Reservoir Floaters) and Refill Cartridges	Procurement of Disinfection chemicals	CDM (all LM's)	Number of kilograms of disinfection chemicals procured	2 000 Kg of disinfection chemicals procured	3%	2 500 kg of disinfection chemicals procured	500 kg of disinfection chemicals procured	1 000 kg of disinfection chemicals procured	1 000 kg of disinfection chemicals procured	No target for the quarter	405 000	Request for Quotation, Work order, delivery notes Delivery notes and Invoice
INFR-10	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To achieve >90 % compliance of drinking water quality and >85% of effluent water	Procurement of Water and Wastewater consumables	Procurement of consumable reagents to enable functioning of the Laboratory	CDM/ University of Limpopo	Percentage of all requested water and wastewater consumables procured	100% of all requested water and wastewater consumables procured	3%	100% of all requested water and wastewater consumables procured	100% of all requested water and wastewater consumables procured	No target for the quarter	100% of all requested water and wastewater consumables procured	No target for the quarter	1125 000	Delivery note Invoice/ Requisition

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			quality by 2030													
INFR-11	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To achieve >90 % compliance of drinking water quality and >85% of effluent water quality by 2030	Unit Process Audit	Assess the capacity and operational effectiveness of the Water Supply & Wastewater systems	CDM (All LM's)	Number of Water Supply & Wastewater Systems Assessed	2 Water Supply and 1 Wastewater system assessed	3%	2 Water Supply and 1 Wastewater system assessed	Terms of references	Appointment of service provider	2 water supply and 1 wastewater system assessed	No target for the quarter	203 000	Assessment reports and work order
INFR-12	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To achieve >90 % compliance of drinking water quality and >85% of effluent water	Maintenance of Water Quality Laboratory accreditation status	Maintain accreditation status of the Water Quality Laboratory	CDM/ University of Limpopo	Percentage participation on SANAS, NLA and SABS by the Water Quality Laboratory	100% participation on SANAS, NLA and SABS by the Water Quality	3%	100% participation on SANAS, NLA and SABS by the Water Quality Laboratory	100% participation on SANAS, NLA and SABS by the water quality Laboratory	100% participation on SANAS, NLA and SABS by the water quality Laboratory	100% participation on SANAS, NLA and SABS by the water quality Laboratory	100% participation on SANAS, NLA and SABS by the water quality Laboratory	580 000	SANAS, NLA and SABS reports

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			quality by 2030					Laboratory								
INFR-13	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To achieve >90 % compliance of drinking water quality and >85% of effluent water quality by 2030.	Implementation of Wastewater Risk Abatement Plans	Implementation of Wastewater Risk Abatement Plan	CDM (LM's)	Number of interventions on green drop recommendations completed.	Thirty-two (32 interventions on green drop recommendations completed	3%	36 interventions on Green drop recommendations completed	8 interventions on green drop recommendations completed	8 interventions on green drop recommendations completed	12 interventions on green drop recommendations completed	8 interventions of green drop recommendations completed.	200 000	Green Drop intervention reports and work order, payment certificate
INFR-14	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To achieve >90 % compliance of drinking water quality and >85% of effluent	Operations of wastewater treatment Works	Operations of wastewater treatment Works	CDM (LM's)	Percentage of wastewater treatment works operated	83,23% of wastewater treatment works operated	3%	80% of wastewater treatment works operated	80% of wastewater treatment works operated	80% of wastewater treatment works operated	80% of wastewater treatment works operated	80% of wastewater treatment works operated	2 350 000	Wastewater treatment works reports/ logsheets

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			water quality by 2030													
INFR-15	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To achieve >90 % compliance of drinking water quality and >85% of effluent water quality by 2030	Operations of Water Purification Facilities	Operations of Water treatment on Facilities and inventory stock	CDM (LM's)	Percentage of water treatment facilities operated	79,3% of water treatment facilities operated	2%	75% of water treatment facilities operated	75% of water treatment facilities operated	75% of water treatment facilities operated	75% of water treatment facilities operated	75% of water treatment facilities operated	6 050 000	Water treatment works reports
	PROJECT MANAGEMENT UNIT															

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INFR-16	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To ensure compliance on MIG Requirements	Management of the Municipal Infrastructure Programme	Establish and enforce project management standards	CDM	Percentage of MIG expenditure	100% MIG Expenditure of 309 394 000	3%	100% MIG Expenditure of 275 909 000	25% MIG Expenditure of 275 909 000	50% MIG Expenditure of 275 909 000	75% MIG Expenditure of 275 909 000	100% MIG Expenditure of 275 909 000	275 909 000	Expenditure on MIG Report
DPEMS-33	Local Economic Development	Lack of job opportunities and economic development	To address unemployment through EPWP	EPWP Work Opportunities	Creating EPWP work opportunities	CDM	Number of EPWP Work Opportunities created	1 245 EPWP work opportunities created through Infrastructure Sector	3%	1 028 EPWP work opportunities created	257 EPWP work opportunities created	257 EPWP work opportunities created	257 EPWP work opportunities created	257 EPWP work opportunities created	OPEX	EPWP work creation report
	SEWER AND RURAL SANITATION															
INFR-17	Basic Services	Shortage of water and sanitation services	To provide sanitation service to 100% of the	WSIG Scheme Lepelle-Nkumpi	Sanitation	Lepelle Nkumpi	Number of households with access to	515 household with access to	2%	600 household with access to	Tender award	200 household with access to	200 household with access to	200 household with access to	10 000 000	Appointment letter Completion

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	delivery	due to infrastructure breakdown	population by 2030	Sanitation			basic sanitation	basic sanitation		basic sanitation		basic sanitation	basic sanitation	basic sanitation		Certificate /Progress reports
INFR-18	Basic Service Delivery	Shortage of water and sanitation services due to infrastructure breakdown	To provide sanitation service to 100% of the population by 2030	Molemole Sanitation	Molemole Sanitation	Molemole	Number of households with access to basic sanitation	Project discontinued	2%	600 households with access to basic sanitation	Tender award	200 household with access to basic sanitation	200 household with access to basic sanitation	200 household with access to basic sanitation	8 696 000	Appointment letter Completion Certificate /Progress reports
INFR-19	Basic service delivery	Shortage of water and sanitation services due to infrastructure breakdown	To provide sanitation service to 100% of the population by 2030	Blouberg sanitation	Blouberg Sanitation	Blouberg	Number of households with access to basic sanitation	Project discontinued	2%	600 household with access to basic sanitation	Tender award	200 household with access to basic sanitation	200 household with access to basic sanitation	200 household with access to basic sanitation	8 696 000	Appointment letter Completion Certificate /Progress reports
	WATER PLANNING & DESIGN															

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INFR-20	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To provide affordable, clean and potable water according to yard connections standards and to provide sanitation services to 100% of the population by 2030	Planning and development of technical reports	Planning and development of technical reports	Capricorn DM	Number of technical reports developed	5 Technical reports developed	3%	5 Technical reports developed	1 Technical report developed	1 Technical report developed	1 Technical report developed	2 Technical reports developed	18 900 000	Technical reports
INFR-21	Basic Services delivery	Shortage of water and sanitation services due to infrastructure	To provide affordable, clean and potable water according to yard connections	Water Service Infrastructure Grant (WSIG) Schemes	Planning and Implementation of WSIG Schemes	Capricorn DM	Percentage Planning and implementation of Municipal Water Infrastructure Grant	100 percent Planning and Implementation of WSIG as per	3%	100% Planning and implementation of Municipal Water Infrastructure	10% Planning and implementation of Municipal Water Infrastructure	40% Planning and implementation of Municipal Water Infrastructure	75% Planning and implementation of Municipal Water Infrastructure	100% Planning and implementation of Municipal Water Infrastructure	124 783 000	WSIG reports

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		breakdown	standards and to provide sanitation services to 100% of the population by 2030				(WSIG) projects as per business plan	business plan		Grant (WSIG) projects as per business plan	Grant (WSIG) projects as per business plan	Grant (WSIG) projects as per business plan	Grant (WSIG) projects as per business plan	Grant (WSIG) projects as per business plan		
INFR-22	Basic service delivery	Shortage of water and sanitation services due to infrastructure breakdown	To provide sanitation service to 100% of the population by 2030	Development of sanitation Specifications	Development of sanitation Specifications	Blouberg LM, Molemole & Lepelle - Nkumpi	Number of specifications developed	Project discontinued	2%	3 sanitation specifications developed	3 sanitation specifications developed	No target for the quarter	No target for the quarter	No target for the quarter	5 000 000	Project documentation
INFR-23	Basic Services	Shortage of water and sanitation	To provide affordable, clean and potable	Water services develop	Review of water services	CDM	Number of water services developme	New indicator	3%	1 water services development	No target for the quarter	No target for the quarter	No target for the quarter	1 water services development	50 000	Reviewed Water services

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	delivery	services due to infrastructure breakdown	water according to yard connections standards to 100% of the population by 2030	ment plan	development plan		nt plan reviewed			plan reviewed				plan reviewed		development plan
INFR-24	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To provide affordable, clean and potable water according to yard connections standards to 100% of the population by 2030	Water and Sanitation Master Plan	Development of the water and sanitation	Blouberg, Molemole and Lepelle Nkumpi	Number of water and sanitation Master Plan developed	New indicator	3%	1 water and sanitation Master Plan developed	No target for the quarter	No target for the quarter	No target for the quarter	1 water and sanitation Master Plan developed	50 000	Master Plan
INFR-25	Basic servi	Shortage of water and	To provide sanitation service to	Upgrading of Lebowak	Upgrading of Lebowakg	Lebowakg	Percentage of planning of	60% planning of	3%	100% planning of	65% planning of	70% planning of	90% planning of	100% planning of	1 000 000	Planning documentations

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	ce delivery	sanitation services due to infrastructure breakdown	100 percent of the population by 2030	gomo WWTW	omo WWTW	omo	Lebowakgomo WWTW	Lebowakgomo WWTW		Lebowakgomo WWTW	Lebowakgomo WWTW	Lebowakgomo WWTW	Lebowakgomo WWTW	Lebowakgomo WWTW		
WATER PROJECTS: BLOUBERG LOCAL MUNICIPALITY																
INFR-26	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To provide affordable, clean and potable water according to yard connections standards to 100% of the population by 2030	Grootpan, Sias, Longden, Ramaswikana Water Supply (phase 2)	Construction of Water supply project	Blouberg Ward 17	Percentage construction of water supply project Number of households with water access	85% construction of water supply project. 0 households with water access	3%	100% construction of water supply project 2452 households with water access	5% construction of water supply project 0 households with water access	35% construction of water supply project 0 households with water access	65% construction of water supply project 0 households with water access	100% construction of water supply project 2452 households with water access	28 531 000	Completion Certificate /Progress report
INFR-27	Basic Serv	Shortage of water and	To provide affordable, clean and	Kromhoek/ Makgato	Construction of Water	Blouberg	Percentage constructio	86% construction of	3%	100% construction of	90% construction of	93% construction of	98% construction of	100% construction of	6 660 000	Completion Certificate

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	ices delivery	sanitation services due to infrastructure breakdown	potable water according to yard connections standards to 100% of the population by 2030	, Devrede, Taaibosch New Stand Water Supply	supply project	Ward 15 & 18	n of water supply project Number of households with water access	water supply project 0 households with water access		water supply project 3168 households with water access	water supply project 0 households with water access	water supply project 0 households with water access	water supply project 0 households with water access	water supply project 3168 households with water access		/Progress report
INFR-28	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To provide sanitation service to 100 percent of the population by 2030	Bosehla Water Supply	Development of specification	Blouberg Ward 14	Number of project specification developed	Project discontinued	3%	1 project specification developed	No target for the quarter	No target for the quarter	No target for the quarter	1 project specification developed	3 000 000	Project documentation
INFR-29	Basic Services	Shortage of water and sanitation	To provide sanitation service to 100	Thalane Water Supply	Development of specification	Blouberg	Number of project specificatio	Project discontinued	3%	1 project specification	No target for the quarter	No target for the quarter	No target for the quarter	1 project specification	3 000 000	Project documentation

T/R

	Business Unit						**Infrastructure Department -Vote 2**								
	Outcome 9:						**Responsive, Accountable, Effective and Efficient Local Government System**								
	Outputs:					•	• **Improving access to basic services** • **Implementation of the community works programme** **Actions supportive of human settlement outcome**								
	Key Strategic Organizational Objectives:						**To provide sustainable basic services and infrastructure development**								
Project No.	**Key performance Area**	**Problem statement**	**Strategic Objectives**	**Project Name**	**Project Description (major activities)**	**Location**	**Key performance indicator**	**Baseline**	**Weighting**	**2025/26 Annual Targets**	**Quarter 1 Targets**	**Quarter 2 Targets**	**Quarter 3 Targets**	**Quarter 4 Targets**	**2025/26 Annual Budget**	**Means of verification**
	delivery	services due to infrastructure breakdown	percent of the population by 2030			Ward 14	n developed			developed				developed		
WATER PROJECTS: LEPELLE-NKUMPI LOCAL MUNICIPALITY																
INFR-30	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To provide sanitation service to 100 percent of the population by 2030	Mphahlele RWS Maijane, Sefalaolo, Makaepea, Sedimonthole, Moshate & Mashite	Development of specification	Lepelle - Nkumpi Ward 19, 23, 24 & 25	Number of project specification developed	Project discontinued	3%	3 project specifications developed	No target for the quarter	No target for the quarter	No target for the quarter	3 project specification developed	3 000 000	Project documentation
INFR-31	Basic Services delivery	Shortage of water and sanitation services due to infrastruct	To provide affordable, clean and potable water according to yard	Stocks RWS (Hwelereng, Makotse, Motantanyane)	Construction of Water supply project	Lepelle - Nkumpi Ward	Percentage of construction of water supply project	Tender advertisement published	3%	80% construction of water supply project	50% construction of water supply project	60% construction of water supply project	70% construction of water supply project	80% construction of water supply project	83 933 000	Completion Certificate /Progress report

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	Business Unit		Infrastructure Department -Vote 2
	Outcome 9:		Responsive, Accountable, Effective and Efficient Local Government System
	Outputs:	•	• Improving access to basic services • Implementation of the community works programme Actions supportive of human settlement outcome
	Key Strategic Organizational Objectives:		To provide sustainable basic services and infrastructure development

Project No.	Key performance Area	Problem statement	Strategic Objectives	Project Name	Project Description (major activities)	Location	Key performance indicator	Baseline	Weighting	2025/26 Annual Targets	Quarter 1 Targets	Quarter 2 Targets	Quarter 3 Targets	Quarter 4 Targets	2025/26 Annual Budget	Means of verification
		ure breakdown	connections standards to 100% of the population by 2030			7, 13 &14	Number of households with water access			0 households with water access	0 households with water access	0 households with water access	0 households with water access	0 households with water access		
INFR-32	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To provide sanitation service to 100 percent of the population by 2030	Groothoek Regional Water Scheme (Madisha-Ditoro, Madisha-Leolo, Motsereng, Mamogwasha & Mapatjakeng)	Development of specification	Lepelle - Nkumpi Ward 4, 5 & 6	Number of project specification developed.	Project discontinued	3%	3 project Specifications developed.	No target for the quarter	No target for the quarter	No target for the quarter	3 project specification developed.	3 000 000	Project documentation
WATER PROJECTS: MOLEMOLE LOCAL MUNICIPALITY																
INFR-33	Basic Serv	Shortage of water and	To provide affordable, clean and	Phasha Water Supply	Construction of Water	Molemole	Percentage constructio	1 Tender advertise	3%	80% construction of	50% construction of	65 construction of	70% construction of	80% construction of	26 087 000	Progress report

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Business Unit		Infrastructure Department -Vote 2
Outcome 9:		Responsive, Accountable, Effective and Efficient Local Government System
Outputs:	•	• Improving access to basic services • Implementation of the community works programme Actions supportive of human settlement outcome
Key Strategic Organizational Objectives:		To provide sustainable basic services and infrastructure development

Project No.	Key performance Area	Problem statement	Strategic Objectives	Project Name	Project Description (major activities)	Location	Key performance indicator	Baseline	Weighting	2025/26 Annual Targets	Quarter 1 Targets	Quarter 2 Targets	Quarter 3 Targets	Quarter 4 Targets	2025/26 Annual Budget	Means of verification
	ices delivery	sanitation services due to infrastructure breakdown	potable water according to yard connections standards to 100% of the population by 2030		supply project	Ward 3	n of water supply project Number of households with water access	ment published		water supply project 500 households with water access	water supply project 0 households with water access	water supply project 0 households with water access	water supply project 0 households with water access	water supply project 500 households with water access		
INFR-34	Basic Services delivery	Shortage of water and sanitation services due to infrastructure breakdown	To provide affordable, clean and potable water according to yard connections standards to 100% of the population by 2030	Sefene Water Supply	Construction of Water supply project	Molemole Ward 7	Percentage construction of water supply project Number of households with water access	30% construction of water supply project 0 households with water access	3%	60% construction of water supply project 0 households with water access	40% construction of water supply project 0 households with water access	45% construction of water supply project 0 households with water access	50% construction of water supply project 0 households with water access	60% construction of water supply project 0 households with water access	53 322 000	Progress report

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	Business Unit						**Infrastructure Department -Vote 2**								
	Outcome 9:						**Responsive, Accountable, Effective and Efficient Local Government System**								
	Outputs:					•	• **Improving access to basic services** • **Implementation of the community works programme** **Actions supportive of human settlement outcome**								
	Key Strategic Organizational Objectives:						**To provide sustainable basic services and infrastructure development**								
Project No.	**Key performance Area**	**Problem statement**	**Strategic Objectives**	**Project Name**	**Project Description (major activities)**	**Location**	**Key performance indicator**	**Baseline**	**Weighting**	**2025/26 Annual Targets**	**Quarter 1 Targets**	**Quarter 2 Targets**	**Quarter 3 Targets**	**Quarter 4 Targets**	**2025/26 Annual Budget**	**Means of verification**
FD-05	Financial Viability and Management	Non Compliance with MFMA	Financial reporting	Financial Reporting	Budget Treasury	Number of Unqualified audit opinion	Number of unqualified audit opinion	1 Unqualified audit opinion	2%	1 Unqualified audit opinion	No target for the quarter	1 Unqualified audit opinion	No target for the quarter	No target for the quarter	OPEX	Unqualified audit opinion report
FD-18	Financial Viability and Management	Unauthorised expenditure	To ensure that the resources required to fulfil the needs identified in the strategic plan of the institution are efficient and	Demand Management	Development and implementation of the procurement plan	CDM	Number of municipal procurement plan developed and implemented	1 municipal procurement plan developed and implemented	2%	1 municipal procurement plan developed and implemented	No target for the quarter	No target for the quarter	No target for the quarter	1 municipal procurement plan developed and implemented	OPEX	Procurement plan

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	Business Unit						**Infrastructure Department -Vote 2**								
	Outcome 9:						**Responsive, Accountable, Effective and Efficient Local Government System**								
	Outputs:					•	• **Improving access to basic services** • **Implementation of the community works programme** **Actions supportive of human settlement outcome**								
	Key Strategic Organizational Objectives:						**To provide sustainable basic services and infrastructure development**								
Project No.	**Key performance Area**	**Problem statement**	**Strategic Objectives**	**Project Name**	**Project Description (major activities)**	**Location**	**Key performance indicator**	**Baseline**	**Weighting**	**2025/26 Annual Targets**	**Quarter 1 Targets**	**Quarter 2 Targets**	**Quarter 3 Targets**	**Quarter 4 Targets**	**2025/26 Annual Budget**	**Means of verification**
			effective (at the correct time, price and place and that the quantity and quality will satisfy those needs)													
FD-20	Financial Viability and Management	Unauthorized expenditure	To monitor departmental expenditure	Acquisition Management	Compliance to the SCM regulations	CDM	Percentage of compliance by Infrastructure Services Department to the SCM regulations that result in R nil irregular	R214 514 247 irregular expenditure identified as a result of non-compliance to the SCM	2%	100% compliance by Infrastructure Services Department to the SCM regulations that result in R nil irregular	100% compliance by Infrastructure Services Department to the SCM regulations that result in R nil irregular	100% compliance by Infrastructure Services Department to the SCM regulations that result in R nil irregular	100% compliance by Infrastructure Services Department to the SCM regulations that result in R nil irregular	100% compliance by Infrastructure Services Department to the SCM regulations that result in R nil irregular	OPEX	Zero irregular, fruitless and wasteful, and unauthorised expenditure

	Business Unit		**Infrastructure Department -Vote 2**
	Outcome 9:		**Responsive, Accountable, Effective and Efficient Local Government System**
	Outputs:	•	• **Improving access to basic services** • **Implementation of the community works programme** **Actions supportive of human settlement outcome**
	Key Strategic Organizational Objectives:		**To provide sustainable basic services and infrastructure development**

Project No.	**Key performance Area**	**Problem statement**	**Strategic Objectives**	**Project Name**	**Project Description (major activities)**	**Location**	**Key performance indicator**	**Baseline**	**Weighting**	**2025/26 Annual Targets**	**Quarter 1 Targets**	**Quarter 2 Targets**	**Quarter 3 Targets**	**Quarter 4 Targets**	**2025/26 Annual Budget**	**Means of verification**
							expenditure			expenditure	expenditure	expenditure	expenditure	expenditure		

Acting Executive Manager: Mr Kwena Nkoko	**Municipal Manager: Mr Ramakuntwane Selepe**
Date: 09/07/2025	**Date:** 11/07/2025
Signature:	**Signature:**

1.2. CORE MANAGERIAL COMPETENCIES

DEPARTMENT: INFRASTRUCTURE SERVICES

PERIOD: JULY 2025 TO JUNE 2026

CORE MANAGERIAL COMPETENCIES	CHOICE	WEIGHTING	CURRENT LEVEL (1-5)	DESIRED LEVEL
Strategic Capability and Leadership	✓	**10%**	4	5
Programme and Project Management	✓	**10%**	3	5
Financial Management	✓	**5%**	4	5
Leave Management	✓	**5%**	5	5
Change Management	✓	**3%**	4	5
Knowledge Management	✓	**2%**	3	5
Service Delivery Innovation	✓	**5%**	4	5
Problem Solving and Analysis	✓	**10%**	4	5
People Management and Empowerment	✓	**5%**	5	5
100% implementation of the Internal Audit recommendations.	✓	**5%**	4	5
Client Orientation and Customer Focus	✓	**7%**	4	5
Communication	✓	**5%**	5	5
Honesty and Integrity	✓	**5%**	5	5
Interpretation of and implementation within the legislative and national policy frameworks	✓	**5%**	4	5
Knowledge of developmental Local Government	✓	**5%**	3	5
Knowledge of performance management and reporting	✓	**5%**	4	5

Competency in Policy conceptualisation, analysis and implementation	✓	5%	4	5
100% implementation of RMC resolutions	✓	1%	4	5
100% implementation of mitigations actions due.	✓	1%	4	5
100% implementation of the Impact of the mitigations measures	✓	1%	4	5
Total Percentage		**100%**		

Acting Executive Manager: Mr Kwena Nkoko	**Municipal Manager: Mr Ramakuntwane Selepe**
Date: 09/07/2025	**Date:** 11/07/2025
Signature:	**Signature:**

PERFORMANCE AGREEMENT

MADE AND ENTERED INTO BY AND BETWEEN

CAPRICORN DISTRICT MUNICIPALITY
AS REPRESENTED BY THE MUNICIPAL MANAGER

RAMAKUNTWANE SELEPE

....

AND

KWENA NKOKO

....

ACTING EXECUTIVE MANAGER:
INFRASTRUCTURE SERVICES

FOR THE FINANCIAL YEAR:
01 July 2025 TO 30 JUNE 2026

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WHEREBY IT IS AGREED AS FOLLOWS:

1. INTRODUCTION

1.1 The Municipality has, in terms of Section 57(1)(a) of the Local Government: Municipal Systems Act, No. 32 of 2000 ("the Systems Act") entered into a contract of employment with the Acting Executive Manager – Infrastructure Services from the 01 July 2024 until the position is filled by Council.

1.2 Section 57(1) (b) of the Systems Act, read with the contract of employment concluded between the Parties; require the Parties to conclude an annual performance agreement.

1.3 The Parties wish to ensure that they are clear about the goals to be achieved and secure the commitment of the Manager to a set of outcomes that will secure local government policy goals.

1.4 The Parties wish to ensure that there is compliance with Sections 57(4A), (4B) and (5) of the Systems Act as well as the contract of employment entered into by the Parties.

1.5 In this Agreement the following words will have the meaning ascribed thereto:

"this Agreement" - means the performance agreement between the Municipality and the Executive Manager and the annexures thereto.

"the Executive Authority" - means the Executive Committee of the Municipality constituted in terms of Section 43 of the Local Government: Municipal Structures Act as represented by its chairperson, the Mayor.

"the Acting Executive Manager" – means Senior Manager directly accountable to the Municipal Manager in terms of Section 56(a) of the Systems Act.

the Municipal Manager" – means the Municipal Manager appointed in terms of Section 54(A) of the Local Government: Municipal Systems Act, No. 32 of 2000.

"the Municipality" – means ....Municipality.

"the Parties" - means the Municipal Manager and / or Executive Council and the Executive Manager.

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2. PURPOSE OF THIS AGREEMENT:

2.1 The Parties agree that the purposes of this Agreement are to:

2.1.1. comply with the provisions of Section 57(1)(b), (4A), (4B) and (5) of the Systems Act as well as the contract of employment entered into between the Parties;

2.1.2. specify objectives and targets defined and agreed with the Acting Executive Manager and to communicate to the Acing Executive Manager the Municipality's expectations of the Acting Executive Manager's performance and accountability in alignment with the Integrated Development Plan (IDP), the Service Delivery and Budget Implementation Plan (SDBIP) and the budget of the Municipality;

2.1.3. specify accountabilities as set out in a performance plan.

2.1.4. monitor and measure performance against targeted outputs and outcomes;

2.1.5. use performance plan as a basis for assessing the Acting Executive Manager for permanent employment and/or to assess whether the Acting Executive Manager has met the performance expectations applicable to his job;

2.1.6. establish a transparent and accountable working relationship; and

2.1.7. give effect to the Municipality's commitment to a performance-orientated relationship with its Acting Executive Manager in attaining equitable and improved service delivery.

3. COMMENCEMENT AND DURATION

3.1 Notwithstanding the date of signature this Agreement will commence on the **01 July 2025** and will remain in force until a new performance agreement including a Performance Plan and Personal Development Plan is concluded between the Parties as contemplated in Clause 3.2

3.2 The Parties will review the provisions of this Agreement as and when this agreement lapses after the specified period. The Parties will then conclude a new performance agreement including a Performance Plan and Personal Development Plan that replaces this Agreement.

3.3 The content of this Agreement may be revised at any time during the abovementioned period to determine the applicability of the matters agreed upon by the Parties.

3.4 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.

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3.5 This Agreement will terminate on the termination of the Acting Executive Manager's contract of employment for any reason.

4. PERFORMANCE OBJECTIVES

4.1 The Performance Plan developed as **Annexure A** (attached) sets out:

4.1.1 the performance objectives and targets which must be met by the Acting Executive Manager; and

4.1.2 the time frames within which those performance objectives and targets must be met.

4.2 The Core Competency Requirements (CCRs) in **Annexure B** (page 6) set out those management skills regarded as critical to the position held by the Acting Executive Manager.

4.3 The Personal Development Plan in **Annexure C** (page 16) sets out the Acting Executive Manager's personal developmental requirements in line with the objectives and targets of the Municipality.

4.4 The performance objectives and targets reflected in **Annexure A** are set by the Municipality in consultation with the Acting Executive Manager and based on the IDP, SDBIP and the budget of the Municipality, and include key objectives, key performance areas, target dates and weightings.

4.5 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 time frame in which the work must be achieved. The weightings show the relative importance of the key objectives to each other.

4.6 The Acting Executive Manager's performance will, in addition, be measured in terms of contributions to the development objectives and strategies set out in the Municipality's Integrated Development Plan.

5. PERFORMANCE MANAGEMENT SYSTEM

5.1 The Acting Executive Manager agrees to participate in the performance management system that the Municipality adopts or introduces for the municipal management and municipal staff of the Municipality.

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5.2 The Acting Executive Manager accepts that the purpose of the performance management system will be to provide a comprehensive system with specific performance standards to assist the municipal management and municipal staff to perform to the standards required.

5.3 The Executive Committee/Council and/or Municipal Manager will consult the Acting Executive Manager about the specific performance standards that will be included in the performance management system as applicable to the Acting Executive Manager.

5.4 The Acting Executive Manager undertakes to actively focus towards the promotion and implementation of his Key Performance Areas as set out in the performance plan including special projects relevant to the Executive Manager's responsibilities within the Local Government Framework.

6. PERFORMANCE ASSESSMENT

The performance of the Acting Executive Manager will be assessed against the outputs and outcomes achieved in terms of his Key Performance Areas (KPAs) as fully described in performance plan and his Core Competency Requirements (CCRs) determined at the commencement of this Agreement with a weighting of 80:20 allocated to the KPAs and CCRs respectively. Therefore, the KPAs that refer to the main tasks of the Acting Executive Manager account for 80% of his assessment while the CCRs make up the other 20% of the Acting Executive Manager's assessment score.

The weightings agreed to in respect of the Acting Executive Manager's KPAs attached as Annexure A are set out in the table below:

KEY PERFORMANCE AREAS (KPAS)	**WEIGHT**
KPA 1: Municipal Transformation and Institutional Development	10
KPA 2: Basic Service Delivery	25
KPA 3: Local Economic Development and Planning	10
KPA 4: Financial Viability	20
KPA 5: Good governance and public participation	25
KPA 6 : Spatial Rationale	10
TOTAL PERCANTAGE	100%

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The weightings agreed to in respect of the CCRs considered most critical for the Acting Executive Manager's position are set out in the table below: (tick the chosen CCRs as in the performance plan)

ANNEXURE B:

CORE COMPETENCY REQUIREMENTS - CCRs				
CORE MANAGERIAL COMPETENCIES (CMC)	**INDICATE CHOICE**	**WEIGHT**	**Current level (1-5)**	**Desired Level**
Strategic Capability and Leadership	✓	10%	4	5
Programme and Project Management	✓	10%	3	5
Financial Management	Compulsory	5%	4	5
Leave Management	Compulsory	5%	5	5
Change Management	✓	3%	4	5
Knowledge Management	✓	2%	3	5
Service Delivery Innovation	✓	5%	4	5
Problem Solving and Analysis	✓	10%	4	5
People Management and Empowerment	Compulsory	5%	5	5
100% implementation of the internal Audit recommendations	Compulsory	7%	4	5
Client Orientation and Customer Focus	Compulsory	5%	4	5
Communication	✓	5%	5	5
Honesty and Integrity	✓	5%	5	5

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CORE OCCUPATIONAL COMPETENCIES (COCs)				
CORE MANAGERIAL COMPETENCIES (CMC)	**CHOICE**	**WEIGHT**	**Current Level (1-5)**	**Desired Level**
Competence in Self Management				
Interpretation of and implementation within the legislative and national policy frameworks	✓	5%	4	5
Knowledge of Developmental Local Government	✓	5%	3	5
Knowledge of Performance Management and Reporting	Compulsory	5%	4	5
Knowledge of Global and SA specific political, social and economic contexts			4	5
Competence in Policy Conceptualisation, Analysis and Implementation	✓	5%	4	5
Knowledge of more than one functional municipal field or discipline			4	5
Mediation Skills			4	5
Governance Skills			5	5
Competence as required by other national line sector departments			4	5
Exceptional and dynamic creativity to improve the functioning of the Municipality			4	5
100% implementation of RMC resolutions	✓	1%	4	5
100% implementation of mitigations actions due.	✓	1%	4	5
100% implementation of the Impact of the mitigations measures	✓	1%	4	5
TOTAL PERCENTAGE		**100%**		

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The assessment of the performance of the Acting Executive Manager will be based on the following levels for KPAs and CCRs:

LEVEL	TERMINOLOGY	DESCRIPTION	RATING				
			1	2	3	4	5
5	Outstanding Performance	Performance far exceeds the standard expected of an employee at this level. The appraisal indicates that the Employee has achieved above fully effective results against all performance criteria and indicators as specified in the PA and Performance Plan and maintained this in all areas of responsibility throughout the year.					
4	Performance significantly above Expectations	Performance is significantly higher than the standard expected in the job. The appraisal indicates that the Employee has achieved above fully effective results against more than half of the performance criteria and indicators and fully achieved all others throughout the year.					
3	Fully effective	Performance fully meets the standards expected in all areas of the job. The appraisal indicates that the Employee has fully achieved effective results against all significant performance criteria and indicators as specified in the PA and Performance Plan.					

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

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An indicative rating on the five-point scale should be provided for each KPA and CCR using the following as guidance:

1	Unacceptable
2	Not fully effective
3	Fully effective
4	Above expectations
5	Outstanding

Each KPA and CCR 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 to determine which rating on the five-point scale did the Acting Executive Manager achieve. The following criteria could assist:

Duration of task	- Was the target achieved within the projected time frame?
Level of complexity	- Required problem solving - Reconciling different perceptions - Innovative alternatives used
Cost	- within budget - saving - overspending
Constraints	- Did envisaged constraints materialise? - If so, were steps taken to manage/reduce the effect of the constraint? - If not, did it beneficially affect the completion of the target? - Any innovative/pro-active steps to manage the constraint

An applicable assessment rating calculator must be used to add the KPA and CCR scores and calculate final KPA and CCR percentages.

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7. PANEL AND SCHEDULE FOR PERFORMANCE ASSESSMENTS

An assessment panel for the **formal assessment** of the Acting Executive Manager consisting of the following people must be established to evaluate the performance of the Acting Executive Manager directly accountable to the Municipal Manager.

- Municipal Manager
- Chairperson of the Performance Audit Committee or the Chairperson of the Audit Committee in the absence of a Performance Audit Committee.
- A member of the Executive Committee and the relevant portfolio Committee chairperson (MMC or a delegate)
- Municipal Manager of another municipality

In addition, the following assessments may also form part of the performance evaluation at the end of the quarter if so agreed between the Parties:

- Acting Executive Manager (own assessment)
- Fellow section 57 managers
- Divisional Head reporting to the manager.

The performance of the Acting Executive Manager will be assessed in relation to his achievement of:

- the targets indicated for each KPA
- the CCRs as defined

on a date to be determined for each of the following quarterly periods:

1st Quarter	-	July to September (Informal assessment)
2nd Quarter	-	October to December (Formal assessment – Mid-Term)
3rd Quarter	-	January to March (Informal assessment)
4th Quarter	-	April to June (Formal assessment - Annual Assessment

The Municipality will keep a record of the mid-year and annual assessment meetings.

The Municipality may appoint an external facilitator to assist with the annual assessment.

The Acting Executive Manager responsible for the Corporate Services Department of the Municipality must provide secretariat services to the evaluation panel for the annual performance assessment.

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8. EVALUATING PERFORMANCE

The Acting Executive Manager will submit quarterly performance reports and a comprehensive annual performance report prior to the performance assessment meetings to the Municipal Manager.

The Municipal Manager will give performance feedback to the Acting Executive Manager after each quarterly and the annual assessment meetings.

The evaluation of the ACTING Executive Manager's performance will form the basis for correcting unacceptable performance.

The results of the annual assessment and the scoring report of the Acting Executive Manager will be submitted to the Executive Authority for a recommendation to the full Council.

Personal growth and development needs identified during any performance assessment discussion must be documented in the Executive Manager's Personal Development Plan as well as the action steps and set time frames agreed to.

Despite the establishment of agreed intervals for assessment, the Municipal Manager may, in addition, review the Acting Executive Manager's performance at any stage while his contract of employment remains in force.

9. OBLIGATIONS OF THE MUNICIPALITY

The Municipality will create an enabling environment to facilitate effective performance by the Acting Executive Manager.

The Acting Executive Manager will be provided with access to skills development and capacity-building opportunities.

The Municipality will work collaboratively with the Acting Executive Manager to solve problems and generate solutions to common problems that may impact on the performance of the Acting Executive Manager.

The Municipality will make available to the Acting Executive Manager such resources including employees as the Acting Executive Manager may reasonably require from time to time to assist him to meet the performance objectives and targets established in terms of this Agreement; provided that it will at all times remain the responsibility of the Acting Executive Manager to ensure that he complies with those performance obligations and targets.

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The Acting Executive Manager will, at his request, be delegated such powers by the Municipality as may in the discretion of the Municipality be reasonably required from time to time to enable him to meet the performance objectives and targets established in terms of this Agreement.

10. CONSULTATION

10.1 The Executive Committee/Council and / or Municipal Manager agrees to consult the Acting Executive Manager within a reasonable time where the exercising of the Executive Authority's and / or Municipal Manager's powers will –

10.1.1 have a direct effect on the performance of any of the Acting Executive Manager's functions,

10.1.2 commit the Acting Executive Manager to implement or to give effect to a decision made by the Executive Committee/Council and/or Municipal Manager,

10.1.3 have a substantial financial effect on the Municipality.

10.2 The Municipal Manager agrees to inform the Acting Executive Manager 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 Acting Executive Manager to take any necessary action without delay.

11. CONSEQUENCE OF UNACCEPTABLE OR POOR PERFORMANCE

11.1 Where the Municipal Manager is, at any time during the Acting Executive Manager's employment, not satisfied with the Acting Executive Manager's performance with respect to any matter dealt with in this Agreement, the Municipal Manager will give notice to the Acting Executive Manager to attend a meeting with the Municipal Manager.

11.2 The Acting Executive Manager will have the opportunity at the meeting to satisfy the Municipal Manager of the measures being taken to ensure that the Acting Executive Manager's performance becomes satisfactory in accordance with a documented programme, including any dates, for implementing these measures.

11.3 The Municipality will provide systematic remedial or developmental support to assist the Acting Executive Manager in improving his performance.

11.4 If, after appropriate performance counselling and having provided the necessary guidance and/or support as well as reasonable time for

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improvement in performance, the Municipal Manager holds the view that the performance of the Acting Executive Manager is not satisfactory, the Municipal Manager will table a report before the Municipal Council through the Mayor. Upon receipt the Executive Mayor will within 7 days request the Speaker to convene a Special Council to consider the report.

11.5 Where there is a dispute or difference as to the performance of the Acting Executive Manager under this Agreement, the Parties will confer with a view to resolving the dispute or difference.

11.6 Nothing contained in this Agreement in any way limits the right of the Municipality to terminate the Acting Executive Manager's contract of employment with or without notice for any other breach by the Acting Executive Manager of his obligations to the Municipality or for any other valid reason in law.

12. DISPUTES

12.1 In the event that the Acting Executive Manager is dissatisfied with any decision or action of the Executive Committee/Council and/or Municipal Manager in terms of this Agreement, or where a dispute or difference arises as to the extent to which the Acting Executive Manager has achieved the performance objectives and targets established in terms of this Agreement, the Acting Executive Manager may meet with the Municipal Manager with a view to resolving the issue. At the Acting Executive Manager's request, the Municipal Manager will record the outcome of the meeting in writing.

12.2 If any dispute about the nature of the Acting Executive Manager's performance agreement whether it relates to key responsibilities, priorities, methods of assessment or any other matter provided for cannot be resolved through an internal mechanism as contemplated above, the dispute will be mediated by the Executive Mayor within thirty (30) days of receipt of a formal dispute from the Acting Executive Manager whose decision shall be final and binding on both Parties.

12.3 If any dispute about the outcome of the Acting Executive Manager's performance evaluation cannot be resolved through an internal mechanism as contemplated above, the dispute will be mediated by a member of the Council, provided that such member was not part of the evaluation panel provided for in clause 7 within thirty (30) days of receipt of a formal dispute from the Acting Executive Manager whose decision shall be final and binding on both Parties.

12.4 In the event that the mediation process contemplated above fails, the relevant arbitration clause of the contract of employment will apply.

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13. GENERAL

13.1 The contents of this Agreement and the outcome of any review conducted in terms of Annexure "A" will not be confidential and may be made available to the public by the Municipality.

13.2 Nothing in this Agreement diminishes the obligations, duties, or accountabilities of the Acting Executive Manager in terms of his contract of employment, or the effects of existing or new regulations, circulars, policies, directives, or other instruments.

Signed at POLOKWANE on this 9th day of JULY 2025.

Acting Executive Manager

As Witnesses:

1. Full names Amosoli (Mosok Mefse) Signature: ______
2. Full names Makola Liya Signature: ______

Signed at Polokwane on this July day of 11 2025.

Municipal Manager

As Witnesses:

1. Full names Mosok Mefse Signature: ______
2. Full names Makola Liya Signature: ______

ANNEXURE C: PERSONAL DEVELOMENT PLAN

Skills/performance gaps	Outcomes Expected	Suggested training /development activity	Suggested mode of delivery	Suggested timeframes	Work opportunity to practice skill/development area	Support person
Advanced Project Management	Project management	Project Management Courses	Register with institution	One Year	Municipality	Municipal Manager

ACTING EXECUTIVE MANAGER

01/07/2025

DATE

MUNICIPAL MANAGER

11/07/2025

DATE

FINANCIAL DISCLOSURE FORM (CONFIDENTIAL)

I, the undersigned (surname and initials)

NKOKO K.A

Of

14 SWALLOW STREE

POLOKWANE, 0699

(Postal address) and

(same)

(Residential address)

employed as Acting Executive Manager – Infrastructure Services at the Capricorn 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 and Name of Company or entity

Number of shared value or extent of financial interest	Nature	Nominal value	Company

K.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
THE HILLTOP GOSPEL FEST	ENTERTAINM	
PRESTIGE MORAKA GROUP	ENERGY/PROPERTY	
PRESTIGE EVENTS	ENTERTAINM	

1. 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	Council sanction confirmed: Resolution

2. Consultancies and retainerships
See information sheet: Note (4)

Name of client	Nature	Type of business activity	Value of benefits received

K.A.

TP

5. Sponsorships
See information sheet: Note (5)

Source of sponsorship	Description of sponsorship	Value of sponsorship

6. Gifts and hospitality from a source other than a family member
See information sheet: Note (6)

Gift or Hospitality	Description	Value

7. Land and property
See information sheet: Note (7)

Description	Extent	Area Value
03 POTOKO STR, PLK	300m²	R1 200 000-00
14 Swallow Str, PLK	400m²	R1 800 000-00
29 Willow Ave, JHB	210m²	R2 500 000-00

SIGNATURE OF ACTING EXECUTIVE MANAGER

DATE: 09/07/2025

CONFIDENTIAL

OATH/AFFIRMATION

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

   2604923-0 SGT MALATJI TB

   Commissioner of Oath /Justice of the Peace

   Full first names and surname:

   TSHEPO MALATJI

   (Block letters)

Designation (rank): SERGEANT Ex Officio

Republic of South Africa

SOUTH AFRICAN POLICE SERVICE
POLOKWANE
09 JUL 2025
CSC
SOUTH AFRICAN POLICE SERVICE

K.A.

21

HR

Street address of Institution:

38 Schoeman Street

POLOKWANE

Date: 09/07/2025 Place POLOKWANE

CONTENTS NOTED: MUNICIPAL MANAGER:

SIGNATURE: TR Selepe

DATE: 11/07/2025

K.A.

CONFIDENTIAL:

INFORMATION SHEET FOR THE GENERIC FINANCIAL DISCLOSURE FORM:

The following notes are a guide to assist with completing the Financial Disclosure form (Annexure E):

NOTE 1: Shares and other financial interests

Designated employees are required to disclose the following details with regard to shares and other financial interests held in any private or public company or any other corporate entity recognised by law:

- The number, nature and nominal value of shares of any type;
- The nature and value of any other financial interests held in any private or public company or any other corporate entity; and
- The name of that entity.

NOTE 2: Directorships and partnerships

Designated employees are required to disclose the following details with regard to directorships and partnerships:

- The name and type of business activity of the corporate entity or partnership/s; and the amount of any remuneration received for such directorship or partnership/s.
- Directorship includes any occupied position of director or alternative director, or by whatever name the position is designated.
- Partnership is a legal relationship arising out of a contract between two or more persons with the object of making and sharing profits.

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

[Remuneration means the receipt of benefits in cash or kind, and work means rendering a service for which the person receives remuneration].

Designated employees are required to disclose the following details with regard to:

- remunerated work outside the public service:
- The type of work;
- The name and type of business activity of the employer; and
- The amount of the remuneration received for such work.

HR K.A.

NOTE 4: Consultancies and retainerships:

Designated employees are required to disclose the following details with regard to consultancies and retainerships:

- The nature of the consultancy or retainership of any kind;
- The name and type of business activity, of the client concerned; and
- The value of any benefits received for such consultancy or retainerships.

NOTE 5: Sponsorships:

Designated employees are required to disclose the following details with regard to sponsorships:

- The source of the sponsorship;
- The description of the sponsorship; and
- The value of the sponsorship.

NOTE 6: Gifts and hospitality from a source other than a family member:

Designated employees are required to disclose the following details with regard to gifts and hospitality:

- A description and the value and source of a gift with a value in excess of R350.00;
- A description and the value of gifts from a single source which cumulatively exceed the value of R350.00 in the relevant 12 month period; and
- Hospitality intended as a gift in kind.

Designated employees must disclose any material advantages that they received from any source e.g. any discount prices or rates that are not available to the General Public. All personal gifts within the family and hospitality of a traditional or cultural nature need not be disclosed.

NOTE 7: Land and Property:

Designated employees are required to disclose the following details with regard to their ownership and other interests in land and property (residential or otherwise both inside and outside the Republic):

- A description of the land or property;
- The extent of the land or property;
- The area in which it is situated; and
- The value of the interest.

K.A.