

2026/2027 PERFORMANCE PLAN

EXECUTIVE MANAGER – CORPORATE SERVICES

(01 JULY 2026 – 30 JUNE 2027)

CAPRICORN 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:

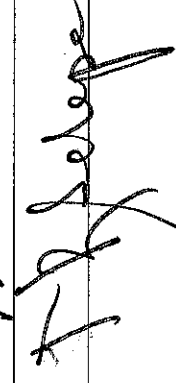
1. Score card detailing key objectives and their related performance indicators, weightings and target dates
2. Core managerial functions

The period of this plan is from 01 JULY 2026 – 30 JUNE 2027

Signed and accepted by the Executive Manager –
Corporate Services.



Signed by the Municipal Manager on behalf of Council:



1.1. SCORE CARD.
CORPORATE SERVICES- VOTE 3

Business Unit		Corporate Services –Vote 3														
Key Performance Area (KPA) 6:		Municipal Transformation and Organizational Development														
Outcome 9:		Responsive, Accountable, Effective and Efficient Local Government System														
Outputs:		Administrative and financial capability														
Key Strategic Organizational Objectives:		To increase the capacity of the district to deliver its mandate														
Governance Goal		Improve the performance of all three spheres of government and in relation to district/metro developmental impact														
Proj ect No.	Key perform ance Area	Problem State ment	Strategic Objectiv es	Projec t Name	Project Descripti on (major activities)	Locat ion	Key performan ce indicator	Baseli ne	Weig hting	2026/27 Annual Targets	Quarter 1 Targets	Quarter 2 Targets	Quarter 3 Targets	Quarter 4 Targets	2026/27 Annual Budget	Means of verificati on
LEGAL SERVICES																
CP SD- 01	Municipa l Transfor mation and Organiza tional Develop ment	Possible litigations instituted or defended by the municipal ity, compliance with legal prescripts and advisory services	To ensure litigations instituted against or by the municipali ty are defended. ensure compliance with legal prescripts and advisory services	Litigati on Manag ement	Manage ment of litigations	CDM	Percentage of litigation cases managed	100% management of cases instituted or defend ed by June 2025	4%	100% litigation cases managed	100% litigation cases managed	100% litigation cases managed	100% litigation cases managed	100% litigation cases managed	12 000	Litigation Manage ment Report/ Register

Business Unit		Corporate Services –Vote 3														
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Outputs:		Administrative and financial capability														
Key Strategic Organizational Objectives:		To increase the capacity of the district to deliver its mandate														
Governance Goal:		Improve the performance of all three spheres of government and in relation to district/metro developmental impact														
Project No.	Key performance Area	Problem Statement	Strategic Objectives	Project Name	Project Description (major activities)	Location	Key performance indicator	Baseline	Weighting	2026/27 Annual Targets	Quarter 1 Targets	Quarter 2 Targets	Quarter 3 Targets	Quarter 4 Targets	2026/27 Annual Budget	Means of verification
CP-SD-02	Municipal Transformation and Organizational Development	Possible litigations instituted or defended by the municipal entity, compliance with legal prescriptions and advisory services	To ensure litigations instituted against or by the municipality are defended ensure compliance with legal prescriptions and advisory services	Legal advisory services and support	Provision of legal advice and support	CDM	Percentage of requested legal advice and support provided	100% of requested legal advice and support provided by June 2025	3%	100% of requested legal advice and support provided	100% of requested legal advice and support provided	100% of requested legal advice and support provided	100% of requested legal advice and support provided	100% of requested legal advice and support provided	OPEX	Advisory Services Report/ Register
CP-SD-03	Municipal Transformation and Organizational Development	Possible litigations instituted or defended by the municipal entity, compliance	To ensure litigations instituted against or by the municipality are defended ensure	Contracts development	Development of contracts	CDM	Percentage of contracts developed	100% of requested contracts developed or edited	4%	100% of contracts developed	100% of contracts developed	100% of contracts developed	100% of contracts developed	100% of contracts developed	OPEX	Contract Register Report/ Register

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		ce with legal prescript s and advisory services	compliance with legal prescripts and advisory services					and signed by June 2025	3%	100% of by-laws and policy developed	100% of by-laws and policy developed	100% of by-laws and policy developed	100% of by-laws and policy developed	100% of by-laws and policy developed		
CP SD- 04	Municipa l Transfor mation and Organiza tional Develop ment	Possible litigations instituted or defended by the municipal ity, compliance with legal prescript s and advisory services	To ensure litigations instituted against or by the municipali ty are defended ensure compliance with legal prescripts and advisory services	By- laws and policy develop ment	By-laws and policy develop ment	CDM	Percentage of By- laws and policy developed	100% of reques ted by laws and/ or Police s develo ped or review ed		100% of by-laws and policy developed	100% of by-laws and policy developed	100% of by-laws and policy developed	100% of by-laws and policy developed	100% of by-laws and policy developed	OPEX	By-laws/ policies developm ent or review Report
HUMAN RESOURCES DEVELOPMENT																

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CP-SD-05	Municipal Transformation and Organizational Development	Lack of Human Capital to implement municipal programmes in line with the IDP	To recruit and retain competent Human Capital and sound labour relations effectively and efficiently	Recruitment of employees	Coordination of employees' recruitment processes	CDM	Percentage of requested employees recruitment processes coordinated	90% coordination of recruitment and selection processes	4%	100% of requested employees recruitment processes coordinated	Development and approval of Recruitment plan	Assessment of vacancy and development of Draft Advert	No target for the quarter	100% of requested employees recruitment processes coordinated	569 000	Approved recruitment plan Recruitment and Selection reports
CP-SD-06	Municipal Transformation and Organizational Development	Lack of Human Capital to implement municipal programmes in line with the IDP	To recruit and retain competent Human Capital and sound labour relations effectively and efficiently	Employee performance review sessions	Conducting performance review sessions	CDM	Number of employee performance review sessions conducted	12 performance review conducted	4%	12 employee performance review sessions conducted	3 employee performance sessions conducted	3 employee performance review sessions conducted	3 employee performance review sessions conducted	3 employee performance review sessions conducted	5 955 000	Performance review Report

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Project No.	Key performance Area	Problem Statement	Strategic Objectives	Project Name	Project Description (major activities)	Location	Key performance indicator	Baseline	Weighting	2026/27 Annual Targets	Quarter 1 Targets	Quarter 2 Targets	Quarter 3 Targets	Quarter 4 Targets	2026/27 Annual Budget	Means of verification
CP SD-07	Municipal Transformation and Organizational Development	Lack of Human Capital to implement municipal programmes in line with the IDP	To recruit and retain competent Human Capital and sound labour relations effectively and efficiently	Health and safety	Coordination of employee medical surveillance	CDM	Number of medical surveillance employees conducted	111 employees underwent medical surveillance	4%	1 medical surveillance for employees conducted	No target for the quarter	Assessment and identification of employees required to undergo medical surveillance	No target for the quarter	1 medical surveillance for employees conducted	OPEX	Attendance Register/ Assessment report/ list of employees underwent medical surveillance
CP SD-08	Municipal Transformation and Organizational Development	Lack of Human Capital to implement municipal programmes in line with the IDP	To recruit and retain competent Human Capital and sound labour relations effectively	Health and safety	Hazard Identification and Risk Assessment	CDM	Number of Hazard Identification and Risk Assessment conducted	1 HIRA activity conducted	4%	1 Hazard Identification and Risk Assessment conducted	No target for the quarter	1 Hazard Identification and Risk Assessment conducted	No target for the quarter	No target for the quarter	OPEX	Attendance Register/ Agenda/ HIRA report

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Project No.	Key performance Area	Problem Statement	Strategic Objectives	Project Name	Project Description (major activities)	Location	Key performance indicator	Baseline	Weighting	2026/27 Annual Targets	Quarter 1 Targets	Quarter 2 Targets	Quarter 3 Targets	Quarter 4 Targets	2026/27 Annual Budget	Means of verification
CP SD-09	Municipal Transformation and Organizational Development	Lack of tools for enhance service delivery	To provide effective and efficient working tools and efficiently	Tools of trade	Provision of personnel protective equipment	CDM	Percentage of requested personnel protective equipment provided	72% provision of personnel protective equipment	4%	100% of requested personnel protective equipment provided	Assessment of Personnel protective equipment requirement	50% of requested personnel protective equipment provided	No target for the quarter	100% of requested personnel protective equipment provided	1 550 000	Personnel protective Clothing report/ Invoice/Assessment report/Delivery note
CP SD-	Municipal Transformation	Lack of tools for enhance	To provide effective	Tools of trade	Computer	CDM	Percentage of requested	93 Computer	3%	100% of requested	100% of requested Computer	100% of requested	100% of requested	100% of requested	1000 000	Delivery note/

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09 (a)	mation and Organizational Develop ment.	service delivery	and efficient working tools		Equipme nt		Computer Equipment provided	equip ment procur ed		Computer Equipme nt provided	Equipment provided	Computer Equipme nt provided	Computer Equipme nt provided	Computer Equipme nt provided		invoice/R eport
CP SD-09 (b)	Municipa l Transform ation and Organiza tional Develop ment	Lack of tools for enhance service delivery	To provide effective and efficient working tools	Tools of trade	Allocatio n of office furniture	CDM	Percentag e of requested office furniture provided	100% of office furnitur e procur ed	3%	100% of requested office furniture provided	100% of requested office furniture provided	100% of requested office furniture provided	100% of requested office furniture provided	100% of requested office furniture provided	1000 000	Proof of payment/ TOR's/D elivery note
CP SD-10	Municipa l Transform ation and Organiza tional Develop ment	Lack of Human Capital to impleme nt municipal program mes in line with the IDP	To recruit and retain competen t Human Capital and sound labour relations effectively	Emplo yee Wellne ss Progra m	Impleme ntation of Employee Wellness interventi ons	CDM	Percentag e implement ation of employee wellness interventi ons	100% imple mentat ion of emplo yee wellne ss interve ntions	3%	100% impleme ntation of employee wellness interventi ons	100% implement ation of employee wellness interventi ons	100% impleme ntation of employee wellness interventi ons	100% impleme ntation of employee wellness interventi ons	100% impleme ntation of employee wellness interventi ons	1 050 000	Employee wellness interventi ons Report/ Register

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CP SD-11	Municipal Transformation and Organizational Development	Lack of Human Capital to implement municipal programmes in line with the IDP	and efficiently To recruit and retain competent Human Capital and sound labour relations effectively and efficiently	Labour Relations	Management of Labour relation cases	CDM	Percentage of labour relation cases managed	100 % of referred cases attended to within the required time frame	4%	100% of labour relation cases managed	100% of labour relation cases managed	100% of labour relation cases managed	100% of labour relation cases managed	100% of labour relation cases managed	360 000	Employee (Labour) Relations Report

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CP SD-12	Municipal Transformation and Organizational Development	Lack of Human Capital to implement municipal programmes in line with the IDP	To recruit and retain competent Human Capital and sound labour relations effectively and efficiently	Workplace skills plan	Submission of Workplace skills Plan to Local Government Sector Education and Training Authority	CDM	Number of Workplace Skills Plan and Annual Training Report submitted to Local Government Sector Education and Training Authority	1 Workplace Skills Plan and Annual Training Report (WSP and ATR) submitted to LGSE TA by April 2025	3%	1 Workplace Skills Plan and Annual Training Report submitted to Local Government Sector Education and Training Authority	No target for the quarter	No target for the quarter	No target for the quarter	1 Workplace Skills Plan and Annual Training Report submitted to Local Government Sector Education and Training Authority	OPEX	Proof of submission
CP SD-13	Municipal Transformation and Organizational Development	Lack of Human Capital to implement municipal	To recruit and retain competent Human Capital and	Training	Training of councilor employees as per	CDM	Percentage of implementation of training plan for	90% of identified training program	4%	100% of implementation of training plan for councilor	Training plan for Councilors and employees developed	No target for the quarter	50% of implementation of training plan for councilor	100% of implementation of training plan for councilor	2 550 000	Approved training plan/ Expenditure Report/

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	tional Development	programmes in line with the IDP	sound labour relations effectively and efficiently		training plan		councillors and employees	ms implemented for councilors and employees		s and employees			s and employees	s and employees		Training plan/Training reports
CP-SD-14	Municipal Transformation and Organizational Development	Lack of Human Capital to implement municipal programmes in line with the IDP	To recruit and retain competent Human Capital and sound labour relations effectively and efficiently	Employees Bursaries	Awarding and confirmation of bursaries to internal employees	CDM	Percentage of eligible employees awarded with bursaries and confirmation of bursaries awarded	100% of eligible employees awarded with bursaries and confirmation of bursaries	3%	100% of eligible employees awarded with bursaries and confirmation of bursaries	No target for the quarter	No target for the quarter	100% of eligible employees awarded with bursaries and confirmation of bursaries	No target for the quarter	450 000	Bursary fund Report
CP-SD-15	Municipal Transformation	Lack of Human Capital to implement	To recruit and retain competent Human Capital	Employment equity report	Submission of the Equity Employment	CDM	Number of Employment Equity Reports	1 Employment Equity	3%	1 Employment Equity	No target for the quarter	No target for the quarter	1 Employment Equity	No target for the quarter	OPEX	Employment Equity Report/Pr

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	and Organizational Development	nt municipal programmes in line with the IDP	Capital and sound labour relations effectively and efficiently		ent report to Department of Labour		submitted to Department of Labour	Report submitted to DoL by January 2026		Report submitted to Department of Labour			Report submitted to Department of Labour			oof submission
CP-SD-16	Municipal Transformation and Organizational Development	Lack of Human Capital to implement municipal programmes in line with the IDP	To recruit and retain competent Human Capital and sound labour relations effectively and efficiently	Employment Equity Plan	Implementation of Employment Equity Plan	CDM	Percentage of positions filled in the highest three levels of management in compliance with Employment Equity plan	100 % of filled positions in the highest three levels of management in compliance with Employment Equity plan	3%	100 % of positions filled the highest three levels of management in compliance with Employment Equity plan	100 % of positions filled the highest three levels of management in compliance with Employment Equity plan	100 % of positions filled the highest three levels of management in compliance with Employment Equity plan	100 % of positions filled the highest three levels of management in compliance with Employment Equity plan	100 % of positions filled the highest three levels of management in compliance with Employment Equity plan	OPEX	Employment Equity Report in highest three levels of management

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Proj ect No.	Key perform ance Area	Problem State ment	Strategic Objectiv es	Projec t Name	Project Descripti on (major activities)	Locat ion	Key perform ance indicator	Baseli ne	Weigh ting	2026/27 Annual Targets	Quarter 1 Targets	Quarter 2 Targets	Quarter 3 Targets	Quarter 4 Targets	2026/27 Annual Budget	Means of verificati on
Information and Communication Technology and Information Knowledge Management																
CP SD- 17	Municipa l Transfor mation and Organiza tional Develop ment	Lack of tools for enhance d service delivery	To provide effective and efficient ICT services within the Municipali ty	Comm unity Shared Network	Impleme ntation of Communi ty Shared Network	CDM	Number of new sites implemen ted with Communit y Shared Network	5 sites with impleme nted and maintain ed with Communi ty Share d Networ k	3%	5 new sites Impleme nted with communi ty Shared Network	Assessme nt of sites required for installation of Community shared Network	Terms of reference develope d and submitte d	No target for the quarter	5 new sites Impleme nted with communi ty Shared Network	150 000	TOR's/ Invoice/ Reports
CP SD- 18	Municipa l Transfor mation and Organiza tional	Theft and Vandalis m of Municipal infrastruc ture and assets	To provide effective and efficient ICT services	Securit y Syste ms	Installatio n of Access Control Systems and	CDM	Number of sites installed with security system	1 office install ed with access control and camer	3%	1 site install ed with security system	No target for the quarter	Require ment Specifica tion drafted and	1 site install ed with security system	No target for the quarter	100 000	Report/ invoice

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	Development		within the Municipality		Camera system			Camera systems				submitted				
CP-SD-19	Municipal Transformation and Organizational Development	Lack of tools for enhanced service delivery	To provide effective and efficient ICT services within the Municipality	Network Connectivity	Provision of network connectivity	CDM	Percentage of sites provided with network connectivity	12 sites with integrated SDWAN Network	3%	100% of sites provided with network connectivity	100% of sites provided with network connectivity	100% of sites provided with network connectivity	100% of sites provided with network connectivity	100% of sites provided with network connectivity	10 515 000	Implementation Report
CP-SD-20	Municipal Transformation and Organizational Development	Lack of tools for enhanced service delivery	To improve systems and network	Computer systems	Maintenance of Computer systems	CDM	Percentage of Computer systems maintained	8 Computer systems, network and server maintenance and	3%	100% Computer systems maintained	100% Computer systems maintained	100% Computer systems maintained	100% Computer systems maintained	100% Computer systems maintained	813 000	Maintenance Report

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CP SD- 21	Municipa l Transfor mation and Organiza tional Develop ment	Lack of tools for enhance d service delivery	To improve systems and network	Multifu nctional Copier solutio n	Support of multifunct ional Copier solution	CDM	Percentag e Multifuncti onal Copier solution supported	licenci ng 100% Mainte nance and suppor t of multifu nction al Copier solutio ns	3%	100% of multifunct ional Copier solutions supporte d	100% of multifuncti onal Copier solutions supported	100% of multifunct ional Copier solutions supporte d	100% of multifunct ional Copier solutions supporte d	100% of multifunct ional Copier solutions supporte d	1 000 532	Maintana nce report
CP SD- 22	Municipa l Transfor mation and Organiza tional Develop ment	Lack of tools for enhance d service delivery	To improve service delivery and complan ce	Digital Syste ms	Impleme ntation of digital systems	CDM	Percentag e approved prioritised digital systems implemen ted	New Indicat or	3%	100% of approved prioritise d digital systems impleme nted	100% approved prioritised digital systems implemen ted	100% approved prioritise d digital systems impleme nted	100% approved prioritise d digital systems impleme nted	100% approved prioritise d digital systems impleme nted	400 000	Report/ invoice/ Systems Screensh ots
ADMINISTRATION																

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CP-SD-23	Municipal Transformation and Organizational Development	Compliance with service delivery mandate	To provide auxiliary support services to all departments	Plant and equipment	Allocation of vehicles	CDM	Number of vehicles allocated	2 vehicles purchased	3%	4 vehicles allocated	No target for the quarter	TOR developed and submitted	No target for the quarter	4 vehicles allocated	3 000	Proof of payment/ TOR's/Delivery note
CP-SD-24	Municipal Transformation and Organizational Development	Compliance with service delivery mandate	To provide auxiliary support services to all departments	Air-Conditioners	Allocation and replacement of air conditioners	CDM	Percentage of obsolete air conditioners replaced	0% of obsolete air conditioners replaced	3%	100% of obsolete air conditioners replaced	100% of obsolete air conditioners replaced	100% of obsolete air conditioners replaced	100% of obsolete air conditioners replaced	100% of obsolete air conditioners replaced	450 000	Air-conditioners/delivery note/ Proof of payment
CP-SD-25	Municipal Transformation and Organizational Development	Compliance with service delivery mandate	To provide auxiliary support services to all departments	Fire vehicles	Allocation of fire vehicles	CDM	Number of fire vehicles allocated	4 fire vehicles purchased	3%	2 Fire vehicles allocated	No target for the quarter	TOR developed and submitted	No target for the quarter	2 Fire vehicles allocated	2 000	Proof of payment/ TOR's/Delivery note

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Key Strategic Organizational Objectives:		To increase the capacity of the district to deliver its mandate														
Governance Goal		Improve the performance of all three spheres of government and in relation to district/metro developmental impact														
Project No.	Key performance Area	Problem Statement	Strategic Objectives	Project Name	Project Description (major activities)	Location	Key performance indicator	Baseline	Weighting	2026/27 Annual Targets	Quarter 1 Targets	Quarter 2 Targets	Quarter 3 Targets	Quarter 4 Targets	2026/27 Annual Budget	Means of verification
	Development		departments													
CP SD-27	Municipal Transformation and Organizational Development	Compliance with service delivery mandate	To provide sustainable management services	Promotion of Access to Information ACT(PAIA) Compliance	Submission of Promotion of Access to Information ACT reports submitted to Information Regulator	CDM	Number of Promotion of Access to Information ACT reports submitted to Information Regulator	1 PAIA report compiled and submitted to Information regulator	3%	1 Promotion of Access to Information ACT report submitted to Information Regulator	No Target for the quarter	No Target for the quarter	No Target for the quarter	1 Promotion of Access to Information ACT report submitted to Information Regulator	OPEX	PAIA reports/ Proof of submission
CP SD-28	Municipal Transformation and Organizational Development	Compliance with service delivery mandate	To provide sustainable management services	File Plan	Submission of File Plan reports	CDM	Number of File Plan reports submitted	4 compliance reports submitted on file plan	3%	4 File Plan reports submitted	1 File Plan report submitted	1 File Plan report submitted	1 File Plan report submitted	1 File Plan report submitted	OPEX	Record Management compliance reports

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Business Unit		Corporate Services –Vote 3														
Key Performance Area (KPA) 6:		Municipal Transformation and Organizational Development														
Outcome 9:		Responsive, Accountable, Effective and Efficient Local Government System														
Outputs:		Administrative and financial capability														
Key Strategic/Organizational Objectives:		To increase the capacity of the district to deliver its mandate														
Governance Goal:		Improve the performance of all three spheres of government and in relation to district/metro developmental impact														
Project No.	Key performance Area	Problem Statement	Strategic Objectives	Project Name	Project Description (major activities)	Location	Key performance Indicator	Baseline	Weighting	2026/27 Annual Targets	Quarter 1 Targets	Quarter 2 Targets	Quarter 3 Targets	Quarter 4 Targets	2026/27 Annual Budget	Means of verification
FD-05	Financial viability and Management	Non-Compliance with MFMA	To prepare a credible and realistic budget in line with MFMA timelines	Financial Reporting	Budget Treasury	CDM	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	1 Unqualified audit opinion report
FD-20	Financial viability and Management	Unauthorized expenditure	To monitor departmental expenditure	Acquisition Management	Compliance to the SCM regulations	CDM	Percentage compliance by Corporate Services to the SCM regulations that result in irregular expenditure	100% compliance by Corporate service department to the SCM regulations that result in irregular expenditure	2%	100 percent of compliance by Corporate Services to the SCM regulations that result in irregular expenditure	100 percent of compliance by Corporate Services to the SCM regulations that result in irregular expenditure	100 percent of compliance by Corporate Services to the SCM regulations that result in irregular expenditure	100 percent of compliance by Corporate Services to the SCM regulations that result in irregular expenditure	100 percent of compliance by Corporate Services to the SCM regulations that result in irregular expenditure	OPEX	Zero irregular expenditure, Fruitless and wasteful, and unauthorized Payment Vouchers

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Business Unit		Corporate Services – Vote 3														
Key Performance Area (KPA) 6:		Municipal Transformation and Organizational Development														
Outcome 9:		Responsive, Accountable, Effective and Efficient Local Government System														
Outputs:		Administrative and financial capability														
Key Strategic Organizational Objectives:		To increase the capacity of the district to deliver its mandate														
Governance Goal		Improve the performance of all three spheres of government and in relation to district/metro developmental impact														
Project No	Key performance Area	Problem Statement	Strategic Objectives	Project Name	Project Description (major activities)	Location	Key performance indicator	Baseline	Weighting	2026/27 Annual Targets	Quarter 1 Targets	Quarter 2 Targets	Quarter 3 Targets	Quarter 4 Targets	2026/27 Annual Budget	Means of verification
								In R nil irregular expenditure		expenditure		expenditure	expenditure	expenditure		
Executive Manager: Mr Nyangani Mdaka Municipal Manager: Mr Ramakuntwane Selepe																
Date:		10/07/2026														
Signature:		 														

1.2. CORE MANAGERIAL COMPETENCIES

PERIOD: JULY 2026 TO JUNE 2027

DEPARTMENT: CORPORATE SERVICES

CORE MANAGERIAL COMPETENCIES	COMPETENCY DESCRIPTION/ DEFINITION	CHOICE	WEIGHTING	CURRENT LEVEL	DESIRED LEVEL
Strategic Capability and Leadership	Creates a vision and leads durable and sustainable change in the municipal and directorate level to achieve municipal priorities, strategic objectives and measurable impact.	✓	10%	5	5
Programme and Project Management	Provides direction and guides project and programmes through the effective planning, management, monitoring and evaluation of specific activities in order to ensure effective development and execution of programmes/ projects.	✓	10%	5	5
Financial Management	Compiles and manages departmental budgets process, prepares annual and adjustment budgets for the department's business unit. Directs the efficient, economic and effective control and management of departmental budgets, financial planning and accounting as well as departmental expenditures.	✓	5%	5	5
Leave Management	Manages leave processes of self and subordinates in accordance the relevant policies and the applicable municipal leave management system.	✓	5%	5	5
Change Management	Facilitates transformational initiatives and drives implementation of change interventions that promote improved service delivery commitments. Manages and facilitates the processes of change and transition while helping others deal with the effects.	✓	3%	5	5
Knowledge Management	Promotes and adheres to the generation, sharing of knowledge and learning in order to enhance the collective knowledge of the municipality.	✓	2%	3	4
Service Delivery Innovation	Serves with passion and willingness both internal and external customers by putting the spirit of customer service (Batho Pele) into practice. Serves the greater good of the Municipality's communities, manages communities' needs and expectations.	✓	5%	3	4

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Problem Solving and Analysis	Incorporates a big picture view, does through integration of issues and in a logical manner clarifies and links problems to foster long-standing conflict management and resolution.	✓	10%	5	5
People Management and Empowerment	Values staff and elected members, generates commitment to the municipality, manages staff effectively to ensure personal contribution and successful achievement of the municipal vision, policies and programmes.	✓	5%	5	5
100% implementation of the Internal Audit recommendations.	Acts promptly in response to the Internal Audit requests, findings and recommendations.	✓	5%	3	4
Client Orientation and Customer Focus	Serves with passion and willingness both internal and external customers by putting the spirit of customer service (Batho Pele) into practice.	✓	7%	4	5
Communication	Communicates persuasively to exchange information, ideas and influence others to gain cooperation, commitment and support so as to achieve desired outcomes.	✓	5%	4	5
Honesty and Integrity	Displays at all times ethical behaviour, models integrity in personal and municipal engagements in order to promote institutional confidence, trust and value-based practices.	✓	5%	3	4
Interpretation of and implementation within the legislative and national policy frameworks	Knows and understands Local Government regulatory framework and its requirements, impact and functional areas and effectively formulates policies and procedures in alignment with all relevant regulations to ensure good governance.	✓	5%	5	5
Knowledge of developmental Local Government	Knows and understands Local Government regulatory framework and its requirements, impact on functional areas and effectively formulates policies and procedures in alignment with all relevant regulations to ensure good governance.	✓	5%	3	5
Knowledge of performance management and reporting	Defines clear municipal and directorate performance goals, promotes a culture of performance accountability by setting and monitoring performance standards and impact.	✓	5%	5	5
Competency in Policy conceptualisation, analysis and implementation	Knows and understands Local Government regulatory framework requirements, its impact on functional areas and effectively formulates policies and procedures in alignment with all relevant regulations to ensure good governance.	✓	5%	5	5
100% implementation of RMC resolutions	Acts promptly in response to and implementation of the Risk Management Committee resolutions.	✓	1%	5	5

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100% implementation of mitigations actions due.	Act promptly to ensure that all mitigations duly proposed are implemented.	✓	1%	3	4
100% implementation of the Impact of the mitigation measures	Act promptly to ensure that all mitigations duly proposed are implemented.	✓	1%	3	4
Total Percentage			100%		
Executive Manager: Mr Nyangani Mdaka		Municipal Manager: Mr Ramakuntwane Selepe			
Date: 10/07/2020		Date: 10/07/2020			
Signature: 		Signature: 