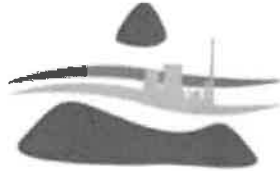


PERFORMANCE AGREEMENT



Fezile Dabi District Municipality

Made and entered into by and between:

Cllr. D Khasudi (the Executive Mayor)

AND

Mr. Sipho Thomas (Municipal Manager)

For the period – 01 July 2025 to 31 June 2026

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Table of Contents

1. Introduction.....	3
2. Purpose of this agreement	3
3. Commencement and duration	4
4. Performance objectives	4
5. Performance management system	5
6. Evaluating performance.....	7
7. Schedule for performance reviews	9
8. Developmental requirements	9
9. Obligations of the employer.....	10
10. Consultation.....	10
11. Management of evaluation outcomes	10
12. Consequences of substandard performance	11
13. Dispute resolution.....	12
14. General.....	12
Annexure A:.....	14
Performance Plan of the Municipal Manager of Fezile Dabi District Municipality	14

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PERFORMANCE AGREEMENT ENTERED INTO BY AND BETWEEN:

Fezile Dabi District Municipality herein represented by **Councillor D Khasudi** in his capacity as the Executive Mayor (hereinafter referred to as the Employer or Supervisor), and

Mr Sipho Thomas, the Municipal Manager of the Fezile Dabi District Municipality (hereinafter referred to as the Employee).

Whereby it is agreed as follows:

1. Introduction

- 1.1 The Employer has entered into a contract of employment with the Employee in terms of section 57(1)(a) of the Local Government Systems Act 32 of 2000 ("the systems Act"). The Employer and the Employee are hereinafter referred to as "the Parties".
- 1.2 Section 57(1)(b) of the Systems Act, read with the Contract of Employment concluded between the parties, requires 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 Employee to a set of outcomes that will secure local government policy goals.
- 1.4 The parties wish to ensure that there is compliance with Sections 57(4A), 57(4B) and 57(5) of the Systems Act.

2. Purpose of this agreement

The purpose of this agreement is to;

- 2.1 Comply with the provisions of Section 57(1)(b), (4A), (4B) and (5) of the Systems Act as the Contract of Employment entered into between the parties;
- 2.2 Specify objectives and targets established for the Employee and to communicate to the Employer's expectations of the Employee's performance expectations and accountabilities;
- 2.3 Specify accountabilities as set out in the Performance Plan (Annexure A);
- 2.4 Monitor and measure performance against set targeted outputs;
- 2.5 Use the Performance Agreement and Performance Plan as the basis for assessing the suitability of the Employee for permanent employment and/or to assess whether the Employee has met the performance expectations applicable to his/her job;

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2.6 Appropriately reward the Employee in accordance with the Employer's performance management policy in the event of outstanding performance; and

2.7 Give effect to the Employee's commitment to a performance-orientated relationship with the Employee in attaining equitable and improved service delivery.

3. Commencement and duration

3.1. This Agreement will commence on the **1st July 2025** and will remain in force until **30th June 2026** where after a new Performance Agreement, Performance Plan and Personal Development Plan shall be concluded between the parties for the next quarter or any portion thereof, if applicable.

3.2. The parties will review the provisions of this Agreement at the end of each quarter. The parties will conclude a new Performance Agreement and Performance Plan that replaces this Agreement at least every quarter (if applicable) by not later than the beginning of each successive quarter.

3.3. This Agreement will terminate on the termination of the Employee's contract of employment for any reason.

3.4. The content of this Agreement may be revised at any time during the above- mentioned period to determine the applicability of the matters agreed upon.

3.5. If at any time during the validity of this Agreement the work environment alters (whether as a result of government or council decisions or otherwise) to the extent that the contents of this Agreement are no longer appropriate, the contents shall immediately be revised.

4. Performance objectives

4.1 The Performance Plan (Annexure A) sets out-

4.1.1 the performance objectives and targets that must be met by the Employee; and

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

4.2 The performance objectives and targets reflected in Annexure A are set by the Employer in consultation with the Employee and based on the Integrated Development Plan and the Budget of the Employer, and shall include key objectives; key performance indicators; target dates and weightings.

4.1 The key objectives describe the main tasks that need to be done. The key performance indicators provide the details of the evidence that must be provided to show that a key objective has been achieved. The target dates describe the timeframe in which the work must be achieved. The weightings show the relative importance of the key objectives to each other.

4.2 The Employee's performance will, in addition, be measured in terms of contributions to the goals and strategies set out in the Employer's Integrated Development Plan.

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5. Performance management system

- 5.1 The Employee agrees to participate in the performance management system that the Employer adopts or introduces for the Employer, management and municipal staff of the Employer.
- 5.2 The Employee accepts that the purpose of the performance management system will be to provide a comprehensive system with specific performance standards to assist the Employer, management and municipal staff to perform to the standards required.
- 5.3 The Employer will consult the Employee about the specific performance standards that will be included in the performance management system as applicable to the Employee.
- 5.4 The Employee agrees to participate in the performance management and development system that the Employer adopts.
- 5.5 The Employee undertakes to actively focus towards the promotion and implementation of the KPAs (including special projects relevant to the employee's responsibilities) within the local government framework.
- 5.6 The criteria upon which the performance of the Employee shall be assessed shall consist of two components, both of which shall be contained in the Performance Agreement.
- a) The employee must be assessed against both components with a weighting of 80:20 allocated to the Key Performance Areas (KPAs) and the Core Managerial Competencies (CMCs) respectively.
 - b) Each area of assessment will be weighted and will contribute a specific part to the total score.
 - c) KPAs covering the main areas of work will account for 80% and CMCs will account for 20% of the final assessment.
- 5.7 The Employee's assessment will be based on his/her performance in terms of the outputs / outcomes (performance indicators) identified as per attached performance plan (Annexure A), which are linked to the KPA's, and will constitute 80% of the overall assessment result as per the weights agreed to between the Employer and the Employee:

Key Performance Areas (80% of Total)	Weighting
Municipal Transformation and Organizational Development	30
Infrastructure Development and Basic Service Delivery	10
Local Economic Development (LED)	10
Municipal Financial Viability and Management	20
Good Governance and Public Participation	30
Total	100%

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- 5.8 The CMCs will make up the other 20% of the Employee's assessment score. CMCs that are deemed to be most critical for the Employee's specific job should be selected from the list below as agreed to between the Employer and Employee:

No.	LEADING COMPETENCIES		
	Competency Description	Driving Competencies	Weighting
1	Strategic Direction and Leadership	- Impact and influence - Institutional Performance Management - Strategic Planning and Management - Organisational Awareness	20
2	People Management	- Human Capital Planning and Development - Diversity Management - Employee Relations Management - Negotiation and Dispute Management	5
3	Program and Project Management	- Program and Project Planning and Implementation - Service Delivery Management - Program and Project Monitoring and Evaluation	5
4	Financial Management	- Budget Planning and Execution - Financial Strategy and Delivery - Financial Reporting and Monitoring	10
5	Change Leadership	- Change and Vision and Strategy - Process Design and Improvement - Change Impact Monitoring and Evaluation	10
6	Governance Leadership	- Policy Formulation - Risk and Compliance Management - Cooperative Governance	10

No	LEADING COMPETENCIES	Weighting
	Competency Description	
1	Moral Competence	5
2	Planning and Organising	5
3	Analysis and Innovation	10
4	Knowledge and Information Management	5
5	Communication	5
6	Resulting and Quality Focus	10
TOTAL		100
(NB: the sum total of weighted Leading and Core Competencies must always be equals to 100)		

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6. EVALUATING PERFORMANCE

6.1 The Performance Plan (Annexure A) to this Agreement sets out;

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

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

6.3 Personal growth and development needs identified during any performance review discussion must be documented in a Personal Development Plan as well as the actions agreed to and implementation must take place within set timeframes.

6.4 The Employee's performance will be measured in terms of contributions to the goals and strategies set out in the Employer's IDP

6.5 The annual performance appraisal will involve:

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

- a) Each KPA shall be assessed according to the extent to which the specified standards or performance indicators have been met and with due regard to *ad hoc* tasks that had to be performed under KPA
- b) An indicative rating on the five-point scale shall be provided for each KPA.
- c) The applicable assessment rating calculator must then be used to add the scores and calculate a final KPA score.

6.5.2 Assessment of CMCs:

- a) Each CMC should be assessed according to the extent which the specified standards have been met.
- b) An indicative rating on the five-point scale should be provided for each CMC.
- c) The applicable assessment rating calculator must then be used to add the scores and calculate a final CMC score.

6.5.3 Overall rating

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

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- b) The assessment of the performance of the employee will be based on the following five-point rating scale for both KPAs and Leading and CMCs:

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 key 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.					
2	Performance not fully effective	Performance is below the standard required for the job in key areas. Performance meets some of the standards expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against more than half the key performance criteria and indicators as specified in the PA and Performance Plan.					
1	Unacceptable performance	Performance does not meet the standard expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against almost all of the performance criteria and indicators as specified in the 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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6.6 For purposes of evaluating the performance of the Employee, an evaluation panel constituted by the following persons will be established:-

- 6.6.1 The Municipal Manager
- 6.6.2 Chairperson of the Audit Committee
- 6.6.3 Member of the Mayoral Committee
- 6.6.4 Municipal Manager or Senior Manager from another municipality

7. Schedule for performance reviews

7.1 The performance of each Employee in relation to his/her performance agreement shall be reviewed on the following dates with the understanding that reviews in the **first and third quarters** may be verbal if performance is satisfactory:

Period	Time Frames	Performance Review time lines
1 st Quarter	1 July to 30 September 2025	Not later than 30 October 2025
2 nd Quarter	1 October to 31 December 2025	Not later than 28 February 2026
3 rd Quarter	1 January 2026 to 31 March 2026	Not later than 30 April 2026
4 th Quarter	1 April 2026 to 30 June 2026	Not later than 30 September 2026

7.2 The Employer shall keep a record of the mid-year review and annual assessment meetings.

7.3 Performance feedback shall be based on the Employer's assessment of the Employee's performance.

7.4 The Employer will be entitled to review and make reasonable changes to the provisions of Annexure "A" from time to time for operational reasons. The Employee will be fully consulted before any such change is made.

7.5 The Employer may amend the provisions of Annexure A whenever the performance management system is adopted, implemented and/or amended as the case may be. In that case the Employee will be fully consulted before any such change is made.

8. Developmental requirements

The Personal Development Plan (PDP) for addressing developmental gaps is part of the attached **Annexure A**.

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9. Obligations of the employer

9.1 The Employer shall;

- 9.1.1 Create an enabling environment to facilitate effective performance by the employee;
- 9.1.2 Provide access to skills development and capacity building opportunities;
- 9.1.3 Work collaboratively with the Employee to solve problems and generate solutions to common problems that may impact on the performance of the Employee;
- 9.1.4 On the request of the Employee delegate such powers reasonably required by the Employee to enable him/ her to meet the performance objectives and targets established in terms of this Agreement; and
- 9.1.5 Make available to the Employee such resources as the Employee may reasonably require from time to time to assist him/ her to meet the performance objectives and targets established in terms of this Agreement.

10. Consultation

10.1 The Employer agree to consult the Employee timeously where the exercising of the powers will have amongst others:

- 10.1.1 A direct effect on the performance of any of the Employee's functions;
- 10.1.2 Commit the Employee to implement or to give effect to a decision made by the Employer; and
- 10.1.3 A substantial financial effect on the Employer.

11. Management of evaluation outcomes

11.1 The evaluation of the employee's performance will form the basis for rewarding outstanding performance or correcting unacceptable performance.

11.2 A performance bonus between 5% and 14% of all-inclusive annual remuneration package may be paid to the employee in recognition of outstanding performance to be constituted as follows:

11.2.1 The second performance bonus (cash rewards) payment band ranges between 10% and 14% of the all-inclusive remuneration package, as follows:

- (i) A score of 130% -138% to qualify for 5% bonus;
- (ii) A score of above 138%-148% to qualify for 7% bonus;
- (iii) A score of above 148%-149% to qualify for 9%.

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11.2.2 The second performance bonus (cash rewards) payment band ranges between 10% and 14% of the all-inclusive remuneration package, as follows:

- (i) A score of 150% - 155% to qualify for 10% bonus;
- (ii) A score of above 155% - 160% to qualify for 13% bonus;
- (iii) A score of above 160% to qualify for 14% bonus.

11.3 The performance achievement ranging between 100% and 129% shall be regarded as performance that 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. This will imply that 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. **This category of performance shall not be rewarded.**

11.4 In the case of unacceptable performance, the Employer shall;

11.4.1 provide systematic remedial or developmental support to assist the Employee to improve his or her performance; and

11.4.2 after appropriate performance counselling and having provided the necessary guidance and/ or support as well as reasonable time for improvement in performance, the Employer may consider steps to terminate the contract of employment of the Employee on grounds of unfitness or incapacity to carry out his or her duties.

12. Consequences of substandard performance

12.1. A level of performance achievement of below 60% shall warrant the employer to execute corrective measures that may include disciplinary measures due to incapacity.

12.2 Should the employee score below 130%, the employer, together with the employee shall develop a Remedial and Developmental Support Plan within 30 days of the Mid-Year Performance Review to assist the employee to improve performance. The design of the plan will be such that there should be performance improvement within 6 months of its implementation.

12.3 The plan will clearly specify that there should be performance improvement within 6 months of its implementation, and will also outline the responsibilities of the employer as well as the responsibilities of the employee with regard to its implementation.

12.4 If after 6 months, during the end-year performance review, the employee concerned still achieves a score of less than 60% and the employer has evidence or proof that it met its responsibilities in terms of implementing the remedial and developmental support plan, the employer will

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consider steps to terminate the contract of the employee on the grounds of poor performance or operational incapacity.

13. Dispute resolution

13.1. Any dispute about the nature of the employee's performance agreement, whether it relates to key responsibilities, priorities, methods of assessment and / or any other matter provided for, shall be mediated by:

13.1.1 The MEC for local government in the province within thirty (30) days of receipt of a formal dispute from the Employee; or

13.1.2 Any person appointed by the MEC;

13.2 In the event that the mediation process contemplated above fails, clause 19.3 of the Contract of Employment shall apply.

14. GENERAL

14.1. The contents of this agreement and the outcome of any review conducted in terms of Annexure A must be made available to the public by the Employer.

14.2 Nothing in this agreement diminishes the obligations, duties or accountabilities of the employee in terms of his/her contract of employment, or effects of existing or new regulations, circulars, policies, directives of other instruments.

(Signature Page)

Thus done and signed at SASOLBURG this 22ND day of July 2025

Employee:

Signature:  Name Print: SIPHO JOSEPH THOMAS

Witnesses:

1. Signature:  Name Print: YASMEEN SEKULISA

2. Signature:  Name Print: Kadiso Maselane

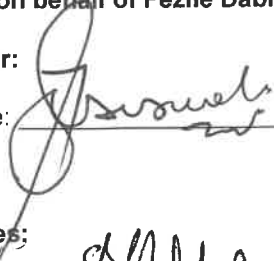
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For and on behalf of Fezile Dabi District Municipality:

Employer:

Signature:

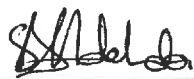


Name Print:

DENNIS KHASU

Witnesses:

1. Signature:



Name Print:

DUDU MAKHANDA

2. Signature:



Name Print:

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Annexure A:

Performance Plan of the Municipal Manager of Fezile Dabi District Municipality

1. Purpose

The performance plan defines the Council's expectations of the Employee's performance agreement to which this document is attached and Section 57 (5) of the Municipal Systems Act, which provides that performance objectives and targets must be based on the key performance indicators as set in the Municipality's Integrated Development Plan (IDP) and as reviewed annually.

2. Key responsibilities

The following objects of local government will inform Employee's performance against set performance indicators:

- 2.1 Provide democratic and accountable government for local communities.
- 2.2 Ensure the provision of services to communities in a sustainable manner.
- 2.3 Promote social and economic development.
- 2.4 Promote a safe and healthy environment.
- 2.5 Encourage the involvement of communities and community organisations in the matters of local government.

3. Key Performance Areas

The following Key Performance Areas (KPAs) as outlined in the Local Government: Municipal Planning and Performance Management Regulations (2001) inform the strategic objectives listed in the table below:

- 3.1 Municipal Transformation and Organisational Development.
- 3.2 Infrastructure Development and Service Delivery.
- 3.3 Local Economic Development (LED).
- 3.4 Municipal Financial Viability and Management.
- 3.5 Good Governance and Public Participation.

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This plan consists of the following 4 parts:

- 1) Key Performance Areas (KPAs) schedule, detailing key objectives and their related performance indicators, weightings and target dates
- 2) A Competency Requirements (CR) schedule, setting out Leading and Core Competencies
- 3) Personal Development Plan (PDP), for addressing developmental gaps
- 4) Record of assessment meetings (Control Sheet)

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1. Key Performance Areas schedule, details key objective and their related performance indicators, weightings and target dates

KPA	Weighting	ID	Strategic Objective	Key Performance Indicator	Baseline Information	Target		Assessment Score Level 5 - 1	Motivation for exceptional performance	Corrective Actions for under performance
						Time frames	Quantity			
KPA: Municipal Transformation and Organisational Development	30	1.1	To ensure retention of adequately skilled and experienced employees.	Percentage reduction of Auditor-General's findings relating to financial management, leadership, predetermined objectives and other matters addressed by 30 June 2026.	Audit Report for 2024/2025 FY	1 July 2025 – 30 June 2026	80% reduction of Auditor-General's findings relating to financial management, leadership, predetermined objectives and other matters addressed by 30 June 2026.			
		1.2		Percentage implementation of Council resolutions by various officials and political office bearers, Number of monthly reports on the implementation of Council resolution	Twelve reports submitted during 2024/25 on implementation of council resolutions	1 July 2025 – 30 June 2026	100% implementation of Council resolutions by various officials and political office bearers by 30 June 2026 as per the Resolution Register 12 monthly reports on the implementation of Council resolutions submitted to Council by 30 June 2026.			
		1.3		Number of quarterly case management report developed and submitted to Council	New KPI	1 July 2025 – 30 June 2026	Four quarterly case management report developed and submitted to Council by 30 June 2026.			

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KPA	Weighting	ID	Strategic Objective	Key Performance Indicator	Baseline Information	Target		Assessment Score Level 5 - 1	Motivation for exceptional performance	Corrective Actions for under performance
						Time frames	Quantity			
KPA2: Basic service Delivery and Infrastructure Development	10	1.4	Improve administrative and financial capability of the municipality	Number of monthly Senior Management meetings convened	APR 2024/2025	1 July 2025 – 30 June 2026	12 monthly Senior Management meetings convened 2026.			
		1.5	Ensure that the district's approach to integrated development planning and policy formulation is informed by relevant, up to date and timely sector plans.	Percentage improvement in annual assessment ratings of the municipality's IDP by CoGTA by 30 June 2026.	40% annual assessment rating for 2024/2025 IDP	1 July 2025 – 30 June 2026	80% improvement in annual assessment ratings of the municipality's IDP by CoGTA by 30 June 2026.			
		1.6	Ensure that the district's approach to integrated development planning and policy formulation is informed by relevant, up to date	Percentage coordination of the implementation of 3 rd Generation DDM One Plan for Fezile Dabi	2 nd Generation DDM One Plan developed and some catalytic projects implemented	1 July 2025 – 30 June 2026	30% implementation of 3 rd Generation DDM One Plan for Fezile Dabi by 30 June 2026			

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KPA	Weighting	ID	Strategic Objective	Key Performance Indicator	Baseline Information	Target		Assessment Score Level 5 - 1	Motivation for exceptional performance	Corrective Actions for under performance
						Time frames	Quantity			
			and timely sector plans.							
		2.1	To assist local municipalities in the district in setting up a road asset management systems and to collect roads and traffic data in the district in line with the Road Infrastructure Strategic Framework for South Africa (RISFSA).	A Length of road networks condition assessed in the district	2024/25 RRAMS road conditions assessment report..	1 July 2025 – 30 June 2026	988 km road networks condition assessed in the district in line with Rural Roads Asset Management System (RRAMS) Grant conditions One final report prepared and submitted to the Provincial and National Departments of Transport by 30 June 2026.			
		2.2	To establish a water testing laboratory to discharge municipal environmental health	Completed feasibility study for the construction of a Water Testing Laboratory	New KPI	1 July 2025 – 30 June 2026.	Determine necessity and internal and external needs and demand for the construction of a Water Testing Laboratory to be used as a shared support services to municipalities by 30 th of June 2026			

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KPA	Weighting	ID	Strategic Objective	Key Performance Indicator	Baseline Information	Time frames	Target Quantity	Assessment Score Level 5 - 1	Motivation for exceptional performance	Corrective Actions for under performance
			powers and functions							
			Effective implementation of capital programmes geared towards the extension of municipal services	Percentage implementation of MIG Implementation Plan on behalf of Matube Local Municipality	84% MIG expenditure rate for 2024/2025 FY	1 July 2025- 30 Jun 2026	100% implementation of MIG Implementation Plan on behalf of Matube Local Municipality			
KPA3:Local Economic Development		2.3	To provide Disaster Management Services effectively & equitably in the District.	100% Completed Disaster Management Centre in the district	New KPI	1 July 2025 – 30 June 2026.	Determine necessity and needs for the construction of a Disaster Management Centre in the district by the 30 th of June 2026			
	10	3.1	To create a conducive environment for economic development	To create a conducive environment for economic development	New KPI	1 July 2025 – 30 June 2026.	One DDM Technical Hub established to Leverage on economic development opportunities to be derived from the extension of Vaal River SEZ to Metsimaholo by June 2026			
		3.2		To create a conducive environment for economic development	New KPI	1 July 2025 – 30 June 2026.	One District investment summit convened anchored by DDM One Plan's Catalytic projects by June 2026			

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KPA	Weighting	ID	Strategic Objective	Key Performance Indicator	Baseline Information	Target		Assessment Score Level 5 - 1	Motivation for exceptional performance	Corrective Actions for under performance
						Time frames	Quantity			
KPA 4: Financial Management and Viability	20	4.1.	To secure sound financial management practices that enhance financial viability & compliance with the requirements of MFMA & other relevant legislation.	Capital Expenditure as a percentage of Total Capital Budget by June 2026	New KPI	1 July 2025 – 30 June 2026.	100% Capital Expenditure as a percentage of Total Capital Budget by June 2026			
		4.2.	To secure sound financial management practices that enhance financial viability & compliance with the requirements of MFMA & other relevant legislation.	% reduction in repeat audit findings	New KPI	1 July 2025 – 30 June 2026.	80% reduction in repeat audit findings by June 2026			
KPA 5: Good Governance & Public Participation	30	5.1	To enforce, promote and adhere to Good Governance	Top-layers SDBIP for each financial year submitted to the Executive Mayor within 14 days of approval of the budget and approved by	TL SDBIP developed for 2024/2025 FY	28 June 2025	One Top-Layer SDBIP for 2025/26 financial year approved by the Executive Mayor within 28 days after			

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KPA	Weighting	ID	Strategic Objective	Key Performance Indicator	Baseline Information	Target		Assessment Score Level 5 - 1	Motivation for exceptional performance	Corrective Actions for under performance	
			practices by complying with prescribed laws and regulations at all levels within the organisation.	the Executive Mayor within 28 days after approval of the annual budget.			approval of the annual budget.				
				Number of reviewed and signed Performance Agreements & Plans for the Municipal Manager and four (4) senior managers	5 PA signed for 2024/2025 FY	31 July 2025	Five reviewed and signed Performance Agreements & Plans for the Municipal Manager and four (4) senior managers for 2023/24 financial year by 31 July 2025.				
		5.3		Number of biannual formal performance assessment reports for the Municipal Manager and four (4) senior managers concluded and signed-off not later than 30 days after the end of Q2 and Q4	One formal performance assessment conducted	31 March 2026 and 30 September 2026	Two biannual formal quarterly performance assessment reports for the Municipal Manager and four (4) senior managers concluded and signed-off not later than 30 days after the end of Q2 and Q4				
		5.4		Number of annual performance report developed, signed-off and submitted to the Auditor-General by 31 August 2025.	One APR and attendant Oversight Report for 2024/2025 FY	31 March 2026	One draft annual performance report developed, signed-off and submitted to the Auditor-General by 31 August 2025 and Final APR by 31 December 2025				

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GOVERNANCE										
LEGISLATIVE KPAS	BASIC SERVICE DELIVERY AND GOOD GOVERNANCE AND PUBLIC PARTICIPATION			IDP KPA	GOOD GOVERNANCE		KPA No (No in the IDP e.g.3)			
OUTCOME	KPI	TARGET	1 ST BIENNIAL REPORT	ANNUAL FINAL REPORT	MOTIVATION UNDER PERFORMANCE AND EXCEPTIONAL PERFORMANCE	Assessment Score				
						1	2	3	4	5
			implementation of catalytic projects							
	% Annual procurement plan concluded and implemented as it relates to the department	100% implementation of annual procurement plan of the department	50% implementation of annual procurement plan of the department	100% implementation of annual procurement plan of the department						
	% implementation of audit plan to address audit issues related to the department	100% implementation of audit plan to address audit issues related to the department	50% implementation of audit plan to address audit issues related to the department	100% implementation of audit plan to address audit issues related to the department						
Ensure good governance and effective management of the city	Number of reviewed PDP per departments	Seventeen reviewed PDP per departments	Ten reviewed PDP per departments	Seventeen reviewed PDP per departments						
	Provision of inputs into the municipality's planning processes (IDP and risk management) within stipulated time frames and in line with quality requirements	Provision of inputs into the municipality's planning processes and risk management 2 weeks earlier than stipulated time frames and in line with quality requirements	Provision of inputs into the municipality's planning processes and risk management 2 weeks earlier than stipulated time frames and in line with quality requirements	Provision of inputs into the municipality's planning processes and risk management 2 weeks earlier than stipulated time frames and in line with quality requirements						

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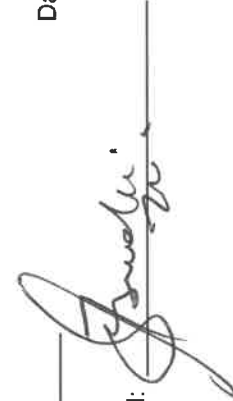
GOVERNANCE						
LEGISLATIVE KPAS	BASIC SERVICE DELIVERY AND GOOD GOVERNANCE AND PUBLIC PARTICIPATION			IDP KPA	GOOD GOVERNANCE	KPA No (No in the IDP e.g.3)
OUTCOME	KPI	TARGET	1 ST BIENNIAL REPORT	ANNUAL FINAL REPORT	MOTIVATION FOR UNDER PERFORMANCE AND EXCEPTIONAL PERFORMANCE	Assessment Score
						1 2 3 4 5
	Identification and management of strategic risks	100% management and mitigation of identified strategic risks	100% management and mitigation of identified strategic risks	100% management and mitigation of identified strategic risks		
	% Compliance with the municipality's system of delegation policy	100% compliance with the municipality's system of delegation policy	100% compliance with the municipality's system of delegation policy	100% compliance with the municipality's system of delegation policy		
	% increase in implementation of the municipality's SDBIP	100% implementation of the municipality's SDBIP	100% implementation of the municipality's SDBIP	100% implementation of the municipality's SDBIP		
	% implementation of employment equity targets set for OMM in the municipality's employment equity plan	100% implementation of employment equity targets set for department in the municipality's employment equity plan	50% implementation of employment equity targets set for department in the municipality's employment equity plan	100% implementation of employment equity targets set for department in the municipality's employment equity plan		
	To recommend and ensure implementation of internal controls, procedures and systems for good governance, prudent financial management and effective service delivery in	100% compliance with statutory prescripts	100% compliance with statutory prescripts	100% compliance with statutory prescripts		

22/10/24 SL
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GOVERNANCE										
LEGISLATIVE KPAS	BASIC SERVICE DELIVERY AND GOOD GOVERNANCE AND PUBLIC PARTICIPATION		IDP KPA	GOOD GOVERNANCE		KPA No (No in the IDP e.g.3)				
OUTCOME	KPI	TARGET	1 ST BIENNIAL REPORT	ANNUAL FINAL REPORT	MOTIVATION UNDER PERFORMANCE AND EXCEPTIONAL PERFORMANCE	Assessment Score				
						1	2	3	4	5
		compliance with statutory prescripts								
		Amount of unauthorised, irregular and fruitless & wasteful expenditure incurred due to non-compliance by all departments to the municipality's Supply Chain Management Policy, Supply Chain Management Regulations, 2005 and the MFMA	Nil / Zero amount of unauthorized, irregular and fruitless & wasteful expenditure incurred due to non-compliance by all departments to the municipality's Supply Chain Management Policy, Supply Chain Management Regulations, 2005 and the MFMA by 30 June 2026	Nil / Zero amount of unauthorized, irregular and fruitless & wasteful expenditure incurred due to non-compliance by all departments to the municipality's Supply Chain Management Policy, Supply Chain Management Regulations, 2005 and the MFMA by 30 June 2026						

Signed and accepted by Employee: 

Date: 22 July 2025

Signed and accepted by (Executive Mayor) on behalf of Council: 

Date: 22 July 2025

DE WYK
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Performance Agreement 2025/26 Mr. Thomas

1. PERSONAL DEVELOPMENT PLAN

Employee's Name: Sipho Thomas Employee Number:
 Job Title: Municipal Manager Department: Municipal Manager
 Manager: Date: 22 July 2025

Development need	Activity	When	Learning Outcome	Impact
Advance Computer Practice		31/12/2025	Advance knowledge of computers	
Project management: Managing Municipal Capital Projects (focused on infrastructure, MIG, and procurement compliance)	Certificate programme on Project Management	30/06/2026	Sound understanding of project management Value Chain	Improved grant expenditure performance and thus improve service delivery
Advanced financial oversight and Governance	Short course	31/03/2026	Sound understanding of financial oversight and governance	Sound and robust financial controls
Strategic Leadership and Change Management	Short course	31/03/2026	Improved strategic leadership and management	Developmental, ethical and accountable Local Government
Emotional intelligence and leading transformation	Short course	31/12/2025	Effective leadership and evolved and robust change management processes and practices	Effective stewardship and leadership able to attain set development targets and attendant measurable performance targets
Data-Driven decision making and strategic analysis	Short course	30/06/2026	Improved strategic management	Sound integrated development and management
Public Sector innovation and knowledge management	Short course	30/06/2026	Enhance operating the minus	Documentation of experience

Signed and accepted by Employee: 

Date: 22 July 2025

Signed and accepted by (Executive Mayor) on behalf of Council: 

Date: 22 July 2025

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2. RECORD OF ASSESSMENT MEETINGS (CONTROL SHEET)

Employee's Name: S Thomas Employee Number: _____
Job Title: Municipal Manager Department: Municipal Manager
Manager / Immediate Superior: Cllr D Khasudi Date: 22 July 2025

Date of assessment	Employee's view on differences of assessment	Comments of the Employer	Action to be taken any (feedback to be given to employee)
Q1:			
Q2:			
Q3:			
Q4:			
Additional review:			
Signed and accepted by (Employee):		Date:	22 July 2025
Signed and accepted by (Executive Mayor) on behalf of Council:		Date:	22 July 2025

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KDM
SL
SD

(Signature Page)

Thus done and signed at SASOLBURG this 22nd day of July 2025

EMPLOYEE:

Signature: [Signature] Name Print: SIPHO THOMAS

WITNESSES

1. Signature: [Signature] Name Print: YASMEENI SEKULISA
2. Signature: [Signature] Name Print: Kadun Masekane

FOR AND ON BEHALF OF FEZILE DABI DISTRICT MUNICIPALITY

Signature: [Signature] Name Print: DENNIS KHASUA'

WITNESSES

1. Signature: [Signature] Name Print: SEATTLE MAFISA
2. Signature: [Signature] Name Print: Dudu Makhanda