

KAREEBERG MUNICIPALITY

PERFORMANCE EVALUATION SUMMARY

Performance evaluation of: **W de Bruin**

Period: Final 2024/25 (July 2024 to June 2025)

Panel Members: Municipal Manager
 Councilor
 External Municipal Manager
 Audit Committee Member

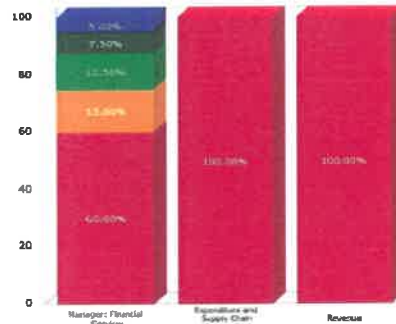
Date of evaluation: **11 March 2026**

MF MANUEL
E. HOORN
I. VISSER
M. MT4B4

PERFORMANCE RESULTS

	Total score for period	Total weight for period	Weighted percentage	Performance %
Operational Performance	52,80	80,00	80,00%	53%
Core Competency Requirements	20,04	20,00	20,00%	20%
Final Score	72,84	100,00	100,00%	73%

Responsible Department



PERFORMANCE COMMENTS

Signed by panel members:

Municipal Manager _____

Councilor _____

External Municipal Manager _____

Audit Committee Member _____

Manuel

[Signature]

Signed by employee: **W de Bruin**

[Signature]

Date

13.03.26

Comments

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OPERATIONAL KPI'S

PMS REF	Ref No	National KPA	Key Performance Indicator (KPI)	Unit of measurement	Targets				Weight	Score	Calc Score	Performance Comment &	Target	Actual	R
					Q1	Q2	Q3	Q4							
1	TL25	Basic Service Delivery	The percentage of the municipal capital budget actually spent on capital projects by 30 June 2025 ((Amount actually spent on capital projects/ Amount budgeted for capital projects)x100)	% of capital budget spent on capital projects by 30 June 2025	0%	10%	60%	83%	2	4	1,6	[D96] Manager: Financial Services: Municipality will ensure that all capital conditional grants received are spend as per capital budget (June 2025)	83%	68%	O
2	TL26	Municipal Financial Viability and Management	80% of the total municipal operational budget spent by 30 June 2025 ((Actual amount spent on total operational budget/Total operational budget)x100)	% of the total municipal operational budget spent by 30 June 2025	20%	40%	60%	80%	2	4	1,6	[D97] Manager: Financial Services: Strict Credit control must be implemented during 2025/2026 financial year (June 2025)	80%	73%	O
3	TL27	Municipal Financial Viability and Management	Financial viability measured in terms of the municipality's ability to meet it's service debt obligations as at 30 June 2025 ((Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant)	% debt coverage	0%	0%	0%	45%	2	5	2	[D98] Manager: Financial Services: Strict Credit control must be implemented during 2025/2026 financial year (June 2025)	45%	0%	B
4	TL28	Municipal Financial Viability and Management	Financial viability measured in terms of the outstanding service debtors as at 30 June 2025 ((Total outstanding service debtors/ revenue received for services)x100)	% of outstanding service debtors to revenue received for services	0%	0%	0%	97%	2	3	1,2	[D99] Manager: Financial Services: Strict Credit control must be implemented during 2025/2026 financial year (June 2025)	97%	147%	R

OPERATIONAL KPI'S

PMS REF	Ref No	National KPA	Key Performance Indicator (KPI)	Unit of measurement	Targets				Weight	Score	Calc Score	Performance Comment &	Target	Actual	R
					Q1	Q2	Q3	Q4							
5	TL29	Municipal Financial Viability and Management	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2025 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets))	Number of months it takes to cover fix operating expenditure with available cash	0	0	0	1	2	3	1,2	[D100] Manager: Financial Services: Strict Credit control must be implemented during 2025/2026 financial year (June 2025)	1	-4,45	R
6	TL30	Municipal Financial Viability and Management	Submit the annual financial statements for the 2023/24 financial year to AGSA by 31 August 2024	Annual financial statements for the 2023/24 financial year submitted to AGSA by 31 August 2024	1	0	0	0	2	5	2		1	1	G
7	TL31	Municipal Financial Viability and Management	Submit the draft main budget for the 2025/26 financial year to AGSA by 31 March 2025	Draft main budget for the 2025/26 financial year submitted to Council by 31 March 2025	0	0	1	0	2	5	2		1	1	G
8	TL32	Municipal Financial Viability and Management	Achieve a debtor payment percentage of 80% by 30 June 2025 (((Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off)/Billed Revenue x 100)	% debtor payment achieved	0%	80%	0%	80%	2	3	1,2	[D103] Manager: Financial Services: Strict Credit control must be implemented during 2025/2026 financial year (June 2025)	80%	10,87%	R
9	TL33	Basic Service Delivery	Revise the Indigent Policy and submit to Council by 30 June 2025	Revised Indigent Policy submitted to Council by 30 June 2025	0	0	0	1	2	5	2		1	1	G
10	TL34	Municipal Financial Viability and Management	Compile a Revenue Enhancement Strategy and submit to Council by 30 June 2025	Revenue Enhancement Strategy compiled and submitted to Council by 30 June 2025	0	0	0	1	2	3	1,2		1	1	G
11	TL35	Municipal Transformation and Institutional Development	Purchase and install a server by 30 June 2025	Server purchased and installed by 30 June 2025	0	0	0	1	2	5	2		1	1	G

OPERATIONAL KPI'S

PMS REF	Ref No	National KPA	Key Performance Indicator (KPI)	Unit of measurement	Targets				Weight	Score	Calc Score	Performance Comment &	Target	Actual	R
					Q1	Q2	Q3	Q4							
12	D50	Municipal Transformation and Institutional Development	Conduct bi-monthly meetings with managers/supervisors	Number of meetings conducted	1	2	1	2	2	3	1,2	KPI not updated	6	0	R
13	D51	Good Governance and Public Participation	Submit quarterly report on progress made with the implementation of council decisions applicable to the Department to the MM	Number of reports submitted	1	1	1	1	2	3	1,2	KPI not updated	4	0	R
14	D52	Municipal Transformation and Institutional Development	Conduct quarterly meetings with all personnel in the department	Number of meetings conducted	1	1	1	1	2	3	1,2	KPI not updated	4	0	R
15	D53	Municipal Transformation and Institutional Development	Visit Van Wyksvlei and Vosburg offices at least once per quarter	Number of visits	2	2	2	2	2	3	1,2	KPI not updated	8	0	R
16	D54	Municipal Transformation and Institutional Development	Submit monthly reports to the MM	Number of reports submitted	3	3	3	3	1	3	0,6	KPI not updated	12	0	R
17	D55	Municipal Financial Viability and Management	Submit the adjustments budget for consideration to Council by 28 February	Adjustment budget submitted to Council by 28 February	0	0	1	0	2	3	1,2	KPI not updated	1	0	R
18	D56	Municipal Financial Viability and Management	Submit the sec 71 of the MFMA reports to the National Treasury, Provincial Treasury and the Mayor within 10 working days after the start of the month	Number of section 71 reports submitted	3	3	3	3	2	3	1,2	KPI not updated	12	0	R
19	D57	Municipal Financial Viability and Management	Prepare the mid year budget and performance report in terms of sec72 of the MFMA and submit to the Mayor by the 25th of January	Report submitted to the Mayor by 25 January	0	0	1	0	2	3	1,2	KPI not updated	1	0	R
20	D58	Good Governance and Public Participation	Develop and distribute communication on the indigent policy to Ward Committees to raise awareness annually by 30 September	Communication developed and distributed by 30 September	4	0	0	0	2	3	1,2	KPI not updated	4	0	R
21	D59	Good Governance and Public Participation	Annually audit the indigent register by 30 September	Audit completed by 30 September annually	1	0	0	0	2	3	1,2	KPI not updated	1	0	R
22	D60	Municipal Financial Viability and Management	Submit the MTEF Final budget for consideration to Council by 31 May	Final MTEF Budget submitted	0	0	0	1	2	3	1,2	KPI not updated	1	0	R

OPERATIONAL KPI'S

PMS REF	Ref No	National KPA	Key Performance Indicator (KPI)	Unit of measurement	Targets				Weight	Score	Calc Score	Performance Comment &	Target	Actual	R
					Q1	Q2	Q3	Q4							
23	D61	Municipal Financial Viability and Management	Attend to the Internal Audit and respond to the internal audit exceptions 3 days after receiving from the internal auditors of PKSDM	% internal audit exceptions responded to within 3 days after receiving from the internal auditors of PKSDM	100%	100%	100%	100%	2	3	1,2	KPI not updated	100%	0%	R
24	D62	Municipal Financial Viability and Management	Submit the Budget Schedule to Council by 31 August	Budget Schedule submitted	1	0	0	0	2	3	1,2	KPI not updated	1	0	R
25	D63	Municipal Financial Viability and Management	Update and balance the asset register by 30 June	Asset register updated and balanced by 30 June	0	0	0	1	1	3	0,6	KPI not updated	1	0	R
26	D64	Municipal Financial Viability and Management	Update investments register and balance with the general ledger by the 10th working day of every month	Number of updates	3	3	3	3	1	3	0,6	KPI not updated	12	0	R
27	D65	Municipal Transformation and Institutional Development	Submit quarterly reports to the MM on the progress made with the implementation with Audit Action plan	Number of reports submitted	0	0	1	1	1	3	0,6	KPI not updated	2	0	R
28	D66	Basic Service Delivery	Submit MIG financial progress reports as required by the Provincial Department of Local Government before the 10th working day of the month	Number of MIG progress reports submitted to the Provincial Department of Local Government before the 10th working day of the month	3	3	3	3	2	3	1,2	KPI not updated	12	0	R
29	D67	Basic Service Delivery	Submit the NERSA form by 31 October	NERSA form submitted	0	1	0	0	2	3	1,2	KPI not updated	1	0	R
30	D68	Municipal Financial Viability and Management	Develop and distributed communication on the indigent policy to raise awareness annually by 30 September	Communication developed and distributed by September	1	0	0	0	2	3	1,2	KPI not updated	1	0	R
31	D69	Municipal Financial Viability and Management	Annual audit of indigent households on register by 30 September	Audit completed by September annually	1	0	0	0	2	3	1,2	KPI not updated	1	0	R
32	D70	Municipal Financial Viability and Management	Complete a survey of all house shops annually by September and issue 30-day notices for rezoning. (Households with house shops may not quality as indigent households and must be charged business tariffs)	Survey completed; notices issued annually by September	1	0	0	0	1	3	0,6	KPI not updated	1	0	R

OPERATIONAL KPI'S

PMS REF	Ref No	National KPA	Key Performance Indicator (KPI)	Unit of measurement	Targets				Weight	Score	Calc Score	Performance Comment &	Target	Actual	R
					Q1	Q2	Q3	Q4							
33	D71	Municipal Financial Viability and Management	Complete the reconciliation of all creditor control votes and suspense accounts by the 10th working day of every month	Number of reconciliations completed	3	3	3	3	1	3	0,6	KPI not updated	12	0	R
34	D72	Municipal Financial Viability and Management	Submit reconciliations on a monthly basis of VAT and payment or claim from SARS by the 25th of every month	Number of reconciliations completed	3	3	3	3	1	3	0,6	KPI not updated	12	0	R
35	D73	Municipal Financial Viability and Management	Submit the IRP5 reconciliation as per the date determined by SARS (October and May)	Number of reconciliations submitted	0	1	0	1	2	3	1,2	KPI not updated	2	0	R
36	D74	Municipal Financial Viability and Management	Pay creditors within 30 days from date of receipt of the invoice/statement	% payment within 30 days from date of invoice/statement	95%	95%	95%	95%	1	3	0,6	KPI not updated	95%	0%	R
37	D75	Municipal Financial Viability and Management	Review of insurance portfolio annually by 30 June	Number of insurance portfolio's reviewed by 30 June	0	0	0	1	1	3	0,6	KPI not updated	1	0	R
38	D76	Municipal Financial Viability and Management	Complete the reconciliation of all payroll control votes and suspense accounts by the 10th working day of every month	Number of reconciliations completed	3	3	3	3	1	3	0,6	KPI not updated	12	0	R
39	D77	Municipal Financial Viability and Management	Complete the monthly bank reconciliation by the 10th working day of the next month	Number of reconciliations completed	3	3	3	3	1	3	0,6	KPI not updated	12	0	R
40	D78	Municipal Financial Viability and Management	Annual report send to CFO within 30 calendar days after the end of the financial year in terms of SCM Regulation 6	Number of reports submitted	1	0	0	0	1	3	0,6	KPI not updated	1	0	R
41	D79	Municipal Financial Viability and Management	Invite for prospective providers of goods and services to register on the National Database (CSD) submitted by 30 June in terms of MFMA Regulation 14(1)(a)(ii) & 14(2)	Prospective providers of goods and services invited by 30 June	0	0	0	1	1	3	0,6	KPI not updated	1	0	R
42	D80	Municipal Financial Viability and Management	Monthly update of deviations on audit file within 10 working days in terms of SCM Regulation 36(2)	Number of updates	3	3	3	3	1	3	0,6	KPI not updated	12	0	R

OPERATIONAL KPI'S

PMS REF	Ref No	National KPA	Key Performance Indicator (KPI)	Unit of measurement	Targets				Weight	Score	Calc Score	Performance Comment &	Target	Actual	R
					Q1	Q2	Q3	Q4							
43	D81	Municipal Financial Viability and Management	Monthly update of the audit file within 3 working days in terms of SCM Regulation 17(2)	Number of updates	3	3	3	3	1	3	0,6	KPI not updated	12	0	R
44	D82	Municipal Financial Viability and Management	Monthly reports on contracts awarded above R100 000 send to Provincial Treasury within 15 calendar days of the new month	Number of reports submitted	3	3	3	3	1	3	0,6	KPI not updated	12	0	R
45	D83	Municipal Financial Viability and Management	Monthly update of the audit file within 5 working days in terms of SCM Regulation 5(3)	Number of updates	3	3	3	3	1	3	0,6	KPI not updated	12	0	R
46	D84	Municipal Financial Viability and Management	Quarterly report on progress with the implementation of the SCM policy submitted to CFO within 10 working days in terms of Regulation 6(3)	Number of reports submitted	1	1	1	1	1	3	0,6	KPI not updated	4	0	R
47	D85	Municipal Financial Viability and Management	Balance the consumer deposits register with the general ledger on a monthly basis by the 10th working day of the next month	Number reconciliations completed	3	3	3	3	2	3	1,2	KPI not updated	12	0	R
48	D86	Municipal Financial Viability and Management	Monthly reconcile all control and suspense accounts by the 10th working day of every month	Number reconciliations completed	3	3	3	3	2	3	1,2	KPI not updated	12	0	R
49	D87	Municipal Financial Viability and Management	Reconcile the valuations and rates as per the valuation roll annually by 31 July	Number of reconciliations completed by 31 July	1	0	0	0	2	3	1,2	KPI not updated	1	0	R
Total															
											80			52,80	

ANNEXURE B: CORE COMPETENCY FRAMEWORK										
Clusters	Leading Competencies	Competency Definition	Weighting	Score	Final Score	Core Competencies	Competency Definition	Weighting	Score	Final Score
Competency Name	Strategic Direction and Leadership	Provide and direct a vision for the institution, and inspire and deploy others to deliver on the strategic institutional mandate	1,67	5	1,67	Moral Competence	Able to identify moral triggers, apply reasoning that promotes honesty and integrity and consistently display behaviour that reflects moral competence	1,67	5	1,67
	People Management	Effectively manage, inspire and encourage people, respect diversity, optimise talent and build and nurture relationships in order to achieve institutional objectives	1,67	5	1,67	Planning and Organising	Able to plan, prioritise and organise information and resources effectively to ensure the quality of service delivery and build effective contingency plans to manage risk	1,67	5	1,67
	Program and Project Management	Able to understand program and project management methodology; plan, manage, monitor and evaluate specific activities in order to deliver on set objectives	1,67	5	1,67	Analysis and Innovation	Able to critically analyse information, challenges and trends	1,67	5	1,67
	Financial Management	Able to compile, plan and manage budgets, control cash flow, institute financial risk management and administer procurement processes in accordance with recognised financial practices. Further to ensure that all financial transactions are managed in an ethical manner	1,67	5	1,67	Knowledge and Information Management	Able to promote the generation and sharing of knowledge and information through various processes and media, in order to enhance the collective knowledge base of local government	1,67	5	1,67
	Change Leadership	Able to direct and initiate institutional transformation on all levels in order to successfully drive and implement new initiatives and deliver professional and quality services to the community	1,67	5	1,67	Communication	Able to share information, knowledge and ideas in a clear, focused and concise manner appropriate for the audience in order to effectively convey, persuade and influence stakeholders to achieve the desired outcome	1,67	5	1,67
	Governance Leadership	Able to promote, direct and apply professionalism in managing risk and compliance requirements and apply a thorough understanding of governance practices and obligations. Further, able to direct the conceptualisation of relevant policies and enhance cooperative governance relationships	1,67	5	1,67	Results and Quality Focus	Able to maintain high quality standards, focus and achieving results and objectives while consistently striving to exceed expectations and encourage others to meet quality standards. Further, to actively monitor and measure results and quality against identified objectives	1,67	5	1,67
			10,02		10,02			10,02		10,02
TOTAL SCORE	20,04									

KAREEBERG MUNICIPALITY

PERFORMANCE EVALUATION SUMMARY

Performance evaluation of: F Manuel

Period Final 2024/25 (July 2024 - June 2025)

Panel Members Mayor
Councillor

External Municipal Manager

Audit Committee Member

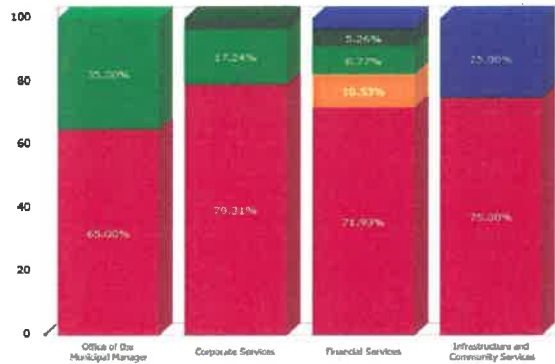
R. C. J. J. J. J.
E. HOORN
I. VISSER
M. M. TUBU

Date of evaluation 11 March 2026

PERFORMANCE RESULTS

	Total score for period	Total weight for period	Weighted percentage	Performance %
Operational Performance	66,00	80,00	80,00%	66%
Core Competency Requirements	20,04	20,04	20,00%	20%
Final Score	86,04	100,04	100,00%	86%

Responsible Department



PERFORMANCE COMMENTS

Signed by panel members:

Mayor

Councillor

External Municipal Manager

Audit Committee Member

Signed by employee

F Manuel

Date

12/3/2026

Comments

R. C. J. J.

OPERATIONAL KPI'S

PMS REF	Ref No	National KPA	Key Performance Indicator (KPI)	Unit of measurement	Targets				Own Score	Score	Final score	Performance comment and corrective measures
					Q1	Q2	Q3	Q4				
1	SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 80% of the KPI's of the Department: Corporate Services	80% of the KPI's of the directorate have been met as per Ignite Dashboard report	80%	80%	80%	80%	3	4	2,4	
2	SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 80% of the KPI's of the Department: Financial Services	80% of the KPI's of the directorate have been met as per Ignite Dashboard report	80%	80%	80%	80%	3	4	2,4	
3	SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 80% of the KPI's of the Department: Infrastructure and Community Services	80% of the KPI's of the directorate have been met as per Ignite Dashboard report	80%	80%	80%	80%	3	5	3	
4	TL1	Municipal Transformation and Institutional Development	Council meets people meetings by 30 June 2025	Number of meetings	0	1	0	1	5	5	5	
5	TL2	Municipal Transformation and Institutional Development	Compile and submit the Risk Based Audit Plan (RBAP) for the 2025/26 financial year to the Audit committee by 30 June 2025	Risk Based Audit Plan (RBAP) for the 2025/26 financial year submitted to the Audit committee by 30 June 2025	0	0	0	1	5	5	5	
7	TL3	Municipal Transformation and Institutional Development	Review and submit the Risk Register to Council by 30 April 2025	Risk Register reviewed and submitted to the Council by 30 April 2025	0	0	0	1	5	5	5	
9	TL4	Good Governance and Public Participation	Submit the Draft IDP review to Council by 31 March 2025	Draft IDP review submitted to Council by 31 March 2025	0	0	1	0	5	5	5	
10	TL10	Good Governance and Public Participation	Submit the Annual Performance Report for 2023/24 to the AG by 31 August 2024	Annual Performance Report submitted to the AG by 31 August 2024	1	0	0	0	5	2	3	[D15] Manager: Corporate Services: The final figures were not available and APR could not be finalised (August 2024)
11	TL11	Good Governance and Public Participation	Submit the Draft Annual Report for the 2023/24 financial year to Council by 31 January 2025	Draft Annual Report for the 2023/24 financial year submitted to Council by 31 January 2025	0	0	1	0	5	5	5	[D15] Manager: Corporate Services: The APR was finalised after the due date (August 2024)

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OPERATIONAL KPI'S

PMS REF	Ref No	National KPA	Key Performance Indicator (KPI)	Unit of measurement	Targets				Weight	Own Score	Score	Final score	Performance comment and corrective measures
					Q1	Q2	Q3	Q4					
12	TL25	Basic Service Delivery	The percentage of the municipal capital budget actually spent on capital projects by 30 June 2025 ((Amount actually spent on capital projects/ Amount budgeted for capital projects)x100]	% of capital budget spent on capital projects by 30 June 2025	0%	10%	60%	83%	5	4	4	4	[D96] Manager: Financial Services: Municipality will ensure that all capital conditional grants received are spend as per capital budget (June 2025)
13	TL26	Municipal Financial Viability and Management	80% of the total municipal operational budget spent by 30 June 2025 ((Actual amount spent on total operational budget/Total operational budget)x100)	% of the total municipal operational budget spent by 30 June 2025	20%	40%	60%	80%	4	3	4	3,2	[D97] Manager: Financial Services: Strict Credit control must be implemented during 2025/2026 financial year (June 2025)
14	TL30	Municipal Financial Viability and Management	Submit the annual financial statements for the 2023/24 financial year to AGSA by 31 August 2024	Annual financial statements for the 2023/24 financial year submitted to AGSA by 31 August 2024	1	0	0	0	5	5	5	5	
15	TL31	Municipal Financial Viability and Management	Submit the draft main budget for the 2025/26 financial year to Council by 31 March 2025	Draft main budget for the 2025/26 financial year submitted to Council by 31 March 2025	0	0	1	0	5	5	5	5	
16	TL32	Municipal Financial Viability and Management	Achieve a debtor payment percentage of 80% by 30 June 2025 {(Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off)/Billed Revenue x 100}	% debtor payment achieved	0%	80%	0%	80%	2	2	3	1,2	[D103] Manager: Financial Services: Strict Credit control must be implemented during 2025/2026 financial year (June 2025)

OPERATIONAL KPI'S

PMS REF	Ref No	National KPA	Key Performance Indicator (KPI)	Unit of measurement	Targets				Weight	Own Score	Score	Final score	Performance comment and corrective measures
					Q1	Q2	Q3	Q4					
17	D1	Good Governance and Public Participation	Liaise with the Head of Departments on a monthly basis (except for December and January)	Number of meetings held	3	2	2	3	4	3	3	2,4	+ Hold meeting with the CFO as there were no other HOD's (August 2024)
18	D2	Good Governance and Public Participation	Conduct 4 personnel meetings (1 per town) by 30 June	Number of meetings held	1	1	1	1	4	3	3	2,4	+ Hold meeting with the CFO as there were no other HOD's (December 2024)
19	D3	Good Governance and Public Participation	Submit quarterly progress reports to the Audit Committee on the implementation of the RBAP and internal audit recommendations	Number of reports submitted to the Audit committee	1	1	1	1	2	3	2	0,8	
20	D4	Good Governance and Public Participation	Establishing a Commonage Committee in terms of Municipal Commonage Policy by 30 June 2025	Commonage Committee established by 30 June 2025	0	0	0	1	1	3	3	0,6	

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OPERATIONAL KPI'S

PMS REF	Ref No	National KPA	Key Performance Indicator (KPI)	Unit of measurement	Targets				Own Score	Score	Final score	Performance comment and corrective measures
					Q1	Q2	Q3	Q4				
21	D6	Local Economic Development	Submit alternative EPWP program annually with draft budget	Programme submitted annually with draft budget	0	0	1	0	3	4	2,4	
22	D8	Good Governance and Public Participation	Distribute pamphlet with highlights with accounts bi-monthly	Number of pamphlets distributed	1	2	1	2	3	3	1,2	+ Municipal Monthly accounts have been distributed (December 2024)
23	D12	Good Governance and Public Participation	Conduct public participation sessions of the draft IDP and Budget	Number of public participation sessions conducted	0	0	0	4	3	3	1,2	All 4 Sessions were held
24	D13	Good Governance and Public Participation	Submit quarterly risk management report to Council	Number of reports submitted	1	1	1	1	2	2	0,8	+ Reports will be generated and submitted to Committee of Council (December 2024)
Total					80						66	

RC9J

Additional Comments	Target	Actual	R
See Graph			
See Graph			
See Graph			
	2	2	G
	1	1	G
	1	1	G
	1	1	G
APR submitted in September 2024	1	0	R
	1	1	G

Additional Comments	Target	Actual	R
	83%	68%	O
	80%	73%	O
	1	1	G
	1	1	G
	80%	10,87%	R

Additional Comments	Target	Actual	R
11 Only with the CFO as no other Senior Manager were appointed	10	1	R
4 Meetings were attended	4	1	R
Only one Audit committee meeting took place	4	0	R
Policy still in process of finalisation	1	0	R

RCSI

Additional Comments	Target	Actual	R
Submitte but not updated on system	1	0	R
This were done with the monthly accounts - 6 monthly distributions	6	1	R
Feedback sessions held in Feb and May	4	0	R
	4	1	R

ANNEXURE B: CORE COMPETENCY FRAMEWORK

Clusters	Leading Competencies	Competency Definition	Weighting	Score	Final Score	Core Competencies	Competency Definition	Weighting	Score	Final Score
Competency Name	Strategic Direction and Leadership	Provide and direct a vision for the institution, and inspire and deploy others to deliver on the strategic institutional mandate	1,67	5	1,67	Moral Competence	Able to identify moral triggers, apply reasoning that promotes honesty and integrity and consistently display behaviour that reflects moral competence	1,67	5	1,67
	People Management	Effectively manage, inspire and encourage people, respect diversity, optimise talent and build and nurture relationships in order to achieve institutional objectives	1,67	5	1,67	Planning and Organising	Able to plan, prioritise and organise information and resources effectively to ensure the quality of service delivery and build efficient contingency plans to manage risk	1,67	5	1,67
	Program and Project Management	Able to understand program and project management methodology; plan, manage, monitor and evaluate specific activities in order to deliver on set objectives	1,67	5	1,67	Analysis and Innovation	Able to critically analyse information, challenges and trends	1,67	5	1,67
	Financial Management	Able to compile, plan and manage budgets, control cash flow, institute financial risk management and administer procurement processes in accordance with recognised financial practices. Further to ensure that all financial transactions are managed in an ethical manner	1,67	5	1,67	Knowledge and Information Management	Able to promote the generation and sharing of knowledge and information through various processes and media, in order to enhance the collective knowledge base of local government	1,67	5	1,67
	Change Leadership	Able to direct and initiate institutional transformation on all levels in order to successfully drive and implement new initiatives and deliver professional and quality services to the community	1,67	5	1,67	Communication	Able to share information, knowledge and ideas in a clear, focused and concise manner appropriate for the audience in order to effectively convey, persuade and influence stakeholders to achieve the desired outcome	1,67	5	1,67
TOTAL SCORE	Governance Leadership	Able to promote, direct and apply professionalism in managing risk and compliance requirements and apply a thorough understanding of governance practices and obligations. Further, able to direct the conceptualisation of relevant policies and enhance cooperative governance relationships	1,67	5	1,67	Results and Quality Focus	Able to maintain high quality standards, focus and achieving results and objectives while consistently striving to exceed expectations and encourage others to meet quality standards. Further, to actively monitor and measure results and quality against identified objectives	1,67	5	1,67
			10,02		10,02			10,02		10,02

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TOTAL
SCORE

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