



ANNEXURE A

PERFORMANCE PLAN

2018/19

ACTING DIRECTOR: ORGANISATIONAL
DEVELOPMENT AND CORPORATE SERVICES

Metsimaholo Local Municipality

A handwritten signature in black ink is located below the text 'Metsimaholo Local Municipality'. To the right of the signature is a large, hand-drawn 'X' mark.

This plan defines the Council's expectations of the Acting Director: Organisational Development and Corporate Services in accordance with the Acting Director: Organisational Development and Corporate Services' 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 set out from time to time in the Municipality's Integrated Development Plan (IDP).

The following Municipal Key Performance Areas, Programmes and Objectives as per the approved IDP and SDBIP will inform the **Acting Director: Organisational Development and Corporate Services'** performance against set performance indicators.

KPA no.	Key Performance Area	Weight	Key Performance Indicator
1	Service Delivery and Infrastructure Development	5	➤ Dealing with service delivery complaints within the directorate. ➤ Improvement in response time to complaints. ➤ Promoting good administration of assets at the directorate's disposal.
2	Local Economic Development	5	➤ Enhancing Local Economic Development through projects within the respective directorates. ➤ Promoting good contract management within respective directorates.
3	Financial Management and Viability	5	➤ Participation in the planning and budget processes within the municipality ➤ Exercising adequate management of budget within the respective directorates
4	Municipal Transformation and Institutional Development	60	➤ Institutional development ➤ Human Resources Development ➤ Labour Relations ➤ Health and Safety ➤ Information Communication Technology ➤ Performance Management
5	Good Governance and Participation	25	➤ Public Participation/Stakeholder Management ➤ Good Governance

KEY PERFORMANCE AREA 4: MUNICIPAL TRANSFORMATION AND INSTITUTIONAL DEVELOPMENT

PERFORMANCE PLAN: 2018/19									
PRIORITY AREA/PROGRAMME: INSTITUTIONAL DEVELOPMENT									
ID	Strategic Objective	Key Performance Indicator	Baseline	Annual Target	Quarterly Targets				Means of Verification
					Quarter1	Quarter2	Quarter3	Quarter4	Weight
4.1	To capacitate and empower workforce.	4.1.1 Organisational Structure reviewed and submitted to Council for approval	2012 approved Organisational structure in place	Organisational Structure reviewed and approved by Council by March 2019	Organisational Structure reviewed	Reviewed organizational structure tabled in Management	Reviewed organizational structure tabled in Council	0	60
4.1	To capacitate and empower workforce.	4.1.1.1 Human Resource Strategy developed and done with the organizational structure		Development of HR strategy and submission to Council for approval by June 2019	Procurement of service provider	Development of a Draft HR strategy	Draft submitted to Management	Developed strategy submitted to Council for	Specification submitted to SCM and the advert
4.1	To capacitate and empower workforce.	4.1.1.2 % of funded posts filled within 90 days.		100% filling of funded posts as per requests from the departments filled within 90 days	25% filling of funded posts as per requests from the departments filled within 90 days	25% filling of funded posts as per requests from the departments filled within 90 days	25% filling of funded posts as per requests from the departments filled within 90 days	25% filling of funded posts as per requests from the departments filled within 90 days	Date of request submitted by the departments against the filling of those posts
4.1	To capacitate and empower workforce.	4.1.1.3 % of the Organizational Development Plan developed and implemented		100% development and implementation of OD	Procurement of service provider	Development of a Draft OD Plan	Tabling of the draft plan in Senior Management	OD Interventions implemented and evaluated	OD Plan and the minutes of Senior Management; proposal of the intervention, attendance register

4.1	To capacitate and empower workforce.	4.1.4 Enhance Change Management efforts in the municipality		Develop, Implement and report on the Change management by June 2019	Procurement of service provider	Development of Organisational Change management plan	Organisational Change management report tabled in Senior management	Organisational Change management plan implemented and report generated	Organisational Change management plan and implementation reports
4.3	To improve the administrative capability of the municipality	4.3.3 % in monitoring of compliance with Code of Conduct for employees and councillors		100% of monitoring of compliance with Code of Conduct for employees and councillors	100% of monitoring of compliance with Code of Conduct for employees and councillors	100% of monitoring of compliance with Code of Conduct for employees and councillors	100% of monitoring of compliance with Code of Conduct for employees and councillors	100% of monitoring of compliance with Code of Conduct for employees and councillors	Reports on compliance with Code of conduct
4.3	To improve the administrative capability of the municipality	4.3.10 Number of prescribed minimum business processes implemented within the systems and integrated transaction processing environment of the municipality		Fully implement 3 prescribed minimum business processes within the systems and integrated transaction processing environment of the municipality by March 2019	Fully implement 1 prescribed minimum business processes within the systems and integrated transaction processing environment of the municipality by March 2019	Fully implement 1 prescribed minimum business processes within the systems and integrated transaction processing environment of the municipality by March 2019	Fully implement 1 prescribed minimum business processes within the systems and integrated transaction processing environment of the municipality by March 2019	0	Implementation reports
PRIORITY AREA/PROGRAMME: HUMAN RESOURCE DEVELOPMENT									
ID	Strategic Objective	Key Performance Indicator	Baseline	Annual Target	Quarterly Targets				Weight
					Quarter1	Quarter2	Quarter3	Quarter 4	Means of Verification
4.1	To capacitate and	4.1.2 Workplace Skills Plan and Annual Training Report reviewed, implemented and submitted to LGSETA		Workplace skills plan (WSP) and ATR compiled, implemented 100% and submitted to the	WSP implemented as per training schedule	WSP implemented as per training schedule	WSP & ATR compiled	WSP & ATR submitted to LGSETA	Draft WSP & ATR; Proof of submission to LGSETA; Copy of approved training

	empower workforce.			LGSETA by June 2019							schedule by the training committee
4.1	To capacitate and empower workforce.	4.1.3 Increased internal funding towards Human Resource development.		Ensure that all identified skills development / training needs in the WPSP are sufficiently budgeted for and fully funded.	Ensure that all identified skills development / training needs in the WPSP are sufficiently budgeted for and fully funded.	Ensure that all identified skills development / training needs in the WPSP are sufficiently budgeted for and fully funded.	Ensure that all identified skills development / training needs in the WPSP are sufficiently budgeted for and fully funded.	Ensure that all identified skills development / training needs in the WPSP are sufficiently budgeted for and fully funded.	Ensure that all identified skills development / training needs in the WPSP are sufficiently budgeted for and fully funded.	WSP and Training report	
PRIORITY AREA/PROGRAMME: LABOUR RELATIONS											
ID	Strategic Objective	Key Performance Indicator	Baseline	Annual Target	Quarterly Targets				Weight	Means of Verification	
4.2	To ensure sound labour relations so as to minimise labour disputes and disruptions	4.2.1 Number of reported cases of misconduct attended to within 90 days of reporting		100% attendance to all reported cases of misconduct attended to within 90 days within 90 days	Quarter1 All reported cases of misconduct attended to within 90 days	Quarter2 All reported cases of misconduct attended to within 90 days	Quarter 3 All reported cases of misconduct attended to within 90 days	Quarter 4 All reported cases of misconduct attended to within 90 days		Case Management Register from SLRO	
4.2	To ensure sound labour relations so as to minimise labour disputes and disruptions	4.2.1.1 Number of LLF meetings held annually		A minimum of 10 LLF meetings held by June 2019	3 LLF meeting held	2 LLF meeting held	2 LLF meeting held	3 LLF meeting held		Notice of a meeting, agenda and attendance registers.	
PRIORITY AREA/PROGRAMME: HEALTH AND SAFETY											
ID			Baseline	Annual Target	Quarterly Targets				Weight		

	Strategic Objective	Key Performance Indicator			Quarter1	Quarter2	Quarter 3	Quarter 4		Means of Verification
4.3	To improve the administrative capability of the municipality.	4.3.1 Occupational Health and Safety function in the municipality strengthened		100% strengthening of Occupational Health and Safety function	1 OHS Reps Committee Meeting	1 OHS Reps Committee Meeting	1 OHS Reps Committee Meeting	1 OHS Reps Committee Meeting		Attendance register of meetings
4.3	To improve the administrative capability of the municipality.	4.3.1.1 OHS Reps committee trained		OHS Reps and committee trained once by 31 March 2019	0	0	Training of OHS Reps conducted	0		Proof of training attended from SDF(Attendance register)
4.3	To improve the administrative capability of the municipality.	4.3.1.2 Employment Equity Plan reviewed and submitted to DoL by 15 January		Employment Equity (EE) Plan, reviewed, 25% of targets met and EE report compiled and submitted report to DoL in time	Employment Equity (EE)Plan, reviewed, 25% of targets met	50% of targets in EE Plan met	75% of targets in EE Plan met and EE report submitted to DoL	100% of targets in EE Plan met		Draft plan, final EE plan and proof of submission on time
PRIORITY AREA/PROGRAMME: INFORMATION COMMUNICATION TECHNOLOGY										
ID	Strategic Objective	Key Performance Indicator	Baseline	Annual Target	Quarterly Targets				Weight	Means of Verification
					Quarter1	Quarter2	Quarter 3	Quarter 4		

4.3	To improve the administrative capability of the municipality.	4.3.2 Establish and maintain disaster Recovery facility (offsite)	New KPI	Establish and maintain disaster Recovery facility (offsite) by the 31 st of December	0	Establish and maintain disaster Recovery facility (offsite) by the 31 st of December 2018	0	0	Report on the established disaster recovery facility
4.3	To improve the administrative capability of the municipality.	4.3.2.1 Review of ICT policy and submission to Council	New KPI	Review of ICT policy and submission to Council by June 2019	0	0	Review of ICT policy developed and submitted to Management	Review of ICT policy developed and submitted to Council	Approved ICT policy and Council resolution
4.3	To improve the administrative capability of the municipality.	4.3.2.2 Number of ICT Steering committee meetings held by June 2019	New KPI	4 ICT Steering committee meetings held by June 2019	1 meeting held	1 meeting held	1 meeting held	1 meeting held	Attendance registers and minutes
4.3	To improve the administrative capability of the municipality.	4.3.2.3 % Wide Area Network uptime to be over 95% as per the system (to be generated by the system)	New KPI	% Wide Area Network uptime to be over 95% as per the system (to be generated by the system)	% Wide Area Network uptime to be over 95% as per the system (to be generated by the system)	% Wide Area Network uptime to be over 95% as per the system (to be generated by the system)	% Wide Area Network uptime to be over 95% as per the system (to be generated by the system)	% Wide Area Network uptime to be over 95% as per the system (to be generated by the system)	System reports
PRIORITY AREA/PROGRAMME: PERFORMANCE MANAGEMENT									
ID			Baseline	Annual Target	Quarterly Targets			Weight	

Strategic Objective	Key Performance Indicator		Quarter1	Quarter2	Quarter 3	Quarter 4	Means of Verification
4.3 To improve the administrative capability of the municipality.	4.3.4 Senior Managers entered into performance agreement and their performance reviewed on a quarterly basis.		Senior Managers entered into performance agreements	Performance of senior managers reviewed	Performance of senior managers reviewed	Performance of senior managers reviewed	Report on quarterly reviews conducted
4.3 To improve the administrative capability of the municipality.	4.3.5 Number of Internally Audited performance of all Senior Manager's and the Municipal Manager's as part of monitoring of their performance agreements.		1 internal audit report on audit of Performance of all Senior Manager's as part of monitoring of their performance agreements.	1 internal audit report on audit of Performance of all Senior Manager's as part of monitoring of their performance agreements.	1 internal audit report on audit of Performance of all Senior Manager's as part of monitoring of their performance agreements.	1 internal audit report on audit of Performance of all Senior Manager's as part of monitoring of their performance agreements.	Quarterly Internal Audit Reports
4.3 To improve the administrative capability of the municipality.	4.3.5.1 Quarterly, mid-term and annual performance reports compiled and approved		Quarterly and Annual Report compiled and approved	Quarterly reports and mid-term report compiled and submitted	Quarterly reports and mid-term report compiled and submitted	Quarterly reports and mid-term report compiled and submitted	Approved reports; Council resolutions
4.3 To improve the administrative capability of the municipality.	4.3.6 Number of Internally Audited performance reports and draft annual reports submitted to the Audit Committee and MPAC		1 Internally Audited quarterly performance report submitted to the Audit Committee	1 Internally Audited quarterly performance report submitted to the Audit Committee	1 Internally Audited quarterly performance report submitted to the Audit Committee and a draft annual	1 Internally Audited quarterly performance report submitted to the Audit Committee	Audit and MPAC agenda and minutes of the meetings

					the Audit Committee & MPAC	3 monthly Senior Management meetings convened quarterly for inclusive and continuous strategic alignment of organisational goals and performance	3 monthly Senior Management meetings convened quarterly for inclusive and continuous strategic alignment of organisational goals and performance	3 monthly Senior Management meetings convened quarterly for inclusive and continuous strategic alignment of organisational goals and performance	report submitted to MPAC	3 monthly Senior Management meetings convened quarterly for inclusive and continuous strategic alignment of organisational goals and performance	3 monthly Senior Management meetings convened quarterly for inclusive and continuous strategic alignment of organisational goals and performance	Attendance registers of the meetings convened
4.3	To improve the administrative capability of the municipality.	4.3.7 Number of Senior Management meetings convened for inclusive and continuous strategic alignment of organisational goals and performance.			12 monthly Senior Management meetings convened quarterly for inclusive and continuous strategic alignment of organisational goals and performance	Process of development of a Draft policy	Development of a Draft policy	Development of a Draft policy	Draft policy tabled in Management	Draft policy tabled in Council	Approved Compliance policy and Council resolution	
4.3	To improve the administrative capability of the municipality.	4.3.7.1 Development of a Compliance Policy and submission to Council for approval	New KPI		Compliance policy developed and submitted to Council for approval by June 2019	Process of development of a regulatory universe	Development of a Draft regulatory universe	Development of a Draft regulatory universe	Draft regulatory universe tabled in Management	Draft regulatory universe tabled in Council	Approved Regulatory Universe and Council resolution	
4.3	To improve the administrative capability of the municipality.	4.3.7.2 Development of a Regulatory Universe and submission to Council for approval	New KPI		Regulatory Universe developed and submitted to Council for approval by June 2019	Quarterly monitoring of Compliance on applicable laws conducted and report submitted to Management	Quarterly monitoring of Compliance on applicable laws conducted and report submitted to Management	Quarterly monitoring of Compliance on applicable laws conducted and report submitted to Management	Quarterly monitoring of Compliance on applicable laws conducted and report submitted to Management	Quarterly monitoring of Compliance on applicable laws conducted and report submitted to Management	Progress reports	

4.5	To ensure development of legally compliant and credible IDP.	4.5.1.1 Legally compliant and credible IDP developed		Legally compliant and credible IDP reviewed and approved by the 31 st of May 2019	Development of a process plan and submit to Council for approval. IDP Steering committee and Rep forum meetings held	Public participation meetings held.	Development of Draft IDP and tabling to Council by no later than 31 st March	Final IDP tabled in Council for approval by no later than 31 st of May	Approved IDP: Council resolution
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KEY PERFORMANCE AREA 5: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

PRIORITY AREA/PROGRAMME: PUBLIC PARTICIPATION/STAKEHOLDER ENGAGEMENT									
ID	Strategic Objective	Key Performance Indicator	Baseline	Annual Target	Quarterly Targets				Means of Verification
					Quarter 1	Quarter 2	Quarter 3	Quarter 4	Weight
5.1	Ensure transparency, accountability and regular engagements with communities and stakeholders	5.1.1 Number of report back meetings to communities and stakeholders held by the Executive Mayor and/or Mayoral/Committee to communicate policies, plans and progress of council		4 Quarterly report back meetings to communities and stakeholders by the Executive Mayor and/or Mayoral/Committee held to communicate policies, plans and progress of council.	1 Quarterly report back meetings to communities held	1 Quarterly report back meetings to communities held	1 Quarterly report back meetings to communities held	1 Quarterly report back meetings to communities held	25
		5.1.1.1 Structures including Ward Committees and IDP Representative Forum established and involved in IDP and Budget processes	100% achieved	Structures including Ward Committees and IDP Representative Forum established and involved in IDP and Budget processes	Ward Committees and IDP Representative Forum functionality reviewed and supported	Ward Committees and IDP Representative Forum involved in IDP and Budget processes	Ward Committees and IDP Representative Forum involved in IDP and Budget processes	Ward Committees and IDP Representative Forum involved in IDP and Budget processes	Attendance registers of the meetings of the structures
		5.1.1.2 Communities invited and attending Council proceedings	100% achieved	Communities invited and attending Council proceedings quarterly	Communities invited and attending Council proceedings	Communities invited and attending Council proceedings	Communities invited and attending Council proceedings	Communities invited and attending Council proceedings	Notices inviting community to Council proceedings

5.1	Ensure transparency, accountability and regular engagements with communities and stakeholders	5.1.2 Number of awareness campaigns and special programmes dedicated towards community upliftment held	4 awareness campaigns and special programmes dedicated towards community upliftment held	1 awareness campaigns and special programme held	1 awareness campaigns and special programme held	1 awareness campaigns and special programme held	1 awareness campaigns and special programme held	Attendance register of the awareness campaign and special programmes held
5.1	Ensure that ward committees are functional and interact with communities continuously.	5.1.3 Number of visits to hotspots / areas where there are breakdowns in community services and what was subsequently done	Visits all hotspots / areas where there are breakdowns in community services and subsequently submit a report to Council on what done in each such instances.	Visits all hotspots / areas where there are breakdowns in community services and subsequently submit a report to Council on what done in each such instances.	Visits all hotspots / areas where there are breakdowns in community services and subsequently submit a report to Council on what done in each such instances.	Visits all hotspots / areas where there are breakdowns in community services and subsequently submit a report to Council on what done in each such instances.	Visits all hotspots / areas where there are breakdowns in community services and subsequently submit a report to Council on what done in each such instances.	Report on breakdowns attended
5.2	Ensure that ward committees are functional and interact with communities continuously.	5.2.1 Ward development plans developed, approved by council and implemented.	Develop and approve ward-based plans for 21 wards within the municipality and ensure that Ward Committees are assessed quarterly against their approved plans.	0	Development and approval of ward-based plans for 21 wards within the municipality	Quarterly assessment of Ward Committees against their approved plans	Quarterly assessment of Ward Committees against their approved plans	Approved ward based plans and reports on quarterly assessment

PRIORITY AREA/PROGRAMME: GOOD GOVERNANCE

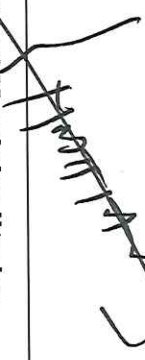
ID	Strategic Objective	Key Performance Indicator	Baseline	Annual Target	Quarterly Targets				Weight	Means of Verification
					Quarter1	Quarter2	Quarter 3	Quarter 4		
5.1	Ensure transparency, accountability and regular engagements with communities and stakeholders	5.1.4 Number of reports on monitoring and oversight over Councillors' fulfilment of their duties and obligations towards communities on a continuous basis.		4 Quarterly consolidated reports of Councillors on fulfilment of their duties and obligations towards communities on a continuous basis.	1 Quarterly consolidated report compiled	1 Quarterly consolidated report compiled	1 Quarterly consolidated report compiled	1 Quarterly consolidated report compiled		Quarterly Reports
5.3	Ensure that ordinary council meetings are held regularly to consider and endorse reports.	5.3.1 Number of Ordinary Council meetings held to consider and endorse reports.		4 Ordinary Council meetings held by June 2018	1 meeting held	1 meeting held	1 meeting held	1 meeting held		Attendance registers of Council meetings
	held regularly to consider and endorse reports.	5.3.1.1 % in Monitoring of the implementation of Council resolution		100% Monitoring of the implementation of Council resolution	Quarterly Report on 100% implementation of Council resolutions	Quarterly Report on 100% implementation of Council resolutions	Quarterly Report on 100% implementation of Council resolutions	Quarterly Report on 100% implementation of Council resolutions		Reports on the implementation of Council resolutions
5.4	Ensure that all council committees (s) sit regularly and process items for council decisions.	5.4.1 Number of Council Committees meetings convened to consider reports		12 Council Committees meetings convened annually to consider reports	3 Council Committees meetings convened in a quarter to consider reports	3 Council Committees meetings convened in a quarter to consider reports	3 Council Committees meetings convened in a quarter to consider reports	3 Council Committees meetings convened in a quarter to consider reports		Minutes and attendance register of Council committees meeting
5.5	Ensure a functional governance structures.	5.5.1 % of annual internal audit plan approved by audit committee before end of June		100% of annual internal audit plan approved by audit committee before end of June 2018	0	0	0	100% of annual internal audit plan developed and approved by audit		Approved annual internal audit plan and Audit Committee minutes of approval

										Reports on the execution of the plan
5.5	Ensure a functional governance structures. Ensure a functional	5.5.1.1 % Execution of annual internal audit plan	100% Execution of annual internal audit plan by June 2019	25% quarterly execution of annual internal audit plan	50% quarterly execution of annual internal audit plan	75% quarterly execution of annual internal audit plan	100% quarterly execution of annual internal audit plan			Reviewed and approved audit charters
5.5	Ensure a functional governance structures. Ensure a functional	5.5.2 % review of audit charters and completed annually.	100% review of audit charters completed and approved annually by June 2019	0	0	0	100% review of audit charters completed before end of June 2018			Minutes and attendance register of AC meeting
5.5	Ensure a functional governance structures. Ensure a functional	5.5.2.1 Number of Audit Committee meetings convened annually	Audit Committee meetings convened at least 4 times a year	1 Audit Committee meeting convened at least once quarter	1 Audit Committee meeting convened at least once quarter	1 Audit Committee meeting convened at least once quarter	1 Audit Committee meeting convened at least once quarter			Attendance registers, minutes/report on the meetings held
5.7	Ensure that Councilors fulfill their duties and obligations towards	5.7.1 Number of public meetings held by Councilors and reports on the meetings generated and received from Councilors to the Speaker.	12 public meetings held by Councilors annually and reports generated and received from Councilors to the Speaker.	3 public meetings held by Councilors quarterly and reports on the meetings generated and received from Councilors to the Speaker.	3 public meetings held by Councilors quarterly and reports on the meetings generated and received from Councilors to the Speaker.	3 public meetings held by Councilors quarterly and reports on the meetings generated and received from Councilors to the Speaker.	3 public meetings held by Councilors quarterly and reports on the meetings generated and received from Councilors to the Speaker.			
PRIORITY AREA/PROGRAMME: INTERGOVERNMENTAL RELATIONS (IGR)										
ID	Strategic Objective	Key Performance Indicator	Baseline	Annual Target	Quarterly Targets				Weight	Means of Verification
5.6	To promote intergovernmental relations	5.6.1 % in attendance of IGR meetings and decisions implemented		100% of IGR meetings attended and agreements and decisions implemented	100% of planned IGR meetings attended and agreements and decisions implemented	100% of planned IGR meetings attended and agreements and decisions implemented	100% of planned IGR meetings attended and agreements and decisions implemented	100% of planned IGR meetings attended and agreements and decisions implemented		Attendance registers and reports

	amongst stakeholders								
PRIORITY AREA/PROGRAMME: SPECIAL PROGRAMMES									
ID	Strategic Objective	Key Performance Indicator	Baseline	Annual Target	Quarterly Targets				Weight
					Quarter 1	Quarter 2	Quarter 3	Quarter 4	Means of Verification
5.8	To ensure that there is a coherent approach in the municipality in dealing with HIV/AIDS and TB	5.8.1 HIV/AIDS day commemorated and dedicated public awareness programs on HIV/AIDS, TB, Cancer, etc held together with the community.		1 HIV/AIDS day commemorations held in December and 2 dedicated public awareness programs on HIV/AIDS, TB, Cancer, etc held together with the community.	0	HIV/AIDS day commemorations held	1 awareness program on HIV/AIDS, TB, Cancer held	1 awareness program on HIV/AIDS, TB, Cancer held	Attendance registers
5.9	To implement special programmes aimed at the needs of vulnerable groups and youth within the community.	5.9.1 Number of public and special outreach programmes aimed at empowering vulnerable groups within the community conducted.		12 public and special outreach programmes aimed at empowering vulnerable groups within the community conducted by June 2018.	3 Public and special outreach programmes aimed at empowering vulnerable groups within the community conducted	3 Public and special outreach programmes aimed at empowering vulnerable groups within the community conducted	3 Public and special outreach programmes aimed at empowering vulnerable groups within the community conducted	3 Public and special outreach programmes aimed at empowering vulnerable groups within the community conducted	Attendance registers of the outreach programmes conducted

[Signature]

Signed at SASOLBURG on this the 25th day JULY of 2018.

Signature 

Signed on behalf of Municipality by:

Mr Solomon Obakeng Mashiane

(Acting-Municipal Manager)

Signature..........

Signed and Accepted by: Mr Azrael Moholi

(Acting Director: Organisational Development and Corporate Services)