



PERFORMANCE AGREEMENT

2025/2026

Performance Agreement Addendum

Mr. Z Nongene
DIRECTOR: TECHNICAL SERVICES

Two handwritten signatures are located in the bottom right corner of the page. The signature on the left is written in black ink and appears to be "H. Nongene". The signature on the right is also in black ink and is more stylized, possibly representing another official.

PERFORMANCE AGREEMENT ADDENDUM

MADE AND ENTERED INTO BY AND BETWEEN:

THE PRINCE ALBERT MUNICIPALITY

AS REPRESENTED BY THE MUNICIPAL MANAGER

Mr. Matthys Giliomee

(herein and after referred as Employer)

AND

DIRECTOR: TECHNICAL SERVICES

Mr. Zolile Nongene

(herein and after referred as Employee)

FOR THE



2025/2026 FINANCIAL YEAR


PERIOD: 19 MARCH 2026 - 30 JUNE 2026

Handwritten signatures and initials. On the left, a large, stylized signature. On the right, a signature above the initials 'HC', and another signature to the right of 'HC'.

Thus, done and signed at Prince Albert on this 24th day MARCH of 2026.

AS WITNESSES:

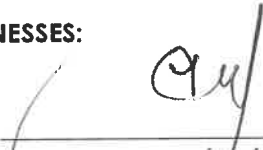

1.  _____
2.  _____

 24/03/2026

DIRECTOR

Thus, done and signed at Prince Albert on this 24th day MARCH of 2026.

AS WITNESSES:

1.  _____
2.  _____

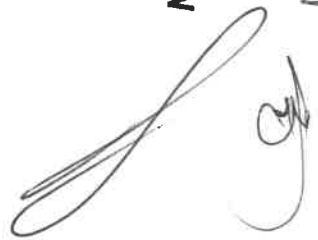


MUNICIPAL MANAGER



**ANNEXURE A:
Revised Performance Plan 2025/2026**

MR. Z NONGENE



DIRECTOR: TECHNICAL SERVICES



The Performance Plan sets out:

- a) Key Performance Areas that the employee should focus on, performance objectives, key performance indicators, and targets that must be met within a specific timeframe;
- b) Competencies required as stipulated in the Local Government: Regulations on appointment and conditions of employment of senior managers

The employee's assessment will be based on his/her performance in terms of the outputs/outcomes (performance indicators) identified as per the performance plan which are linked to the National KPA's, which constitute 80% of the overall assessment result as per the weightings agreed to between the employer and employee.

KPA's covering the main areas of work will account for 80% and Competencies will account for 20% of the final assessment.

KEY PERFORMANCE AREAS (KPA'S)	WEIGHTING	COMPETENCY FRAMEWORK	WEIGHTING
		LEADING COMPETENCIES	
Municipal Transformation and Institutional Development	37.14%	Strategic Direction and Leadership	1.67
Basic Service Delivery	22.86%	People Management	1.67
Local Economic Development	2.86%	Program and Project Management	1.67
Municipal Financial Viability and Management	5.71%	Financial Management	1.67
Good Governance and Public Participation	11.43%	Change Leadership	1.67
		Governance Leadership	1.67
		CORE COMPETENCIES	
		Moral Competence	1.67
		Planning and Organising	1.67
		Analysis and Innovation	1.67
		Knowledge and Information Management	1.67
		Communication	1.67
		Results and Quality Focus	1.67
Total	80%	Total	20%

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The assessment of the performance of the Employee will be based on the following rating scale for KPA's:

CATEGORY	COLOUR	EXPLANATION
KPI's Not Met/ Unacceptable performance	1	Performance does not meet the standard expected for the job. The review/assessment indicates that they 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.
KPI's Almost Met / Not fully effective	2	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.
KPI's Met / Fully effective	3	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.
KPI's Well Met / Performance significantly above expectations	4	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.
KPI's Extremely Well Met / Outstanding Performance	5	Performance far exceeds the standard expected of an employee at this level. The appraisal indicates that the Employee has achieved above fully effective results against all performance criteria and indicators as specified in the PA and Performance plan and maintained this in all areas of responsibility throughout the year.

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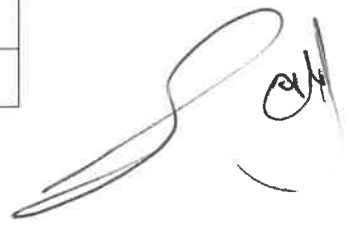

2025/2026 KEY PERFORMANCE INDICATORS

Reference	SDBIP Reference	Strategic Objective	National KPA	Key Performance Indicator	Unit of Measurement	Baseline	Portfolio of Evidence	TARGETS				Weight
								Quarter 1	Quarter 2	Quarter 3	Quarter 4	
OPERATIONAL PERFORMANCE (DEPARTMENTAL SDBIP)												
1	Various	To commit to the continuous improvement of human skills and resources to deliver effective services	Municipal Transformation and Institutional Development	Effective management and supervision of the SDBIP on the KPIs of Department: Road Construction and Solid Waste as measured by achievement of the SDBIP	90% of the KPIs of the Sub-Directorate have been met as per the Ignite dashboard report	New KPI	Ignite Dashboard Report	90%	90%	90%	90%	5
2	Various	To commit to the continuous improvement of human skills and resources to deliver effective services	Municipal Transformation and Institutional Development	Effective management and supervision of the SDBIP on the KPIs of Department: Water and Sanitation and Road Maintenance as measured by achievement of the SDBIP	90% of the KPIs of the Sub-Directorate have been met as per the Ignite dashboard report	New KPI	Ignite Dashboard Report	90%	90%	90%	90%	5
3	Various	To commit to the continuous improvement of human skills and resources to deliver effective services	Municipal Transformation and Institutional Development	Effective management and supervision of the SDBIP on the KPIs of Department: Electrical Services as measured by achievement of the SDBIP	90% of the KPIs of the Sub-Directorate have been met as per the Ignite dashboard report	New KPI	Ignite Dashboard Report	90%	90%	90%	90%	5





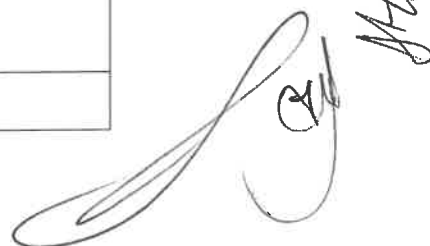
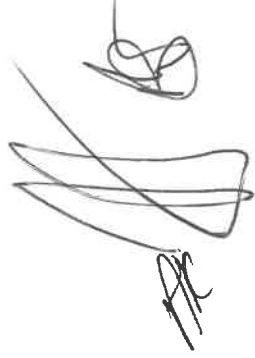
Reference	SDBIP Reference	Strategic Objective	National KPA	Key Performance Indicator	Unit of Measurement	Baseline	Portfolio of Evidence	TARGETS				Weight
								Quarter 1	Quarter 2	Quarter 3	Quarter 4	
4	Various	To commit to the continuous improvement of human skills and resources to deliver effective services	Municipal Transformation and Institutional Development	Effective management and supervision of the SDBIP on the KPIs of Department: Civil Services as measured by achievement of the SDBIP	90% of the KPIs of the Sub-Directorate have been met as per the Ignite dashboard report	New KPI	Ignite Dashboard Report	90%	90%	90%	90%	3
5	TBC	To commit to the continuous improvement of human skills and resources to deliver effective services	Municipal Transformation and Institutional Development	Implement Council resolutions within the required timeframe of the specific resolution	% of Council resolutions implementation	New KPI	Council resolution register	95%	95%	95%	95%	2
6	TBC	To commit to the continuous improvement of human skills and resources to deliver effective services	Municipal Transformation and Institutional Development	Implement proposed correctives measures as identified in internal audit reports within 6 months	% of corrective measures implemented	New KPI	Progress reports to internal audit	95%	95%	95%	95%	2
7	TBC	To commit to the continuous improvement of human skills and resources to deliver effective services	Municipal Transformation and Institutional Development	Submit insurance claims within 30 days after incident to Expenditure & SCM	% of claims submitted	New KPI	Confirmation of inputs submitted	90%	90%	90%	90%	2



Reference	SDBIP Reference	Strategic Objective	National KPA	Key Performance Indicator	Unit of Measurement	Baseline	Portfolio of Evidence	TARGETS				Weight
								Quarter 1	Quarter 2	Quarter 3	Quarter 4	
8	TBC	To commit to the continuous improvement of human skills and resources to deliver effective services	Municipal Transformation and Institutional Development	Investigate and report health and safety incidents within 7 days from when incident occurred	% of incidents investigated and reported	New KPI	Incident report	95%	95%	95%	95%	2
9	TBC	To maintain financial viability & sustainability through prudent expenditure, and sound financial systems	Municipal Financial Viability and Management	Submit inputs for the Demand Management Plan to Expenditure & SCM by the end of February	Inputs submitted	New KPI	Confirmation of inputs submitted	-	-	1	-	2
10	TBC	To maintain financial viability & sustainability through prudent expenditure, and sound financial systems	Municipal Financial Viability and Management	Achieve 90% of the activities of the Demand Management Plan on a monthly basis	% of activities achieved	New KPI	Confirmation of achievement by Expenditure & SCM	90%	90%	90%	90%	2
11	TBC	To commit to the continuous improvement of human skills and resources to deliver effective services	Municipal Transformation and Institutional Development	Submit the Department's inputs for the IDP by 31 January to the IDP and PMS Coordinator	Inputs submitted	New KPI	Confirmation of inputs submitted	-	-	1	-	2
12	TBC	To commit to the continuous improvement of human skills and resources to deliver effective services	Municipal Transformation and Institutional Development	Submit the Department's inputs for the Annual Report by 30 September to the IDP and PMS Coordinator	Inputs submitted	New KPI	Confirmation of inputs submitted	-	1	-	-	2

Reference	SDBIP Reference	Strategic Objective	National KPA	Key Performance Indicator	Unit of Measurement	Baseline	Portfolio of Evidence	TARGETS				Weight
								Quarter 1	Quarter 2	Quarter 3	Quarter 4	
13	TBC	To commit to the continuous improvement of human skills and resources to deliver effective services	Municipal Transformation and Institutional Development	Submit the Department's inputs for the Annual Performance Report by 20 August to the IDP and PMS Coordinator	Inputs submitted	New KPI	Confirmation of inputs submitted	1	-	-	-	2
14	TBC	To commit to the continuous improvement of human skills and resources to deliver effective services	Municipal Transformation and Institutional Development	All permanent employees of the department have approved performance agreements by 30 July	% of employees with approved performance agreements	New KPI	System report	1	-	-	-	2
15	TBC	To commit to the continuous improvement of human skills and resources to deliver effective services	Municipal Transformation and Institutional Development	Conduct mid-year performance appraisals of all permanent employees by 31 January	% of employees for whom mid-year performance appraisals were conducted	New KPI	System report	-	-	1	-	2
STRATEGIC PERFORMANCE (TOP LAYER SDBIP)												
16	TL38	To provide quality, affordable and sustainable services on an equitable basis	Basic Service Delivery	Provision of electricity to formal residential account holders connected to the municipal electrical infrastructure network for both credit and prepaid electricity meters	Number of formal residential account holders connected to the municipal electrical infrastructure network	1900	Billing data of financial system (Phoenix)	2100	2100	2100	2100	5

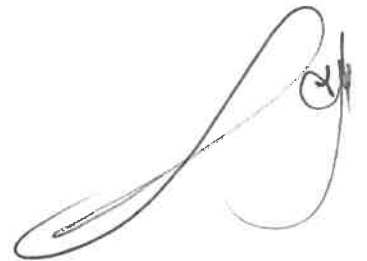
Reference	SDBIP Reference	Strategic Objective	National KPA	Key Performance Indicator	Unit of Measurement	Baseline	Portfolio of Evidence	TARGETS				Weight
								Quarter 1	Quarter 2	Quarter 3	Quarter 4	
17	TL39	To provide quality, affordable and sustainable services on an equitable basis	Basic Service Delivery	Provide refuse removal, refuse dumps and solid waste disposal to all formal residential account holders within the Prince Albert municipal area	Number of formal residential account holders for which refuse is billed once per month	2550	Billing data of financial system (Phoenix)	2600	2600	2600	2600	4
18	TL40	To provide quality, affordable and sustainable services on an equitable basis	Basic Service Delivery	Provision of clean piped water to formal residential account holders which are connected to the municipal water infrastructure network	Number of formal residential account holders that meet agreed service standards for piped water	2550	Billing data of financial system (Phoenix) and Water Quality Results	2600	2600	2600	2600	4
19	TL41	To provide quality, affordable and sustainable services on an equitable basis	Basic Service Delivery	Provision of sanitation services to formal residential account holders connected to the municipal waste water (sanitation/sewerage) network & are billed for sewerage service, irrespective of the number of water closets (toilets)	Number of residential account holders which are billed for sewerage in accordance to the financial system.	1900	Billing data of financial system (Phoenix)	2300	2300	2300	2300	4





Reference	SDBIP Reference	Strategic Objective	National KPA	Key Performance Indicator	Unit of Measurement	Baseline	Portfolio of Evidence	TARGETS				
								Quarter 1	Quarter 2	Quarter 3	Quarter 4	
20	TL42	To stimulate, strengthen and improve the economy for sustainable growth	Local Economic Development	The number of temporary jobs opportunities created through the municipality's local economic development projects in terms of the Expanded Public Works Programme (EPWP) by 30 June 2026	Number of temporary job opportunities created in terms of the municipality's local economic development projects by 30 June 2026	174	Employment Contracts and Beneficiary Attendance Registers	-	40	-	40	4
21	TL43	To promote the general standard of living	Basic Service Delivery	Excellent water quality measured by the compliance of water Lab results with SANS 241 criteria for Prince-Albert, Leeu-Gamka and Klaarstroom.	Number of samples passed the compliance in line with SANS 241 (Specifically the Bac: E-coli & Total Coliform)	81,25%	Report of laboratory results	100%	100%	100%	100%	3
22	TL44	To promote the general standard of living	Basic Service Delivery	Excellent waste water quality measured by the compliance of waste water Lab results with SANS irrigation standard (for Prince-Albert, Leeu-Gamka and Klaarstroom)	Percentage of Lab Results complying with SANS irrigation standards	64,66%	Report of laboratory results	80%	80%	80%	80%	4

Reference	SDBIP Reference	Strategic Objective	National KPA	Key Performance Indicator	Unit of Measurement	Baseline	Portfolio of Evidence	TARGETS			
								Quarter 1	Quarter 2	Quarter 3	Quarter 4
23	TL45	To promote sustainable integrated development through social and spatial integration that eradicates the apartheid legacy	Basic Service Delivery	Limit water losses to not more than 25% $\{ \{ \text{Number of Kiloliters Water Purchased or Purified} - \text{Number of Kiloliters Water Sold} \} / \text{Number of Kiloliters Water Purchased or Purified} \times 100 \}$	Percentage Water losses achieved (Number of Kiloliters Water Purchased or Purified - Number of Kiloliters Water Sold) / Number of Kiloliters Water Purchased or Purified x 100)	24,94%	Water billed as per Finance and Statistics and water purified as per daily readings by Technical Services	-	-	25%	4
24	TL46	To promote sustainable integrated development through social and spatial integration that eradicates the apartheid legacy	Basic Service Delivery	Limit electricity losses to not more than 10% $\{ \{ \text{Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold} \} / \text{Number of Electricity Units Purchased and/or Generated} \times 100 \}$	Percentage Electricity losses achieved (Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold) / Number of Electricity Units Purchased and/or Generated x 100	12%	Electricity billed as per Finance and statistics and purchased from Eskom	-	-	10%	2





Reference	SDBIP Reference	Strategic Objective	National KPA	Key Performance Indicator	Unit of Measurement	Baseline	Portfolio of Evidence	TARGETS				Weight
								Quarter 1	Quarter 2	Quarter 3	Quarter 4	
25	TL47	To enhance participatory democracy	Good Governance and Public Participation	Develop and submit a Sustainable Renewable Energy Security Plan to Council by end-June 2026	Completion and submission of the Sustainable Renewable Energy Security Plan to Council by the specified deadline.	New KPI	Council Resolution	-	-	1	1	2
26	TL48	To enhance participatory democracy	Good Governance and Public Participation	Review and submit the Water Master Plan to Council by end-June 2026	Completion and submission of the Reviewed Water Master Plan to Council by the specified deadline.	New KPI	Council Resolution	-	-	1	1	2
27	TL49	To enhance participatory democracy	Good Governance and Public Participation	Review and submit the Sewer Master Plan to Council by end-June 2026	Completion and submission of the Reviewed Sewer Water Master Plan to Council by the specified deadline.	New KPI	Council Resolution	-	-	1	1	2

Reference	SDBIP Reference	Strategic Objective	National KPA	Key Performance Indicator	Unit of Measurement	Baseline	Portfolio of Evidence	TARGETS				Weight	
								Quarter 1	Quarter 2	Quarter 3	Quarter 4		
28	TL50	To enhance participatory democracy	Good Governance and Public Participation	Review and submit the Integrated Waste Management Plan to Council by end-June 2026	Completion and submission of the Reviewed Integrated Waste Management Plan to Council by the specified deadline.	New KPI	Council Resolution	-	-	-	1	2	80%

