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UMZIMVUBU
— LOCAL MUNICIPALITY —

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SPECIAL COUNCIL AGENDA

THURSDAY, 29TH AUGUST 2024

KWABHACA CONFERENCE CENTRE, AT 10H00

SPECIAL COUNCIL MEETING

(Private and confidential)



UMZIMVUBU LOCAL MUNICIPALITY

NOTICE is hereby given in terms of **Section 29(1)** of the **Local Government Municipal Structures Act No 117 of 1998** as amended that the **Special Council Meeting** of Umzimvubu Local Municipality will be held in **KwaBhaca Conference Boardroom** on **Thursday, 29th of August 2024** by **10h00** to discuss the agenda items as set out hereunder:

.....
MR GPT NOTA
MUNICIPAL MANAGER

A G E N D A

1. **OPENING AND WELCOMING**
2. **READING OF THE OFFICIAL NOTICE**
3. **APPLICATIONS FOR LEAVE OF ABSENCE**
4. **APOLOGIES FROM MEMBERS**
5. **PECUNIARY INTEREST**
6. **DEPUTATIONS**
7. **COMMUNICATION STATEMENTS BY THE CHAIRPERSON**
8. **OFFICIAL ANNOUNCEMENTS**
9. **CONFIRMATION OF PREVIOUS MINUTES**

THERE ARE NO MINUTES TO BE CONFIRMED

10 BUSINESS OF THE DAY

10.1 OFFICE OF THE MUNICIPAL MANAGER

10.1.1 TABLING TO COUNCIL FOR APPROVAL, THE FOURTH QUARTER PERFORMANCE REPORT 2023/2024 FINANCIAL YEAR: OFFICE OF THE MUNICIPAL MANAGER

10.1.2 TABLING TO COUNCIL FOR APPROVAL OF THE 2023/2024FY ANNUAL PERFORMANCE REPORT: OFFICE OF THE MUNICIPAL MANAGER

10.1.3 TABLING TO COUNCIL FOR ADOPTION THE IDP, BUDGET & PMS PROCESS PLAN FOR 2025-2026FY: OFFICE OF THE MUNICIPAL MANAGER

10.2 SPECIAL PROGRAMMES AND COMMUNICATIONS DEPARTMENT

10.2.1 SPECIAL PROGRAMMES & COMMUNICATIONS DEPARTMENT: SPECIAL PROGRAMMES & COMMUNICATION UNIT: REPORT ON COMMUNICATION ACTION PLAN REVIEW HELD FROM THE 20 - 21 JUNE 2024

10.3 CITIZEN AND COMMUNITY SERVICES DEPARTMENT

10.3.1 CITIZEN AND COMMUNITY SERVICES: ADDITIONAL REVENUE STREAMS

10.4 CORPORATE SERVICES DEPARTMENT

10.4.1 CORPORATE SERVICES DEPARTMENT: PERFORMANCE ASSESSMENT RESULTS FOR SECTION 56/57 EMPLOYEES AND FIXED TERM CONTRACT PERFORMANCE BASED EMPLOYEES FOR 2022/2023 FINANCIAL YEAR

10.5 LOCAL ECONOMIC DEVELOPMENT DEPARTMENT

10.5.1 LOCAL ECONOMIC DEVELOPMENT DEPARTMENT: PROGRES REPORT ABOUT SUN FARMING PROGRAMME THE MONTH OF AUGUST 2024.

10.5.2 LOCAL ECONOMIC DEVELOPMENT DEPARTMENT: PROGRES REPORT ON INTERMUNICIPAL WOOL VALUE- CHAIN DEVELOPMENT WORKSHOP FOR THE MONTH OF AUGUST 2024.

10. **BUSINESS OF THE DAY**

10.1 **OFFICE OF THE MUNICIPAL MANAGER**

10.1.1 **TABLING TO COUNCIL FOR APPROVAL, THE FOURTH QUARTER PERFORMANCE REPORT 2023/2024 FINANCIAL YEAR: OFFICE OF THE MUNICIPAL MANAGER**

(File: 9/1/2/2)

(Author: MM /GPT/zt)

(1st Level: Manco-02/08/2024)

(2nd Level: Exco –23/08/2024)

(3rd Level: Council-29/08/2024)

PURPOSE

To table to the Council for approval, progress made in the implementation of the Adjusted SDBIP – Fourth Quarter Performance Report for 2023/2024 Financial Year for Committee adoption.

LEGAL REQUIREMENTS

Municipal Finance Management Act 56 of 2003

Municipal Planning and Performance Management Regulations (2001 and 2006)

STATUTORY

Sections 52 of Local Government: Municipal Financial Management Act 56 of 2003

BACKGROUND AND REASONING

The purpose of this report is to present the 4th Quarter Performance Report on the performance of the municipality against Pre-determined objectives, set indicators and targets as set out in the (top layer) Service Delivery and Budget Implementation Plan for 2023/2024 Financial Year which was subsequently revised in February 2024.

The report is prepared in compliance with the requirements of Section 52 of Local Government: Municipal Financial Management Act 56 of 2003, which provides that:

- the Mayor must within 30 days of the end of each quarter, submit a report to council on the implementation of the budget and the financial state of the municipality;
- the Accounting Officer, while conducting the above, must take into account:
- section 71 Reports;

- Performance in line with the Revised Service Delivery & Budget Implementation Plan.



The Accounting officer is then expected to:

- Present to the Mayor such a report;
- Present such a report to Treasury after it has been presented to Council by the Mayor.

The report encompasses and encapsulates respective departmental performance. The format of the report is compliant with the 2022/2023 Revised Service Delivery and Budget Implementation Plan and has been generated utilizing “Action Assist” automated performance management system.

The report covers the period: April to June 2024. Achievement and Non-achievement of set targets have been indicated. Reasons for non-achievement and corrective measures have also been documented. The report will be presented to Council, and further considered by the Internal Audit, MPAC and Audit Committee for correctness and accuracy of the information reported. The report is generated at a time nearer to the end of the financial year, which prompts departments to improve their performance as all set targets not achieved would have a bad reflection in the annual performance report of the municipality.

The following summary has been used to show performance results for all departments:

Rating	Umzimvubu LM Overall Performance	Office of the Municipal Manager	Budget and Treasury	Citizens and Community Services	Local Economic Development	Infrastructure and Planning	Corporate Services	Special Programmes and Communication
 KPI Not Met	13	0	2	4	3	3	1	0
 KPI Met	36	2	5	2	2	19	1	5
Total:	73%	100%	71%	33%	40%	86%	50%	100%

The municipality’s overall Fourth Quarter Performance for the 2023/2024 financial year stands at 73% and has declined by 16% from the Fourth Quarter Performance’s 89% for the preceding 2022/2023 financial year.

LABOUR IMPLICATIONS

None

FINANCIAL IMPLICATIONS

None

SERVICE DELIVERY IMPLICATIONS

- Quarterly report is a yardstick to measure achievement of predetermined objectives and targets. It gives a reflection of whether or not the municipality/Council is likely to achieve on the mile it has set itself for during their term of office.
- It further gives the municipality an opportunity to correct and improve reported non-performance for the remaining part of the financial year.

OTHER PARTIES CONSULTED

- Management
- COGTA
- AGSA
- Treasury
- Action IT

ANNEXURES

- Fourth Quarter Performance Report 2023-2024 financial year.

RESOLVED TO RECOMMEND

That the 4th Quarter Performance Report for 2023-2024 FY be adopted by Council.

10.1.2 TABLING TO COUNCIL FOR APPROVAL OF THE 2023/2024FY ANNUAL PERFORMANCE REPORT: OFFICE OF THE MUNICIPAL MANAGER

(File: 9/1/2/2)

(Author: MM /GPT/zt)

(1st Level: Manco-02/08/2024)

(2nd Level: AC –08/08/2024)

(3rd Level: Exco - 23/08/2024)

(4th Level: Council – 29/08/2024)

PURPOSE

To table to Council the 2023/2024 FY Annual Performance Report for approval.

LEGAL REQUIREMENTS

Municipal Finance Management Act 56 of 2003

Municipal Planning and Performance Management Regulations (2001 and 2006)

STATUTORY

Municipal Finance Management Act 56 of 2003

BACKGROUND AND REASONING

The report encompasses and encapsulates respective departmental performance. The format of the report is compliant with the 2023/2024 Revised Service Delivery and Budget Implementation Plan and has been generated utilizing “Action Assist” automated performance management system.

The report covers the period: July 2023 to June 2024. Achievement and Non-achievement of set targets have been indicated. Reasons for non-achievement and corrective measures have also been documented. The report will be presented to Council, and further considered by the Internal Audit, MPAC and Audit Committee for correctness and accuracy of the information reported. The report is generated at a time nearer to the end of the financial year, which prompts departments to improve their performance as all set targets not achieved would have a bad reflection in the annual performance report of the municipality.

The following summary has been used to show performance results for all departments:

5 YEARS - 2023/2024 HIGH LEVEL SUMMARY - SDBIP PERFORMANCE

Description & Year	INFRASTRUCTURE AND PLANNING	CORPORATE SERVICES	LOCAL ECONOMIC DEVELOPMENT	BUDGET AND TREASURY OFFICE	CITIZEN AND COMMUNITY SERVICES	SPECIAL PROGRAMMES AND COMMUNICATION	OFFICE OF THE MUNICIPAL MANAGER	Total Annual Target
2023/2024								
- SDBIP Targets Set	24	3	7	8	7	5	2	56
- Targets Achieved	21	2	4	6	3	5	2	43
- % <i>Targets Achieved</i>	88%	67%	57%	75%	43%	100%	100%	77%
2022/2023								
- SDBIP Targets Set	16	3	8	7	3	6	7	50
- Targets Achieved	12	3	5	7	2	6	7	43
- % <i>Targets Achieved</i>	75%	100%	62%	100%	67%	100%	100%	86%

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AGENDA: SPECIAL COUNCIL MEETING: 129^H AUGUST 2024

2021/2022								
- SDBIP Targets Set	14	4	10	5	6	3	5	47
- Targets Achieved	12	4	7	5	6	3	5	42
- % Targets Achieved	86%	100%	70%	100%	100%	100%	100%	89%
2020/2021								
- SDBIP Targets Set	19	12	10	12	7	12	9	82
- Targets Achieved	17	11	9	10	6	12	9	74
- % Target Achieved	69%	92%	90%	83%	86%	100%	100%	91%
2019/2020								
- SDBIP Targets Set	25	13	20	12	11	14	7	102
- Targets Achieved	16	12	15	8	8	14	7	80
- % Targets Achieved	64%	92,3%	75%	62%	73%	100%	100%	78,4%

The Municipality's Annual Performance for 2023/2024 Financial Year stands at 77%. Based on the Analysis of Annual Performance Report and there is a 9% regression from 2022/2023 financial year's 86% and the municipality performance has performed fairly well in its service delivery mandate.

LABOUR IMPLICATIONS

None

FINANCIAL IMPLICATIONS

None

SERVICE DELIVERY IMPLICATIONS

- Quarterly report is a yardstick to measure achievement of predetermined objectives and targets. It gives a reflection of whether or not the municipality/Council is likely to achieve on the mile it has set itself for during their term of office.
- It further gives the municipality an opportunity to correct and improve reported non-performance for the remaining part of the financial year.

OTHER PARTIES CONSULTED

- Management
- COGTA
- AGSA
- Treasury
- Action IT

ANNEXURES

Annual Performance Report 2023-2024 financial year.

RESOLVED TO RECOMMEND

That the Annual Performance Report for 2023-2024 FY be approved by Council.

10.1.3 TABLING TO COUNCIL FOR ADOPTION THE IDP, BUDGET & PMS PROCESS PLAN FOR 2025-2026FY: OFFICE OF THE MUNICIPAL MANAGER

(File: 9/1/2/2)

(Author: MM /GPT/zt)

(1st Level: Manco-03/08/2024)

(2nd Level: Exco –23/08/2024)

(3rd Level: Council-29/08/2024)

PURPOSE

To table to the Council for approval the IDP, Budget & PMS Process Plan for the 2025-2026 Financial Year.

LEGAL REQUIREMENTS

Municipal Systems Act No. 32 of 2000

MFMA No. 56 of 2003

STATUTORY

Chapter 5 of the Municipal Systems Act No. 32 of 2000

BACKGROUND AND REASONING

The Municipal Systems Act and Municipal Finance Management Act require municipalities to draft and adopt an IDP, Budget and PMS Process Plan within at least 10 months before the start of the next financial year.

The Draft Process Plan has been developed in collaboration with Budget and Treasury Office.

It has been sent to Alfred Nzo District Municipality for noting and comment.

The district had a session of all IDP Managers to refine the schedule of activities that require participation of the district municipality and government departments to ensure that dates do not clash.

The process plan is prepared in response to the Municipal Finance Management Act 56 of 2003 section 21 (1)(a) provides that the Mayor of the Municipality must:

- (a) Co-ordinate the processes for preparing the annual budget and for reviewing the Municipality's Integrated Development Plan and budget related policies to ensure that the tabled budget and any revisions of the Integrated Development Plan and budget related policies are mutually consistent and credible.
- (b) At least ten months before the start of the budget year, table in the municipal Council a time schedule outlining key deadlines for :-

(ii) (aa) the annual review of the Integrated Development Plan in terms of section 34 of the Municipal Systems Act 32 of 2000.

Necessary legislative obligations will be met after adoption of the process plan by Council such as advertising of the process plan for public viewing, submission to relevant authorities and uploading it to the Municipal Website.

LABOUR IMPLICATIONS

No labour implications

FINANCIAL IMPLICATIONS

R805 375,00 (BUDGET)

SERVICE DELIVERY IMPLICATIONS

The IDP is a strategic tool for municipality's development. Through the IDP, service delivery will be delivered in a coordinated and integrated manner and legislative obligations would be met.

RESOLVED TO RECOMMEND

That the Council approves the IDP, Budget & PMS Process Plan for the 2025-2026 Financial Year.

10.2 SPECIAL PROGRAMMES AND COMMUNICATIONS DEPARTMENT

10.2.1 SPECIAL PROGRAMMES & COMMUNICATIONS DEPARTMENT: SPECIAL PROGRAMMES & COMMUNICATION UNIT: REPORT ON COMMUNICATION ACTION PLAN REVIEW HELD FROM THE 20 - 21 JUNE 2024

(File No: 9/2/1/6)
(Author: M: SP & Comm -Mrs NN Zembe)
(1st Level: MANCO – 02/08/24)
(2nd Level: SP& Comm –14/08/24)
(3rd Level: EXCO – 23/08/24)
(4th Level: Council – 29/08/24)

PURPOSE

To table report on the Communication Action Plan review held during the month of June 2024.

To present the reviewed Communication Action Plan for adoption by Council.

LEGAL AND STATUTORY REQUIREMENTS

The Constitution of the Republic of South Africa, Act 108 of 1996.

Promotion of Access to Information, Act 2 of 2000.

Municipality Systems Act of 2000.

Municipal Structures Act 117 of 1998.

Amended Government Communication Policy, issued by GCIS

National Communication Strategy Framework, 2019– 2024 issued by GCIS

National Development Plan (NDP) 2030: 2012

The Intergovernmental Relations Framework Act (IRFA), 2005 (Act 13 of 2005)

Reference has also been made to SALGA's Communication Conference Resolutions on Local Government Communication System.

AUTHORITY

Clauses 7, 11 and 14 of the Communication Strategy, 2009

Section 152 of the Constitution Act 108 of 1996

BACKGROUND AND REASONING

COMMUNICATION ACTION PLAN REVIEW

As part of Umzimvubu Local Municipality's concerted effort to improve communication with its communities and stakeholders, the municipality hosted communication action plan review which is aligned with the current term of Council (2021 – 2026). The action plan aims to deliver an effective and efficient communication approach for the Municipality.

The plan is also in line with the framework that ensures that the municipality manages communication in a planned and coordinated way. It also provides for the strategic alignment with the national communication framework of government and the government priorities linked to the five-year electoral mandate.

The Communication Action Plan Review and Media Training was held at Mthatha Garden Court from the 20-21 June 2024 and was well attended by Councillors, Municipal Manager, Senior Managers and representatives from state agencies and the media.

The communication action plan was reviewed by the council and is presented for approval by council. The amended communication action plan promotes proactive engagement and enhances a two-way communication between the municipality, communities and other social partners.

The two-day communication action plan review included a commissions engagement session on the following topics:

- Internal Communication and the Coordination of Internal Stakeholders and Programmes.
 - The Role of Social Media in Municipal Communication Strategies
 - Addressing Social Issues like Domestic Violence through Targeted Communication
 - Engaging Communities in Municipal Planning through Participatory Approaches
- These commissions assisted in the finalisation of the action plan and all inputs were consolidated for approval.

FINANCIAL IMPLICATIONS

As per the budget

OTHER PARTIES CONSULTED

Government Communications Information System

Alfred Nzo District Municipality

Cooperative Governance and Traditional Affairs

Media Stakeholders

ANNEXURE/S

Reviewed Communications Action Plan

RESOLVED TO RECOMMEND

1. That the report on the review of the Communication Action Plan be noted and accepted by Council.
2. That the reviewed Communication Action Plan for 2024/25 financial year be accepted and approved by Council.
3. That the Communication Unit must include the '**30 years of freedom and celebration**' logo across all Municipal Publications and official Artwork.
4. That the Communication Unit must refurbish all welcoming signs across Umzimvubu access points.

10.3 CITIZEN AND COMMUNITY SERVICES DEPARTMENT

10.3.1 CITIZEN AND COMMUNITY SERVICES: ADDITIONAL REVENUE STREAMS

(Author: KPT/FN)
(1st Level: MANCO -02/07/2024)
(2nd Level: STANCO -/07/2024)
(4th Level: EXCO- -/07/2024)
(5th Level: Council- -/07/2024)

PURPOSE

To present to the council:

Additional revenue streams from citizen and community services to be included in the municipal tariff structure.

BACKGROUND AND DISCUSSION

Citizen and community services as a service delivery component within the municipality, proper plans on financial resources mobilization to contribute to municipal revenue enhancement must be identified.

Community services is responsible for providing basic services such as waste management, parks and public amenities.

In the process of implementing the departmental mandate, revenue is also generated and needs to be allocated accordingly.

The emaXesibeni multipurpose centre has just been handed over to the community services department and has been identified as an additional revenue stream that needs its own tariff.

Citizen and community services have invested time and financial resources in waste management education, engineering and enforcement to ensure that citizens of Umzimvubu local municipality live in a safe and healthy environment; however illegal dumping remains a challenge.

To curb illegal dumping, the municipality has employed and trained environmental management inspectors who will assist in bylaw enforcement related to waste management. Therefore, a tariff for illegal dumping needs to be added in the municipal tariff structure.

The department has also refurbished the public toilets both kwa Bhaca and EmaXesibeni and has formalised their occupation through lease agreements. Therefore, tariffs need to also be included in the municipal tariff structure.

LEGAL IMPLICATION

Section 24 of the RSA constitution.

National Environmental Management: Waste Act 58 of 2008.

Integrated waste management plan.

LABOUR IMPLICATIONS

There are no additional labour implications.

FINANCIAL IMPLICATIONS

Proposed tariffs for are as follows:

EmaXesibeni multipurpose centre

- a) Deposit fee/security fee (refundable) =R1500.
- b) Hourly rate=R300.

Illegal dumping of waste

- a) Domestic/mixed/ building waste=R2000

EmaXesibeni and KwaBhaca public toilets

- a)Monthly rental fee=R100

RISKS

Misallocation and classification of revenue collected.

ANNEXURE

None

RESOLVED TO RECOMMEND

That the council approves:

Additional revenue streams from citizen and community services and be included in the municipal tariff structure.

10.4 **CORPORATE SERVICES DEPARTMENT**
10.4.1 **CORPORATE SERVICES DEPARTMENT: PERFORMANCE ASSESSMENT RESULTS FOR SECTION 56/57 EMPLOYEES AND FIXED TERM CONTRACT PERFORMANCE BASED EMPLOYEES FOR 2022/2023 FINANCIAL YEAR**

File No. : 4/8/7/2)
(Author : ASMCS/TF)
(1st Level: Audit Committee- 28 /06/2024)
(2nd Level: CS Standing Committee – 23/08/2024)
(3rd Level: EXCO – 23/08/2024)
(4th Level: Council – 29/08/2024)

PURPOSE

To appraise the Audit Committee and Council on the outcomes of the Performance Assessments for all performance-based contract employees within the municipality for the 2022/2023 Financial Year.

To report on the outcomes of the Performance Assessment conducted in terms Performance Management Policy of the Municipality and also as per the Local Government Regulations for Municipal Managers and Managers directly accountable to the Municipal Managers, 2006 as amended

To recommend noting and approval of the outcomes of the performance assessments for the performance-based contract employees for the 2022/2023 financial year.

LEGAL/STATUTORY REQUIREMENTS

The performance assessments were conducted in terms of the following legal requirements:-

- Local Government Municipal Performance Regulations for Municipal Managers and Managers directly accountable to the Municipal Managers, 2006, as amended;
- Municipal Performance Management Policy; and also
- The 2022/2023 Performance Agreements entered into by all contract employees.

AUTHORITY

Clause 8, 23, 27 and 34 of the Local Government: Municipal Performance Regulations for Municipal Managers and Managers reporting directly to Municipal Managers, August 2006 as amended

Umzimvubu Municipality's Performance Management Policy in its entirety

BACKGROUND AND REASONING

Performance assessments for the year 2022/2023 were conducted for all Management Committee members, as it is stipulated in their individual performance agreements. Such

process took place on virtual platforms as from the 24, 26, 30, 31 Jan 2024 and 12 March 2024. Out of 31 Management Committee members inclusive of former Management representatives, a total of twenty two (29) Municipal Officials were assessed including the Managers directly reporting to Municipal manager and the Municipal Manager were assessed.

All the requirements were adhered to, in that, Performance Assessment reports were compiled by those affected employees and the Panel Members were properly constructed.

The conducting of performance appraisals for each individual assessed, was accorded a slot by the panel in which to present his/her performance report as indicated above.

After the assessments all the reports are forwarded to the Internal Audit Section for auditing the calculation of the bonus and also for onward submission to the Audit Committee Members for consideration and to ensure adherence to the principles of quality assurance and an engagement of a wider group of stakeholders in the process.

Composition of the Panels

Panel Members for Municipal Manager, Managers directly accountable to the Municipal Manager and Section 56/57 Managers comprised of the following:

- Mr. GPT Nota - Umzimvubu Local Municipality: Municipal Manager
- Cllr. Z Ndevu – The Mayor of Umzimvubu Local Municipality (*only for Municipal Manager*)
- Cllr. N Mngenela – *The Mayor Matatiele Local Municipality (only for Municipal Manager)*
- Mr. Mahlaka – Municipal Manager Mbizana Local Mun (*only for Municipal Manager*)
- Cllr. L Nkula - Portfolio Head: Budget & Treasury
- Cllr. I Nodali – Portfolio Head: Corporate Services
- Cllr. N Garane- Portfolio Head Infrastructure and Planning
- Cllr. X Jona – Portfolio Head Local Economic Development
- Cllr. M Ndzinwa – Portfolio Head Citizens and Community Services
- Cllr. T Sokhanyile – Portfolio Head Special Programs & Communications
- Mr. P Buthelezi - Audit Committee Chairperson
- Mrs. P Magadla-Nkosi – Performance Management Officer (*as a scribe and facilitator*)

Panel Members for Non – section 56/57 Managers comprised of the following:

- Miss L Sonqishe - Audit Committee Member
- Mr. N Simelane – Audit Committee Member
- Mrs TT Madotyeni - Ngcongca – Senior Manager: Corporate Services, and the respective Head of Departments:
 - Dr. K Tshazi – Senior Manager: Citizens and Community Services
 - Mr L Moleko – Senior Manager: Infrastructure & Planning
 - Mr. S Mbusi – Deputy Chief Financial Officer
 - Mrs. N Zembe – Senior Manager Special Programs and Communications

- Mrs P Magadla-Nkosi – Performance Management Officer *(as a scribe and system operator)*

Assessment comments and feedback was communicated to the individual managers during the session proceedings.

Final Scoring by Panel

As stipulated in the Performance Regulations and the Performance Management Policy, the following formula has been used in determining the final score of an individual, where: KPA = Key Performance Areas

KPA (Key Performance Areas)

Weight x Final Score per KPA = V x 80% = Total Score for each KPA
 Add up all KPA Scores to get a total sum of W

CCR (Core Competency Requirements)

Weight x Final Score per CCR = Y x 20% = total Score for each CCR
 Add up all CCRs Scores to get a total sum of Z

FINAL TOTAL SCORE

W + Z = Total score (percentage).

Final Score Bonus /Reward

A performance bonus ranging from 5% to 14% of the all-inclusive remuneration package may be paid to an employee in recognition of outstanding performance. In determining the performance bonus the relevant percentage is based on the overall rating, calculated as prescribed by the municipal policy, as follows:

- A score of 130% to 149% is awarded a performance bonus ranging from 5 – 9%, and
- A score of 150 and above is awarded a performance bonus ranging from 10% - 14%.

FINAL SCORE	BONUS/REWARD
150 and above	10% to 14% of the annual total remuneration package
130 to 149%	5% to 9% of the annual total remuneration package
129% to 100%	No bonus
99% and below	Compulsory Performance Counselling

RANGE	SCORE	% Bonus
150 and above	164 and above	14

RANGE	SCORE	% Bonus
Between 130 and 149	149	9

	163	13.705
	162	13.42
	161	13.135
	160	12.85
	159	12.565
	158	12.28
	157	11.995
	156	11.71
	155	11.425
	154	11.14
	153	10.855
	152	10.57
	151	10.285
	150	10

	148	8.6
	147	8.4
	146	8.2
	145	8
	144	7.8
	143	7.6
	142	7.4
	141	7.2
	140	7
	139	6.8
	138	6.6
	137	6.4
	136	6.2
	135	6
	134	5.8
	133	5.6
	132	5.4
	131	5.2
	130	5

In view of the above, there are twelve (12) officials out of twenty two (29) assessed for the year 2022/2023 that scored above minimum of 130, and qualify for a performance bonus.

There is one employees whose performance is below the expected standard and have to undergo clause 29 of performance management policy ``**incapacity proceeding for poor performance**``

FINANCIAL IMPLICATIONS

A provision has been made, departmentally for the payment of performance bonuses to the deserving individuals. Therefore the payment of performance bonus will be made in terms of such budgetary allocations.

SERVICE DELIVERY IMPLICATIONS

Performance Management does not serve as a punitive tool but it is an employment condition that encourages commitment from an employee to be more productive and accelerate service delivery.

Performance reward is also done in order to strengthen a culture of not only ordinary performance but also a culture of competitive performance by various staff members.

OTHER PARTIES CONSULTED

Manager: Internal Auditor- Umzimvubu Local Municipality and Action Assist

ANNEXURES

The supporting documents that are listed hereunder as annexure are attached as:

ANNEXURE "A" - Proposed Performance Bonus Calculations and Payments and Individual Total percentage calculations

ANNEXURE "B" – Report from Internal Auditor

RESOLVED TO RECOMMEND

1. That, the report and its broader implications on performance assessments for the Municipal Manager, section 56 employees and Performance based Contract employees be noted and accepted by the Audit Committee.
2. That, the Council consider the awarding of performance bonuses to the twelve (12) qualifying municipal officials.
3. That, the Council for approves payment of performance bonuses to the qualifying twelve (12) municipal officials as per Annexure A.
4. That, the council notes that one (1) individual who scored below the minimum required score, will be subjected to a compulsory performance counselling.

10.5 LOCAL ECONOMIC DEVELOPMENT DEPARTMENT

10.5.1 LOCAL ECONOMIC DEVELOPMENT DEPARTMENT: PROGRES REPORT ABOUT SUN FARMING PROGRAMME THE MONTH OF AUGUST 2024

FILE NO. 9/1/2/7

(Author : LEDM/AM/TN)

(1st Level: Manco- 02/09/2024)

(2nd Level: LED-Committee-10/09/2024)

(3rd Level: Exco – 19/09/2024)

(4th Level: Council-29/08/24)

PURPOSE

To report progress on the SUNfarming Programme for the month of August 2024 to the Council for approval.

To request Approval and acceptance of the report to Council.

LEGAL/ STATUTORY REQUIREMENTS

Public Finance Management Act 1998

Municipal Finance Management Act 1998

Chapter 1 of Environmental Management Act 107 of 1998

AUTHORITY

S 2(1) of the Environmental Management Act 107 of 1998.

BACKGROUND AND REASONING

SUN farming is one of the top 10 solar development and solar investment companies in Europe with solar projects built for a total capacity of 650 MWp. The SUNFarming team approached the District Municipality, met with DIMAFO and Municipal Managers of Local Municipalities and presented their programme.

The programme is about harvesting the sun to produce Solar Energy while doing Crop Production under the solar panels. The programme will be implemented on the maize fields that are situated along the electric lines.

This programme was then handed over to the Alfred Nzo Development Agency for implementation and LED & EM Senior Managers from all LM's were called and the programme was presented.

Benefits of the programme

- Agri-Solar concept offers an ideal weather protection and foil tunnel replacement.
- The agricultural use with approvable construction heights includes fruit & vegetables, herbs, flowers as well as cultivation of special crops & berry fruits (e.g. strawberries, raspberries, blueberries).
- The programme has a potential to create 1000 jobs per ward.
- The programme will extend to farming were planting of sunflower and vegetables will be planted under the solar pannels.
- Provision of Rural Infrastructure as fencing will be erected, roads improved.
- The municipality can sell the Energy generated through the Solar systems on signing of Agreements.

The Umzimvubu Local Municipality identified Five Sites that were to be assessed for the implementation of this project and six Sites from 4 wards were approved after the SUNFarming Team, ULM LED and ANDA visited the sites.

The approved sites that were visited and approved were:

1. Saphukanduku - ward 09 (E-Maxesibeni)
2. Tholeni (Kwa-shushu) - ward 21(Kwa-Bhaca)
3. Dangwana - ward 20 (Kwa-Bhaca)
4. Ndakeni and Lusuthu and Duytyini - ward 08 (Ema- Xesibeni)

The Umzimvubu Local Municipality Acting Speaker, LED Team and ANDA visited the Traditional Leaders from these areas were also presented with this programme and all indicated their willingness to approve and participate.

LABOUR IMPLICATIONS

There are no labor implications.

FINANCIAL IMPLICATIONS

There will be financial implications.

SERVICE DELIVERY IMPLICATIONS

To increased economic activity, increased job creation and vocational training contributes to improved social cohesion and stability.

OTHER PARTIES CONSULTED

1. The Ward Councillor
2. Local Developmental committees
3. ANDA
4. LED Port folio Head

ANNEXURES

There are no attached annexure's to this report.

RESOLVED TO RECOMMEND

That the report on implementation of SUNFarming programme for the month of August 2024 be noted by the Council.

RECOMMENDATION

1. That the report wool pressers for the month of August 2024 be noted and accepted by the Council.

LOCAL ECONOMIC DEVELOPMENT DEPARTMENT: PROGRES REPORT ON INTERMUNICIPAL WOOL VALUE- CHAIN DEVELOPMENT WORKSHOP FOR THE MONTH OF AUGUST 2024.

FILE NO. 9/1/2/7
(Author : LEDM/AM/TN)
(1st Level: Manco- 02/09/2024)
(2nd Level: LED-Committee-10/09/2024)
(3rd Level: Exco – 19/09/2024)
(4th Level: Council-29/08/24)

PURPOSE

To report progress on the Intermunicipal wool value - chain development workshop for the month of August 2024 to the Council for approval.

To request Approval and acceptance of the report to Council.

LEGAL/ STATUTORY REQUIREMENTS

Public Finance Management Act 1998
Municipal Finance Management Act 1998
Agricultural Produce Agents Act 12 of 1992
Marketing of Agricultural products Act 47 of 1996

AUTHORITY

S 11(1) of the Marketing of Agricultural products Act 47 of 1996

BACKGROUND AND REASONING

The SALGA has identified Umzimvubu Local Municipality on the the province of the Eastern Cape as one of the Municipalities who have potential of Wool production Farming. It of that background that the Umzimvubu was invited to participate on the Intermunicipal wool value chain programme where SALGA intends to intensify wool production on the Province.

The Elundini was chosen as programme pilote site by SALGA as part of the meeting are held at Elundini. Elundini LM has been implementing this project for some time, however they felt that instead of Elundini benefiting alone, they would like to share/get other municipalities to be part of the programme. As Elundini LM they know that they cannot stand

alone and need the support of other municipalities and vice versa in order to have strength in the production of wool in the whole Eastern Cape region.

Elundini LM started to present the wool certification programme to the Economic Empowerment and Employment Creation provincial working group and within that working group SALGA was tasked to work with Elundini LM as well as other municipalities that may be able to benefit from a similar programme and ensure the programme can be cascaded across the province.

The Intermunicipal wool value chain development workshop was held at Elundini Local Municipality on the 24th of April 2024. The workshop was well attended as the LED Political Heads, Municipalities and LED Senior Managers were invited to contribute and sign the Contract Agreement. It is anticipated that the agreement will be for 10 years.

Therefore, the reference has been made to the Intermunicipal wool agreement programme led by SALGA working with municipalities identified to form part of the intermunicipal wool agreement. As per resolutions of various engagements, SALGA request the programme to be tabled to council and a resolution be obtained to form part of this programme and further sign the Intermunicipal Wool Agreement form /Letter as part agreement to the programme.

The programme is Championed by SALGA in partnership with ECRDA and the Elundini wool producers. The programme has been piloted at ELundini Local Municipality to add value on local produced wool.

The purpose of the programme are follows;

1. To collaborate all Eastern Cape wool producing Municipalities activities
2. To find solutions on wool production sector.
3. To encourage and strengthen economic spin offs through wool value addition.
4. To improve wool production sector by providing with necessary support and Infrastructure.
5. To unlock the wool production value addition Market access and barriers through certification of farmers as certified farmer will be able to sell on the abroad markets including China.
6. Assist with access to funding.
7. The programme will collaborate th e programmes implemented by the ULM- LED under Livestock Improvement (Supply of wool presser and Electric shears)

The Role and Responsibilities stipulated on the Contract Agreement are follows.

1. The ECRDA

- To provide funding of the programme.
- Coordinate the wool production value addition.
- To provide necessary infrastructure and farmer support.
- Provide technical support to farmers.

2. The Municipality

- Lead the programme and ensure that it is implemented on the Local Sphere.
- Ensure the wool value chain programme are entailed on the IDP's.
- To provide financial support of the programme.
- Identify local wool producers.
- Coordinate and convene local engagements and meetings.
- To provide necessary Equipment and farmer support.
- Provide technical support to farmers.
- Provide training.

3. DRDAR

- To provide funding of the programme.
- Coordinate the wool production value addition.
- To provide necessary infrastructure and farmer support.
- Provide technical support to farmers. (Inoculations and vaccinations)

4. FARMERS

- To maintenance through vaccination programmes and nutritional livestock needs.
- Monitoring of Government resources.
- Signing of memorandum of agreements for equipment / machinery and working tools supplied.

5. National Wool growers Association

- Coordinate the wool production value addition.
- Provide technical support.
- Train wool producers.

Wayford	Time frames	Responsible Person
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The Municipalities should sign the Contract Agreements.	after 14 days from the workshop. The period is extended	Municipalities
Municipalities should submit Council Resolution to confirm interest to participate on the programme.	After Council meeting	Municipality Councils
The formation of Provincial task team composed of LED Senior Managers	Next meeting	SALGA
The formation of Technical Team composed by ECRDA, DRDAR, Farmers, and National Wool Growers etc	Next meeting	SALGA
The Contract Agreement will be emailed to the Political Heads, Senior Manager for addition before it become the final document and returned to SALGA with 14 days.	after 14 days from the workshop.	Municipalities
Municipality should transport Local Wool grower Chairperson to participate on the inception meeting.	Next meeting	Municipalities
Convene Quarterly meetings for Progress reporting purposes,	Next meeting	SALGA
Draft project implementation plan, TORS for technical & Task team	Next meeting	SALGA

Once the agreement has been signed the Agreement will be active, as this will benefit our Local Municipality and our communities. The programme will supplement the programme implemented by the Municipality thus the livestock development programme were the Municipality supplies shearing sheds with Wool presser and electric shearers.

LABOUR IMPLICATIONS

There are no labor implications.

FINANCIAL IMPLICATIONS

There are financial costs implicated = R475,698.65

SERVICE DELIVERY IMPLICATIONS

To create a conducive environment for the Wool growers to trade and market their products.

OTHER PARTIES CONSULTED

1. Ward Councilors,
2. Port Folio Heads
3. DRDAR
4. Eastern Cape Local Municipalities
5. Wool producing Farmers.

ANNEXURES

There are no attached annexures to this report.

RECOMMENDATION

2. That the report Intermunicipal wool value chain development workshop for the month of August 2024 be noted and accepted by the Council.

11 CONSIDERATION OF URGENT MATTERS

12. DATE OF THE NEXT MEETING

The date of the next meeting will be on the 30th July 2024.

13. CLOSURE

