

PERFORMANCE AGREEMENT

BETWEEN

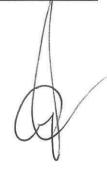
THE PRESIDENT OF THE REPUBLIC OF SOUTH AFRICA

AND

THE MINISTER OF SMALL BUSINESS DEVELOPMENT

PERIOD OF AGREEMENT

JUNE 2019 TO APRIL 2024





CONSTITUTION AND LEGISLATION

The Constitution of the Republic of South Africa, 1996, stipulates in section 91 (2) that the President appoints the Deputy President and Ministers, assigns their powers and functions, and may dismiss them.

The Constitution of the Republic of South Africa, 1996, stipulates in section 92 (1) that the Deputy President and Ministers are responsible for the powers and functions of the executive assigned to them by the President.

Executive Members' Ethics Act (No. 82 of 1998) state that members of the Cabinet must act according to a code of ethics, created by the President pursuant to the principles and framework established by the Executive Members' Ethics Act of 1998.

The principles of natural justice applies.

MINISTERIAL KEY RESPONSIBILITY AREAS

The constitutional imperatives and obligations contained in Chapter 5 of the Constitutions including but not limited to sections 92, 93, 96, 97, 98, 99, are applicable.

The contents of this agreement set out the powers and functions assigned to you by the President in accordance with Section 91(2).



KEY RESPONSIBILITY AREA 1: POLITICAL LEADERSHIP CONTRIBUTING TO THE COUNTRY'S TRIPLE CHALLENGES, NDP PRIORITIES AND MEDIUM-TERM STRATEGIC FRAMEWORK (MTSF) 2019 - 2024

As Minister in the Cabinet you will contribute **individually and collectively** to addressing the triple challenges of poverty, inequality and unemployment and the MTSF 2019 - 2024.

Priority 2: Economic transformation and job creation

Target: Unemployment reduced to 20-24% with 2 million new jobs especially for youth; economic growth of 2-3% and growth in levels of investment to 23% of GDP

Outcome		COMPETITIVE AND ACCESSIBLE MARKETS THROUGH REDUCED SHARE OF DOMINANT FIRMS IN PRIORITY SECTORS AND EXPANDED SMALL BUSINESS								
Interventions	Indicators	Baseline	Targets	Minister's Responsibility						
Facilitate the increase in number of competitive small businesses with a focus on township economies and rural development	Number of competitive small businesses and cooperatives supported	New indicator	100 000 competitive small businesses and cooperatives supported by 2024 Create an SMME database that will ensure tracking of support to enterprises	competitive small businesses are cooperatives supported Ensure the establishment of an SMM						
Strengthen development finance towards SMME and Cooperatives development	Improved access to affordable finance for SMMEs and cooperatives		At least 50% of national and provincial DFI financing dedicated to SMMEs and cooperatives through establishment of the SMMEs and Co-operatives Funding Policy by 31 March 2021 100 000 Township and Rural	Ensure improved access to affordable finance for SMMEs and Cooperatives. Establish and report on the implementation Township						
	Township Entrepreneurship Fund established		enterprises supported through Township Entrepreneurial	Entrepreneurship Fund						



			Fund/Township and Rural	
			Entrepreneurship Programme	
			established and operational	
			by 2024	
SMME development through incubation centres and digital hubs	Number of incubation centres and digital hubs established	73	100 established by 2024	Establish and report on the number and performance of incubation centres and digital hubs
Ensure inclusion of SMMEs in localisation and buy local campaigns	Localisation policy paper on SMMEs developed and adopted.	New indicator	Localisation programmes on SMMEs developed and adopted by 31 March 2021	Finalise and implement the localisation programmes on SMMEs and Cooperatives.
	Designation of 1000 goods to be procured from SMMEs		Finalise and implement the list of 1000 designated products/services to be procured from SMMEs by 31 March 2024	Finalise and implement the list of 1000 designated products sourced from and produced by SMMEs and Cooperatives targeted for the current year.
Explore the introduction of measures (such as tax breaks) to support the establishment of new, youth owned start-ups	Number of youth start-ups	New indicator	15 000 start-up youth business supported per year.	Introduce measures to support the establishment of new youth owned start-ups.

Target: Transformed, representative and inclusive economy which prioritises women, youth and persons with disabilities

Outcome	NCREASED ECONOMIC PARTICIPATION, OWNERSHIP AND ACCESS TO RESOURCES AND OPPORTUNITIES BY WOMEN, YOUTH AND PERSONS WITH DISABILITIES							
Interventions	Indicators Baseline Targets Minister's Responsibility							
persons with disabilities	Percentage preferential procurement spend by sex/gender, age and disability	l	Minimum 40% target for Women, 30% for Youth and 7% for persons with disabilities	Ensure that preferential procurement targets within the Department and its entities are met.				

Programmes to expand access to finance, incentives and opportunities for women, youth and persons	by sex/gender, age and disability,	tbd	Minimum targets as defined for women, youth and persons with disabilities	Ensure that targets are met.
with disabilities-led and owned businesses	4.	New indicator	Financial and non-financial support of 50 000 women entrepreneurs to trade in international markets through SheTradesZA ¹ , inclusive of women with disabilities by 31 March 2024.	

Priority 7: A better Africa and World

Target: A Better Africa and World for All

Outcome	SPORT, ARTS, C	ULTURE AND THIN MULTILATER		
Interventions	Indicators	Baseline	Targets	Minister's Responsibility
Advance and comply with all DSBD international obligations such as UN, AU, SADC, Common Wealth, IORA, BRICS including the institutions hosted in South Africa (NEPAD, APRM, PAWO)	Multilateral	tbd	100%	Ensure reporting protocol and deadlines are adhered to.



¹ SheTradesZA is a platform that is utilised to expose and support women and youth owned enterprises into the global value chains

KEY RESPONSIBILITY AREA 2: PRIORITY 1: BUILDING A CAPABLE, ETHICAL AND DEVELOPMENTAL STATE

This MTSF priority has a few transversal interventions that apply to all Ministers as per the table below:

Targeted impact: Public value and trust; Active citizenry and partnerships in society

Outcome	FUNCTIONAL, EFFICIENT AND INTEGRATED GOVERNMENT							
Interventions	Indicators	Baseline	Targets	Minister's Responsibility				
Measures taken to eliminate wasteful, fruitless and irregular expenditure in the public sector	Percentage elimination of wasteful and fruitless expenditure in public sector institutions	2018 Baseline	100% elimination of wasteful and fruitless expenditure incrementally from baseline of 2019 by 2024	Eliminate wasteful and fruitless expenditure				
	Percentage reduction of irregular expenditure in public sector institutions	2018 Baseline	75% reduction of irregular expenditure incrementally from baseline of 2019 by 2024 Ensure irregular expenditure reduced and where it sure action is taken					
	Percentage reduction of qualified audits in the public sector	2018 Baseline	75 % reduction of qualified audits incrementally from baseline of 2019 by 2024	To maintain at least an unqualified audit opinion in your department/s and entities				
Programme to prevent and fight corruption in government	Percentage resolution of reported incidents of corruption in the government	Trends from the Anticorruption Hotline and Crime Statistics	95% resolution of reported incidents of corruption by 2024 via disciplinary and criminal interventions	Enforce consequences for corruption and misconduct				
	Ensure functionality of ethics structures and adequate capacity	New	Establish ethics committees and adhere to terms of reference	Oversee the implementation of the ethics structures				
Develop and implement district/metro joined-up plans	% joined-up plans	New	100% joined-up plans	Contribute to the development of the economic development component of the joined-up plan				



KEY RESPONSIBILITY AREA 3: INSTITUTIONAL OVERSIGHT OF THE HOD AND DEPARTMENT

Management Area	Key activities	Performance	Targets				
		indicators	2019/20	2020/21	2021/22	2022/23	2023/24
Executive Authority	y oversight over	the Deputy Minist	er			MILLEAN CO	
Executive Authority oversight over the Deputy Minister	Delegation of powers and functions to the Deputy Minister	Annual updated delegations	Updated delegations	Updated delegations	Updated delegations	Updated delegation s	Updated delegation
Executive Authority	y oversight over	the Accounting O	fficer			AL LANGE BE	Breight Bull
Executive Authority oversight over the Accounting Officer	Management of the performance of the Director General	Implementation of Head of Department Performance Management and Development System	Conclusion of the Performance Agreement, Implementations of the midterm review and Annual Assessment of the DG	the Performance Agreement, Implementations of the midterm review and	Conclusion of the Performance Agreement, Implementations of the midterm review and Annual Assessment of the DG	Conclusion of the Performance Agreement, Implementati ons of the midterm review and Annual Assessment of the DG	Conclusion of the Performance Agreement, Implementations of the midterm review and Annual Assessment of the DG
	Delegation of Public Service Act powers of the Minister to DG	Annual updated delegations	Updated delegation register	delegation register	Updated delegation register	Updated delegation register	Updated delegation register
	Monitor compliance to	Monitoring report with	Annual 30 day payment report with	Annual 30 day payment report	Annual 30 day payment report	Annual 30 day payment	Annual 30 day payment report



		30 day payments requirement	corrective measures where applicable	corrective measures implemented where applicable	with corrective measures implemented where applicable	with corrective measures implemented where applicable	report with corrective measures implemented where applicable	with corrective measures implemented where applicable
The overs	sight <i>and</i> a	achievement of o	lepartmental strat	egic goals and annu	al performance pl	ans and budget		
Political on planning reporting	oversight strategic and	Oversee the development of departmental Strategic and	Approval of Strategic Plan, Annual Performance Plans	Approved Strategic Plan and Annual Performance Plan	Approved Annual Performance Plan	Approved Annual Performance Plan	Approved Annual Performance Plan	Approved Annual Performance Plan
		Annual Performance Plans and monitor the implementatio n thereof. achievement of		4 Quarterly and Annual report reports approved		4 Quarterly and Annual report reports approved	4 Quarterly and Annual report reports approved	4 Quarterly and Annual report reports approved
The second second second	oversight gender e planning	9	Approval of gender responsive Strategic Plan, Annual Performance Plans	evaluation and audit Approved gender responsive Strategic Plan and Annual Performance Plan	WAS A SECULATION OF THE PARTY O	Approved Annual gender responsive Performance Plan	Approved gender responsive Annual Performance Plan	Approved Annual gender responsive Performance Plan
		Performance Plans and monitor the implementatio n thereof.	Consideration and approval of gender responsive Quarterly Performance	4 Quarterly and Annual gender responsive report(s) approved	4 Quarterly and Annual gender responsive report(s) approved	4 Quarterly and Annual gender responsive	4 Quarterly and Annual gender responsive report(s) approved	4 Quarterly and Annual gender responsive report(s) approved
								* KR



		Reports and Annual report			report(s) approved			
National Department facilitates public involvement, participation and service delivery improvement initiatives								
Support good	Ensure optimal	Development	80%	80%	80%	80%	80%	
governance	functioning of	and	implementation of	implementation	implementatio	implementati	implementation of	
through leading	sectoral	implementation	Public/Stakeholder	of Public	n of Public/	on of Public/	Public	
participatory	participatory	of Public/	Participatory Plan	Participatory/	Stakeholder	Stakeholder	Participatory Plan	
governance and	governance	Stakeholder		Stakeholder	Participatory	Participatory		
social compacts	mechanisms	Participatory		Plan	Plan	Plan		
with stakeholders		Strategies and						
		Plan						
National Departmen	nts' and entities'	involvement and	contribution to the D	istrict Developme	nt Model			
Involvement and	Participation in	Contribute to the	80% achievement	80%	80%	80%	80% achievement	
contribution to the	the DDM	development of	of own	achievement of	achievement of	achievement	of own	
District	where	the "One Plan"	commitments in the	own	own	of own	commitments in	
Development	applicable	and monitor the	"One Plan"	commitments in	commitments	commitments	the "One Plan"	
Model (DDM)		implementation		the "One Plan"	in the "One	in the "One		
		against the plan			Plan"	Plan"		
"								

KEY RESPONSIBILITY AREA 4: POLITICAL LEADERSHIP AND OVERSIGHT

Management Area	Key activities	Performance	Targets					
		indicators						
			2019/20	2020/21	2021/22	2022/23	2023/24	
Government structures								
Active participation in Inter- Ministerial Committees, MINMEC's, Cabinet Clusters and other Executive	Attendance of Executive structure meeting and performing the tasks	Participation in Executive Structures	implement 80% of tasks	Attend and implement 80% of tasks associated to	Attend and implement 80% of tasks	Attend and implement 80% of tasks associated to	Attend and implement 80% of tasks	
Structures	related to the structures		associated to member	member	associated to member	member	associated to member	
Parliamentary Accountabilit	Parliamentary Accountability							
Accountability to the Parliament	Responding to Parliamentary Questions and ensuring accountability of own departments and entities to Parliament	Timely response to Parliamentary Questions and tabling of Plans, Budget and Reports	100% accountabili ty to the Parliament	100% accountability to the Parliament	100% accountabili ty to the Parliament	100% accountability to the Parliament	100% accountabili ty to the Parliament	
Oversight on State Owned C	ompanies and Public Er	ntities/Agencies						
Oversight over Public Entities	Perform oversight over the governance and performance of entities	Enter into shareholder compacts and oversee the development of Annual Plans and regular governance and performance of the Entities	Shareholder compact updated, plans approved and performanc e monitored	Shareholder compact updated, plans approved and performance monitored	Shareholder compact updated, plans approved and performanc e monitored	Shareholder compact updated, plans approved and performance monitored	Shareholder compact updated, plans approved and performanc e monitored	

SIGNATURES

I KHUMBUDZO PHOPHI NISHAVHENI hereby declare that the information provided in this performance agreement has been agreed upon by myself and the President of South Africa. This is a legal and binding performance agreement that will be used for assessment purposes.

Hon. Ms. Khumbudzo Phophi Silence Ntshavheni, MP

Minister of Small Business Development

23 OCTOBER 2020

His Excellency Mr MC Ramaphosa

President of the Republic of South Africa

23 00 2020

ANNEXURE 1: EXPLANATORY GUIDELINE

1. CONSTITUTION AND LEGISLATION

This aspect highlights constitutional imperatives, obligations, powers and functions of the President relating to the implementation of Ministerial Performance Agreements. It also points out key legislation in this regard.

2. BACKGROUND AND CONTEXT

In October 2019, Cabinet considered and approved the 2019 – 2024 Medium-Term Strategic Framework (MTSF). The MTSF translates the electoral mandate and the National Development Plan into a 5-year programme of government and comprises the 5-Year Implementation Plan and the Integrated Monitoring Framework, containing clear targets, interventions, resource implications and impacts.



In his State of the Nation Address (SONA) on 20 June 2019, the President confirmed the 7 national priorities, based on the electoral mandate, as follows:

Priority 1: Building a capable, ethical and developmental state

Priority 2: Economic transformation and job creation

Priority 3: Education, skills and health

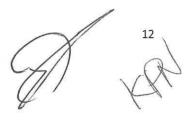
Priority 4: Consolidating the social wage through reliable and quality basic services

Priority 5: Spatial integration, human settlements and local government

Priority 6: Social cohesion and safe communities

Priority 7: A better Africa and World

In his reply during the SONA debate, the President further elaborated on why the above 7 priorities are important and demonstrated that government has a clear plan for the road ahead. The key



task is speedy and effective implementation. The new Cabinet has a central role in ensuring that the commitments made in the SONA are implemented with the necessary urgency and vigour.

To this end the Ministerial Performance Agreements (MPAs) will be based on the commitments in the State of the Nation Address and selected priority actions from the 2019 - 24 MTSF. Each annual MPA contains a set of specific targets backed by measurable performance indicators to be achieved over the 5- year electoral period, the purpose of which is to put the country on a positive path towards our national development goals and objectives.

As you are aware, upon the announcement of the new Cabinet, the President made the following undertaking to the people of South Africa:

The people who I am appointing today must realise that the expectations of the South African people have never been greater and that they will shoulder a great responsibility. Their performance – individually and collectively – will be closely monitored against specific outcomes. Where implementation is unsatisfactory, action will be taken

It is the aim of this Performance Agreement to give effect to this undertaking.

2. KEY RESPONSIBILITY AREA 1: POLITICAL LEADERSHIP CONTRIBUTING TO THE COUNTRY'S TRIPLE CHALLENGES, NDP PRIORITIES AND MEDIUM TERM STRATEGIC FRAMEWORK (MTSF) 2019 – 2024

This aspect draws directly from the content of the MTSF and SONA and highlights specific responsibilities of the Minister in relation to a particular priority, indicator and target. This will help focus the work of the Minister concerned to the strategic agenda of government. As Minister in the Cabinet you will contribute **individually and collectively** to addressing the triple challenges of poverty, inequality and unemployment and the MTSF 2019 - 2024.

- Priority: indicates which of the 7 priorities are directly applicable to the Minister concerned. The Minister is still expected to contribute to the rest of the MTSF as part of the National Executive collective.
- Target: provides context to the medium to long-term impact we are seeking to achieve e.g. economic growth.
- Outcome: highlights the broad result area we want to make a difference within a year up to 5 years.
- Indicators, baselines and targets: are measures that are directly taken from the MTSF.
- Minister's responsibility: this column emphasizes the specific contribution that the Minister must make towards delivery of the intervention in the short to medium term. Where a Minister is mentioned as a lead, he or she must take responsibility to convene other relevant stakeholders towards the implementation of a particular intervention. Where a Minister is mentioned as contributing department, it indicates a need for the Minister to take initiatives towards working with Cabinet colleagues and stakeholders to deliver on

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the specific intervention. The Cluster system will help with further clarification of these roles and responsibilities.

3. KEY RESPONSIBILITY AREA 2: PRIORITY 1: BUILDING A CAPABLE, ETHICAL AND DEVELOPMENTAL STATE

This MTSF priority has a few transversal interventions that apply to all Ministers, hence it must be included in all Ministerial Performance Agreements. Its content also ties in closely with the next key responsibility areas.

4. KEY RESPONSIBILITY AREA 3: INSTITUTIONAL OVERSIGHT OF THE HOD AND DEPARTMENT

Shows how you will **provide strategic leadership**, **direction and oversight** to own departments through the DG in the following areas:

- Show how you will manage the performance of Heads of Department and Department
- Describe how in executing your role and responsibility you will provide oversight in performing the functions below.

5. KEY RESPONSIBILITY AREA 4: POLITICAL LEADERSHIP AND OVERSIGHT

- Describe how in executing your role and responsibility you will provide oversight in performing the functions below.
- Show how you will actively participate and contribute to the different governance structures, for example, the Cluster/Committee/s system; to Inter-Ministerial Committees and MinMecs.
- Show how you will provide leadership and oversight to State Owned Entities/Agencies that you are responsible for
- The oversight and achievement of departmental strategic goals and annual performance plans and budget
- National Department facilitates public involvement, participation and Service Delivery Improvement Initiatives
- National Department involvement, participation in the District Planning Model

6. IMPLEMENTATION

To improve the likelihood of achieving the targets above, you are advised to ensure that senior managers in your department translate the priority actions and targets in this agreement into a delivery plan with the following elements:

Formulating the aspiration: A clear statement of goals, outcomes and targets to be achieved for each priority arising out of a rigorous problem analysis, needs assessment and diagnosis;

> 14 (A)

- A coherent theory of change articulating the best way to achieve the aspiration based on relevant theoretical literature and research on local and international cases as well an assessment of current policies and whether they are enablers or constraints. If the latter, then they should be revised and amended accordingly. To note is that in many instances policy development is not a problem, implementation is. However, in some cases revisions to policies may be required and in rare situations new policies may be required to enable the achievement of the priority;
- > Setting specific milestones to be reached with leading indicators.
- > Interventions (addressing inhibitors/constraints and identifying drivers of performance). Agreeing on who is involved and how those involved will go about contributing to the priority and
- A delivery trajectory mapping out the points from current performance (base line) and showing how implementation of initiatives will shift performance towards the set outcome and target. Points along the delivery trajectory will be used to conduct rapid impact assessments to establish whether real improvement is happening on the ground.

The delivery plan therefore essentially specifies what will be achieved (impact, outcome, target), where it will be achieved, who is involved and how those involved will go about achieving the priority.

Where cooperation from and or coordination with other parties (provincial MECs, National Ministers, Executive Mayors) is required to achieve the priority actions and targets, it is your responsibility to seek out this cooperation and bind the other party/parties to the commitments necessary to achieve the targets. In the event that cooperation was not forthcoming, details to this effect as well as how the non-cooperation and coordination failure affected the achievement of the target should be reported on at the bi-annual meeting with President.

Senior officials in your department/s are required to reflect the priority actions and targets in the Strategic Plans and Annual Performance Plans of the Department to ensure they are planned for and properly resourced. Moreover, I also expect that you will enter into a performance agreement with your Director-General that will reflect the priority actions and targets contained in this agreement, in addition to the other key performance areas of the Department.

I expect that you will formally delegate specific areas of responsibility to your Deputy Minister(s) to provide some support to you regarding the priority actions and targets in this agreement, in addition to the other key performance areas of the Department.

7. PERFORMANCE MONITORING AND REVIEW

The process of performance monitoring, evaluation and reporting against the targets will be as follows:

- i. The DPME will prepare a report card on progress with the targets in the respective agreements for the benefit of the President
- ii. In preparation of the scorecard, DPME will obtain initial progress reports with supporting evidence from your department.

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- iii. The progress report should provide a succinct summary of progress, current and emerging issues, key actions required or key actions taken, early warning of risks as well as decisions or recommendations to be taken forward and any other comment on progress.
- iv. The report and data will be analysed and validated and a draft scorecard will be produced by DPME. This will be discussed with your department to resolve queries before finalisation. Validation will also include random onsite visits by DPME to verify if delivery took place and within the specifications as set out in the agreement.

The DPME will prepare the scorecard which includes key issues affecting delivery, early warning risks and emerging policy issues for the President a copy of which will be sent to you prior.

In the instance where performance is sub-optimal, a meeting between the President and Minister will be convened. The outcome of the dialogue will be an agreement between the President and Minister on areas of improvement (the remedial actions). These will be incorporated in the performance score-card of the next performance review. It is only in the case of underperformance that the President may take any action he deems necessary.

Over and above this Cabinet will closely monitor the overall implementation of the 2019 - 24 MTSF. In this regard you are expected to table bi-annual progress reports to Cabinet on progress with regards to your commitments in the MTSF. It will not be sufficient to state in these reports that a particular action has been implemented. What must also be reported on is what the implementation of the action led to in terms of a result or the likely value it would create for society.

Your officials will need to collect administrative data that will allow oversight on progress and make these available to DPME when requested. DPME will triangulate this data with budget expenditure data and output level indicators, where available, and provide its own progress reports to Cabinet. The bi-annual progress reports will also form the basis of the meetings between the President and Ministers to identify and tackle obstacles to implementation.

8. POLITICAL OVERSIGHT OF THE DEPARTMENT

Beyond the priority actions and targets that you will be responsible for (which is the subject of this agreement), your Ministerial responsibilities also extend to:

- 1. Ensuring an optimal political administrative interface;
- Political leadership and oversight: providing strategic leadership to the department for the implementation of the relevant aspects of the electoral mandate/ oversee implementation of MTSF priorities relevant to the sector;
- 3. Support international and regional integration programmes and commitments (where applicable); and
- 4. Support good governance in the department by providing institutional oversight of the HOD and Department

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9. SPIRIT AND INTENT

There is no question that given the prevailing social, political and economic dynamics and environment, our actions require greater urgency and focus. While (and as I have stated before) there are no short-cuts and quick fixes, it is within our grasp to do the important things, to do them well and to do them without delay.

We have a duty to follow-through on our policy promises to the nation and make greater advances in terms of closing the gap between our development vision and the realities on the ground. The spirit and intent of the MPAs is to keep us focused on achieving our important targets.

10. PROFESSIONAL DEVELOPMENT

While the MPAs seek to promote results-oriented performance and accountability, the aim of the performance agreements is also to facilitate the professional development of all Ministers as leaders in government tasked with driving the development agenda of the country. In this regard you are encouraged to pursue programmes and initiatives that will provide you with the necessary competencies and tools to carry out your tasks and responsibilities. The Presidency and DPME will endeavour to provide Ministers with support and technical advice should the need exist.