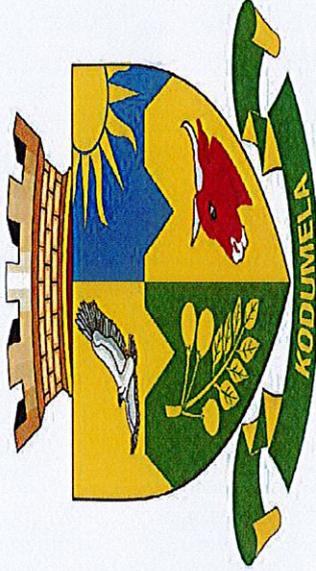


# PERFORMANCE PLAN FOR CFO 2025-26

# Bloubaerg Municipality



## VISION

A participatory municipality that turns prevailing challenges into opportunities for growth and development through optimal utilization of available resources

## MISSION

To ensure delivery of quality services through community participation and creation of an enabling environment for economic growth and job creation

TABLE OF CONTENTS

Item No	CONTENT/S
1.	TABLE OF ACRONYMS AND ABBREVIATIONS
AG	Auditor-General
ATR	Annual Training Report
B2B	Back to Basics
BSID	Basic Services and Infrastructure Development
BLM	Blouberg Local Municipality
CDM	Capricorn District Municipality
CWP	Community Works Programme
DMP	Disaster Management Plan
DoE	Department of Energy
DoHS	Department of Human Settlement
EDP	Economic Development & Planning Department
EMP	Environmental Management Plan
EPWP	Expanded Public Works Programme
FBW	Free Basic Water
FVM	Financial Viability and Management
FY	Financial Year
GGPP	Good Governance and Public Participation
GP	General Plan
HAST	HIV And AIDS STI and TB
IDP	Integrated Development Plan
IGR	Intergovernmental Relation
INST	Institutional
LED	Local Economic Development
mSCOA	Municipal Standard Chart of Accounts
MFMA	Municipal Finance Management Act, No. 56 of 2003
MIG	Municipal Infrastructure Grant
MM	Municipal Manager
MPAC	Municipal Public Account Committee
MTAS	Municipal Turn Around Strategy
MSIG	Municipal Systems Improvement Grant
MTOD	Municipal Transformation and Organisational Development
MW	Municipal Wide
N/A	Not applicable
OPEX	Operational Expenditure
PIA	Project Implementing Agent
PMS	Performance Management System

PMU	Project Management Unit
RA	Registering Authority
R & S	Roads and Storm Water division
SCM	Supply Chain Management
SLP	Social and Labour Plan
SDBIP	Service Delivery and Budget Implementation Plan
SG	General Plan
SPE	Spatial Planning and Environment
TBC	To be Confirmed
WAC	Ward AIDS Council
WSP	Workplace Skills Plan

1. DEFINITIONS OF CONCEPTS

1.1. Accounting Officer in relation to a municipality means a municipal official referred to in section 60 of the Municipal Finance Management Act and has the same meaning as Municipal Manager

1.2. Chief Financial Officer means a person who is designated in terms of section 60(2) (a) of the Municipal Finance Management Act

1.3. Financial year means the financial year of a municipality commencing on 1 July each year and ending on 30 June of the following year

Mayor means the mayor of a municipality as elected in terms of the Municipal Structures Act

Senior Manager means a municipal manager or acting municipal manager appointed in terms of section 57 of the Municipal systems Act, and includes a manager directly accountable to a municipal manager in terms of section 56 of the Act

Internal street refers to

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Access road refers to

1.6.

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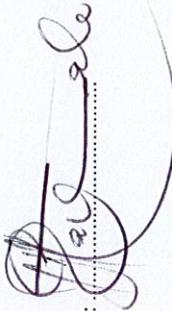
**2. APPROVAL OF PERFORMANCE PLAN 2025-26 FOR CHIEF FINANCE OFFICER**

The 2025-26 Performance plan for Chief Finance Officer has been duly signed and approved by both the CFO and the Municipal Manager of Blouberg Local Municipality as follows:

Signed by:   
Chief Finance Officer .....

Mulatwa Thangavhuelelo

Date: 30/07/2025

Municipal Manager of Blouberg Local Municipality:   
Ramothwala Refilwe  
Date: .....

Witness 1:  .....

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## **1. INTRODUCTION AND BACKGROUND**

After approval of IDP/Budget 2025-26, the Municipality has developed and approved the Service Delivery Budget Implementation Plan 2025-26 in terms of Section 539(1) (c) (ii) and 69(3). It is a plan that outlines how the Municipality will implement the IDP/Budget 2025-26 with clear monthly and quarterly targets. It is based on the above important plans that Performance Plans for the Municipal Manager and Managers reporting to the Municipal manager are developed and signed.

### **1. INDIVIDUAL PERFORMANCE ASSESSMENTS**

The individual performance assessments will be conducted in accordance Municipal Performance Framework. A panel will be constituted to conduct assessments.

### **2. AMENDMENTS TO THE PERFORMANCE PLAN**

The performance plan will be amendment in line with any revision of the SDBIP 2025-26.

In a case of any revision of the SDBIP that affects the performance plan, a revised version of the performance plan should be developed and approved accordingly

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PERFORMANCE TARGETS 2025-26

BASIC SERVICES AND INFRASTRUCTURE DEVELOPMENT														
BUILDING KEY CAPABILITIES(HUMAN,PHYSICAL AND INSTITUTIONAL)														
OUTCOME 9 IMPROVE ACCESS TO BASIC SERVICES ( OUTPUT 2)														
Project Details														
Project/KPI Number	Project Name	Description (major activities)	Strategic Objective	Location	Key Performance Indicator	2024-25 Baseline	2025-26 Annual Target	Q1	Q2	Q3	Q4	2025-26 Budget	Portfolio of evidence	Responsible Department
BSID	Indigent relief services	Provision of indigent services	To provide indigent relief	BLM	Number indigent households provided with free basic electricity by June 2026	2696 indigent households provided with Free basic electricity by June 2025	2696 indigent households provided with Free basic electricity by June 2026	2696 indigent households provided with Free basic electricity	2696 indigent households provided with Free basic electricity	2696 indigent households provided with Free basic electricity	2696 indigent households provided with Free basic electricity	R 688 513	Indigents register	Budget & Treasury
FINANCIAL VIABILITY AND MANAGEMENT														
BUILDING OF KEY CAPABILITIES(HUMAN,PHYSICAL &INSTITUTIONAL)														
ADMINISTRATIVE AND FINANCIAL CAPABILITY (OUTPUT 6)														
Project Details														
Project/KPI Number	Project Name	Project Description (major activities)	Strategic Objective	Location	Key Performance Indicator	2024-25 Baseline	2025-26 Annual Target	Q1	Q2	Q3	Q4	2025-26 Budget	Portfolio of evidence	Responsible Department
MFVM 01	Annual financial statement	Compilation of AFS	Enhance Sound Municipal financial viability and management	BLM	Number set of AFS 2024-25 Compiled & submitted to AGSA,LPT,COG OHSTA&NT by June 2026	2023/24 AFS compiled & submitted to AGSA, LPT& NT	1 set of AFS & 2024-25 Compiled & submitted to AGSA,LPT,COG OHSTA&NT by June 2026	AFS Compiled & submitted to AGSA,LPT,COG OHSTA&NT	N/A	N/A	N/A	R1,200,000	Acknowledgement of the receipt from AGSA, LPT, COGHSTA & NT	Budget & Treasury
MFVM 03	Monthly budget statement(See c 71 reports)	Compilation of reports	Enhance Sound Municipal financial viability and management	BLM	12 monthly budget statements submitted to Treasury within 10 working days after month-end	12 monthly budget statements submitted to Treasury within 10 working days after month-end	12 monthly budget statements submitted to Treasury within 10 working days after month-end	3 monthly budget statements submitted to Treasury within month-end	3 monthly budget statements submitted to Treasury within 10 working days after month-end	3 monthly budget statements submitted to Treasury within 10 working days after month-end	3 monthly budget statements submitted to Treasury within 10 working days after month-end	OPEX	Budget Statement Reports	Budget & Treasury

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MFVM 04	Quarterly mSC	Compilation of reports	Enhance Sound Municipal financial viability and management	BLM	Number quarterly MSCO data strings report compiled by June 2026	4 quarterly MSCO data strings report compiled by June 2026	1 quarterly MSCO data strings report compiled	1 quarterly MSCO data strings report compiled	1 quarterly MSCO data strings report compiled	1 quarterly MSCO data strings report compiled	1 quarterly MSCO data strings report compiled	OPEX	MSCO data strings report	Budget & Treasury
MFVM 05	MSCO projects implementation	Compilation of reports	Enhance Sound Municipal financial viability and management	BLM	Number MSCO projects implementation reports compiled by June 2026	4 x MSCO projects implementation reports compiled by June 2026	1 x MSCO projects implementation reports compiled	1 x MSCO projects implementation reports compiled	1 x MSCO projects implementation reports compiled	1 x MSCO projects implementation reports compiled	1 x MSCO projects implementation reports compiled	OPEX	MSCO Project Implementation Reports	Budget & Treasury
MFVM 07	Annual Budget (Draft)	Compilation of reports	Enhance Sound Municipal financial viability and management	BLM	Number draft budget compiled and tabled by June 2026	1 x draft budget compiled and tabled by June 2026	N/A	N/A	N/A	N/A	N/A	OPEX	Council Resolution	Budget & Treasury
MFVM 08	Annual Budget (Final)	Compilation of reports	Enhance Sound Municipal financial viability and management	BLM	Number final budget compiled by June 2026	1 x Final budget compiled by June 2026	N/A	N/A	N/A	N/A	1 x Final budget compiled	OPEX	Council Resolution	Budget & Treasury
MFVM 09	Adjustment budget	Compilation of adjustment budget	Enhance Sound Municipal financial viability and management	BLM	Number adjustment budget compiled by June 2026	Adjustment budget compiled	1 x adjustment budget compiled and submitted to council, LP & NT by June 2026	N/A	N/A	1 x adjustment budget compiled and submitted to LP & NT	N/A	OPEX	Council resolution	Budget & Treasury
MFVM 10	Compile financial report, (section 52)	Compilation of report	Enhance Sound Municipal financial viability and management	BLM	Number quarterly financial reports compiled and reported to Executive Committee (EXCO) and Council by June 2026	4 x quarterly financial reports compiled and reported to EXCO & Council by June 2026	1 x quarterly financial report compiled and reported to EXCO & Council	1 x quarterly financial report compiled and reported to EXCO & Council	1 x quarterly financial report compiled and reported to EXCO & Council	1 x quarterly financial report compiled and reported to EXCO & Council	1 x quarterly financial report compiled and reported to EXCO & Council	OPEX	Financial Reports	Budget & Treasury
MFVM 11	Procurement plan	Compilation of report	Enhance Sound Municipal financial viability and management	BLM	Number procurement plan developed and approved by June 2026	1 x procurement plan developed and approved by June 2026	N/A	N/A	N/A	N/A	N/A	OPEX	Procurement plan	Budget & Treasury

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MFVM 12	Conduct training of SCM practitioner	Conduct training of SCM practitioner	Enhance Sound Municipal financial viability and management	BLM	BLM	Number Training attended by June 2026	SCM Training attended	1 x SCM Training conducted by June 2026	N/A	N/A	N/A	1 x SCM Training attended	R 300,000.00	Attendance Register	Budget & Treasury
MFVM 13	Acquisition management(Bids Register)	Compilation of reports	Enhance Sound Municipal financial viability and management	BLM	BLM	Number updated awarded Bids reports by June 2026	12 x updated awarded Bids reports by June 2025	4 x updated awarded Bids placed on website by June 2026	1 x updated list awarded Bids placed on website	1 x updated list awarded Bids placed on website	1 x updated list awarded Bids placed on website	1 x updated awarded Bids placed on website	OPEX	List of awarded Bids (updated)	Budget & Treasury
MFVM 14	Revenue management committee	Revenue management committee meetings to be held	Enhance Sound Municipal financial viability and management	BLM	BLM	Number revenue management meetings held by June 2026	Two revenue management meetings held	4 x revenue management meetings to be held by June 2026	1 x revenue management meeting to be held	1 x revenue management meeting to be held	1 x revenue management meeting to be held	1 x revenue management meeting to be held	OPEX	Attendance Register	Budget & Treasury
MFVM 15	Billing Report	compilation of report	Enhance Sound Municipal financial viability and management	BLM	BLM	Number billing reports compiled by June 2026	New indicator	12 reports compiled by June 2026	3 billing reports compiled	3 billing reports compiled	3 billing reports compiled	3 billing reports compiled	OPEX	Billing reports	Budget & Treasury
MFVM 16	Electricity Distribution Loss	calculation of losses	Enhance Sound Municipal financial viability and management	BLM	BLM	Number quarterly distribution reports compiled by June 2026	New indicator	4 quarterly distribution reports compiled by June 2026	1 quarterly distribution loss reports compiled	1 quarterly distribution loss reports compiled	1 quarterly distribution loss reports compiled	1 quarterly distribution loss reports compiled	OPEX	Distribution loss reports	Budget & Treasury
MFVM 18	VAT	Vat refunds	Enhance Sound Municipal financial viability and management	BLM	BLM	Number 201 reports compiled by June 2026	New indicator	12 VAT reports compiled by June 2026	3 VAT 201 reports compiled	3 VAT 201 reports compiled	3 VAT 201 reports compiled	3 VAT 201 reports compiled	OPEX	VAT 201 reports	Budget & Treasury
MFVM 19	Remuneration file	compilation of file	Enhance Sound Municipal financial viability and management	BLM	BLM	Number Remuneration reports compiled by June 2026	New indicator	12 Remuneration reports compiled by June 2026	3 Remuneration reports compiled	3 Remuneration reports compiled	3 Remuneration reports compiled	3 Remuneration reports compiled	OPEX	Remuneration reports	Budget & Treasury

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MFVM 20	Assets management plan	completion of management	To safeguard municipal assets	BLM	Number asset management plan developed by June 2026	New Indicator	One asset management plan developed by June 2026	One asset management plan developed by June 2026	One asset management plan developed by June 2026	N/A	N/A	N/A	OPEX	Asset management plan	Budget & Treasury
MFVM 21	Unbundling of Asset Register	Unbundling of Asset Register	To safeguard municipal assets	BLM	Number unbundling of assets report compiled by June 2026	Asset unbundling reports	1 x unbundling of assets report compiled by June 2026	1 x Report on Unbundling	1 x Report on Unbundling	N/A	N/A	N/A	R 1 900 000	Unbundling of Asset Register	Budget & Treasury
MFVM 22	Municipal Insurance	appointment of service provider	To safeguard municipal assets	BLM	Number Insurance service provider appointed by June 2026	One Insurance service provider appointed by June 2025	One Insurance service provider appointed by June 2026	One Insurance service provider appointed by June 2026	One Insurance service provider appointed by June 2026	N/A	N/A	N/A	R3,000,000	Insurance report	Budget & Treasury
MFVM 23	Reporting of incidents occurred	Reports	To safeguard municipal assets	BLM	Number incidents reports compiled by June 2026	12 monthly incidents reports compiled by June 2025	12 monthly incidents reports compiled by June 2026	1 x incidents report compiled	1 x incidents report compiled	1 x incidents report compiled	1 x incidents report compiled	1 x incidents report compiled	OPEX	Incidents Reports	Budget & Treasury
MFVM 24	Property Rates	assessment rates	Enhance Sound Municipal financial viability and management	BLM	R amount collected through property rates by June 2026	New Indicator	R 76 395 000 amount collected through property rates by June 2026	R 20 000 000 amount collected through property rates	R 13 197 500 amount collected through property rates	R 13 197 500 amount collected through property rates	R 30 000 000 amount collected through property rates	R 13 197 500 amount collected through property rates	OPEX	Revenue collection report	Budget & Treasury
<b>GOOD GOVERNANCE AND PUBLIC PARTICIPATION</b>															
<b>NDP</b>															
<b>ACTIVE ENGAGEMENT OF CITIZENS IN THEIR OWN DEVELOPMENT</b>															
<b>OUTCOME 9   DEEPEN DEMOCRACY THROUGH A REFINED WARD COMMITTEE MODEL (OUTPUT 5)</b>															
<b>Project Details</b>															
Project/KPI Number	Project Name	Project Description (major activities)	Strategic Objective	Location	Key Performance Indicator	2024-25 Baseline	2025-26 Annual Target	Quarterly Projections				2025-25 Budget	Portfolio of evidence	Responsible Department	
GGPP 37	Risk Management Reports	Quarterly reporting	Enhance Organisations I risk management measures	BLM	Number Organisations quarterly report compiled by June 2026	Four Organisations quarterly report compiled by June 2025	Four Organisations quarterly report compiled by June 2026	One Organisations quarterly report compiled	One Organisations quarterly report compiled	One Organisations quarterly report compiled	One Organisations quarterly report compiled	OPEX	quarterly risk report	Chief Finance Officer	

CMC

CORE MANAGERIAL COMPETENCIES(CMC)	INDICATE CHOICE	WEIGHT	CURRENT LEVEL(1-5)	DESIRED LEVEL
Strategic Capability and Leadership	x	10	5	5
Financial Management(compulsory)	X	20	4	5
Programme and Project Management	X	10	5	5
Change Management				
Knowledge Management	X	10	4	5
Service Delivery Innovation				
Problem Solving and Analysis	X	10	5	5
People and Diversity Management	X		5	5
Client Orientation and Customer Focus(compulsory)	X	15	4	5
Communication				
Accountability and Ethical Conduct	X	10	4	5
People management and Empowerment (compulsory)	X	15	3	5
Total:		100		