

2022/23 REVISED PERFORMANCE PLAN FOR CFO

Blouberg 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

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	

N/A	Not applicable
OPEX	Operational Expenditure
P/A	Project Implementing Agent
PMS	Performance Management System

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 80(2) (a) of the Municipal Finance Management Act

1.3. **Financial year** means the financial year of a municipality commencing of 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.

2. APPROVAL OF PERFORMANCE PLAN 2022/23 FOR CHIEF FINANCE OFFICER

The 2022/23 Revised 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.....



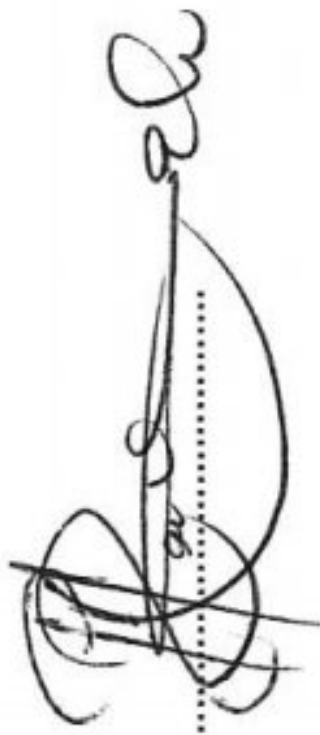
Mabote Jack

Date.....13/03/2023

Municipal Manager of Blouberg Local Municipality:

Ramothwala Refilwe

Date: ..13/03/2023



Witness 1:



1. INTRODUCTION AND BACKGROUND

After approval of IDP/Budget 2022/23, the Municipality has developed and approved the Service Delivery Budget Implementation Plan 2022/23 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 2022/23 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 2022/23.

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

KPA BASIC SERVICES AND INFRASTRUCTURE DEVELOPMENT														
NDP BUILDING KEY CAPABILITIES(HUMAN,PHYSICAL AND INSTITUTIONAL)														
OUTCOME IMPROVE ACCESS TO BASIC SERVICES (OUTPUT 2)														
Project Details														
Project/IK PI	Project Name	Project Description (major activities)	Strategic Objective	Location	Key Performance Indicator	2021/22 Baseline	2022/23 Annual Target	Quarterly Projections				2022/23 Budget	Portfolio of evidence	Responsible Department
								Q1	Q2	Q3	Q4			
BSD 52	Indigent relief	Provision of indigent services	To provide indigent relief	BLM	Number indigent households provided with Free basic electricity by June 2023	.5340 Indigent provided with Free basic electricity	1 x indigent register updated by June 2023	N/A	N/A	N/A	1 x indigent register updated by June 2023	R 1408 973	Updated Indigent Register	Budget & Treasury
FINANCIAL VIABILITY AND MANAGEMENT														
NDP BUILDING OF KEY CAPABILITIES(HUMAN,PHYSICAL AND INSTITUTIONAL)														
OUTCOME 9 ADMINISTRATIVE AND FINANCIAL CAPABILITY (OUTPUT 6)														
Project Details														
Project/IK PI	Project Name	Project Description (major activities)	Strategic Objective	Location	Key Performance Indicator	2021/22 Baseline	2022/23 Annual Target	Quarterly Projections				2022/23 Budget	Portfolio of evidence	Responsible Department
								Q1	Q2	Q3	Q4			
MFVM 01	Annual financial statement	Compilation of AFS	Enhance Sound Municipal financial viability and management	BLM	Number set of AFS Compiled & submitted to AGSA,LPT,COGOHST A& NT by June 2023	2020/21 AFS compiled & submitted to AGSA, LPT& NT	One set of AFS Compiled & submitted to AGSA,LPT,COGOHST A& NT by June 2023	AFS Compiled & submitted to AGSA,LPT,COGOHST A& NT by June 2023	N/A	N/A	N/A	R950,000.00	Acknowledgement of the receipt from AGSA, LPT, COHGSTA & NT	Budget & Treasury
MFVM 03	Mid-year report(Sec 72)	Compilation of mid-year report (sec 72)	Enhance Sound Municipal financial viability and management	BLM	Number mid-year report(Sec 72 report) compiled by June 2023	Mid-Year report compiled by June 2023	One mid-year report(Sec 72 report) compiled by June 2023	N/A	N/A	One mid-year report compiled and submitted to LP & NT	N/A	OPEX	Council resolution, Acknowledgement of receipt from LP & NT	Budget & Treasury
MFVM 04	Quarterly mSCOA data strings report	Compilation of reports	Enhance Sound Municipal financial viability and management	BLM	Number Quarterly mSCOA data strings report compiled by June 2023	4 Quarterly mSCOA data strings report compiled by June 2023	1 Quarterly mSCOA data strings report compile	1 Quarterly mSCOA data strings report compile	1 Quarterly mSCOA data strings report compile	1 Quarterly mSCOA data strings report compile	1 Quarterly mSCOA data strings report compile	OPEX	Reports	Budget & Treasury
		Compilation of reports	Enhance Sound Municipal financial viability and management	BLM	Number MSCOA projects implementation reports compiled by June 2023	One MSCOA projects implementation reports compiled by June 2023	4 x MSCOA projects implementation reports compiled by June 2023	1 x MSCOA projects implementation reports compiled	1 x MSCOA projects implementation reports compiled	1 x MSCOA projects implementation reports compiled	1 x MSCOA projects implementation reports compiled	OPEX	Project Reports	Budget & Treasury
		Compilation of reports	Enhance Sound Municipal financial viability and management	BLM	Number monthly reconciliation, registers and schedules compiled by June 2023	12 monthly reconciliation and registers reported to portfolio by June 2022	400 x monthly reconciliation, registers and schedules compiled by June 2023	100 x monthly reconciliation, registers and schedules compiled by Sept 2022	100 x monthly reconciliation, registers and schedules compiled by March 2023	100 x monthly reconciliation, registers and schedules compiled by June 2023	100 x monthly reconciliation, registers and schedules compiled by June 2023	OPEX	Reconciliation, registers and schedules compiled/perfor med	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 2023	1 draft budget compiled & tabled by June 2022	1 x draft budget compiled and tabled by March 2023	N/A	N/A	N/A	1 x draft budget compiled and tabled March	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 2023	1 Final budget compiled by June 2022	1 x Final budget compiled by June 2023	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 2023	Adjustment budget compiled	1 x adjustment budget compiled and submitted to council, LP & NT by June 2023	N/A	N/A	1 x adjustment budget compiled and submitted to LP & NT	N/A	OPEX	Council resolution	Budget & Treasury
MFVM 12	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 2023	4 x quarterly financial report compiled and reported to EXCO & Council by June 2022	1 x quarterly financial report compiled and reported to EXCO & Council by June 2023	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			Budget & Treasury
MFVM 13	Procurement plan	Compilation of report	Enhance Sound Municipal financial viability and management	BLM	Number procurement plan developed and approved by June 2023	1 x procurement plan developed and approved	1 x procurement plan developed and approved by June 2023	1 procurement plan developed and approved	N/A	N/A	N/A	OPEX	Procurement plan	Budget & Treasury
MFVM 15	Conduct training of SCM practitioner	Conduct training of SCM practitioner	Enhance Sound Municipal financial viability and management	BLM	Number SCM Training attended by June 2023	SCM Training attended	1 x SCM Training conducted by June 2023	N/A	N/A	1 x SCM Training attended	N/A	R 150,000.00	Attendance Register	Budget & Treasury

MFYM 16	Acquisition management(Bids Register)	Completion of reports	Enhance Sound Municipal financial viability and management	BLM	Number updated awarded Bids reports by June 2023	12 x updated awarded Bids reports by June 2022	4 x updated awarded Bids placed on website by June 2023	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 list awarded Bids placed on website	OPEX	List of awarded Bids (updated)	Budget & Treasury
MFYM 17	Revenue management committee	Revenue management committee meetings to be held	Enhance Sound Municipal financial viability and management	BLM	Number revenue management meetings held by June 2023	Two revenue management meetings held	4 x revenue management meetings to be held by June 2023	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
MFYM 28	Unbundling of Asset Register	Unbundling of Asset Register	Enhance Sound Municipal financial viability and management	BLM	Number unbundling of assets report compiled by June 2023	Asset unbundling reports	1 x unbundling of assets report compiled by June 2023	1 x Report on asset Unbundling	N/A	N/A	N/A	R 1 200 000	Unbundling of Asset Register	Budget & Treasury
MFYM 29	Insurance of Municipal assets	Insurance of Municipal Assets	Improve asset lifespan	BLM	Number insurance policy / agreement signed by June 2023	Number of insurance policy / agreement signed 12 monthly	1 x insurance policy / agreement signed by June 2023	N/A	N/A	N/A	N/A	R1700,000.00	Signed Insurance	Budget & Treasury
MFYM 30	Reporting of incidents occurred	Reports	Enhance Sound Municipal financial viability and management	BLM	Number incidents reports compiled by June 2023	Incidents reports compiled by June 2022	12 monthly incidents reports compiled by June 2023	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
GOOD GOVERNANCE AND PUBLIC PARTICIPATION														
NDP OUTCOMES DEEPEN DEMOCRACY THROUGH A REFINED WARD COMMITTEE MODEL (OUTPUT 5)														
Project Details														
Project PI	Project Name	Project Description (major activities)	Strategic Objective	Location	Key Performance Indicator	2021/22 Baseline	2022/23 Annual Target	Q1	Q2	Q3	Q4	2022/23 Budget	Portfolio of evidence	Responsible Department
							One Departmental Strategic and One Operational registers reviewed and approved by June 2023				One Departmental Strategic and One Operational registers reviewed and approved by June 2023		Departmental risk registers	Budget & Treasury
GGPP 40	Risk Management	Review of Departmental strategic and operational risk	Enhance Departmental risk management measures	BLM	Number Departmental Strategic and operational risk reviewed by June 2023	New Indicator	Four Departmental quarterly Risk report compiled by June 2023	N/A	N/A	N/A	One Departmental quarterly Risk report compiled	OPEX	Departmental risk registers	Budget & Treasury
GGPP 41	Risk Management Reports	Quarterly reporting	Enhance Departmental risk management measures	BLM	Number Departmental quarterly Risk report compiled by June 2023	New Indicator	Four Departmental quarterly Risk report compiled by June 2023	One Departmental quarterly Risk report compiled by June 2023	One Departmental quarterly Risk report compiled	One Departmental quarterly Risk report compiled	One Departmental quarterly Risk report compiled	OPEX	quarterly risk report	Budget & Treasury