

**LIMPOPO PROVINCE
DRAFT BLM MUNICIPAL BACK TO BASICS ACTION PLAN
2024/2025**

BLOUBERG MUNICIPALITY



NO	Key focus area	Baseline / Status	Challenges/ Weakness	KPI for reporting	Annual Target	Quarterly Targets				Timeframes	Responsibility
						Quarter 1	Quarter 2	Quarter 3	Quarter 4		
1	PUTTING PEOPLE FIRST										
1.1	Public Participation/ community engagement			Number of public participation/feedback meetings held	4 public participation meetings held (one per quarter)	01 Public Participation meeting held	Quarterly	Corporate services			
			Ineffective coordination of issues raised by communities during public participation	Number of issued raised & resolved during public participation meetings	100% issues raised and resolved during public participation meetings	100% issues resolved	100% issues resolved	100% issues resolved	100% issues resolved	Quarterly	Corporate services
1.2	Communication		Ineffective implementation of communication strategy	Communication strategy in place	1 Communication strategy reviewed and implemented	N/A	N/A	N/A	Communication strategy approached	30 June 2025	Corporate services
				Number of communication events held (press release/conference, media statements, radio interviews)	4 communication events held (one per quarter)	01 Communication event held	Quarterly	Corporate services			
1.3	Strengthening community representatives		Poor coordination of ward committee meeting and submission of reports	Number of ward committees that are functional	22 Functional ward committees functional	22 Functional ward committees	Quarterly	Corporate services			
1.4	Batho Pele Service Standards		Batho Pele committee not in place/ functional	Established Batho Pele committee in place	1 Batho Pele committee established	N/A	N/A	N/A	Batho Pele Committee established	30 June 2025	Corporate services

NO	Key focus area	Baseline / Status	Challenges/ Weakness	KPI for reporting	Annual Target	Quarterly Targets				Timeframes	Responsibility
						Quarter 1	Quarter 2	Quarter 3	Quarter 4		
	Framework for Local Government			place and functional							
			Batho Pele service standards not in place	Batho Pele service standards approved by council	Develop/review Batho Pele service standards	N/A	N/A	N/A	Review Batho Pele service standards	30 June 2025	Corporate services
			None implementation of Batho Pele events	Number of Batho Pele events held	1 Batho Pele event held	N/A	Batho Pele Event Held	N/A	N/A	30 June 2025	Corporate services
1.5	Customer Care		Functional Complaint management system not in place	Complaint management system in place	Develop /review Complaint management system (types)	N/A	N/A	N/A	Complaint management system developed	30 June 2025	Corporate services
				% of official complaints responded to through the municipal complaint management system	100% complaints received	100% received complaints received and resolved	Quarterly	Corporate services			
1.6	Community protest		Poor/ lack coordination of community feed back	Number of community protests against the municipality	0 community protests experienced	1 Reports compiled on community protests experienced	1 Reports compiled on community protests experienced	1 Reports compiled on community protests experienced	1 Reports compiled on community protests experienced	Quarterly	Corporate services
				% of issues resolved form community protest	100% Issues raised during protests resolved	100% issues resolved	100% issues resolved	100% issues resolved	100% issues resolved		Corporate services

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						Quarter 1	Quarter 2	Quarter 3	Quarter 4		
1.7	Community protest		Hotspot areas for community protests	Areas where the protest has taken place and the nature of protest	Report on areas (hotspots) where the protests has taken place	1 Report on areas (hotspots) where the protests has taken place protests took place	1 Report on areas (hotspots) where the protests has taken place protests took place	1 Report on areas (hotspots) where the protests has taken place protests took place	1 Report on areas (hotspots) where the protests has taken place protests took place	Quarterly	Corporate services
2	BASIC SERVICE DELIVERY										
2.1	MIG Expenditure		Lack of forward planning	% MIG expenditure reported.	100% of MIG expenditure	25% Expenditure on MIG	50% Expenditure on MIG	75% Expenditure on MIG	100% Expenditure on MIG	30 June 2025	Technical Services
				Number of MIG projects Implemented/completed.	All MIG projects implemented and progress	1 Report on MIG Projects implementation compiled	30 June 2025	Technical Services			
				% INEP expenditure reported.	100% of INEP expenditure	25% Expenditure INEP	50% Expenditure on INEP	75% Expenditure on INEP	100% Expenditure on INEP	30 June 2025	Technical Services
				Number of INEP projects completed.	All INEP projects implemented and progress	One report on INEP projects Progress report	30 June 2025	Technical Services			
2.3	Maintenance of Infrastructure		Poor Maintenance of Infrastructure	Percentage Budget on Maintenance and operations spent	100% operational and maintenance budget spent	25% spending on Maintenance and operations	30 June 2025	Budget & Treasury			
2.4	Electricity			Number of households with new electricity connections	N/A	N/A	N/A	N/A	N/A		Technical Services

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						Quarter 1	Quarter 2	Quarter 3	Quarter 4		
			Illegal electricity connection	Number of illegal connection identified	Reduction of illegal electricity connection					Quarterly	Technical Services
				Number of street lights maintained	Maintenance of street lights	187 street lights maintained	Quarterly	Technical Services			
			Electricity losses	Percentage of electricity losses	Reduction of electricity losses by 4 %	1 % Reduction of electricity loses	Quarterly	Technical Services			
				% of electricity interruptions reported and attended	Reduction of electricity interruptions	Report on electricity interruptions	Report on electricity interruptions	Report on electricity interruptions	Report on electricity interruptions	Quarterly	Technical Services
2.5	Free basics services		Ineffective implementation of indigent policy	Updated indigent register in place Number of beneficiaries registered to receive Free Basics services	Updated indigent register in place	N/A	N/A	N/A	Update indigent register	Ongoing	Budget & Treasury
				Number of beneficiaries received Free Basic electricity	4834 HH provided with FBE	4834 HH provided with FBE	4834 HH provided with FBE	4834 HH provided with FBE	4834 HH provided with FBE	Ongoing	Budget & Treasury
				Number of beneficiaries received Free Basic waste removal	4834 HH provided with FBWR	4834 HH provided with FBWR	4834 HH provided with FBWR	4834 HH provided with FBWR	4834 HH provided with FBWR	Ongoing	Community services

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						Quarter 1	Quarter 2	Quarter 3	Quarter 4		
2.6	Roads and Storm water		Poor road infrastructure	Km of roads upgraded from gravel to tar	6,2 km of roads tarred	Quarterly progress report	Quarterly progress report	Quarterly progress report	6,2 of roads tarred	30 June 2025	Technical Services
				KM of gravel road maintained	800KM of gravel roads maintained	200 km road maintained	200 km road maintained	200 km road maintained	200 km road maintained	30 June 2025	Technical Services
				KM of tarred road maintained	48 KM of tarred roads maintained	12KM tarred road maintained	12KM tarred road maintained	12KM tarred road maintained	12KM tarred road maintained	30 June 2025	Technical Services
		New Indicator	Lack of patching/repair of potholes	Percentage of potholes repaired	All (100%) reported Potholes repaired	All (100%) reported Potholes repaired	All (100%) reported Potholes repaired	All (100%) reported Potholes repaired	All (100%) reported Potholes repaired	Quarterly	Technical Services
			Improper security for municipal infrastructure	4 reports on infrastructure Theft reported and resolved compiled	4 Reports on Reduction of Theft of infrastructure compiled	1 report on reduction of theft of infrastructure compiled	1 report on reduction of theft of infrastructure compiled	1 report on reduction of theft of infrastructure compiled	1 report on reduction of theft of infrastructure compiled	Ongoing	Technical Services
2.7	Waste Management		Weekly Waste collection	Number of household with access to once a week waste collection against the total number of households	5004 households (Two towns) received weekly waste collection	Two towns received weekly waste collection	Two towns received weekly waste collection	Two towns received weekly waste collection	... households received weekly waste collection	Quarterly	Community services
			Extension of waste collection to rural areas	Number of households with extended waste collection in rural areas against total households	14 444 households (13 villages) received weekly extended rural Waste collection	13 villages received weekly extended rural Waste collection	13 villages received weekly extended rural Waste collection	13 villages received weekly extended rural Waste collection	13 villages received weekly extended rural Waste collection	Quarterly	Community services

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						Quarter 1	Quarter 2	Quarter 3	Quarter 4		
			None compliance with the implementation of waste management act	Number of licensed land fill site	2 Landfill site operated in line with waste management act	Report on landfill site operations	30 June 2025	Community services			
3	SOUND FINANCIAL MANAGEMENT										
3.1	Audit Outcome		Poor audit opinions	AG opinion	Unqualified AG audit opinion	N/A	Unqualified AG audit opinion	N/A	N/A	30 November 2025	Municipal Manager's Office
			Delay in the submission for AFS and APR	Submission of AFS and APR to the AG within the legislated time frame	Compile and submit AFS and APR within the legislated time frame	AFS and APR 2023-24 within the legislated time frame	N/A	N/A	N/A	31 August 2025	Budget & Treasury
			Insufficient implementation for audit action plan	Number of AG findings resolved	01 AG action plan developed and implemented.	N/A	AGSA Action Plan 2023-24 developed.	Report AGSA Action Plan 2023-24 implementation	Report AGSA Action Plan 2023-24 implementation	30 June 2025	Municipal Manager's Office
3.2	Irregular Expenditure		None compliance with management of MFMA section 32	Section 32 expenditure amount reported.	4 reports on Compliance with management of MFMA section 32	Report on compliance with management of MFMA section 32	Report on compliance with management of MFMA section 32	Report on compliance with management of MFMA section 32	Report on compliance with management of MFMA section 32	Quarterly	Budget & Treasury
3.3	Spending on capital budget		Poor spending on capital budget excluding grants	% of own capital budget spent(Excluding grants)	100% spending on capital budget	25% Spending on Capital Budget	50% Spending on Capital Budget	75% Spending on Capital Budget	100% Spending on Capital Budget	30 June 2025	Budget & Treasury

NO	Key focus area	Baseline / Status	Challenges/ Weakness	KPI for reporting	Annual Target	Quarterly Targets				Timeframes	Responsibility
						Quarter 1	Quarter 2	Quarter 3	Quarter 4		
3.4	Personnel budget		Poor spending on personnel budget	Percentage of budget spent on personnel	100% spending of budget spent on personnel	100% spent in personnel budget	100% spent in personnel budget	100% spent in personnel budget	100% spent in personnel budget	30 June 2025	Budget & Treasury
3.5	Revenue collection		Poor implementation of credit control policies resulted on poor revenue collection	% of own revenue collected against the billing	100% of own revenue collected against the billing	25% of own revenue collected	50% of own revenue collected	75% of own revenue collected	100% own revenue collected	Ongoing	Budget & Treasury
3.6	Payment of creditors		Inability to pay creditors within 30 days	% of creditors paid within 30 days against all invoices	100% payment of creditors on all invoices within 30 days	100% Payment of creditors on invoices	100% Payment of creditors on invoices	100% Payment of creditors on invoices	100% Payment of creditors on invoices	Monthly	Budget & Treasury
3.7	The extent to which debt is serviced.		Servicing of existing debt	% of debt serviced	100% of debt serviced	100% debts serviced	100% debts serviced	100% debts serviced	100% debts serviced	Ongoing	Budget & Treasury
3.8	Payment of debts by Government Dept		None payment of debts by Government Dept	% of debt owed by Government Dept	100% payment of Government debt paid	25% payment received from government departments	50% payment received from government departments	75% payment received from government departments	100% payment received from government departments	Ongoing	Budget & Treasury
3.9	Efficiency and functionality of supply chain management and political interference		None compliance with supply chain regulations on the constitution of the bid committees	Number of functional supply chain committees	3 supply chain committees established and functional	3 supply chain committees established and functional	N/A	N/A	N/A	Quarterly	Budget & Treasury
			Tenders not awarded within timeframes	Number of bids above quotation threshold awarded within 90 days	4 reports on awarded bids within 90 days (Except quotation threshold)	Report on bids awarded within 90 days	Report on bids awarded within 90 days	Report on bids awarded within 90 days	Report on bids awarded within 90 days	Ongoing	Budget & Treasury

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						Quarter 1	Quarter 2	Quarter 3	Quarter 4		
4	GOOD GOVERNANCE										
4.1	Council Stability		Council Stability and non-adherence to corporate calendar	Number of ordinary council meetings held	4 Ordinary council meetings held in accordance with the legislation	1 Ordinary Council meeting held	Quarterly	Corporate services			
				Number of special council meetings held	4 Reports on special council meetings held	1 Report on special council meeting held	1 Report on special council meeting held	1 Report on special council meeting held	1 Report on special council meeting held	Quarterly	Corporate services
4.2	Audit/ Performance Audit Committee		None adherence to meeting schedule	Appointed Audit and Performance Audit committee in place	Audit/ Performance Audit committee appointed	Audit/ Performance Audit committee appointed	N/A	N/A	N/A	Ongoing	Municipal Manager's Office
				Number of ordinary audit and Performance committee meetings held	4 Audit/Performance Audit committee meetings held	01 Audit/Performance audit committee meeting held	01 Audit/Performance audit committee meeting held	01 Audit/Performance audit committee meeting held	01 Audit/Performance audit committee meeting held	Quarterly	Municipal Manager's Office
				Number of special audit and Performance audit committee meetings held	4 reports on special Audit/Performance Audit committee meetings held	Report on special/performance audit meeting held	Report on special/performance audit meeting held	Report on special/performance audit meeting held	Report on special/performance audit meeting held	Ongoing	Municipal Manager's Office
4.3	MPAC		None adherence to annual work plan by MPAC and none implementation of MPAC	Number of MPAC meetings held	4 MPAC meetings held	1 MPAC meeting held	1 MPAC meeting held	1 MPAC meeting held	1 MPAC meeting held	Quarterly	Corporate services

NO	Key focus area	Baseline / Status	Challenges/ Weakness	KPI for reporting	Annual Target	Quarterly Targets				Timeframes	Responsibility
						Quarter 1	Quarter 2	Quarter 3	Quarter 4		
			resolution by council								
			Functionality of MPAC	Number of MPAC reports compiled	Compile 4 MPAC reports per quarter	MPAC report compiled	MPAC report compiled	MPAC report compiled	MPAC report compiled	Quarterly	Corporate services
4.4	Anti-Fraud and Corruption policies and committee		None implementation of Anti-Fraud and Corruption policies	Number of fraud and corruption cases reported	4 reports on Cases of fraud and corruption dealt with compiled	Report on cases of fraud and corruption	Quarterly	Municipal Manager's Office			
4.5	Forensic Investigations		Non-implementation of forensic investigations	Number of forensic investigations conducted	4 Reports on Implementation of forensic investigations	Report on implementation of forensic investigations	Report on implementation of forensic investigations	Report on implementation of forensic investigations	Report on implementation of forensic investigations	Quarterly	Corporate services
4.6	Disciplinary Cases	New	Prolonged or unfinalised disciplinary cases	Number of disciplinary cases instituted and resolved	4 Reports on all cases instituted and resolved	Report on cases instituted and resolved	Report on cases of fraud and corruption	Report on cases of fraud and corruption	Report on cases of fraud and corruption	Quarterly	Corporate services
4.7	Litigations	New		Number of litigation cases instituted against the municipality	4 Reports on all litigation against the municipality compiled	Report on all litigation against the municipality compiled	Report on all litigation against the municipality compiled	Report on all litigation against the municipality compiled	Report on all litigation against the municipality compiled	Quarterly	Corporate services
4.8	IGR structures		IGR structures not adhere to annual action plan and implementation of resolution	Number of IGR meetings held	4 IGR meetings convened	1 IGR meeting held	Quarterly	Municipal Manager's Office			

NO	Key focus area	Baseline / Status	Challenges/ Weakness	KPI for reporting	Annual Target	Quarterly Targets				Timeframes	Responsibility
						Quarter 1	Quarter 2	Quarter 3	Quarter 4		
4.9	Traditional Council		None participation by traditional leaders in municipal council	Number of traditional leaders participated in council activities in accordance with the legislation	01Traditional leaders participating in council activities per quarter	01Traditional leaders participating in council activities per quarter	01Traditional leaders participating in council activities per quarter	01Traditional leaders participating in council activities per quarter	01Traditional leaders participating in council activities per quarter	Quarterly	Corporate services
4.10	Annual report		municipal annual reports	Number of draft annual report tabled before council in accordance with the legislation	1 draft annual report tabled before council	N/A	N/A	1 draft annual report tabled before council	N/A	31 January 2025	Municipal Manager's Office
4.11	MPAC oversight report		Poor MPAC/Oversight reports	Number of oversight compiled, adopted and submitted within the timeframe	1 oversight compiled, adopted and submitted within the timeframe	N/A	N/A	1 oversight compiled, adopted and submitted within the timeframe	N/A	31 March 2025	Corporate services
5 BUILDING CAPABLE INSTITUTIONS AND ADMINISTRATIONS											
5.1	Vacancies	Number of funded vacancies	None filling of vacant posts other than section 57	Number of funded posts filled against the organogram	4 reports on filling of posts funded positions on the organogram compiled	01 reports on filling of posts funded positions on the organogram compiled	01 reports on filling of posts funded positions on the organogram compiled	01 reports on filling of posts funded positions on the organogram compiled	01 reports on filling of posts funded positions on the organogram compiled	30 June 2025	Corporate services

NO	Key focus area	Baseline / Status	Challenges/ Weakness	KPI for reporting	Annual Target	Quarterly Targets				Timeframes	Responsibility
						Quarter 1	Quarter 2	Quarter 3	Quarter 4		
			None compliance with the MSA regulation on the appointment of section 57 Managers	Number of reports on section 57(MM) Manager post filled/vacant	Four reports Filling of section 57(MM) post in accordance with the regulations	Report on Filling of section 57(MM) post in accordance with the regulations	Report on Filling of section 57(MM) post in accordance with the regulations	Report on Filling of section 57(MM) post in accordance with the regulations	Report on Filling of section 57(MM) post in accordance with the regulations	Quarterly	Corporate services
				Number of section 57 (Directors) Manager posts filled	Four reports on Filling of section 57 (Directors) posts in accordance with the regulations	Report on Filling of section 57 (Directors) posts in accordance with the regulations	Report on Filling of section 57 (Directors) posts in accordance with the regulations	Report on Filling of section 57 (Directors) posts in accordance with the regulations	Report on Filling of section 57 (Directors) posts in accordance with the regulations	Report on Filling of section 57 (Directors) posts in accordance with the regulations	Quarterly
		New	Failure to conduct assessments	Number of Senior Managers performance assessment conducted	1 Annual and 1 mid-year performance assessment for Snr managers conducted	N/A	N/A	1 Annual and 1 mid-year performance assessment for Snr managers conducted	N/A	Midyear and Annually	Municipal Manager's Office

NO	Key focus area	Baseline / Status	Challenges/ Weakness	KPI for reporting	Annual Target	Quarterly Targets				Timeframes	Responsibility
						Quarter 1	Quarter 2	Quarter 3	Quarter 4		
5.2	Technical Capacity		Lack of personnel with technical skills	Number of employees in the technical department with technical skills e.g. engineers, town planners and technicians	4 reports on filling of posts in the technical department by personnel with technical skills appointed e.g. engineers, and technicians	Report on filling of posts in the technical department by personnel with technical skills appointed e.g. engineers, and technicians	Report on filling of posts in the technical department by personnel with technical skills appointed e.g. engineers, and technicians	Report on filling of posts in the technical department by personnel with technical skills appointed e.g. engineers, and technicians	Report on filling of posts in the technical department by personnel with technical skills appointed e.g. engineers, and technicians	Quarterly	Technical Services
			Ineffective implementation of WSP	Number of municipal officials trained in line with WSP	15 Municipal officials trained in line with WSP	N/A	N/A	15 Municipal officials trained in line with WSP	N/A	Quarterly	Corporate services
				Number of councillors trained in accordance with WSP	20 Municipal councillors trained in accordance with WSP	N/A	N/A	20 Municipal councillors trained in accordance with WSP	N/A	30 June 2025	Corporate services
				Number of training reports submitted to LGSETA	1 annual training report submitted.	N/A	N/A	N/A	1 annual training report submitted.	30 June 2025	Corporate services
5.3	Local Labour Forum (LLF)		None adherence to LFF to annual work plan	Number of LLF meeting held	12 LLF meetings convened	3 LLF Meetings held	Quarterly	Corporate services			

NO	Key focus area	Baseline / Status	Challenges/ Weakness	KPI for reporting	Annual Target	Quarterly Targets				Timeframes	Responsibility
						Quarter 1	Quarter 2	Quarter 3	Quarter 4		
5.4	Realistic and affordable municipal organograms		None alignment of organisation structure with IDP/Budget	Organizational structure approved by council aligned with IDP/Budget	Organizational structure developed and approved by council	N/A	N/A	N/A	Organizational structure developed and approved by council	31 May 2025	Corporate services
6. LOCAL ECONOMIC DEVELOPMENT											
6.1	LED strategy		None implementation of LED strategy	LED strategy approved by Council	LED strategy reviewed and approved	N/A	N/A	N/A	LED strategy reviewed and approved	31 May 2025	Economic Development and Planning
6.2	LED strategy		Poor reporting of beneficiaries and none upscaling of all municipal projects	Number of job opportunities created through LED initiatives	15 Job opportunities created through LED initiatives	N/A	N/A	N/A	15 Job opportunities created through LED initiatives	Quarterly	Economic Development and Planning
6.3	EPWP		Poor reporting of beneficiaries and none upscaling of EPWP to all municipal projects	Number of job opportunities created through EPWP initiatives	260 Job opportunities created through EPWP initiatives	260 Job opportunities created through EPWP initiatives	N/A	N/A	N/A	Quarterly	Community Services
6.4	CWP		Poor reporting of beneficiaries and none upscaling of CWP all municipal wards	Number of job opportunities created through CWP initiatives	1000 Job opportunities created through CWP initiatives	1000 Job opportunities created through CWP initiatives	N/A	N/A	N/A	Quarterly	Economic Development and Planning

NO	Key focus area	Baseline / Status	Challenges/ Weakness	KPI for reporting	Annual Target	Quarterly Targets				Timeframes	Responsibility
						Quarter 1	Quarter 2	Quarter 3	Quarter 4		
6.5	Other initiatives	New	Creation of job opportunities through other sectors	Number reports on Jobs created through other sectors e.g mining, retail and Agriculture	4 reports on Jobs created through other sectors e.g mining, retail and Agriculture	1 Report on Jobs created through other sectors e.g mining, retail and Agriculture	1 Report on Jobs created through other sectors e.g mining, retail and Agriculture	1 Report on Jobs created through other sectors e.g mining, retail and Agriculture	1 Report on Jobs created through other sectors e.g mining, retail and Agriculture		Economic Development and Planning
7 SPATIAL PLANNING											
7	Key focus area	Baseline / Status	Challenges/Weakness	KPI for reporting	Expected Output					Timeframes	Responsibility
7.1	SPLUMA		Delay in the appointment of tribunal members	Established Municipal Tribunal in accordance with the legislation	1 Municipal Planning tribunal established.	1 Municipal tribunal established	N/A	N/A	N/A	30 June 2025	Economic Development and Planning
7.2	SPLUMA		None sitting of SPLUMA tribunal	Number of tribunal sittings held	4 Municipal Planning Tribunal meetings held	01 Municipal tribunal meeting held	01 Municipal Planning tribunal meeting held	01 Municipal Planning tribunal meeting held	01 Municipal Planning tribunal meeting held	30 June 2025	Economic Development and Planning
7.3	SPLUMA		Delay in the processing of land development applications	Percentage land development applications adjudicated by the tribunal	100 % Land development application adjudicated by the tribunal	100% Land development application adjudicated by the tribunal	100% Land development application adjudicated by the tribunal	100% Land development application adjudicated by the tribunal	100% Land development application adjudicated by the tribunal	30 June 2025	Economic Development and Planning
7.4	SPLUMA		SPLUMA By-laws not approved	Number of SPLUMA By-laws approved by council	N/A	N/A	N/A	N/A	N/A	Quarterly	Economic Development and Planning
7.5	SPLUMA		SPLUMA By-laws not gazetted	Number of SPLUMA By-laws gazetted	N/A	N/A	N/A	N/A	N/A	Quarterly	Economic Development and Planning