

PERFORMANCE MANAGEMENT SYSTEM (PMS)

PERFORMANCE PLAN for 2024/2025 - ACTING DIRECTOR: FINANCE (A/CFO) (Ms. Onneile Moseki)

KEY PERFORMANCE AREAS (KPA's) and KEY PERFORMANCE INDICATORS (KPI's) = 80%

APPENDIX A:

Purpose: The performance plan defines Council's expectations of the Chief Finance Officer's (CFO) performance agreement to which this document is attached and Section 57(5) of the Municipal Systems Act, which provides that performance objectives and targets must be based on key performance indicators(KPI's) as set in the Municipality's Integrated Development Key responsibilities:

1. Manage the budget reforms implementation process.
2. Manage the financial reporting process in terms of the MFMA.
3. Manage expenditure and supply chain management.
4. Manage revenue and debt collection.
5. Manage asset and risk management.
6. Manage institutional transformation and organisational development in the Department: Finance.
7. Promote good governance and public participation in financial matters of the municipality.

Key Performance Area		Key Performance Indicators				Baseline Information	Annual Target		Quarterly Projections									
No.	KPI's	Weight	No.	KPI's	SDBIP		Weight	Time Frame	Quantity		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
		100							100	Number Amount	%	Number Amount	%	Number Amount	%	Number Amount	%	
KPA 1: Municipal Viability and Management																		
1	To ensure compliance to all accounting and legislative reporting requirements	20	1	Percentage compliance to budgeting and reporting requirements	42.1	20	100%	01/07/2024 - 30/06/2025	-	100.00%	-	100.00%	-	100.00%	-	100.00%	-	100.00%
2	To ensure sound financial management practices according to National Treasury guidelines	20	2	Percentage implementation of sound financial management (revenue& expenditure)	43.1	20	100%	01/07/2024 - 30/06/2025	-	100.00%	-	100.00%	-	100.00%	-	100.00%	-	100.00%
3	To ensure implementation of supply chain management policies and related prescripts	20	3	Percentage compliance with treasury supply chain management system	44.1	20	100%	01/07/2024 - 30/06/2025	-	100.00%	-	100.00%	-	100.00%	-	100.00%	-	100.00%
4	To provide financial management support to Local Municipalities in the district	20	4	Percentage financial management support provided to LMs	45.1	20	100%	01/07/2024 - 30/06/2025	-	100.00%	-	-	-	-	-	100.00%	-	100.00%
KPA 2: Municipal Institutional Development and Transformation																		
5	To maintain a functional performance management system in FBDM	10	5	Percentage compliance with performance management system within the Department: Finance	30.1	10	100%	01/07/2024 - 30/06/2025	-	100.00%	-	100.00%	-	100.00%	-	100.00%	-	100.00%
KPA 3: Good Governance and Public Participation																		
6	To improve internal communication through the implementation of the internal communication strategy	10	6	Percentage implementation of a internal communication plan within the Department: Finance	33.1	10	100%	01/07/2024 - 30/06/2025	-	100.00%	-	100.00%	-	100.00%	-	100.00%	-	100.00%
		100				100												

THIS AGREEMENT COVERS THE PERIOD: 1 JULY 2024 to 30 JUNE 2025

DATE SIGNED: 21 June 2024

MUNICIPAL MANAGER: 

ACTING CHIEF FINANCIAL OFFICER: (A/CFO) 