

NAMA KHOI MUNICIPALITY



RISK MANAGEMENT IMPLEMENTATION PLAN

2023/2024

PURPOSE AND OBJECTIVE

This document serves to outline the Municipal Risk Management Activities that will be carried out in the 2023/2024 financial year. It further gives effect to how the Risk Management Policies, Strategies and best practices will be implemented to ensure a wider coverage of risks to which the Municipality is exposed.

1. BACKGROUND

The coordination and implementation of Risk Management activities and practices should ideally reside within the Municipality Manager's Office.

For capacity building in the risk management area as well as implementation thereof for the current financial year, partnership with Provincial Treasury has been established.

In view of the above mentioned it is noted that the Municipality is currently conducting a risk assessment.

2. DETAILED PLAN – 2023/2024

Given that the greatest challenge remains capacity within the Municipality, for the financial year ending 30 June 2024, we are looking forward to entering into a partnership with Northern Cape Provincial Treasury to execute the plan as indicated below.

Activity	Due date and responsible official	Outputs / Outcomes	Progress made
Risk planning			
Detailed risk management implementation plan	Chief Risk Officer and Co-sourced: Provincial Treasury	An approved Risk Implementation Plan 2023/2024 Council Meeting – 28 June 2023 – Approval	
Risk orientation			
Review of risk management policy	Co-sourced: Provincial Treasury May / June 2023	Approved risk management policy Policy will be workshopped Council Meeting – To be implemented on 01 July 2023	
Review risk management strategy	Co-sourced: Provincial Treasury May / June 2023	Strategy will be workshopped on Council Meeting – To be implemented on 01 July 2023	
Annual risk review	Co-sourced: Provincial Treasury	Approved risk register 2023/2024	
Compile Fraud Register	Co-sourced: Provincial Treasury	Approved risk register 2023/2024	
Compile ICT Register	Co-sourced: Provincial Treasury	Approved risk register 2023/2024	

Activity	Due date and responsible official	Outputs / Outcomes	Progress made
Review Risk Management Committee Charter	Charter Approved by Council May/June 2023	Functional Risk Management Committee Charter will be workshopped Council Meeting To be implemented on 01 July 2023	
Term of Reference Ethics Committee	Policy approved by Council May/June 2023	Policy will be workshopped Council Meeting To be implemented on 01 July 2023	
Risk monitoring			
Quarterly Reviews Risk management committee report	June, September, December and March July , October, December 2023 and April 2024 Chairperson of Risk Management Committee	Functional Risk Management Committee Risk Committee Meeting will be held in 27 June 2023 – Approval of Risk Register for 2023/2024	

Risk Assessment				
Risk Assessment – Quarterly Reviews				
Quarter 1 Review		Quarter 2 Review		Quarter 3 Review
18 October 2023		18 January 2024		17 April 2024
Wednesday, 18 October 2023		Thursday, 18 January 2024		Wednesday, 17 April 2024
09:00 Office of the Mun. Manager		09:00 Finance Department		09:00 Corporate Service
11:00 Technical Services		11:00 Technical Services		11:00 Office of the Mun. Manager
12:30 Community Development		12:30 Community Development		12:30 Community Development
14:00 Finance Department		14:00 Office of the Mun. Manager		14:00 Finance Department
15:30 Corporate Service		15:30 Corporate Service		15:30 Technical Services
Risk Committee Meeting 26 October 2023		Risk Committee Meeting 26 January 2024		Risk Committee Meeting 02 May 2024
				Risk Committee Meeting 01 August 2024


3. APPROVAL

Compiled by:




 MS H FIELDING
 CHIEF RISK OFFICER

Recommended by:



 MR J I SWARTZ
 MUNICIPAL MANAGER

Approved by:



 DR GMS BOCK
 MAYOR

