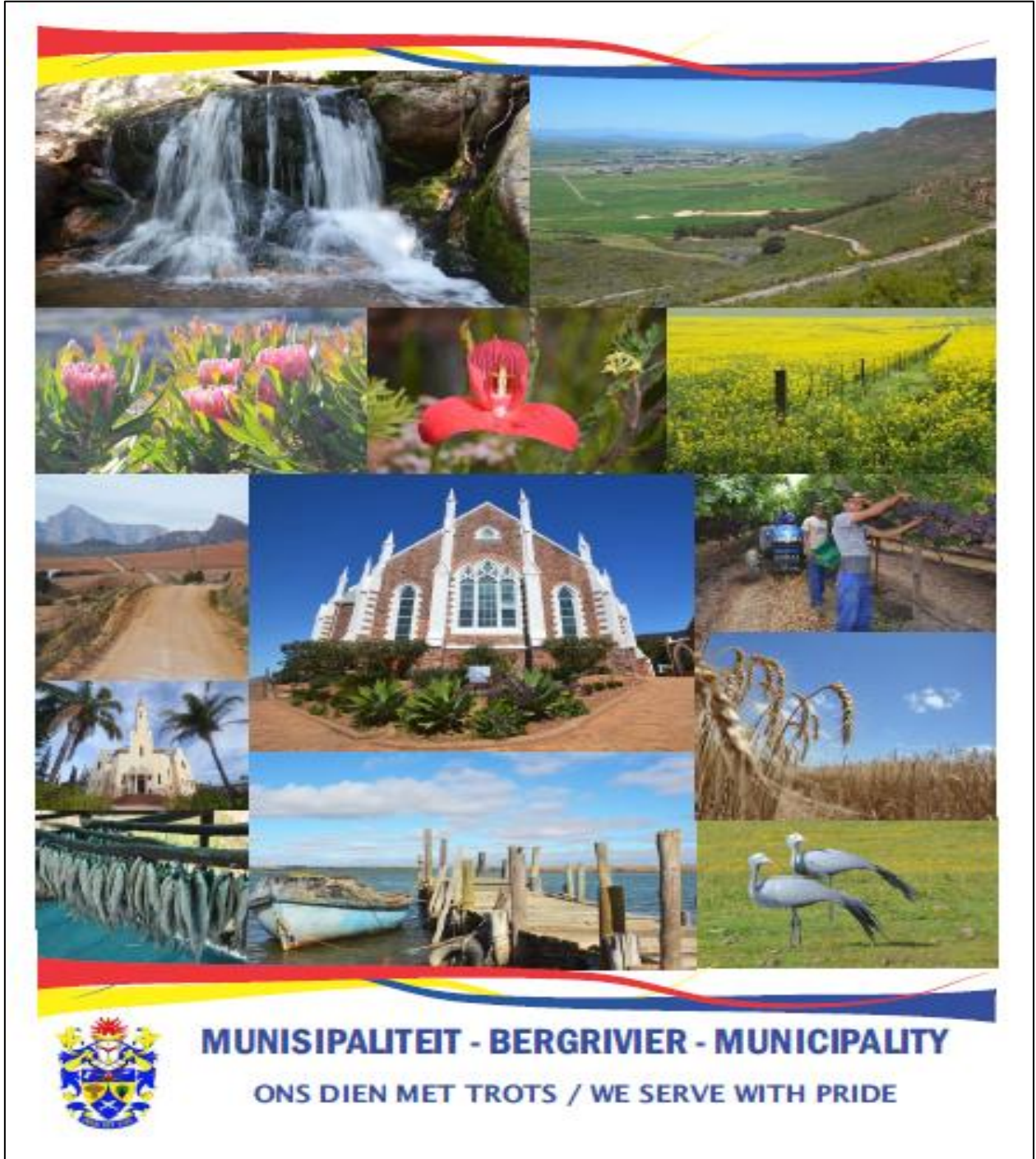


# ANNUAL REPORT

## 2022/2023

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## FOREWORD BY THE EXECUTIVE MAYOR



Dearest communities,

On behalf of the Bergrivier Municipal Council and all its officials, I hereby present our Annual Report for the financial year 2022/2023. It is once again with a very grateful heart and by the grace of God that we end this financial year on a positive note.

The mandate of Bergrivier Municipality is built on the foundation of The Constitution of the Republic of South Africa. We use chapter 7: Local Government, as our building blocks:

- a. To provide democratic and accountable government for local communities;
- b. To ensure the provision of services to communities in a sustainable manner;
- c. To promote social and economic development;
- d. To promote a safe and healthy environment; and
- e. To encourage the involvement of communities and community organisations in the matters of local government; while
- f. Structuring and managing our administration, and budgeting and planning processes to give priority to the basic needs of the community, and to promote the social and economic development of the community; and
- g. Participate in National and Provincial development programmes.

The strategic goals of Bergrivier Municipality were amended during the IDP processes and reads as follows:

- To strengthen financial sustainability;
- Ensure good governance;
- Sustainable service delivery;
- Facilitate an enabling environment for a diversified economy and growth to alleviate poverty; and
- Empowering people through innovation.

This year we also proudly reference our vision: “Bergrivier: a prosperous community where all want to live, work, learn and play in a dignified manner”. This vision is firmly grounded in our successes and progress in support of our communities:

- Water pipe replacement program in Piketberg: project is jointly funded by the Water Services Infrastructure Grant, R 3,15 million and Bergrivier Municipality, R 7,35 million. Project is on-going;
- Two generators purchased (550kWh & 330kWh) at a total cost of R 2 762 659.00 to ensure a constant flow of purified water to the residents of Piketberg during loadshedding stages 6 and above;

- Construction of a brand new 4 megalitre reservoir in Piketberg has begun. R 13,8 million in funding from the Municipal Infrastructure Grant (MIG) and the balance of R 4,8 million from municipal funding; the project commenced in February 2023 and should take up to 10 months to complete;
- Bergrivier Municipality in partnership with the Department of Home Affairs hosted a successful high impact outreach during February 2023. Mobile units availed very needed services to the communities within the Bergrivier municipal area;
- Switch over of meter numbers on the new pre-paid electricity meter system: Standard Transfer Specification for Bergrivier Municipality;
- Dwarskersbos Sewerage Project
  - The project entails the following:
    - Construction of a new storage dam;
    - New irrigation pipeline;
    - Upgrading of the inlet works;
    - Installation of flowmeter in chamber and telemetry; and the
    - Refurbishment of old irrigation pump station.
  - Project commenced on 17 April 2023, total cost of R 4 732 075.57, estimated to be completed by the end of October 2023; and the
- Building of homes in three (3) towns:
  1. Eendekuil  
Approved funding for 47 units (Funding: R 4 698 949.08);
  2. Piketberg  
Approved funding for 181 units (Funding: R 14 595 050.84);
  3. Porterville  
Approved funding for 177 units (Funding: R 15 869 756.28).

Bergrivier Municipality's Mission: "Commitment to sustainable development and the delivery of services that are responsive to the developmental needs of all communities in Bergrivier Municipality". Each year we commit to transitioning our plans into tangible action; because the scariest place to be, is the same place as last year. Our performance is evident that we are constantly moving forward, growing and developing.

To our communities, we always appreciate you, your diligence has never failed us.

To the Municipal Manager, the Directors and all municipal officials, thank you once again for your hard work, it does not go unnoticed.

To the Bergrivier Municipal Council, our fellowship is what makes us unique. Thank you, we appreciate you.

Today I end my Mayoral Foreword with a scripture reading:

“For this very reason, make every effort to add to your faith goodness; and to goodness, knowledge; and to knowledge, self-control; and to self-control, perseverance; and to perseverance, Godliness; and to Godliness, mutual affection; and to mutual affection, love.” *2 Peter 1:5-7*

All honor and glory to God.

**Alderman Ray van Rooy**

EXECUTIVE MAYOR

BERGRIVIER MUNICIPALITY

## FOREWORD BY THE MUNICIPAL MANAGER



Bergvriër Municipality is an institution where we truly live our vision of creating a “*Prosperous community where all want to live, work, learn and play in a dignified manner*”. We strive to serve our communities by delivering excellent services, which we do in a sustainable manner. We declared 2023 as the *Year of Continued Prosperous Partnerships for a dignified future*, as we have learnt through the world-wide Covid-19 pandemic since 2020, the value of functional partnerships and that a Municipality can never function in isolation. The participation, appreciation, and thankfulness that we receive from our communities are evidence of this. Bergvriër Municipality is a Category B Municipality in terms of Section 155 of the Constitution of South Africa (1996) and performs all the executive, legislative and administrative powers and functions assigned to it in terms of Section 156 of the Constitution read with Chapter 3 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) (Systems Act). At Bergvriër Municipality we strongly uphold the definition of a Municipality as contained in the Systems Act, which states that a municipality consists of three partners namely the elected council, the professional administration and the public. In Bergvriër Municipality we believe that it is three equal partners. It is when these three partners work seamlessly together, where we see the magic happen! The magic was significant in the recent financial year, where all role players worked seamlessly together towards a prosperous community. Even in very challenging times. It was truly one of the most challenging years in Local Government due to many factors outside of our control.

We have many challenges in South Africa and the most evident one affecting us all during this period, was dealing with Escom loadshedding. In Bergvriër Municipality we strive towards turning “beurkrag” (loadshedding) into “buurkrag” (the power of a community through active citizenship). Another factor was the floods in June 2023.



There is still much that we can and must do better, but we are satisfied that we truly function as three circles working together in close partnership to benefit all the people living and working within our Municipal Area.

For these reasons, we take great care and effort to work well with sector departments to obtain effective cooperation with other spheres of Government.

As a Municipality we do risk assessments regularly and have dedicated risk management meetings quarterly to develop and implement mitigating measures. Our top strategic risk with the highest residual rating and priority one is the lack of energy security in South Africa. The prolonged periods of loadshedding between stages 1 – 8 is a huge financial and reputational risk to the Municipality as we need power to distribute power, to clean water, to pump water to reservoirs for distribution, to manage sewerage and to deliver adequate services to our communities. Under stage 6 loadshedding Bergrivier Municipality uses 2020 litres of diesel per day to fuel generators to deliver services. This amounts to more than R 1 million per month extra. Furthermore, it includes an increase in lawlessness in the communities resulting in criminal activities, including vandalism and theft of municipal infrastructure and assets, the economic threat to business continuity of every business (small, medium, and macro) in our area with the resulting unemployment and poverty in our communities. Bergrivier Municipality work together with the Provincial – and District Disaster Management Centre to create and implement disaster management plans to mitigate the situation. During this period, we also approved our operational plan to deal with service delivery under loadshedding stages 1 – 8. We further monitor and manage 6 priority 2 strategic risks, including long term financial sustainability of the Municipality, lack of management continuity and inadequate human resources increased by the Upper Limits for senior managers, making recruitment and selection of suitable candidates very difficult.

Our international relations with the Belgium Federal Government and Heist-op-den-Berg Municipality assisted Bergrivier Municipality in knowledge sharing, skills transfers, and the procurement of much needed funding. Bergrivier Municipality is privileged to be selected as one of only three Municipalities in South Africa to receive funding from the Belgium Federal Government from 2017 - 2023 to implement a project with the theme: "Turning waste into prosperity". During the 2017/2018 financial year we recruited 21 waste ambassadors from local entrepreneurs and employed them in three areas throughout Bergrivier Municipal Area, namely Noordhoek in Velddrif, Ward 4 in Piketberg and Monte Bertha in Porterville. The ambassadors were trained in waste management, composting and raising awareness on recycling and other waste management issues. During 2018/2019 and 2019/2020 these ambassadors were further developed, skilled and assisted to form co-ops and apply for funding to start their own businesses, thereby turning green waste into prosperity. During 2020/2021 we were again selected for the continuation of this programme from 2022 – 2023. We are deeply thankful for the opportunity to be exposed to International best practices on waste management. In Porterville we established a best practice where the waste ambassadors started their own business and uses municipal green waste and turning it in to prosperity by selling the organic compost. From 1 July 2023 the Municipality will strive to duplicate their success in Piketberg and Velddrif.

The revenue trend for the Municipality for the past three years consisted mainly of income derived from services, rates, and government grants. The revenue from own sources, rates and services represents 83.85

% of the total operational income. During the past financial year, the Council took up external loans to the value of R 39,6 million for the construction of capital infrastructure to enhance the delivery of services. Government grants received represent 20.50 % of revenue towards operational income. The loans and capital grants were spent on infrastructure improvement to ensure that all residents have access to the full complement of Municipal services. During the 2022/23 financial year we spent R 74.71 million on capital projects of which 30.82 % was from Government Grants and transfers, 44.27 % from borrowings and 24.91 % from own funds. During this financial year we realized a debtor's collection rate of 96.12 % (slightly increased from the 95 % achieved in the previous financial year) which is above the National Treasury norm of 95 % in Local Government. The Municipality is still in the process of implementing a revenue enhancement plan to further improve revenue generation and we will continue our efforts to sustain revenue collection targets above the National Treasury norm of 95 %. The Municipality has a sound liquidity position with the liquidity ratio as of 30 June 2023 equalling 3.40 : 1 and a current ratio of 3.42 : 1. These ratios are indicative of the efforts made by the Municipality to achieve financial sustainability. The municipality's cash position has also improved, and cash and cash equivalents increased by R 31.12 million in the year under review.

Looking back, we are thankful for a very successful year with many highlights amidst serious new challenges (see photo page for visual illustration of some of the highlights), but we are also constantly aware of the sustainability challenges facing Local Government in South Africa, including the financial sustainability of Local Government. Bergrivier Municipality managed to sustain its 7<sup>th</sup> consecutive clean audit and the 9<sup>th</sup> consecutive unqualified audit. I sincerely thank my entire team for their unparalleled dedication and commitment. Together we can face any challenge that comes our way if we continue to work as a team and in partnership. I would like to take this opportunity to sincerely thank our equal partners, the council and public, of Bergrivier Municipality. Your efforts do not go unnoticed. We truly strive to serve with pride!

ADV. H. LINDE

MUNICIPAL MANAGER

# HIGHLIGHTS OF THE 2022-2023 FINANCIAL YEAR



**WE SERVE WITH PRIDE**  
**ONS DIEN MET TROTS**



Bergrivier Municipality hosted its first Golden Games in Piketberg (2023) which was held at the Rhino Park Sports grounds.



Bergrivier Municipality hosted a successful Virtual Talent Competition on 27 August 2022 at the N.Otto Community Hall in Porterville.



Bergrivier Municipality was awarded R3,4 million from the Western Cape Government which was used towards purchasing two large generators (550kWh and 330kWh) to ensure sufficient water purification for Piketberg.



Come Save Your Town: Bergrivier Municipality in partnership with the Centre for Public Witness in the Western Cape hosted a community meeting on 25 November 2022 in Veldrif to discuss various issues for the future of the town.



The annual Mayoral Golf Day took place on Saturday, 29 October 2022 at the Porterville Golf Club.



The long-awaited Pietie Fredericks Youth Centre in Piketberg has officially been handed over by PPC De Hoek to Bergrivier Municipality on Monday, 31 October 2022. The first phase has already been completed, however, the second phase is still in progress. This centre will focus on youth development and youth empowerment.

## HIGHLIGHTS OF THE 2022-2023 FINANCIAL YEAR



Save water! Bergrivier Municipality thanked the Technical Services Team and the standby personnel for their unwavering dedication to restoring the water levels of the two reservoirs in Pikelberg which reached critical levels in January 2023 during prolonged loadshedding by Eskom. The team also erected water points throughout the town for the public to collect.



Bergrivier Municipality in partnership with the Department of Home Affairs hosted a successful High Impact Outreach Programme during February 2023.



Bergrivier Municipality hosted a youth delegation from Heist-op-den-Berg in Belgium in April 2023. This forms part of our twinning agreement.



Bergrivier Municipality approved the 2023/24 — 2025/26 budget at a Council meeting held on Tuesday, 30 May 2023 at the N.Otto Community Hall. This was a first for the Municipality to take a Council meeting to the public.



Bergrivier Municipality officially received its seventh consecutive clean audit at a special meeting held on Friday, 2 June 2023 in Saldanha Bay. We serve with pride in Bergrivier!

# WE SERVE WITH PRIDE





## CHAPTER 1: MUNICIPAL OVERVIEW AND EXECUTIVE SUMMARY



A magnificent setting over canola fields

Photographer: Adv. Hanlie Linde

### 1.1 INTRODUCTION TO BERGRIVIER MUNICIPALITY

The Constitution of the Republic of South Africa (1996) states that the government comprises of national, provincial and local spheres (municipalities) of government which are distinctive, interdependent and interrelated (Section 40). Bergrivier Municipality is an organ of state within the local sphere of government and is established in terms of Section 12 of the Municipal Structures Act, 1998 (Act 117 of 1998) (Municipal Structures Act) as a Local Municipality with an Executive Mayoral System combined with a Ward Participatory System.

Section 152 (1) of the Constitution sets out the objectives of local government namely:

- To provide democratic and accountable government to the community;
- To ensure the sustainable provision of services to the community;
- To promote social and economic development;
- To promote a safe and healthy environment; and
- To encourage communities and community organisations to get involved in local government matters.

The Constitution prescribes a developmental duty to Municipalities which requires them to structure and manage their administration, budgeting and planning processes in a manner that gives priority to the basic needs of the community and promotes social and economic development of the community.

The functions of municipalities are set out in Schedules 4B and 5B of the Constitution, and municipalities must perform these functions in a manner that enables them to achieve the Constitutional objectives as indicated above. Section 84 of the Municipal Structures Act regulates the division of functions between district and local municipalities and the following table indicates the functions that Bergrivier Municipality is authorised to perform.

**TABLE 1: MUNICIPAL FUNCTIONS**

SCHEDULE 4, PART B FUNCTIONS	YES/NO	SCHEDULE 5, PART B FUNCTIONS	YES/NO
Air pollution	Yes	Beaches and amusement facilities	Yes
Building regulations	Yes	Billboards and the display of advertisements in public places	Yes
Childcare facilities	Yes	Cemeteries, funeral parlors, and crematoria	Yes
Electricity and gas reticulation	Yes	Cleansing	Yes
Firefighting services	Yes	Control of public nuisances	Yes
Local tourism	Yes	Control of undertakings that sell liquor to the public	Yes
Municipal airports	None	Facilities for the accommodation, care & burial of animals	Yes

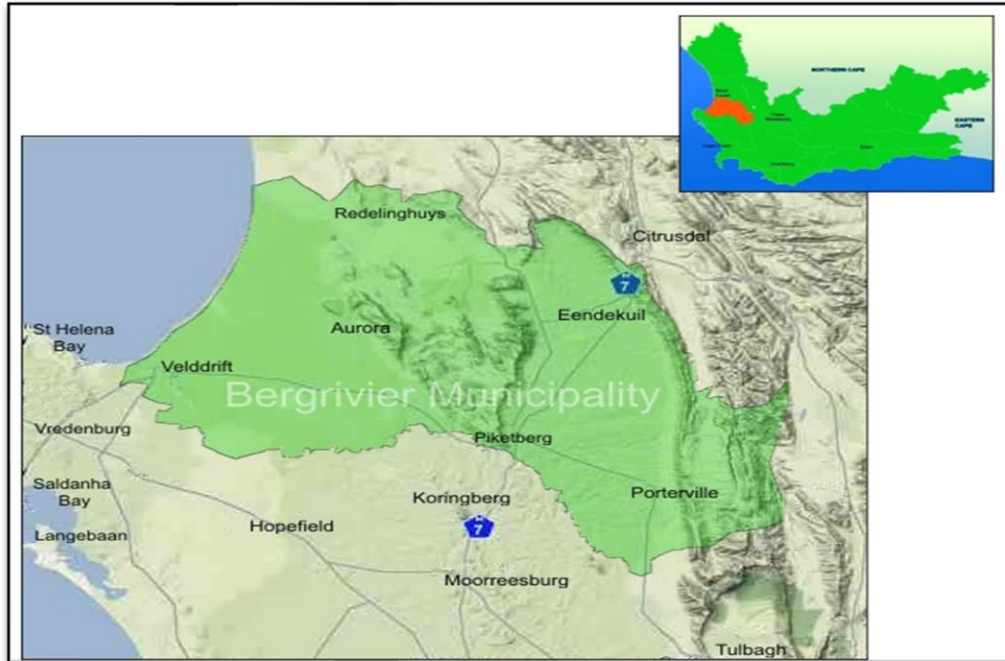
SCHEDULE 4, PART B FUNCTIONS	YES/NO	SCHEDULE 5, PART B FUNCTIONS	YES/NO
Municipal planning	Yes	Fencing and fences	Yes
Municipal health services	No (WCDM)	Licensing of dogs	No (WCDM)
Municipal public transport	Yes	Licensing & control of undertakings that sell food to the public	WCDM
Municipal public works only in respect of the needs of municipalities in the discharge of their responsibilities to administer functions specifically assigned to them under this Constitution or any other law	Yes	Local amenities	Yes
Pontoons, ferries, jetties, piers and harbours, excluding the regulation of international and national shipping and matters related thereto	Yes	Local sport facilities	Yes
Storm water management systems in built-up areas	Yes	Markets	Yes
Trading regulations	Yes	Municipal abattoirs	Yes
Water and sanitation services limited to potable water supply systems and domestic wastewater and sewage disposal systems	Yes	Municipal parks and recreation	Yes
		Municipal roads	Yes
		Noise pollution	Yes
		Pounds	Yes
		Public places	Yes
		Refuse removal, refuse dumps and solid waste disposal	Yes
		Street trading	Yes
		Street lighting	Yes
		Traffic and parking	Yes

## 1.2 GEOGRAPHIC OVERVIEW

Bergvriër Local Municipality is situated in the West Coast District of the Western Cape Province. The Municipality is bordered to the North by Cederberg Municipality, to the West by Saldanha Bay Municipality, to the South by Swartland Municipality and to the East by Drakenstein and Witzenberg Municipalities. The Municipality covers a geographic area of approximately 4 408 km<sup>2</sup> and is geographically diverse. It includes 9 urban settlements, approximately 40 kilometres of coastline and a vast rural area. The main urban

settlements that constitute the Municipality are: Piketberg which is the administrative seat, Porterville, Velddrif (which includes Port Owen, Laaiplek and Noordhoek), Dwarskersbos, Eendekuil, Aurora, Redelinghuis, Goedverwacht and Wittewater. The latter two towns are Moravian settlements on private land. The following figure depicts the Bergrivier Municipal Area as well as the position of Bergrivier Municipality in relation to the Western Cape.

**FIGURE 1: MAP OF BERGRIVIER MUNICIPALITY IN RELATION TO THE WESTERN CAPE**



The following table provides an overview of the various settlements that constitute the Bergrivier Municipal Area:

**TABLE 2: SETTLEMENT TYPES, CHARACTERISTICS AND ECONOMIC BASE**

SETTLEMENT	CHARACTERISTICS AND ECONOMIC BASE
Velddrif (Including Laaiplek, Port Owen and Noordhoek)	Velddrif is a coastal town which functions as a focal point for the fishing industry along the West Coast. The most important resources are the sea, the coastal environment, salt pans and the Bergrivier Estuary Tourism, retirees and second home residents provide a solid base for the local economy.
Dwarskersbos	Dwarskersbos is a coastal town characterised by its property market, holiday accommodation and tourism. The sea and coastal area are the most important natural resources. The main function of the town is to provide holiday accommodation. Tourism, retirees and second home residents provide a solid base for the local economy.
Piketberg (Including Piket-Bo-Berg)	Piketberg is classified as a central place and is the administrative seat of the Bergrivier Municipality. It is also the service and commercial centre of the surrounding agricultural area. The primary economic base of Piketberg is agriculture. Public-sector activities related to the municipal head office, district offices, provincial government offices and other public functions also provide a solid base for the local economy.
Porterville (Incl Dasklip Pass)	Porterville is classified as a central place and a sound infrastructure has contributed towards the establishment of a Regional Kaap Agri Office. The economic base of Porterville is primarily agriculture, which is supplemented by some recreational and tourism activities.

SETTLEMENT	CHARACTERISTICS AND ECONOMIC BASE
Redelinghuis	Redelinghuis is classified as an isolated village. The town mainly functions as a residential area for the surrounding agricultural sector and retired people. There is some recreational and tourism potential in the Verlorenvlei which is a Ramsar Site which falls partially within Bergrivier area of jurisdiction. This town has no autonomous economic base other than the accommodation of farm workers involved in the nearby farms and basic service provision associated with this use.
Aurora	Aurora is also classified as an isolated village. The town has a rural character against a picturesque topographical setting. This town has no autonomous economic base other than the accommodation of farm workers involved in the nearby farms and basic service provision associated with this use.
Eendekuil	Eendekuil is also classified as an isolated village. It functions as a low-order agricultural service centre that is dependent on Piketberg for higher-order services. Mainly a residential town for farm workers and retired people. This town has no autonomous economic base other than the accommodation of farm workers involved in the nearby farms and basic service provision associated with this use.
Goedverwacht and Wittewater	Goedverwacht and Wittewater are also classified as isolated villages. These towns are located on private land, within a predominantly agricultural area. They are Mission Stations run by the Moravian Church of South Africa and have little direct investment to stimulate economic activities. Inhabitants work mainly on the surrounding farms, but the villages do boast some very good builders. The scenic mountains and the missionary culture offer some tourism potential, but this can only be realized within the context of the larger tourism plan for the region.

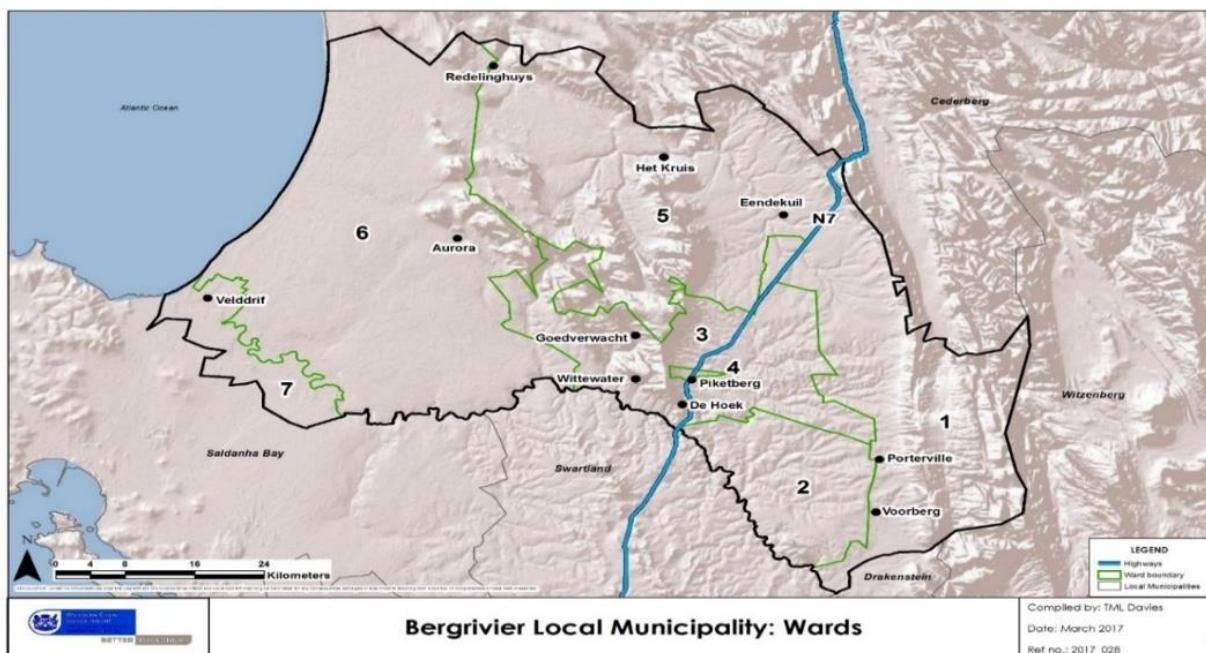
The ward demarcation of Bergrivier Municipality was changed for the 2016 municipal election in accordance with the Local Government: Municipal Demarcation Act, 1998 (Act 27 of 1998) (Demarcation Act) and was demarcated into 7 (seven) wards. Although the Municipality had 7 wards prior to this, the new demarcation brought about significant changes in ward boundaries which impact on municipal planning, information management and community participation practices. No demarcation changes were made to wards prior to the 2021 Local Government Elections. The following is a table outlining the current ward demarcation in comparison to the former demarcation:

**TABLE 3: COMPARISON OF WARD DEMARCATIONS**

WARD	CURRENT DEMARCATION	FORMER DEMARCATION
1	Comprises Porterville Town, Voorberg and the rural area to the southeast of Porterville	Porterville Town and the rural area to the North of Porterville
2	Comprises the remainder of Porterville (Monte Bertha) and the rural area to the west of Porterville	The remainder of Porterville (Monte Bertha), the rural area to the South of Porterville and the Voorberg prison
3	Comprises the Western and Southern portion of Piketberg Town, De Hoek, Wittewater and Goedverwacht	Western and Southern portion of Piketberg Town, Eendekuil and an extensive rural area
4	Predominantly urban and comprises the Northeastern portion of Piketberg Town	Predominantly urban and comprises the Northeastern portion of Piketberg Town
5	Comprises the Western and Southern portion of Eendekuil, Redelinghuis and Genadenberg which belong to the Moravian Church of South Africa	Predominantly rural with a smattering of private settlements including Wittewater, Goedverwacht and Genadenberg which belong to the Moravian Church of South Africa and De Hoek, a private residential area

WARD	CURRENT DEMARCATION	FORMER DEMARCATION
		situated on the premises of the Pretoria Portland Cement factory (PPC) a few kilometres to the south of Piketberg
6	Predominantly coastal and rural and comprises the towns of Aurora, Noordhoek and Dwarskersbos and the rural areas between these settlements	Predominantly rural and comprises the towns of Aurora, Redelinghuis and Dwarskersbos and the rural areas between these settlements
7	Predominantly urban coastal settlement and comprises Velddrif which includes Port Owen and Laaiplek	Predominantly urban coastal settlement and comprises Velddrif which includes Noordhoek, Port Owen and Laaiplek

FIGURE 2: WARD DEMARCATION - 2021



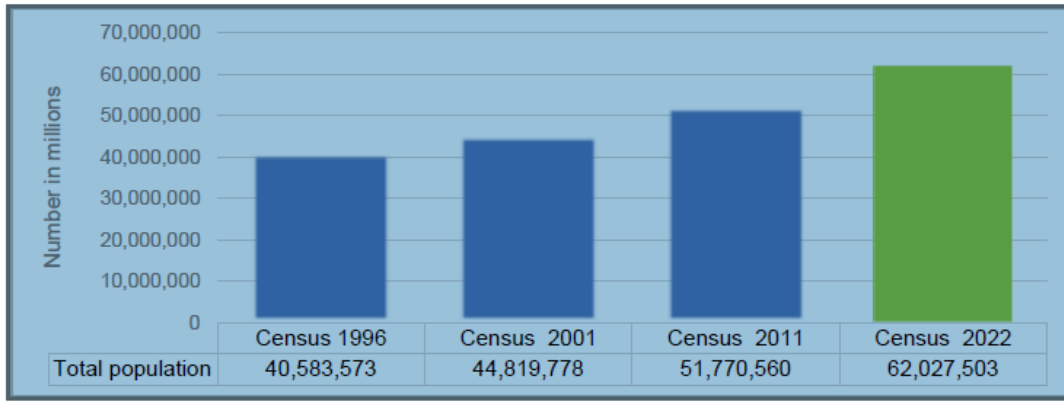
1.3 DEMOGRAPHIC OVERVIEW

1.3.1 POPULATION

i. South African population

The population of South Africa increased from 51,7 million in 2011 to more than 62 million in 2022; a growth rate of 1,8 % in the intercensal period. Females constituted 51,5 % of the total population, while 48,5 % were males. Gauteng and KwaZulu-Natal had the highest populations at 15 million and 12,4 million respectively, while the Northern Cape had the smallest (1,3 million). Black Africans remain the dominant population group at 81,4 %, followed by the coloured population at 8,2 %. The white population percentage declined to 7,3 % in 2022 from 8,9 % observed in 2011, while that for Indians/Asians increased slightly from 2,5 % in 2011 to 2,7 % in 2022. The median age increased to 28 years from 25 years in 2011, suggesting a consistent increase over time and an overall increase of three years.

FIGURE 3: TOTAL POPULATION BY CENSUS YEAR, CENSUS 1996 - 2022



Census 2022

ii. Western Cape Population

TABLE 4: POPULATION OF THE WESTERN CAPE

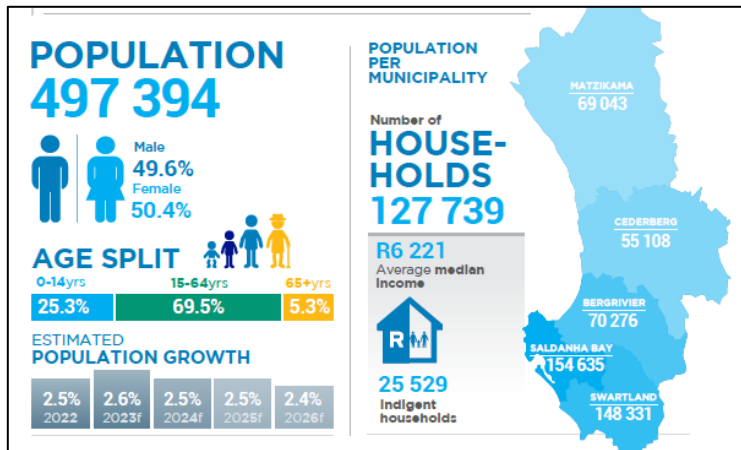
PROVINCE	CENSUS YEAR	GENDER		TOTAL
		MALE	FEMALE	
Western Cape	1996	1 935 494	2 021 381	3 956 875
	2001	2 192 321	2 332 014	4 524 335
	2011	2 858 506	2 964 228	5 822 734
	2022	3 602 159	3 830 860	7 433 019

TABLE 5: DISTRIBUTION BY POPULATION GROUP, CENSUS 1996 - 2022

PROVINCE	CENSUS YEAR	POPULATION GROUP					TOTAL
		BLACK AFRICAN	COLOURED	INDIAN/ASIAN	WHITE	OTHER	
Western Cape	1996	826 691	2 146 109	40 376	821 551		<b>3 834 727</b>
	2001	1 207 429	2 438 976	45 030	832 901		<b>4 524 335</b>
	2011	1 912 547	2 840 404	60 761	915 053	93 969	<b>5 822 734</b>
	<b>2022</b>	<b>2 884 511</b>	<b>3 124 757</b>	<b>84 363</b>	<b>1 217 807</b>	<b>115 235</b>	<b>7 426 673</b>

iii. West Coast District Population

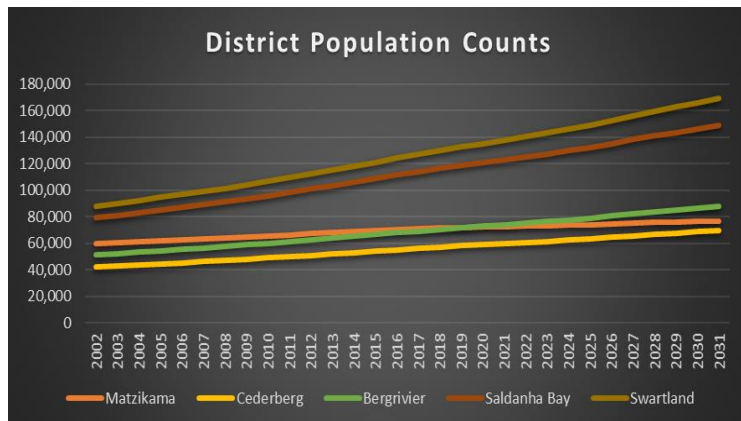
FIGURE 4: POPULATION OF THE WEST COAST DISTRICT



MERO 2023

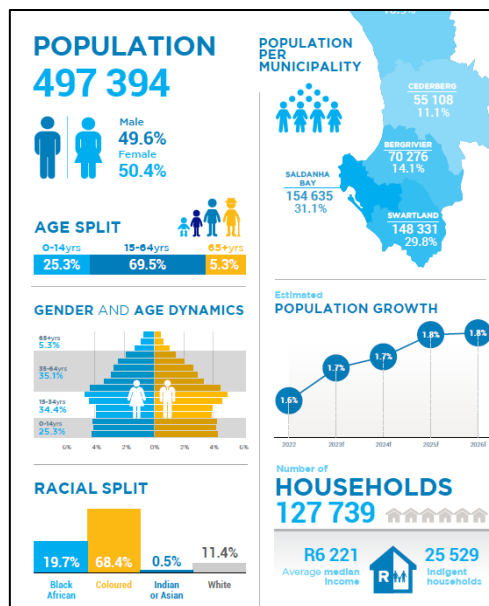
Based on the StatsSA Mid-Year Population estimate, the West Coast total population count was 497 394 in 2022 and is projected to total 552 712 in 2031.

FIGURE 5: ESTIMATED POPULATION COUNTS FOR WEST COAST DISTRICT



IHS MARKIT

FIGURE 6: DEMOGRAPHIC PROFILE OF THE WEST COAST





The below table displays estimated summary statistics for each of the local municipalities within the West Coast District Municipal Area for the period 2002 to 2031.

**TABLE 6: SUMMARY OF STATISTICS IN WEST COAST DISTRICT**

%	MATZIKAMA	CEDERBERG	BERGRIVIER	SALDANHA BAY	SWARTLAND
Average Household Contribution	16.32	12.87	15.89	25.92	29.01
Average Population Contribution	16.44	12.99	15.61	28.30	26.67
Average Population Growth Rate	0.84	1.74	1.87	2.21	2.28
Average Household Growth Rate	1.02	2.02	2.03	3.23	2.28

MERO 2022

It is important to list the collective major areas of concern in the West Coast District as to contextualise the major challenges of Bergrivier Municipality. These major areas of concern for the whole of the West Coast District include:

- Rising population and poor households;
- Households with no income;
- High unemployment rate and in-migration;
- Cost of housing;
- Informal dwellers;
- Teenage pregnancies;
- Anti-Retroviral Treatment and TB patient loads;
- Lower immunisation coverage;
- Sustainability of service levels;
- Shortage of relevant and appropriate human resource;
- Lack of water & other resources, including funding;
- Increasing cost and unaffordability of basic services; and
- Climate change and effect on agriculture.

#### iv. Bergrivier Municipality Population

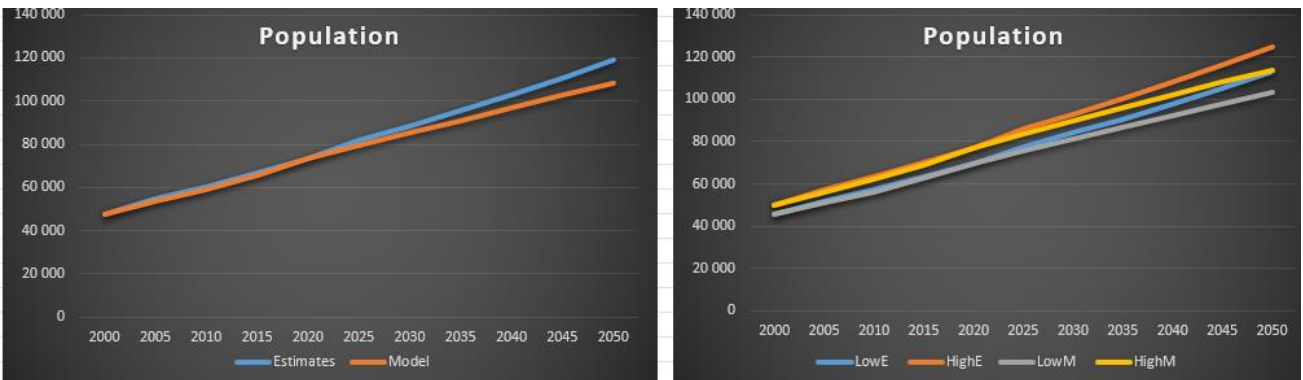
- *Population statistics*

According to the 2022 StatsSA, 74 042 people were residing within the Bergrivier Municipal Area in 2021 with a projection of 87 724 in 2031. The Municipality was home to around 18 911 households in 2021 with

a projection of 23 689 households in 2031. The average household size in the Municipality is projected to decrease from 3.92 in 2021 to 3.70 in 2031. The average population density in the Municipality is projected to increase from around 16.8 people per km<sup>2</sup> in 2021 to 19.9 people per km<sup>2</sup> in 2031. Bergrivier Municipal Area is the 3rd least populated municipal area in the West Coast District. It has the 2<sup>nd</sup> highest household size and the 3<sup>rd</sup> highest population density in the West Coast District.

The following figure outlines the estimated population growth in and for Bergrivier Municipal Area:

**FIGURE 7: ESTIMATED POPULATION GROWTH**



- Population per town

The following table indicates the population dispersion by town / area:

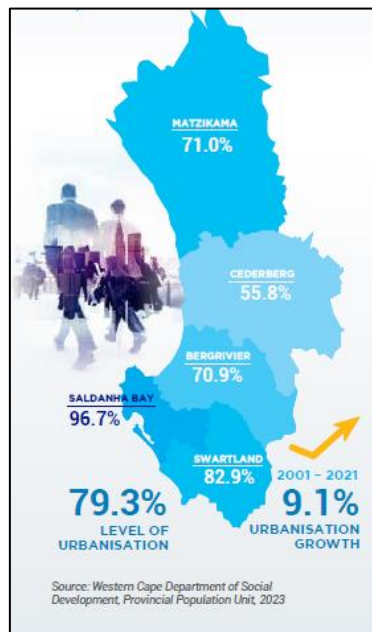
**TABLE 7: ESTIMATED POPULATION DISPERSION PER TOWN/AREA**

	2020	2025	2030	2035	2040	2045	2050
Piketberg	14 804	16 415	17 722	18 895	19 941	20 858	21 720
Aurora	708	784	846	901	950	993	1 033
Bergrivier Rural	30 034	33 302	35 952	38 331	40 451	42 311	44 060
Wittewater	1 040	1 153	1 244	1 326	1 399	1 463	1 523
Dwarskersbos	821	910	982	1 046	1 104	1 154	1 201
De Hoek	405	449	486	518	547	573	597
Velddrif	13 502	14 968	16 157	17 223	18 172	19 004	19 787
Porterville	8 642	9 582	10 344	11 028	11 638	12 173	12 676
Eendekuil	1 876	2 080	2 245	2 394	2 526	2 642	2 751
Goedverwacht	2 425	2 688	2 901	3 093	3 263	3 412	3 552
Redelinghuis	703	779	841	897	946	989	1 030
Beaverlac	72	80	87	92	98	102	107
De Lust	839	930	1 004	1 070	1 129	1 181	1 230

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Between 2001 and 2021, the West Coast District was projected to experience the Province’s second highest level of urbanisation, estimated at 9.1 %. The urban population was expected to have grown from slightly below 200 000 individuals in 2001, constituting 70.2 % of the total population, to more than 370 000 individuals in 2021, making up 79.3 % of the total population. Bergrivier Municipal Area had the highest urbanisation rate in the District from 2001 to 2021. The majority of residents are situated in the urban settlement areas of Velddrif, Piketberg and Porterville. Similar to the other municipal areas in the West Coast District, the rural population in Bergrivier Municipal Area experienced minimal changes in its numbers. However, its contribution to the overall population share had decreased by 2021. The growth in urban areas such as Velddrif and Dwarskersbos contributed to the general trend of urbanisation.

**FIGURE 8: LEVEL OF URBANISATION, 2001 - 2021**

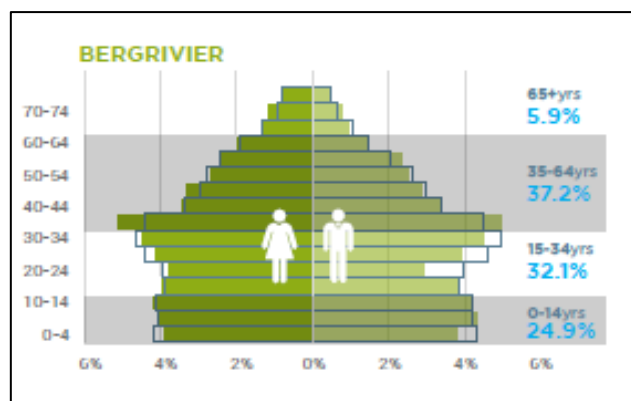


MERO 2022

Population statistics per gender

The population per gender is as follows:

**FIGURE 9: GENDER COMPOSITION**



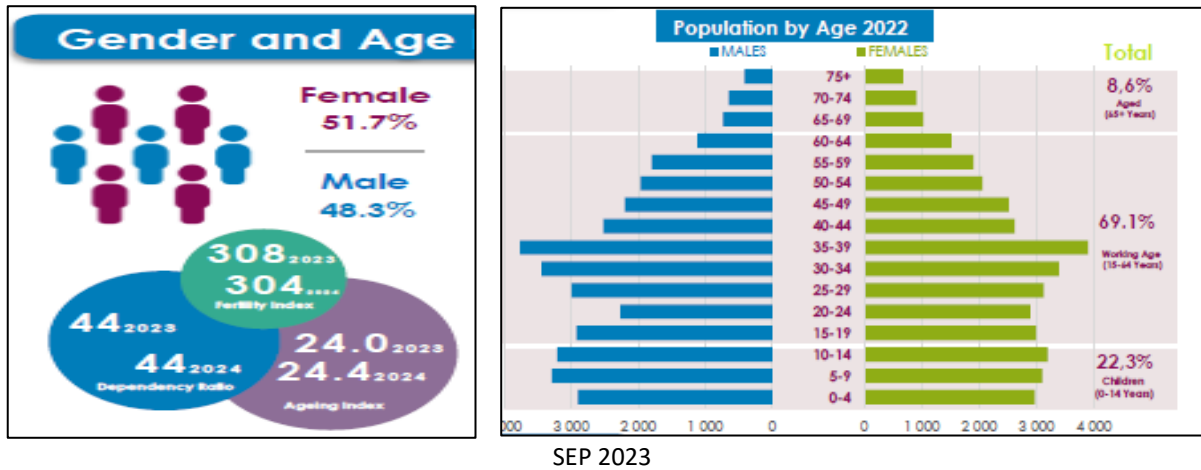
MERO 2023

The gender composition remained relatively unchanged and well balanced, with a slightly higher ratio of females to males. The increasing gender ratio could be attributed to a wide range of factors including an increase in female mortality rates and the potential inflow of working males into the municipal area.

Population statistics per age

According to the 2023 SEP, the Age Cohorts can be outlined as follows:

FIGURE 10: AGE COHORTS

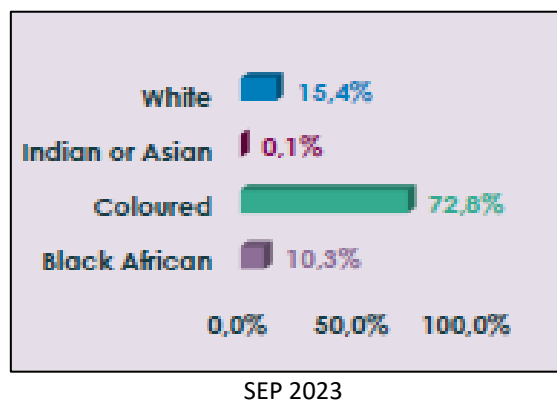


A higher population growth is estimated for working aged population, with an expected growth in 2021 to 2025 of 1.3 % on average annually. An average growth rate for children is expected to be 1.2 % over the same period, with a slower growth of 0.7 % for the 65+ aged group. The depicted growth decreases the dependency ratio in 2021 from 45.6 to 45.3 in 2025.

Population statistics per race

The racial composition is as follows:

FIGURE 11: RACIAL COMPOSITION



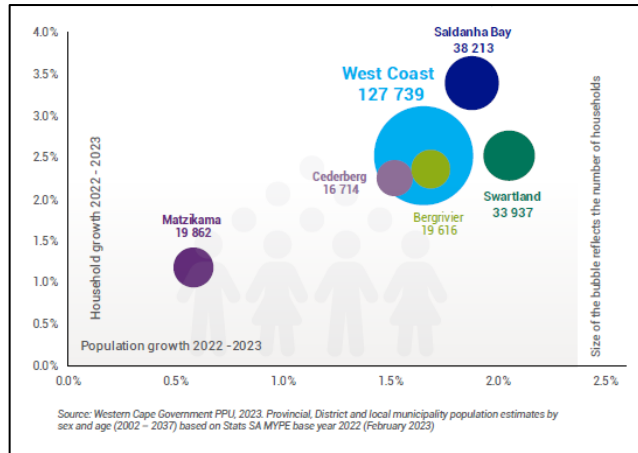
1.4 SOCIO ECONOMIC OVERVIEW

The United Nations uses the Human Development Index (HDI) to assess the relative level of socio-economic development in countries. Economists expect economic growth to result in improvements in human development and economic decline to have an adverse effect on human development.

1.4.1 HOUSEHOLDS

Number of households as per municipality in the West Coast:

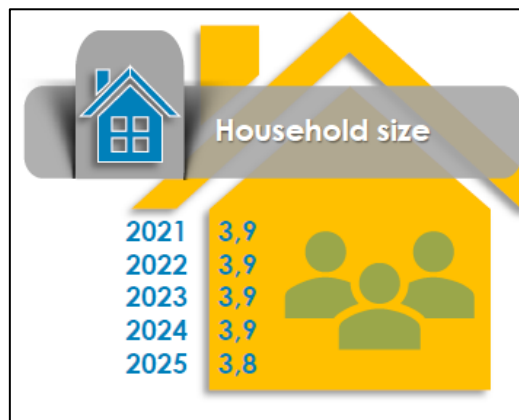
FIGURE 12: NUMBER OF HOUSEHOLDS



MERO 2023

Basic service delivery should be informed by credible and accurate number of households within a municipal area. There are 19 616 households in the Bergrivier Municipal Area with 127 739 households in the West Coast District in 2022. The total households include the entire municipal area inclusive of private farms and/or land.

FIGURE 13: HOUSEHOLD SIZE



SEP 2022

Minimal change in household size is expected between 2021 and 2031 in the Bergrivier Municipal Area with the actual size of households estimated to remain at 3.9 persons per household. It is expected to drop to 3.7 persons per household in 2031.

1.4.2 EDUCATION

Education is the functional mandate of the Provincial Department of Education, but the impact of shortcomings within the education system and the lack of skills impact on the Municipality. The Municipality therefore has a vested interest in working co-operatively with the Department of Education and related departments whose functional mandates fall within the realm of social development.

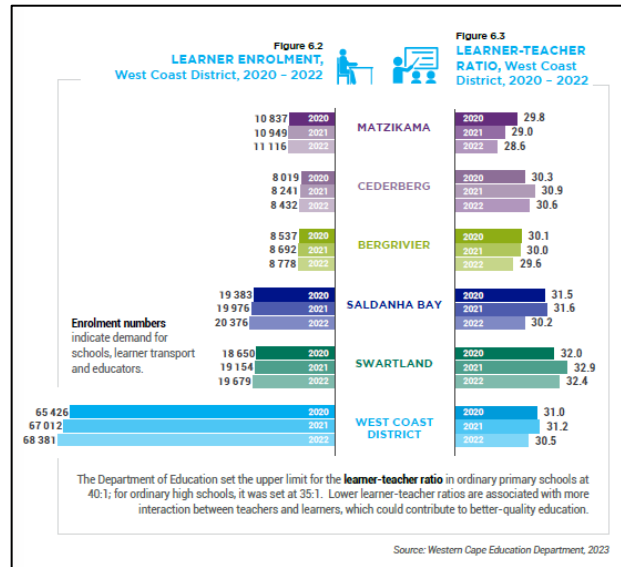
Skills are an essential contributor to the development of individuals, businesses, societies and economies. Their importance is even more pronounced in the South African context where high levels of structural unemployment among the youth is still more prevalent than in other emerging economies. While low skill levels and lack of experience are widely known as the primary causes of unemployment amongst youth, it is also becoming increasingly apparent that many young graduates are unable to find employment due to an education system that is supplying industry with skills that are either inadequate or irrelevant. Globally, apprenticeship-based learning remains the most effective learning methodology that produces high quality workers that have the skills that employers need. The Labour Force Surveys released by Stats SA on a quarterly basis reveal that the unemployment rate among youth (aged 15-34 years) is consistently higher than the adult unemployment rate in all provinces.

Low literacy levels remain a challenge in the West Coast District. In 2022, the District literacy rate (57.6 %) was substantially lower than that of the Province (66.2 per cent). However, between 2012 and 2022 the rate increased by 0.2 of a percentage point in the West Coast District, while increasing by 0.9 of a percentage point in the Province. Low literacy rates affect employment prospects, increasing poverty and the need for income assistance. Racial disparities amplify poverty and income inequality levels in the West Coast District. Literacy levels are especially low for the coloured population (52.5 %) and have declined for this group since 2012. By contrast, literacy levels have improved for other racial groups. A disproportionately high number of coloured people stay on farms, where they may face difficulties in accessing education. This leads to low literacy levels, which impact employability in sectors other than agriculture. Ensuring that school-age children are enrolled in school and attend regularly is essential for improving literacy levels. Scholar transport support provided by the Western Cape Education Department therefore plays a critical role in securing access to education in the West Coast District.

Education and skills will improve access to available employment opportunities. The low education and skills levels of the Bergrivier Community are contributing to unemployment and poverty and are cause for concern. Education and training opportunities are limited by the absence of any tertiary (or technical) education facilities in the Municipal Area.

The following Educational indicators for Bergrivier Municipal Area provide a dashboard overview of the status quo of education in the area. This subsection explores the educational circumstances of households in the West Coast District by using data on learner enrolments, the Grade 10 to 12 retention rate, matric pass rates and learner teacher ratios.

FIGURE 14: LEARNER ENROLMENTS & LEARNER TEACHER RATIO



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In the Bergrivier region, learner enrolment reached 8 778 in 2022, slightly surpassing the 8 692 enrolled in 2021. The increase in learner enrolment is indicative of positive developments such as improved access to education and heightened awareness of its societal benefits. However, this growth also presents socio-economic challenges, particularly in terms of infrastructure and resource demands, necessitating ongoing enhancements in educational quality to effectively cater to the expanding student population. As the number of learners rises, there is a critical need for strategic planning and investment in education does not ensure that the system can accommodate the influx while maintaining or improving the overall quality of education.

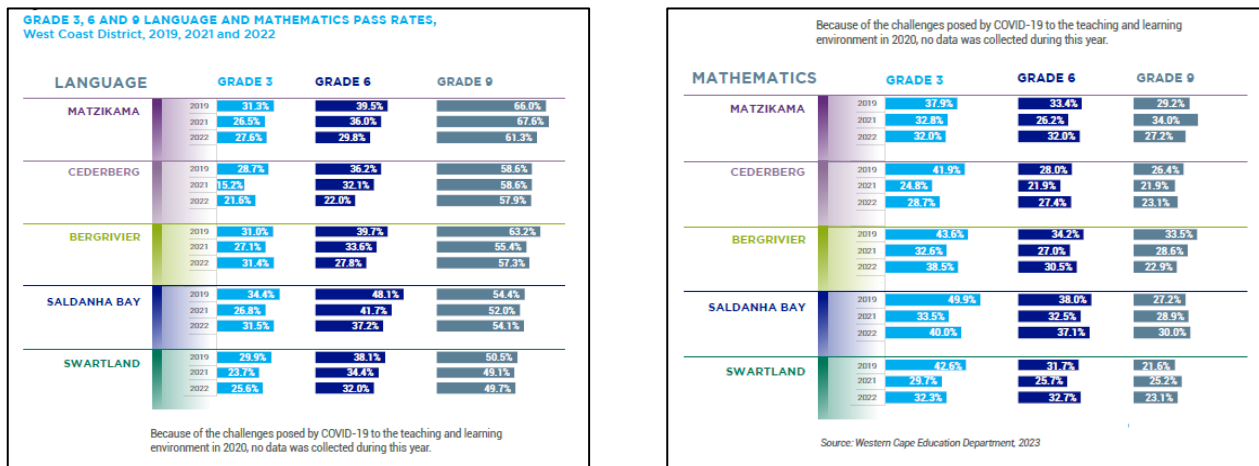
The learner retention rate is influenced by a wide array of factors, including economic influences such as unemployment, poverty/ very low household income, as well as social concerns such as teenage pregnancies, overcrowded classrooms, student attitudes towards education, as well as other personal circumstances which can make it difficult for learners to focus on education. The grade 10 to 12 retention rate for the Bergrivier areas stood at a modest 81.6 %, signalling significant challenges and concerns. Nevertheless, this performance emerged as the most favourable among the local municipalities within the region. Mitigating school dropouts requires a collaborative effort and a commitment to creating a supportive and inclusive educational environment that accommodates the diverse needs of students, tailored to the unique local challenges and circumstances.

The pass rates of Grade 9 students in important subjects such as languages and mathematics have substantial implications for their progression from Grade 10 to Grade 12. School attendance is compulsory until Grade 9. Poor performance during this pivotal year elevates the risk of students dropping out before they enter the further education and training (FET) phase, which encompasses Grades 10 to 12. Even if students continue to the FET phase, inadequate educational achievements in Grade 9 can still result in dropouts before matriculation. Consequently, many young individuals in the West Coast District have an incomplete secondary education. This adversely affects their standing in the job market since a matric certificate is frequently a

minimum requirement for employment. In summary, subpar Grade 9 educational outcomes can have enduring repercussions, constraining career prospects and limiting opportunities for the individuals involved.

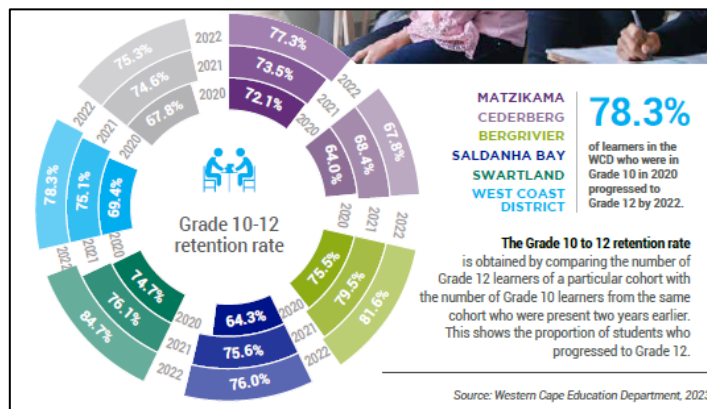
Despite the challenges faced by the education sector during the COVID-19 pandemic in 2020 and 2021, the Grade 10 to 12 retention rate in the West Coast District consistently improved during this period – a positive trend that continued into 2022. From 2020 to 2022, the District witnessed an 8.9 percentage point increase in the retention rate, which rose from 69.4 % to 78.3 % between 2020 and 2021.

FIGURE 15: PASS RATES



Notably, the 2022 retention rate exceeded the 75.3 % observed in the Western Cape. Over the reference period, learner retention improved by 7.5 % in the Province, contrasting with the more substantial increase of 8.9 % observed in the West Coast District.

FIGURE 16: GRADE 10 TO 12 RETENTION RATE



Bergrivier Municipal Area’s matric outcomes dropped sharply, and it impacts directly on learner access to higher education institutions to broaden employment opportunities.



FIGURE 17: GRADE 12 PASS RATE AND BACHELOR’S PASS RATE 2020 - 2022



MERO 2023

Despite education outcomes in the Province improving from 2020 to 2022, the West Coast District faced declines during this period, including a 3.3 % decrease in the matric pass rate between 2020 and 2022. Additionally, the 2022 pass rate was 2.9 % lower than the pre-COVID-19 (i.e., 2019) matric pass rate of 81.8 %. The decline in education outcomes was especially pronounced in the Bergrivier Municipal Area, where the matric pass rate dropped to 68.3 % in 2022, marking an 11.3 % decline from 2021. This decline reflects the adverse impacts of the COVID-19 pandemic on learners. Pupils in poor and rural areas could not easily join school online during the pandemic, and the loss of school days in lower grades ultimately impacted the Grade 12 results of 2022. Empowering young people to realise their potential enables them to make valuable contributions to the workforce and society while narrowing the skills gap in the West Coast District and creating a demographic dividend for the area. In 2022, the West Coast District had a lower bachelor’s pass rate than the Province, with a 4.4 % difference between the two. However, the matric pass rate differed by only 2.0 %. This suggests that while learners are passing their matric exams, they may not be achieving the marks required to advance to tertiary education. This trend has implications for the region’s skills development.

Bergrivier Municipal Area had the lowest matric pass rate and one of the lowest bachelor’s pass rates in 2022. The decrease in matric and bachelor’s pass rates in the West Coast District raises concerns for future development and skills enhancement in this District. The drop in pass rates is expected to negatively impact youth employment and the income levels of the youth population within the West Coast District.

The number of schools (total of 20 public ordinary schools) has remained unchanged over the last few years. The number of no-fee schools also remained constant at 13 which represent 65 % of schools being registered with the Western Cape Department of Education. The number of schools with libraries decreased from 12 (2018) to 10 (2019) to 8 in 2020. There is therefore a considerable scope for the extension of libraries to other schools in the area.

**Skills**

Skills are an essential contributor to the development of individuals, businesses, societies and economies. Their importance is even more pronounced in the South African context where high levels of structural unemployment among the youth is still more prevalent than in other emerging economies. According to the National Planning Commission (2012: 98), South Africa is experiencing a youth bulge, and this represents an opportunity for growth if young people are meaningfully employed but poses a potential for grave social instability if they are not. While low skill levels and lack of experience are widely known as the primary causes of unemployment amongst youth, it is also becoming increasingly apparent that many young graduates are unable to find employment due to an education system that is supplying industry with skills that are either inadequate or irrelevant.

A significant number of jobs remain vacant because of a lack of the appropriate skills. These shortages are felt particularly in the fields of maths and science, with a lack of skills in fields such as engineering and Information and Communication Technology (ICT), as well as a growing shortage of vocational and technical skills (artisans) such as electricians, welders and mechanics, which is seriously hampering economic growth. There are several reasons for these shortages, which include:

- Poor maths and science pass rates at schools;
- Lack of awareness of scarce skills and related employment opportunities;
- Learners preferring to enroll at universities, which they view as superior to technical colleges;
- Negative societal perceptions of the status of artisans;
- A shortage of funding and workplace-based learning opportunities; and
- Lack of schools who present technical programs.

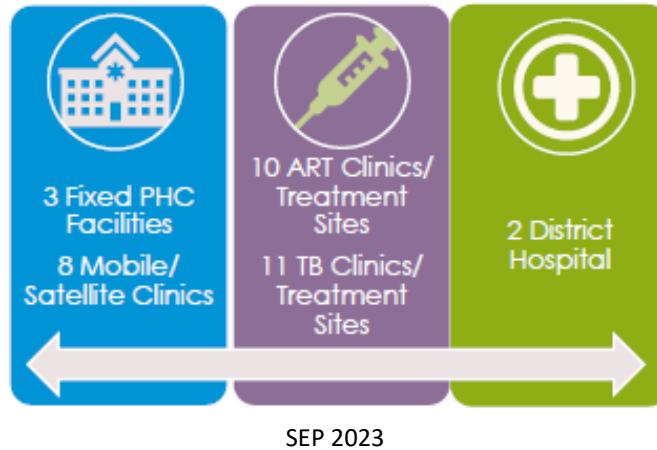
Education and skills will improve access to available employment opportunities. The low education and skills levels of the Bergrivier Community are contributing to unemployment and poverty and are cause for concern. Education and training opportunities are limited by the absence of any tertiary (or technical) education facilities in the Municipal Area. Bergrivier Municipality is the only municipality in the West Coast District without a FET College.

#### 1.4.3 HEALTH CARE

Good health is vital in achieving and maintaining a high quality of life. The information provided by the Department of Health pertains only to public sector health institutions and it should be acknowledged that health includes factors such as control of diseases, clean water, sanitation and removal of solid waste which falls within the mandate of municipalities.

##### *Healthcare Facilities*

**FIGURE 18: HEALTHCARE FACILITIES**



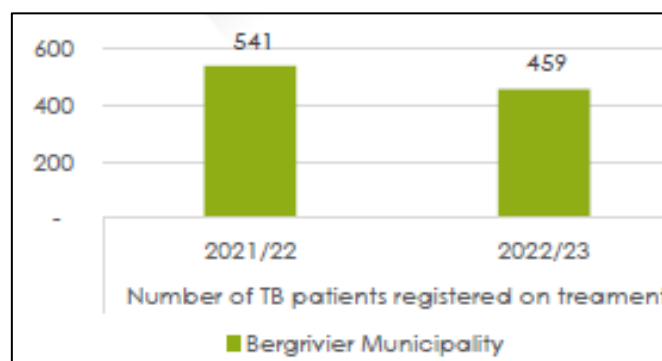
Bergrivier Municipality has a high percentage of households with no access to private healthcare institutions and are dependent on the availability and access to public health care facilities. Health care in South Africa is geared in such a way that people must move from primary, with a referral system, to secondary and tertiary levels. Bergrivier Municipality has 3 primary healthcare facilities, (3 fixed clinics), 7 mobile/satellite clinics and 2 district hospitals. Bergrivier Municipal Area has a total of 5 ambulances servicing the region with the District having a total of 29 for the same period. This number only refers to Provincial ambulances and excludes all private service providers.

Critical health issues in the Bergrivier Municipal Area are:

- Migration and the influx of seasonal workers which result in a higher burden of diarrhoea and an increase in TB and other infectious diseases.

*Tuberculosis*

**FIGURE 19: TUBERCULOSIS**



SEP 2023

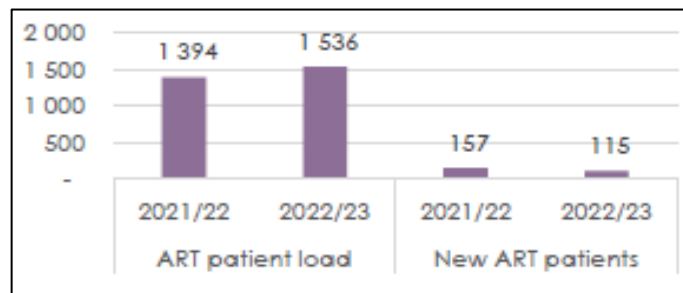
In the Bergrivier region, there has been a notable rise in the overall enrolment of individuals undergoing antiretroviral treatment, witnessing an uptick of 142 patients from 1 394 in the 2021/22 period to 1 536 in 2022/23. On the flip side, there has been a decline in the count of new patients commencing antiretroviral treatment, decreasing by 42 individuals to 115 in 2022/23 compared to the 157 recorded in the previous year.

Furthermore, a reduction has been observed in the number of tuberculosis patients enlisted for treatment, diminishing from 541 in 2021/22 to 459 in 2022/23.

From a socio-economic perspective, this shift in healthcare dynamics could have multifaceted implications. The increase in overall enrolment for antiretroviral treatment may suggest an improvement in access to healthcare services or an enhanced awareness of the importance of HIV treatment in the Bergrivier region. This could be indicative of a positive trend in managing and addressing the HIV/AIDS epidemic, contributing to improved public health outcome.

- HIV/Aids

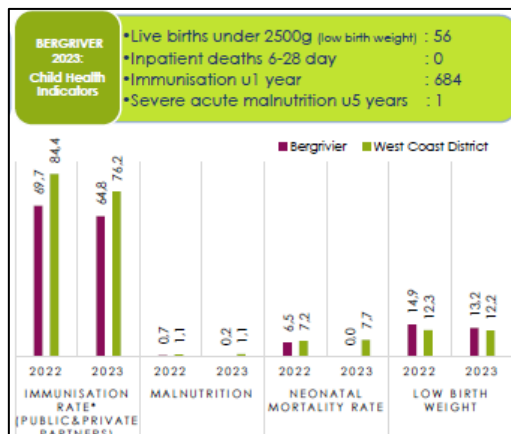
FIGURE 20: HIV/AIDS



SEP 2023

- Child Health

FIGURE 21: CHILD HEALTH



MERO 2023

In the Bergvriër region, there has been a notable decline in the immunisation rate, decreasing from 69.7% in 2021/22 to 64.8 % in 2022/23, remaining below the optimal level. Concurrently, the malnutrition rate among children under five years old per100 000 in the Bergvriër municipal area experienced a modest decrease from 0.7 % in 2021/22 to 0.2 % in 2022/23, while the rate for the District remained stable at 1.1 per 10 0000 during the same reporting period. Meanwhile, the neonatal mortality- rate (NMR) per 1 000 live births in the Bergvriër municipal area declined from 6.5 in 2021/22 to 0.0 in 2022/23, whereas the District-wide rate exhibited a slight uptick from 7.2 to 7.7 during the same timeframe.

- *Maternal Health*

**FIGURE 22: MATERNAL HEALTH**

MUNICIPAL AREA	2020	2021	2022
Matzikama	0.0	102.5	110.4
Cederberg	129.7	244.8	0.0
Bergvriër	0.0	0.0	0.0
Saldanha Bay	0.0	0.0	0.0
Swartland	211.9	0.0	0.0
<b>West Coast District</b>	<b>43.0</b>	<b>55.6</b>	<b>19.8</b>

Source: Western Cape Department of Health, 2023

**The maternal death rate** is based on the number of maternal deaths per 100 000 live births occurring in health facilities. Maternal death refers to death occurring during pregnancy, childbirth, the puerperium or within 42 days of termination of pregnancy (irrespective of the duration and site of pregnancy or the cause of death, i.e., whether obstetric or non-obstetric).

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The maternal mortality rate recorded zero deaths per 100 000 live births in 2022/23 in the Bergvriër Municipal Area. The delivery rate to women under 20 years was recorded at 22,7 %, an increase from 19%.

A worrying trend in the West Coast District is the high levels of teenage pregnancy, especially in the Bergvriër, Swartland and Matzikama municipal areas. The numbers speak volumes about the challenges these young mothers face and the underlying factors that drive this phenomenon. Between 2002 and 2020, the total number of live births to teenage mothers (i.e., females aged 10 to 19) within the West Coast District was 16 488. This amounted to, on average, 868 births annually. Births to teenage mothers in the District accounted for 7.6 % of such births in the Western Cape for the same period. Most of the births occurring in the West Coast District were in the Swartland and Saldanha Bay municipal areas (2 317 and 7 917 births, respectively). In 2022, births to teenage mothers accounted for 16.0 % of total live births in the West Coast District, with Bergvriër (22.7 %), Swartland (17.8 %) and Matzikama (17.1 %) having the highest proportions of births to teenage mothers.

#### 1.4.4 POVERTY

High poverty levels impact on the well-being of the community and the sustainability of the Municipality as it reduces the ability of people to pay for services and increases dependency on indigent grants which the Municipality finances from its equitable share.

The intensity of poverty and the poverty headcount of municipalities are measured. The intensity of poverty is measured by calculating the Poverty Gap Index which is the average poverty gap in the population as a proportion of the poverty line. The Poverty Gap Index estimates the depth of poverty by considering how far, on the average, the poor are from that poverty line. The Poverty Gap Index is a percentage between 0 and 100 percent. A theoretical value of zero implies that no one in the population is below the poverty line. Individuals whose income is above the poverty line have a gap of zero, while individuals whose income is below the poverty line would have a gap ranging from 1 % to 100 %, (with a theoretical value of 100 % implying that everyone in the population has an income that is below the poverty line or zero). A higher poverty gap index means that poverty is more severe.

### ***Poverty Headcount and Intensity:***

#### **Share of People Below the Lower Poverty Line**

The lower poverty line is defined by StatsSA as the level of consumption that includes both food and essential non-food items but requires that individuals sacrifice some food items to obtain the non-food items. This variable measures the share of individuals in the selected area that are living below the lower poverty line for the given area and is balanced directly to the official lower bound poverty rate as measured by StatsSA.

**TABLE 8: SHARE OF PEOPLE BELOW THE LOWER POVERTY LINE**

DATE	TOTAL	PERCENTAGE
2017	20 122	28,50 %
2018	20 974	29,20 %
2019	22 149	30,30 %
2020	24 399	32,80 %

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#### **Below the Upper Poverty Line**

The upper poverty line is defined by StatsSA as the level of consumption at which individuals can purchase both sufficient food and non-food items without sacrificing one for the other. This variable measures the number of individuals living below that level of consumption for the given area and is balanced directly to the official upper poverty rate as measured by StatsSA.

As per definition, the Upper Bound Poverty Line (UBPL) an individual living in South Africa with less than R 1 227 (in April 2019 prices) per person per month was considered poor. In 2021, 55.00 % of Bergrivier's population fell below the UBPL. This figure improved somewhat from the 55.92 % and 55.43 % recorded for the periods 2015 and 2018 respectively. Within the West Coast District region, Saldanha Bay (59.13 % in 2021) represents the highest proportion of people living in poverty; the Cederberg area (52.79 %) has the lowest proportion in the region.

TABLE 9: BELOW THE UPPER POVERTY LINE

DATE	TOTAL	PERCENTAGE
2017	31 780	45,00 %
2018	32 692	45,50 %
2019	34 022	46,50 %
2020	36 363	48,90 %

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*Household Income*

The annual income for household living in Bergrivier Municipality is divided into 3 categories, namely the proportion of people that fall within the low-, middle- and high-income brackets. Poor households fall in the low-income bracket which ranges from no income to R 50 000 annually (R 4 166/ month). Increase in living standards is evidenced then by a rising number of households entering the middle- and high-income brackets. An estimated 49 % of households in Bergrivier Municipality fall within the low-income bracket of which 9,4 % have no income. 45 % of the households fall in the middle-income group with 6 % in the higher income group.

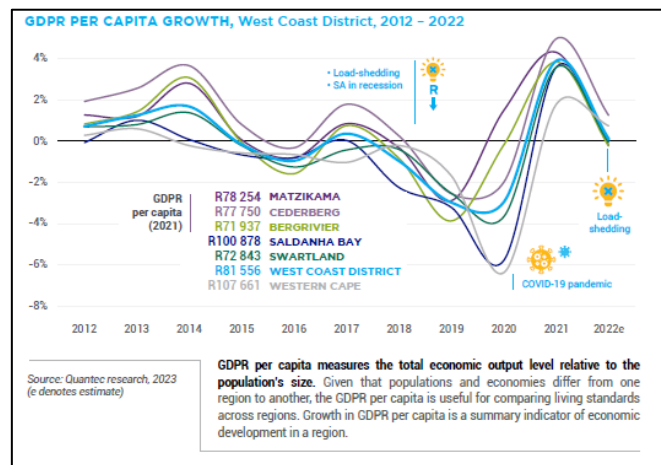
TABLE 10: HOUSEHOLD INCOME

AMOUNT	WEST COAST DISTRICT	BERGRIVIER	
No Income	10.7	9.4	Low Income
AMOUNT	WEST COAST DISTRICT	BERGRIVIER	
R1 - R6 327	1.8	1.5	
R6 328 - R12 653	3.1	1.9	
R12 654 - R25 306	14.0	13.7	
R25 307 - R50 613	21.8	22.4	
R50 614 – R101 225	19.2	21.8	Middle Income
R101 226 – R202 450	13.2	14.0	
R202 451 – R404 901	9.4	9.1	
R404 902 – R809 802	4.9	4.5	High Income
R809 803 – R1 619 604	1.3	0.8	
R1 609 605 – R3 239 208	0.4	0.4	
R3 239 209 or more	0.3	0.4	

Socio-Economic Profile: WC Provincial Government

## GDPR per capita

FIGURE 23: GDPR PER CAPITA



MERO 2023

In 2021, the West Coast District's GDPR per capita was R 81 556, significantly lower than the Province's R 107 661. Given its large economy, the Saldanha Bay municipal area had the highest living standards, with a GDPR per capita of R 100 878. The COVID-19 pandemic significantly impacted economic growth, leading to decreased GDPR per capita across all areas as the population grew. The lockdown and business closures resulted in job losses and income reductions for most communities. This, in turn, led to lower consumer spending, which affected overall economic demand.

The GDPR per capita of the West Coast District recorded growth of 3.9 % in 2021, outpacing the modest 1.8 % achieved by the Province during the same period. Cederberg had the highest GDPR per capita growth of all the municipal areas in 2021 – an impressive 5.0 %. Despite GDPR per capita growth in the area slowing in 2022, Cederberg maintained the highest growth rate compared with other municipal areas during this year. Bergrivier and Swartland, however, witnessed a significant decline in their growth estimates, with the GDPR per capita of both municipal areas stagnating in 2022. The economic performance of these municipal areas was thus not sufficient to result in any notable change in living standards.

Within the Bergrivier municipal area, Velddrif, a fishing village known for its picturesque coastal location along the Atlantic Ocean and proximity to the Berg River Estuary, attracts tourists and workers in the tourism, agriculture and fishing industries. The median income in Velddrif is R 7 799, although about 55.9 % of the population earn wages from R 3 200 to R 6 400. Piketberg, situated inland amid rolling wheatfields and vineyards, with agriculture as a significant economic driver, reports a lower average median income (R 4 754 per month).

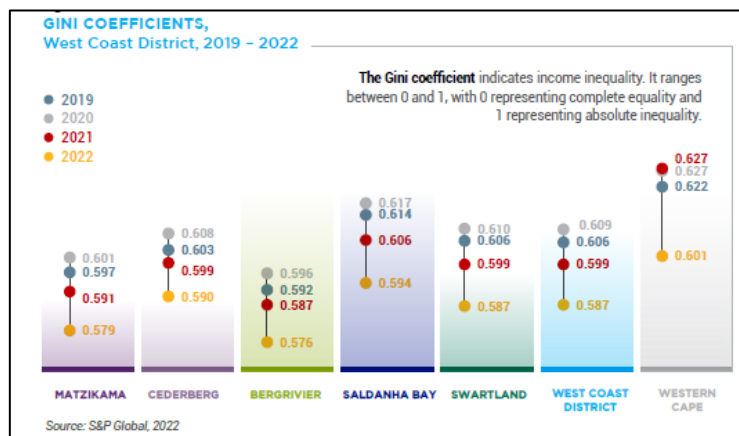
## Income Inequality

**Various methods can be employed to assess societal inequality**, encompassing income, expenditure, assets, employment, education, health, access to basic services, and social mobility. By adopting a multidimensional perspective, the broader context of South Africans' challenges can be better defined regarding inequality.



Ratios and indices utilised to measure inequality encompass the Gini coefficient, the Theil index, general entropy, the Palma ratio, and the Atkinson index. Nonetheless, the Gini coefficient stands out at the local municipal level as the most readily available and widely used data for measuring inequality.

FIGURE 24: GINI COEFFICIENT



From 2019 to 2022, income inequality in the West Coast District was less pronounced than in the Province. During 2020, Gini coefficients increased across all municipal areas and in the Province because of the economic disruptions resulting from the COVID-19 pandemic. These disruptions led to widespread job losses and reduced incomes, which disproportionately impacted low-wage and informal workers. Those already earning lower incomes bore the brunt of these effects, resulting in an exacerbated income gap. The West Coast District's Gini coefficient rose from 0.606 in 2019 to 0.609 in 2020 before declining in 2021 and 2022.

Bergrivier's economic landscape reveals a distinct lack of diversification, leading to lower levels of income inequality. It consistently had the lowest Gini coefficient among all five municipal areas of the WCD. The Bergrivier economy is heavily dependent on primary industries tied to its coastal location and natural resources. Jobs in agriculture, the largest employer in the area, are generally low paid. As workers have few options for better-paid employment in other sectors, there is little scope for the development of income disparities within the labour force.

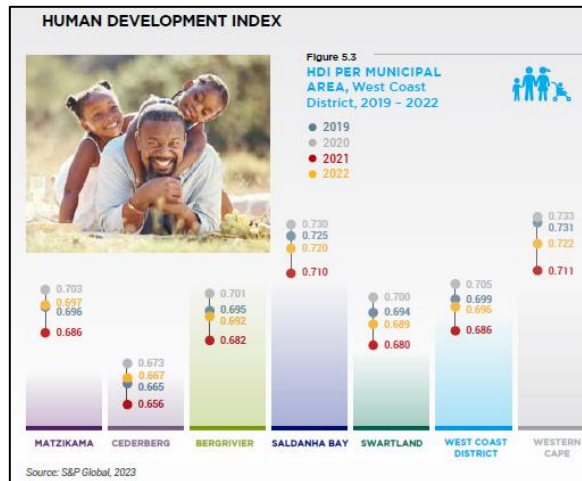
#### *Human Development Index*

HDI (Human Development Index) is a composite indicator reflecting on education levels, health and income. The HDI is represented by a number between 0 and 1, where 1 indicates a high level of human development and 0 represents no human development.

From 2019 to 2022, the West Coast District consistently had a lower HDI score than the Province. This disparity was mainly driven by economic differences, as a segment of the population in the more rural parts of the District earned lower incomes than those in urban areas and had limited employment prospects. Conversely, residents of more urban and diverse areas such as Saldanha Bay and Swartland enjoyed higher incomes. HDI scores across the West Coast District and the Province declined in 2021, which can primarily be attributed to a reduction in life expectancy brought about by COVID-19. The scores rebounded in 2022 as life expectancy returned to more typical levels. However, they remained below previous levels because of the

ongoing problem of low-income levels in the West Coast District. Both the District and the Province witnessed fluctuations in their HDI values from 2019 to 2022. In 2022, the West Coast District’s HDI score was slightly lower than that of the Province. The effects of COVID-19 on life expectancy and employment, which subsequently affected income levels, were particularly pronounced within the District.

**FIGURE 25: HUMAN DEVELOPMENT INDEX**

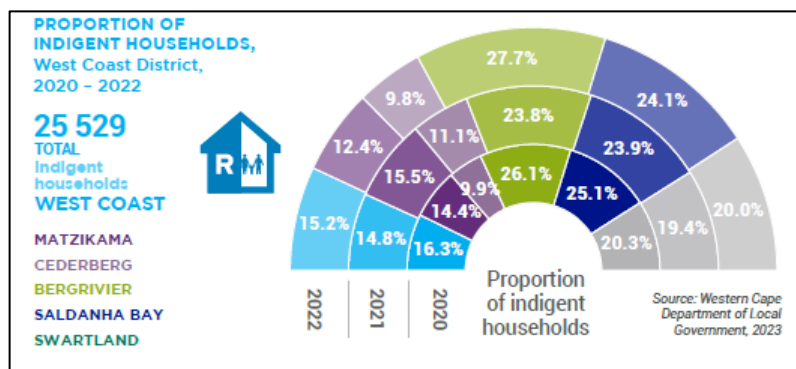


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*Indigent households*

In response to the poverty levels of its communities, municipalities offer households support through their indigent policy. The indigent policy provides for free or discounted rates on municipal specified services such as water, electricity, sanitation, refuse removal as well as property rates. The following provides an overview of the number of indigents in the West Coast District:

**FIGURE 26: INDIGENT HOUSEHOLDS**



Between 2020 and 2021, the West Coast District saw a decline in the number and proportion of indigent households within the District. However, both the number and proportion increased in 2022. This trend is a consequence of the general employment level in the West Coast District. Likewise, Cederberg and Bergrivier experienced an increase in indigent households in 2021 as a result of continued job losses and reduced working hours, especially for those in lower-paying and informal sectors. The significant presence of indigent households places an added burden on the local municipalities in that they are required to provide these households with essential basic services at reduced or no cost. However, there was a positive development

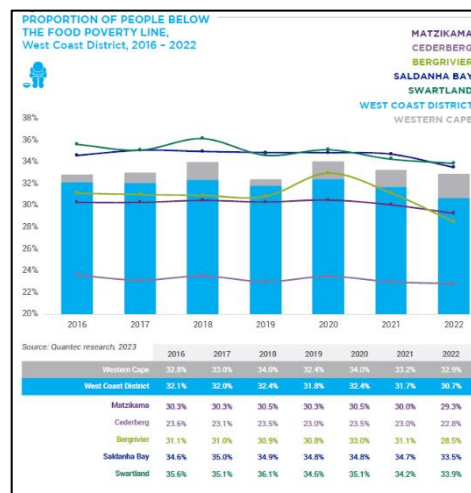
in the Bergrivier municipal area, where the share of indigent households decreased to 9.8 % in 2022. This decline alleviates pressure on the local municipality to deliver services to indigent households. In summary, the slight reduction in indigent households suggests progress in addressing poverty within the West Coast District.

*Food security*

Food security is the state of having consistent access to sufficient, safe and nutritious food. According to the Bureau for Food and Agricultural Policy (BFAP), inflation in the cost of food and non-alcoholic beverages reached 13.9 % between April 2022 and April 2023, a trend driven by spiralling global food prices, currency depreciation, rising fuel and electricity costs, and ongoing load-shedding. Increased prices for vegetables, bread and cereals, dairy products and eggs, fish, sugar and non-alcoholic beverages contributed to the high inflation.

The following table gives an overview of the number of people suffering from food security over a period. The food poverty line is defined by StatsSA as the level of consumption below which individuals are unable to purchase sufficient food to provide them with an adequate diet. Those below this line are either consuming insufficient calories for their nourishment or must change their consumption patterns from those preferred by low-income households. This variable measures the share of individuals in the selected area that are living below the food poverty line for the given area and is balanced directly to the official food poverty rate as measured by StatsSA.

**FIGURE 27: PROPORTION OF PEOPLE BELOW THE FOOD POVERTY LINE**



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**TABLE 11: PEOPLE BELOW THE FOOD POVERTY LINE**

PEOPLE BELOW THE FOOD POVERTY LINE (STATSSA DEFINED)		
DATE	TOTAL	PERCENTAGE
2017	11 513	16,30 %

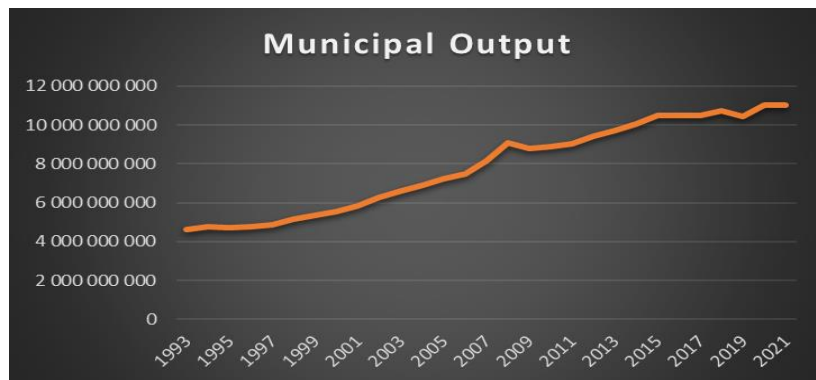
PEOPLE BELOW THE FOOD POVERTY LINE (STATSSA DEFINED)		
DATE	TOTAL	PERCENTAGE
2018	11 963	16,60 %
2019	12 711	17,40 %
2020	14 517	19,50 %

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1.4.5 THE LOCAL ECONOMY

A clear stagnation trend is evident post-2015. Further research is needed to explore the various causes for this specifically to understand the national versus local reasons for the stagnating trend. Institively there will be some combination of national versus local causes. National causes could be electricity-related for example, while local causes could be tariff-related. In general, the Municipal economy increased by 139 % over a 28-year period. Ideally, the period should be as little as possible targeting around 15 years.

FIGURE 28: MUNICIPAL OUTPUT



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The Bergrivier municipal area had a GDP of R 5.3 billion in 2021, accounting for 14.0 % of the West Coast District economy. Fishing, aquaculture and associated processing activities constitute the primary source of jobs in Velddrif, with its famed Bokkomlaan. Most other towns are sustained by farming activities, especially Piketberg and Porterville. Agriculture, forestry and fishing accounted for 29.2 % (R 1.5 billion) of municipal GDP in 2021, with perennial crop production (8 276 jobs), mixed farming (1 239 jobs) and fishing (863 jobs) being the leading sources of formal employment in this sector. As such, 45.2 % of workers in the Bergrivier municipal area are low-skilled while 23.9 % are semi-skilled. Informal jobs make up 17.6 % of employment and are a valuable source of agricultural and retail work. Over the past decade, the agriculture sector has created the most jobs, followed by personal services and finance. This points to growing economic diversification and an increasing demand for semi-skilled workers.

It is estimated that in 2022, the GDP of Bergrivier increased by 1.4 %, a 4.0 % decline from 2021. The slowdown can be attributed to the 1.3 % contraction in the agriculture sector, which has been negatively affected by loadshedding and substantial increases in input costs. However, the economy was buoyed by

solid performances in the finance and manufacturing sectors, despite the effects of load-shedding on working hours. The performance of the finance sector can primarily be attributed to growth in local business services, which created 186 jobs in 2022. Rising demand for canned fish products benefited local producers and boosted the manufacturing sector. Furthermore, the weak exchange rate worked to the advantage of fishmeal and fish oil producers that mainly export their products resulting in increased revenues.

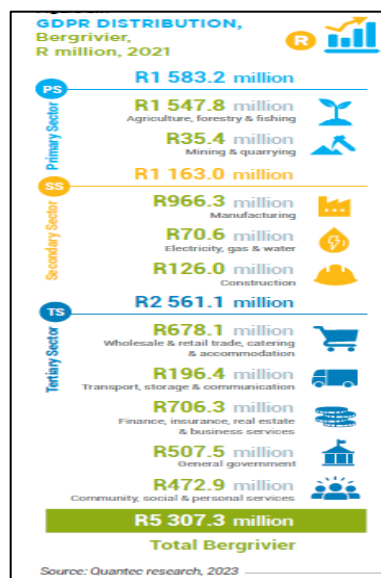
**TABLE 12: ECONOMIC STRUCTURE OF BERGRIVIER MUNICIPAL AREA (MILLION)**

YEAR	AGRICULTURE	MINING	MANUFACTURING	CONSTRUCTION	UTILITY	TRANSPORT	TRADE	FINANCE	GOVERNMENT	COMMUNITY SERVICES
2016	3 828,44	66,37	2 881,02	354,06	121,25	409,72	819,92	951,49	603,93	453,68
2017	3 808,10	58,62	2 947,26	333,5	122,63	408,75	803,17	978,23	589,09	461,13
2018	3 824,89	52,74	3 112,35	326,04	124,56	408,21	821,74	1 017,74	586,09	470,31
2019	3 430,15	54,18	3 190,02	313,36	118,86	395,12	817,32	1 060,21	593,38	483,32
2020	4 320,42	39,99	3 125,29	250,7	111,57	302,94	696,97	1 094,14	603,36	477,36

MERO 2022

The contribution of each sector for 2022 is as follows:

**FIGURE 29: GDP DISTRIBUTION**

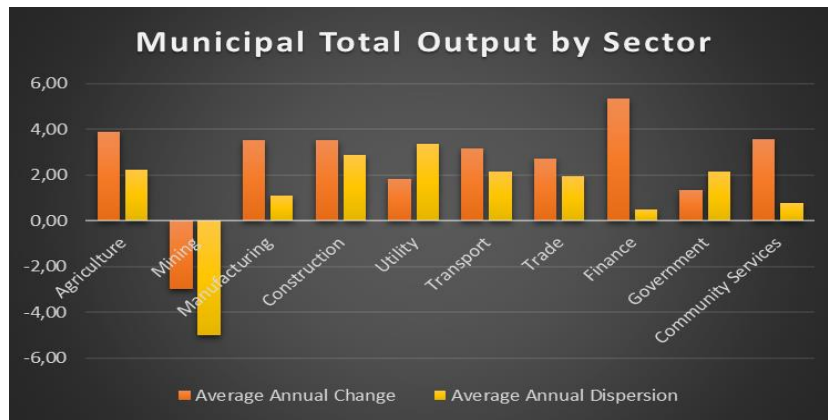


MERO 2023

The figure below displays the average annual percentage change and average annual dispersion (volatility) of the various economic sectors within the Municipality. The data propose that the finance sector recorded the fastest average annual growth rate, while the mining sector recorded decreasing growth rates over the period. In absolute terms, the mining sector was also the most volatile sector in the Municipality over the period, while the finance sector was the least volatile. The performance of the agriculture and manufacturing sectors

should be commended given the national trends in these sectors. A primary and secondary sector-focused economy is the most sustainable economy in the long term. These sectors are engines of economic growth and development. What is required in value-add opportunities be it downstream or upstream.

FIGURE 30: MUNICIPAL OUTPUT BY SECTOR



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The below two tables display the regional economic output within the Municipality for 2010 (left) and 2021 (right). The data is in 2010 constant terms and therefore not equal to the total Municipal output as presented above. However, the percent contributions will not be affected by the rebasing of the output values. From the data, it is evident that the contribution of the Piketberg economy to the total Municipal economy stayed relatively the same while the Velddrif economic contribution increased. On the other hand, the De Hoek economic contribution decreased. The data as proposed in the two tables makes for interesting reading and suggests future economic hotspots and the associated need for infrastructure support.

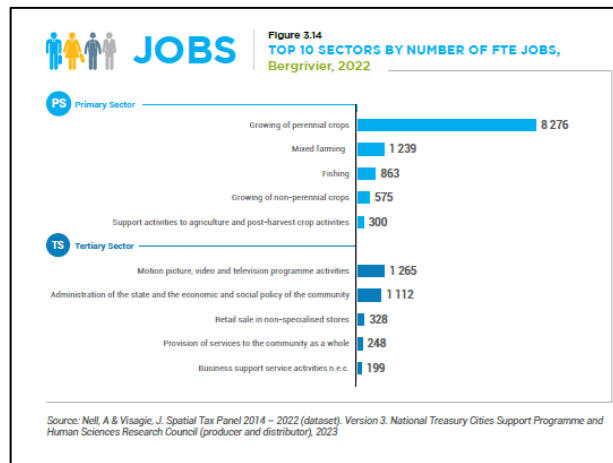
TABLE 13: REGIONAL ECONOMIC OUTPUT PER TOWN

2010	Q	%		2021	Q	%
De Hoek	1 012 851 272	16.49		De Hoek	896 372 392	12.16
Dwarskersbos	12 069 658	0.20		Dwarskersbos	186 348 406	2.53
Eendekuil	54 313 461	0.88		Eendekuil	47 702 159	0.65
Piketberg	2 250 991 217	36.62		Piketberg	2 681 869 270	36.38
Porterville	784 527 770	12.76		Porterville	1 148 263 854	15.58
Velddrif	1 617 334 172	26.32		Velddrif	2 207 523 838	29.95
Other	265 532 476	4.32		Other	12 689 353	0.17

IHS MARKIT

Despite the abovementioned GDP contraction, the agriculture sector remained an important source of new work opportunities in 2022. Jobs were created by activities such as perennial and non-perennial crop production, as well as in agricultural support and post-harvest activities. Formal job losses were also recorded across various sectors, mainly services. This highlighted the business uncertainty that prevailed during 2022 amid several macro-economic constraints, including high inflation and interest rate hikes. Overall, the number of jobs in the Bergrivier municipal area increased in the course of 2022, enabling the unemployment rate to fall by 0.5 of a percentage point to 7.3 %. Notably, the Bergrivier municipal area had the lowest unemployment rate in the Province in 2022. The leading source of new jobs in Bergrivier in 2022 was motion picture, video and television programme activities (1 237 jobs), although these additional posts were exclusively in Aurora. Job creation on this scale within the sector is unprecedented in the history of the Bergrivier Municipal Area and is probably indicative of a temporary number of posts being created for a specific production.

**FIGURE 31: TOP 10 SECTOR BY NUMBER OF FTE JOBS**



MERO 2023

GDP forecasts indicate that growth will continue to slow in 2023 (to 0.8 %). Heavy rains in June compromised harvests and farm infrastructure were damaged or lost, significantly impacting the agriculture sector. However, growth is expected to improve markedly in 2024, with an expansion in GDP of 2.4 % anticipated for this year. This forecast is largely predicated on continued success in the manufacturing sector. It should be noted, however, that load-shedding presents a substantial risk to the health of this sector.

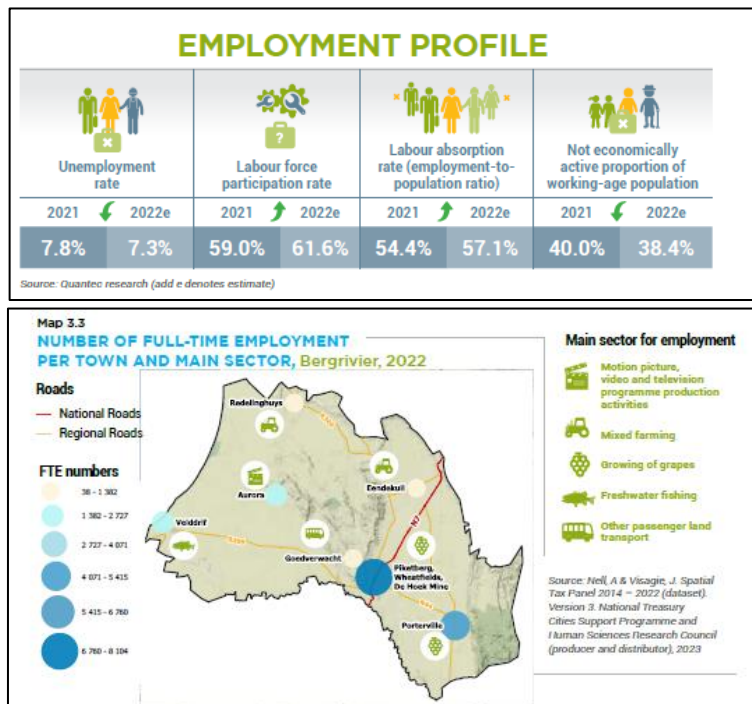
The agriculture sector had the highest proportion of informal employment, accounting for 31.0 % of the sector’s employment opportunities. Other strong sectors where informal employment made up a significant percentage were the trade sector (28.8 %), the transport sector (24.0 %) and the construction (21.8 %) sector. Despite the valuable role the informal sector plays in terms of employment, meeting legislative requirements is often a deterrent to growth. Reducing red tape and skills development are two key aspects that will facilitate entrepreneurship in the Bergrivier Municipal Area.

Agriculture and agro processing; tourism; manufacturing and the development of small and medium enterprises were designated as four pillars for economic development in the Bergrivier Municipal Area by the Municipality’s local economic development strategy.

1.4.6 LABOUR FORCE AND EMPLOYMENT

The following table outlines the employment profile of the Bergrivier Municipal Area:

FIGURE 32: EMPLOYMENT PROFILE



MERO 2023

1.5 ENVIRONMENTAL OVERVIEW

The Environment is a concurrent National and Provincial competency in terms of Schedule 4A of the Constitution. The Municipal Systems Act requires municipalities to work together with other organs of state to contribute to the progressive realisation of the right to a healthy and protected environment (Section 24). The Bill of Rights (Section 24) states that

“Everyone has the right –

- a) to an environment that is not harmful to their health or well-being;
- b) to have the environment protected, for the benefit of present and future generations through reasonable legislative and other measures that -
  - (i) prevents pollution and ecological degradation
  - (ii) promote conservation
  - (iii) secure ecologically sustainable development and use of natural resources while promoting justifiable economic and social development”.



In addition, there are numerous other statutes that give a defined role to municipalities in the conservation and sustainable development of the environment. There are also statutes that regulate the way in which municipalities perform their functions to ensure minimal negative impact to the environment.

Bergrivier Municipality consciously strives to conserve the natural environment by minimizing the impact of its own activities. There are several factors that impact on the environment, one of the most critical being poverty which forces impoverished people to rely on natural resources which are often used unsustainably. Conversely private and public development initiatives which are needed to address poverty also have the potential to impact negatively on the environment if not managed correctly. The challenge that the Municipality faces is to ensure that all development is done in a sustainable manner.

Another critical consideration as stated in the Biodiversity Sector Plan (2010) is the infestations of invasive alien plants which pose serious threats to municipal infrastructure and functioning, as well as to biodiversity. Their massive fuel loads lead to uncontrollable fires, and they reduce water supply and spoil scenery, impacting negatively on tourism and agricultural potential. The Municipality is faced with this challenge to manage and control invasive alien plants and animals which poses a threat to the biodiversity within the municipal areas and the greater ecosystem functioning of the entire area.

The following table provides an overview of some of the key natural resources and their significance in and for Bergrivier Municipality.

**TABLE 14: KEY NATURAL RESOURCES**

NATURAL RESOURCE	SIGNIFICANCE TO COMMUNITY
Berg River and Estuary	<ul style="list-style-type: none"> <li>• Provides a range of eco system services (primary water source of the Municipal Area)</li> <li>• Conservation (Berg River Estuary <b>Ramsar site</b>)</li> <li>• Sport and Recreation (especially angling, canoeing, and boating)</li> <li>• Agriculture (irrigation)</li> <li>• Tourism (especially birding)</li> </ul>
Coastal Zone (Including Berg River Estuary)	<ul style="list-style-type: none"> <li>• Sport and Recreation (especially angling, canoeing, and boating)</li> <li>• Conservation</li> <li>• Tourism (especially birding)</li> <li>• Fishing industry</li> <li>• Salt industry (Cape Salt and Kliphoek)</li> <li>• Residential development</li> <li>• Port Owen Marina</li> </ul>
Verlorenvlei (upper reaches near Redelinghuis)	<ul style="list-style-type: none"> <li>• Conservation</li> <li>• Tourism (especially birding)</li> <li>• Recreation</li> </ul>
Rocherpan	<ul style="list-style-type: none"> <li>• Conservation (Nature Reserve)</li> <li>• Tourism (especially birding)</li> <li>• Recreation (such as walking and hiking, angling, mountain biking, bird watching and swimming and whale watching at the coastal – area)</li> </ul>
Groot Winterhoek Wilderness Area	<ul style="list-style-type: none"> <li>• Conservation</li> <li>• Tourism (especially eco-tourism)</li> <li>• Recreation (such as hiking and walking and rock art).</li> <li>• The greater Groot Winterhoek conservation area is particularly important for protecting mountain fynbos and wildlife. It is also one of Cape Town’s sources</li> </ul>

NATURAL RESOURCE	SIGNIFICANCE TO COMMUNITY
	of fresh, clean water, and is a <b>World Heritage Site</b> .

The Municipality works in partnership with various organs of state and private institutions to ensure that it gives effect to its environmental obligations.

## 1.6 GOVERNANCE OVERVIEW

Chapter 2 provides detailed information on the governance performance of the Municipality during the 2022/23 financial year.

### 1.6.1 POLITICAL AND ADMINISTRATIVE GOVERNANCE

Sections 153(a) and (b) of the Constitution state that the Municipality must structure and manage its administration, budgeting, and planning processes to give priority to the basic needs of the community, and to promote the social and economic development of the community. It must also participate in national and provincial development programmes. Municipal councils may exercise their authority within an area of jurisdiction as determined by the Municipal Demarcation Board in terms of the Local Government: Municipal Demarcation Act, 1998 (Act 27 of 1998).

- **Political governance**

The Municipality's political governance structures comprise:

- o The Municipal Council which is constituted by 13 Councillors and led by a DA majority;
- o The Office of the Speaker who is the chairperson of the Municipal Council and responsible for the application of the Code of Conduct, public participation and ward committees;
- o The Executive Mayor and Mayoral Committee. The Council has delegated all its executive functions, except those which it may not delegate by law to the Executive Mayor and the Mayoral Committee, to ensure optimal operational efficiency;
- o Portfolio Committees, of which there are three (3) Section 80 Committees, namely Financial Services, Technical Services and Community Services Portfolio Committees. The Section 80 Committees are chaired by the Executive Deputy Mayor and the two (2) members of the Mayoral Committee. The remaining members of these Committees comprise the other Councillors. The council also established two Section 79 Standing Committees, namely Corporate Services and Economic Development Portfolio Committees. The Committees are chaired by an appointed Councillor and the Executive Deputy Mayor respectively. The Section 80 and -79 committees have no decision-making powers and only make recommendations to the Mayoral Committee and via the Mayoral Committee to Council (where applicable).
- o Other Committees established by the Council for specific purposes, are the Section 79 Municipal Public Accounts Committee (MPAC), Performance-, Risk- and Audit Committee (PRAC), Risk

Management Committee, Occupational- Health and Safety Committee, Local Labour Forum, Training Committee and Gender Equality Committee.

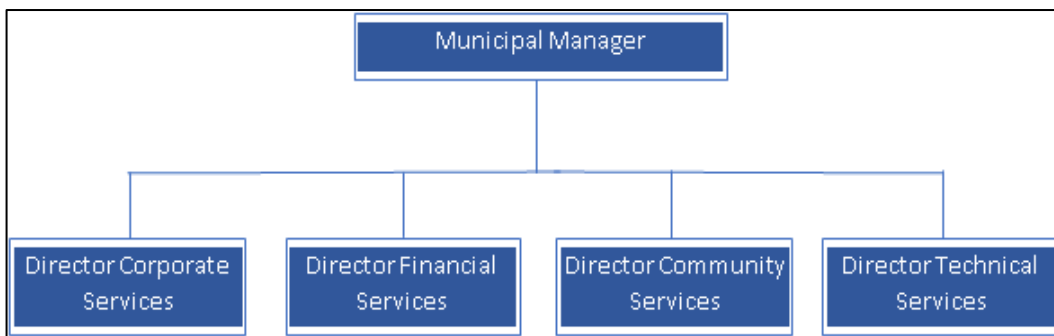
- The Municipal Council functions in terms of the Council’s Rules of Order, which was amended on 23 January 2020 and again on 29 May 2020 to accommodate virtual meetings. The Rules of Order is no longer promulgated as a By-law, but its status changed to a policy. Councillors are bound by the Code of Conduct for Municipal Councillors which is contained in Schedule 1 of the Municipal Systems Act (moved to Schedule 7 of the Structures Act, 1998 (Act 117 Of 1998) as amended as from 1 November 2021.

- **Administrative governance**

The Municipal Manager is the head of the administration and is responsible and accountable for all aspects of the Municipality and is also legally the Municipality’s Accounting Officer. The different directors of all the functionary directorates report directly to the Municipal Manager. All incumbents were appointed in terms of the Local Government Municipal Systems Act, 2000 (Act 32 of 2000) with the required experience, knowledge, skills and educational levels. The macro structure makes provision for the undermentioned organizational units:

- **By-laws**

Section 156(2) of the Constitution and Section 11 of the Municipal System Act gives Municipal Councils the executive and legislative authority to pass and implement by-laws. By-laws are discussed in Chapter 2.



- **The Municipal Website**

The Municipality is required to develop and maintain a functional website that displays relevant information as per the requirements of the Municipal Finance Management Act, 56 of 2003 (Section 75), and the Municipal Systems Act (“MSA”), Section 21(A) and (B) as amended. The municipal website is a key communication mechanism in terms of service offering and information sharing. It serves as a tool for community participation, improves stakeholder involvement and facilitates stakeholder monitoring and evaluation of municipal performance. The official website of Bergrivier Municipality is [www.bergmun.org.za](http://www.bergmun.org.za).

### 1.6.2 INTERGOVERNMENTAL RELATIONS

Section 3 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) requires municipalities to

exercise their executive and legislative authority within the constitutional system of co-operative government envisaged in Section 41 of the Constitution. The municipality participates on numerous National, Provincial and District intergovernmental forums. The Municipality is furthermore involved in the development of a partnership agreement with a Belgium Municipality to share experiences and to implement joint projects.

### 1.6.3 PUBLIC PARTICIPATION AND ACCOUNTABILITY

The Constitution (Section 152) sets out the objectives of local government, one of which is the provision of democratic and accountable government to local communities. This is reiterated by Section 15(b) of the Municipal Systems Act (2000) which requires a municipality to establish and organise its administration to facilitate a culture of accountability amongst its staff.

- **Public participation**

Municipalities are required to encourage local communities and community organisations to participate in the matters of local government. A Municipality is required to develop a culture of community participation and develop a system of participatory municipal governance that compliments formal representative governance. The Municipality is also required to supply its community with information concerning municipal governance, management, and development. Bergrivier Municipality makes use of the following public participation structures:

- Public meetings: 14 Formal town-based public meetings per annum over and above the ward committee meetings.
- Ward Committees: A total of 59 ward committee meetings were held during the year.

### 1.6.4 CORPORATE GOVERNANCE

Corporate Governance is the set of processes, practices, policies, laws and relationships affecting the way an institution is directed, administered or controlled.

- **Internal Audit Unit**

The Municipality has an Internal Audit Unit as required by Section 165(1) of the MFMA and an Internal Auditor and an Assistant Internal Auditor who reports to the Municipal Manager. The Internal Auditor is responsible for the Audit Unit and must ensure that the Performance, Risk and Audit Committee (PRAC) meets as legislated and that all aspects required by legislation are submitted at these meetings to ensure that the committee is informed and that recommendations can be made.

- **Risk management**

The Municipality has a Risk Management Committee which meets quarterly. Strategic risks are identified during the annual strategic planning session of the Council as well as by senior management at management meetings and Risk Committee Meetings. Departmental and operational risks are identified by the directorates and managed by the respective Directors. Strategic risks are captured in an

automated electronic risk register (Risk Assist) after the Council approves the Annual Risk Register. Risk champions in each department comprise of the departmental manager. They are appointed to deal with risks as the first line of defense.

- **Anti-corruption and fraud**

Bergvriër Municipality subscribes to the principles of good corporate governance, which requires the conducting of business in an honest and transparent fashion. The policy of the Municipality is zero tolerance to corruption and fraud.

Fraud prevention can be seen as the cumulative effect of both prevention and detection systems incorporated by management. The detection of fraud can only lead to the prevention thereof if the response thereto acts as a deterrent. Implementing good governance, ethics, accountability as well as strategies and policies to prevent fraud and corruption, is based on the principle that service delivery is the priority of the Municipality. Implementation of these principles and awareness are contained in the website, [www.bergmun.org.za](http://www.bergmun.org.za).

## 1.7 SERVICE DELIVERY OVERVIEW

Chapter 3 provides more detailed information on basic service delivery as well as all other functions rendered by the Municipality during 2022/23. The Chapter also provides an overview of the impact of the lockdown due to Covid-19 on the municipality. The executive authority of the Municipality is set out in Section 156 of the Constitution of the Republic of South Africa, 1996, read together with the functions in Schedules 4B and 5B.

Government policy places specific emphasis on the provision of basic services, which entail the provision of electricity, water, sanitation and waste collection. These services underlie the delivery of housing which is a concurrent Provincial and National Government competency and delivered by Bergvriër Municipality on an Agency basis for Provincial and National Government.

The Municipality has been providing basic services at the prescribed level to all urban households within its area of jurisdiction since the 2008/09 financial year, but still faces major challenges when it comes to ensuring that residents of the private Moravian towns have access to minimum service standards. There are on-going discussions between the Municipality, Moravian Church of South Africa, West Coast District Municipality and Province to find a sustainable service delivery solution.

### 1.7.1 WATER

The Municipality is a Water Services Authority in terms of the Water Services Act 1997, (Act 108 of 1997) and provides water services to all urban areas within its jurisdiction except for the private Moravian Church Towns. The validity period for the WSDP is extended for 2023 whilst the new WSDP is prepared. Bergvriër Municipality is required in terms of Section 18 of the Water Services Act, 1997 (Act 108 of 1997), as well as the “Regulations relating to compulsory national standards and measures to conserve water” as issued in

terms of Sections 9(1) and 73(1)(i) of the Water Services Act, to report on the implementation of its WSDP during each financial year and to include a water services audit in such an Annual Report. The Municipality provides water services to all towns in its area of jurisdiction except for Goedverwacht, Wittewater and De Hoek (PPC) which are private towns. Water services are rendered by the Technical Services Directorate. Potable water in Velddrif and Dwarskersbos is purchased from the Withoogte scheme, making West Coast District Municipality the Water Service Provider. The contract for the update of the WSDP for the period of 2022 – 2027 is in the process to be signed by Bergrivier Municipality and the Development Bank of South Africa as the project will be funded by the latter. Bergrivier Municipality is required in terms of Section 18 of the Water Services Act, 1997 (Act 108 of 1997), as well as the “Regulations relating to compulsory national standards and measures to conserve water” as issued in terms of Sections 9(1) and 73(1)(i) of the Water Services Act, to report on the implementation of its WSDP during each financial year and to include a water services audit in such an Annual Report.

**TABLE 15: ACCESS TO WATER**

FINANCIAL YEAR	PROPORTION OF HOUSEHOLDS WITH ACCESS TO WATER POINTS	PROPORTION OF HOUSEHOLDS WITH ACCESS TO PIPED WATER	PROPORTION OF HOUSEHOLDS ENTITLED TO 6 KL FREE WATER
2019/20	0	9 269	1 860
2020/21	0	9 533	2 128
2021/22	0	9 763	1 916
2022/23	9832	1 898	1 898

*30 June 2023 Billing Reports*

**TABLE 16: WATER SERVICE DELIVERY LEVELS**

DESCRIPTION	2019/20 ACTUAL	2020/21 ACTUAL	2021/22 ACTUAL	2022/23 ACTUAL
<b>WATER: (ABOVE MIN LEVEL)</b>				
Piped water inside dwelling	9 269	9 533	9 763	9- 832
Piped water inside yard (but not in dwelling)	0	0	0	0
Using public tap (within 200m from dwelling)	0	0	0	0
Other water supply (within 200m)	9 269	9 533	9 763	9 832
<b>Minimum Service Level and Above sub-total</b>	9 269	9 533	9 763	9 832
<b>Minimum Service Level and Above Percentage</b>	100 %	100 %	100 %	100 %
<b>WATER: (BELOW MIN LEVEL)</b>				

DESCRIPTION	2019/20 ACTUAL	2020/21 ACTUAL	2021/22 ACTUAL	2022/23 ACTUAL
Using public tap (more than 200m from dwelling)	0	0	0	0
Other water supply (more than 200m from dwelling)	0	0	0	0
No water supply	0	0	0	0
Below Minimum Service Level sub-total	0	0	0	0
Below Minimum Service Level Percentage	0	0	0	0
<b>TOTAL NUMBER OF HOUSEHOLDS</b>	<b>9 269</b>	<b>9 533</b>	<b>9 763</b>	<b>9 832</b>

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### 1.7.2 SANITATION

Sanitation services are rendered by the Technical Services Directorate. The Municipality provides sanitation services to all towns in its area of jurisdiction except for Goedverwacht, Wittewater and De Hoek (PPC) which are private towns. All households serviced by the municipality have access to basic services and our strategy is to provide a better quality of service through the upgrading of the existing wastewater treatment works (WWTW) and networks. Sanitation is also addressed in the Water Services Development Plan, especially the eradication of sanitation backlogs. Backlogs pertain to the development of new houses and backyard dwellers.

**TABLE 17: SANITATION IN BERGRIVIER MUNICIPALITY**

DESCRIPTION	2019/2020 ACTUAL	2020/21 ACTUAL	2021/22 ACTUAL	2022/23 ACTUAL
<b>SANITATION/SEWERAGE: (ABOVE MINIMUM LEVEL)</b>				
Flush toilet (connected to sewerage)	7 292	7 526	7 751	8 009
Flush toilet (with septic tank)	2 144	2 144	2 144	2 144
Chemical toilet	0	0	0	0
Pit toilet (ventilated)	0	0	0	0
Other toilet provisions (above min. service level)	0	0	0	0
<b>Minimum Service Level and Above sub-total</b>	<b>9 436</b>	<b>9 670</b>	<b>9 895</b>	<b>10 153</b>
<b>Minimum Service Level and Above Percentage</b>	<b>100 %</b>	<b>100 %</b>	<b>100 %</b>	<b>100%</b>
<b>SANITATION/SEWERAGE: (BELOW MINIMUM LEVEL)</b>				
Bucket toilet	0	0	0	0
Other toilet provisions (below min. service level)	0	0	0	0

DESCRIPTION	2019/2020 ACTUAL	2020/21 ACTUAL	2021/22 ACTUAL	2022/23 ACTUAL
No toilet provisions	0	0	0	0
<b>Below Minimum Service Level sub-total</b>	0	0	0	0
<b>Below Minimum Service Level Percentage</b>	0	0	0	0
<b>TOTAL NUMBER OF HOUSEHOLDS</b>	9 436	9 670	9 895	10 153

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The high construction cost of WWTW’s and the operation/ maintenance thereof bring new challenges and alternative means of treating sewage water are continuously under investigations, such as package plants. Such alternatives will make it possible to treat and use the effluent at the point of generation, for irrigation of parks, open spaces and sport fields etc.

The Municipality provides sanitation services to all urban areas within its jurisdiction except for private towns. All urban households have access to minimum standards of sanitation and all indigent households receive free basic sanitation.

Performance highlights includes the completion of Porterville WWTW, upgrading of Dwarskersbos WWTW, the new St Christopher Pumpstation and line in Velddrif; and replace old electrical equipment with new MCC panels.

### 1.7.3 ELECTRICITY

Electricity services are rendered by the Technical Services Directorate. The Municipality is responsible for the distribution of electricity in all urban areas, except Goedverwacht, Wittewater and De Hoek and a portion of Eendekuil. The Municipality only distributes electricity to a small portion of Eendekuil where the low-cost houses are situated (162 households). Eskom distributes electricity to all areas not serviced by the Municipality.

**TABLE 18: ELECTRICITY SERVICE DELIVERY LEVELS**

DESCRIPTION	2019/20 ACTUAL	2020/21 ACTUAL	2021/22 ACTUAL	2022/23 ACTUAL
<b>ENERGY: (ABOVE MINIMUM LEVEL)</b>				
Electricity (at least minimum service level)	680	1 899	1 891	1 983
Electricity - prepaid (minimum service level)	9 729	8 783	9 204	10 466
<b>Minimum Service Level and Above</b>	10 592	9 393	9 697	10 726
<b>Minimum Service Level and Above Percentage</b>	100 %	100 %	100 %	100 %

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Bergvriër Municipality is still in the process of replacing old pre-paid and conventional meters with new “split type pre-paid meters”. The Municipality was able to allocate much needed capital to maintain and refurbish old sections of the electricity network.

**TABLE 19: OVERVIEW OF ELECTRICITY SERVICES**

YEAR	UNITS PURCHASED (KwH)	LOSSES (KwH)	PERCENTAGE (%)	RAND VALUE
2019/20	81 781 008	6 805 358	8.32	7 665 555
2020/21	82 712 666	10 168 523	12.29	12 283 576
2021/22	83 064 453	10 448 885	12.58	14 807 550
2022/23	72 706 812	7 791 998	10.72	12 542 844

The annual growth in household access to electricity of 636 outstripped the total household growth of approximately 559 on average per annum. This coincides with an increase in the proportion of households with access to electricity, increasing from 94.9 % in 2011 to 97.7 % in 2017. In 2018/19 electricity was delivered to 100 % of all the households, except for households receiving electricity from Eskom.

The Municipality is responsible for the distribution of electricity in all urban areas, except for private towns and a portion of Eendekuil. In Eendekuil the Municipality only distributes electricity to the area where the low-cost houses are situated (162 households). Eskom distributes electricity to the areas not serviced by the Municipality. Registered indigent households within the Municipality’s supply area are entitled to 50 KwH of free basic electricity per month. There is also street lighting in all towns.

Performance highlights for the year include a constant supply of good quality electricity to consumers despite limited resources, manage to keep electricity losses below the 17 % National norm, installation of two new generators in Piketberg to ensure water provision during loadshedding with funding from DLG; and development, installation and testing of first hybrid streetlights due to loadshedding.

#### 1.7.4 WASTE MANAGEMENT

Refuse removal is an essential service that ensures that health related problems are kept at bay. A lack of or inadequate service is likely to result in uncontrolled and unregulated dumping. There are growing concerns around the land and environmental limitations in the creation and lifespan of landfill sites. This would benefit greatly from the ‘reduce – reuse – recycle’ approach, that firstly encourages non-wasteful consumption practices (reduce), the reuse of products where possible (reuse) and the recycling of the product where it’s use in current form has been exhausted (recycle).

**TABLE 20: SOLID WASTE SERVICE DELIVERY LEVELS**

DESCRIPTION	2019/20 ACTUAL	2020/21 ACTUAL	2021/22 ACTUAL	2022/23
SOLID WASTE REMOVAL: (MINIMUM LEVEL)				

DESCRIPTION	2019/20 ACTUAL	2020/21 ACTUAL	2021/22 ACTUAL	2022/23
Removed at least once a week	9 720	9 625	9 876	10 097
<b>Minimum Service Level and Above sub-total</b>	9 720	9 625	9 876	10 097
<b>Minimum Service Level and Above percentage</b>	100 %	100%	100 %	100 %
<b>SOLID WASTE REMOVAL: (BELOW MINIMUM LEVEL)</b>				
Removed less frequently than once a week	0	0	0	0
Using communal refuse dump	0	0	0	0
Using own refuse dump	0	0	0	0
Other rubbish disposal	0	0	0	0
No rubbish disposal	0	0	0	0
<b>Below Minimum Service Level sub-total</b>	0	0	0	0
<b>Below Minimum Service Level percentage</b>	0%	0 %	0 %	0 %
<b>TOTAL NUMBER OF HOUSEHOLDS</b>	<b>9 720</b>	<b>9 625</b>	<b>9 876</b>	<b>10 097</b>

30 June 2023 Billing Reports

Household access to refuse removal services in Bergrivier Municipality is at 100 %.

Refuse is taken to refuse transfer stations at Piketberg, Velddrif and Porterville from where it is transported to licensed landfill sites at Malmesbury and Vredenburg in accordance with agreements concluded with the Swartland Municipality and Saldanha Bay Municipality. A key challenge is the rehabilitation of the landfill sites at Piketberg and Porterville, due to the high cost involved. The Municipality recycle on average 11 % by mass of the waste generated (excluding green material and building rubble, which contributes to lower dumping and transport costs. The Municipality completed MRF’s (Material Recovery Facilities) and installed weigh bridges in Velddrif and Piketberg to accommodate the increasing recycled waste material and to be able to weigh all our waste and recyclables as is required by legislation. National Environmental Management Waste Act, 2008 (Act 59 of 2008). Highlights have been experienced in the financial year include all landfill sites are closed for dumping of household- and business refuse. Only clean building rubble and garden refuse are accepted which are then used for covering and composting material on the landfill sites, thus improving recycling volumes to lower transport cost. The “stedeband” phased-out-program with Heist-op-den-Berg and the Federal Government of Belgium (VVSG) has been renewed for an additional two years and composting bins in Bergrivier Municipal Area for separation at source of organics to decrease the amount of refuse transported to landfill. Waste offices and compost storing areas in Piketberg, Velddrif and Porterville have also been established.

### 1.7.5 HUMAN SETTLEMENTS (HOUSING)

Housing is a concurrent National and Provincial competency in terms of Schedule 4A of the Constitution. Section 10 of the Housing Act, 1997 (Act 107 of 1997) sets out the responsibilities of municipalities in relation to the provision of housing. There is a direct correlation between the provision of basic services and housing, which makes it a complex function that relies on high levels of co-operation between the Municipality and the Provincial and National Departments responsible for Housing. Chapter 3 provides an overview of the performance and challenges on the provision of housing in Bergrivier Municipality.

### 1.7.6 FREE BASIC SERVICES

The Municipality is required to use its equitable share which it receives from the National Government in terms of the Division of Revenue Act (DoRA) for the provision of free basic services to qualifying households in its community. Free basic services are a package of services necessary for human well-being and typically include water, sanitation, electricity, waste management and reduction in property rates. Basic level services to households are defined by the National Government as an electricity connection at the dwelling, a public standpipe for water within 200 m of the dwelling, and a ventilated pit latrine (VIP) for sanitation. National policy also requires that poor households should receive 50 kWh of free basic electricity, 6 Kl of free basic water and free weekly refuse removal. The Municipality has an indigent policy which it revises each year with the budget and maintains an indigent register. The Municipality has an indigent policy which it revises each year with the budget and maintains an indigent register. Indigent households are defined as households where the joint income does not exceed 2 state pensions plus 40 % with a maximum of R 5 000,00.

The indigent policy seeks to realise the following objectives:

- The provision of basic services to the community in a sustainable manner within the financial and administrative capacity of the Council;
- The financial sustainability of free basic services through the determination of an appropriate tariff system that contributes to such sustainability through cross subsidisation;
- Establishment of a framework for the identification and management of indigent households including a socio-economic analysis where necessary and an exit strategy;
- The provision of procedures and guidelines for the subsidisation of basic charges and the provision of free basic energy to indigent households; and
- Co-operative governance with other spheres of government.

**TABLE 21: HOUSEHOLD ACCESS TO FREE BASIC SERVICES**

FINANCIAL YEAR	TOTAL	ELECTRICITY	WATER	REFUSE	SEWERAGE
2020/21	9 625	1 899	2 128	2 128	1 886
2021/22	9 876	1 891	1 916	1 920	1 709

FINANCIAL YEAR	TOTAL	ELECTRICITY	WATER	REFUSE	SEWERAGE
2022/23	10 097	1 983	1 898	1 695	1 902

For the 2022/23 financial year, households earning less than the threshold of two state pensions plus 40 % limited to a maximum of R 5 000,00 per month, qualified for indigent assistance and applicants must go through a formal application process at the various municipal offices and registration is valid for 12 months from approval.

### 1.8 ORGANISATIONAL DEVELOPMENT OVERVIEW

Chapter 4 provides detailed information on the Municipality's organisational development. The total approved funded positions on the organogram as on 30 June 2023 are 425, of which 381 positions are filled.

**TABLE 22: MUNICIPAL WORKFORCE**

MUNICIPAL WORKFORCE	
YEARS	NUMBER OF EMPLOYEES
30-Jun-21	384
30-Jun-22	379
30-Jun-23	381

#### 1.8.1 MANAGEMENT

The Municipal Manager is appointed on a fixed term contract in terms of Section 57 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) and the Directors reporting to the Municipal Manager are appointed on permanent contracts. Employment contracts and performance agreements are in place for the Municipal Manager and all Directors reporting to the Municipal Manager.

##### 1.8.1.1 WORKFORCE, TURNOVER AND VACANCIES

The Municipality employed 381 employees at the end of June 2023 and the total vacancy rate as on 30 June 2023, (funded positions) was 10.35 % comprising forty-four (44) funded positions. The vacancy rate for funded positions is 10.35 % which is higher than the 7.33 % during the 2021/22 financial year. The reason for the increase in the vacancy rate can be attributed to the fact that the vacancies increased from 30 positions in the 2021/22 financial year to 44 positions in the 2022/2023 financial year. The vacancy rate is carefully managed and strategically done as a saving mechanism and to fund temporary positions needed for operational requirements. The total staff turnover rate for the financial year to date is 6.59 %, which is higher than the 5.13 % of the previous financial year.

##### 1.8.1.2 EMPLOYMENT EQUITY

The Municipality is strongly committed to the achievement of employment equity and equal opportunity for all employees and is actively working towards creating and maintaining a fair and equitable working

environment, free from all forms of discrimination and harassment. It is difficult for the Municipality to comply with the employment equity targets of the country and the Western Cape Province demographics as the municipality normally recruits from the region and the new five (5) year Employment Equity Plan, that was approved by the Executive Mayoral Committee on 12 September 2019, was amended to reflect the demographics of the West Coast District Municipality, instead of the Western Cape Province.

### 1.8.1.3 HUMAN RESOURCE POLICIES AND PLANS

The new Municipal Staff Regulations were promulgated in Government Gazette no. 45181 dated 20 September 2021. Unless specified otherwise, these regulations apply to all municipalities and municipal staff below management echelon (exclude: Senior Managers and CWP/EPWP employees/workers). The regulations are organized into the following 9 chapters:

- Chapter 1: Interpretation and application
- Chapter 2: Staff establishment, job description and job evaluation
- Chapter 3: Recruitment, selection and appointment of staff
- Chapter 4: Performance management and development system
- Chapter 5: Skills development
- Chapter 6: Dispute resolution
- Chapter 7: Disciplinary code and procedures
- Chapter 8: Remuneration related matters
- Chapter 9: General (transitional arrangements, repeal and short title)

As the Municipal Staff Regulations came into effect on 1 July 2022, municipalities were required to develop implementation plans in preparation for the commencement of the regulations. An implementation plan was developed and approved by the Mayoral Committee on 26 April 2022.

A readiness assessment was conducted by Ignite Advisory Services to determine Bergrivier Municipality’s readiness regarding the implementation of the regulations.

The following were identified during the process:

FOCUS AREA	ACTIONS TO ADDRESS	COMMENTS
Organogram	The Regulation states the organogram must be reviewed: Section 6 (1)(d) the Municipality’s strategic objectives, including its core and support functions, within 12 months of the following. (i) The promulgation of these Regulations; (ii) The election of a new municipal Council; and	Bergrivier Municipality has requested tenders for the review of its staff establishment and associated processes in accordance with the directives and guidelines as envisaged by the Local Government: Municipal Staff Regulations No’s 890 and 891

FOCUS AREA	ACTIONS TO ADDRESS	COMMENTS
	<p>(iii) The adoption of a new Integrated Development Plan of the municipality as contemplated in Section 25 of the MSA.</p> <p>The Municipality must also take note of the organogram design metrics as stated by Section 5 (2) and the accompanying prescribes.</p>	<p>dated 20 September 2021 (hereinafter referred to as the Municipal Staff Regulations). Human Capital Life Coaching &amp; Consulting CC was appointed as service provider and the staff establishment was approved by Council on 25 October 2022.</p>
Human Resources Strategy	<p>There is no HR Strategy currently in place. In terms of the Regulation the Municipality must develop a Human Resources Strategy that must be aligned to the IDP, Budget, SDF, EE plan and WSP.</p>	<p>Plan was developed and approved by Mayoral Committee on 29 August 2023.</p>
Job descriptions	<p>Each job does have an approved JD.</p>	<p>The reviewing of the job descriptions were part of the review of the staff establishment.</p>
Employment Policy	<ul style="list-style-type: none"> <li>• The Municipality must revise the Employment Policy according to Chapter 3 of the Regulations.</li> <li>• The Municipality must develop a Recruitment and Selection Strategy as stipulated by Section 11 (1) (a) of the Regulation.</li> <li>• The Competency Requirements as set out by Annexure A of the Regulation must be included to the Recruitment and Selection Strategy.</li> </ul>	<ul style="list-style-type: none"> <li>• The Employment Policy was revised according to the stipulations of the Municipal Staff Regulations and was approved by the Mayoral Committee on 19 September 2022.</li> <li>• A SOP on Recruitment and Selection Strategy approved by Director Corporate Services on 06 December 2022 and competency requirements were included.</li> </ul>
Employment Equity Plan	<p>None</p>	<p>The EEP has been approved (01/10/2019) and is applicable till 30 September 2024</p>
Induction Policy	<p>Develop an Induction Policy.</p>	<p>Approved by Mayoral Committee on 19/09/2022.</p>
Succession Planning Policy	<p>Develop a Succession Planning Policy.</p>	<p>Approved by Mayoral Committee on 28/03/2023.</p>
Exit Management Policy	<p>Develop an Exit Management Policy.</p>	<p>Approved by Mayoral Committee on 19/09/2022.</p>
Probation Policy	<p>Develop a Probation Policy.</p>	<p>Approved by Mayoral Committee on 19/09/2022.</p>
Acting appointment and Additional Services Rendered Policy	<p>Policy must be reviewed.</p>	<p>Approved by Mayoral Committee on 19/09/2022.</p>
Change Management Strategy	<p>Develop a Change Management Strategy.</p>	<p>Approved by Mayoral Committee on 19/09/2022.</p>
Talent Management Policy	<p>Develop a Talent Management Policy.</p>	<p>Approved by Mayoral Committee on 23/05/2023.</p>
Scarce Skills Policy	<p>Policy must be reviewed.</p>	<p>Approved by Mayoral Committee on 23/05/2023.</p>

FOCUS AREA	ACTIONS TO ADDRESS	COMMENTS
Mentoring & Coaching Policy	Develop a Mentoring & Coaching Policy.	Approved by Mayoral Committee on 23/05/2023.
Bursary & Study Assistance Policy	Policy must be reviewed.	Approved by Mayoral Committee on 25/10/2022.
Skills Development	Review of Training & Development Policy	Approved by Mayoral Committee on 23/05/2023.

1.8.1.4 TERMINATIONS, RECRUITMENT, SELECTION AND ABSENTEEISM

There were 28 terminations during the financial year and consisted of the following: Thirteen (13) resignations, nine (9) retirements, two (2) deceased, three (3) ill health / incapacity and one (1) misconduct. The absenteeism rate decreased from 2.55 % in the previous financial year to 1.96 % for 2022/23. The Municipality’s absenteeism rate is higher than the national norm of 1.5 % and needs to be addressed.

**TABLE 23: TERMINATIONS FOR JULY 2022 – JUNE 2023**

	JULY '22	AUG '22	SEPT '22	OCT '22	NOV '22	DEC '22	JAN '23	FEB '23	MAR '23	APR '23	MAY '23	JUN '23
Resignations	2	0	1	1	2	0	0	1	3	1	1	1
Retirement	0	2	0	0	1	0	1	0	1	3	1	0
Ill Health/Incapacity	0	0	0	0	1	0	0	1	0	0	1	0
Deceased	0	1	0	0	0	0	0	0	0	0	0	1
Misconduct	0	0	0	0	0	1	0	0	0	0	0	0
<b>TOTAL</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>2</b>

**TABLE 24: PERMANENT APPOINTMENTS**

DIRECTORATE	GENDER		RACE			MONTH OF APPOINTMENT											
	M	F	A	C	W	July ' 22	Aug ' 22	Sept ' 22	Oct ' 22	Nov ' 22	Dec ' 22	Jan ' 23	Feb ' 23	Mar ' 23	Apr ' 23	May ' 23	Jun ' 23
Municipal Manager	1	1	0	2	0	1	0	0	0	0	1	0	0	0	0	0	0
Corporate Services	1	5	0	3	3	0	0	0	2	0	1	2	0	0	0	1	0
Financial Services	2	0	0	1	1	0	0	1	0	0	0	0	0	0	0	0	1
Community Services	4	4	1	7	0	1	0	0	0	1	1	0	1	0	0	0	4

DIRECTORATE	GENDER		RACE			MONTH OF APPOINTMENT											
	M	F	A	C	W	July ' 22	Aug ' 22	Sept ' 22	Oct ' 22	Nov ' 22	Dec ' 22	Jan ' 23	Feb ' 23	Mar ' 23	Apr ' 23	May ' 23	Jun ' 23
Technical Services	9	2	2	8	1	1	0	0	0	1	2	2	0	1	1	1	2
<b>TOTAL</b>	<b>17</b>	<b>12</b>	<b>3</b>	<b>21</b>	<b>5</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>5</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>7</b>

#### 1.8.1.5 OCCUPATIONAL HEALTH AND SAFETY

A total of fifteen (15) incidents occurred in the 2022/2023 financial year which is an increase from the 2021/2022 financial year (10 incidents). Nine (9) injuries occurred in Piketberg, five (5) in Velddrif and one (1) in Porterville. No incidents were recorded in the other towns within the Bergrivier Municipal area. All incidents are analyzed during the quarterly Occupational Health and Safety meetings and control measures implemented to mitigate the risks and prevent similar incidents in future.

#### 1.8.2 CAPACITATING THE MUNICIPAL WORKFORCE

One of Bergrivier Municipality’s development priorities is the development of the workforce. During the financial year 2022/23, R 408 808.42 (excluding external bursaries) was spent on training and development of employees. The spending consisted of R 197 758.42 for training of employees and R 211 050.00 for bursaries for employees. A further R 441 216.00, that was received from Provincial Treasury, was spent on external bursaries and the municipality also spent R 261 150.00 on external bursaries that were budgeted for by Council. The total amount spent on training, internal and external funding amounts to R 1 111 174.42.

#### 1.8.3 MANAGING THE WORKFORCE EXPENDITURE

The Municipality’s employee costs are calculated as a percentage of the Municipality’s operating expenditure. R 154 328 161.75 for 2022/2023 was spent on employee costs (excluding remuneration of councilors), which translates to a percentage of 33.53 %. This is slightly lower than the previous year where employee costs constituted 35.19 % of the operating budget. The percentage personnel expenditure to total expenditure is higher for small municipalities as the same legal requirements for budgetary reporting, internal audit, strategic planning, performance management and intergovernmental relations and working groups apply to all municipalities, irrespective of their size. This places pressure on the size of smaller municipality’s staff structures.

**TABLE 25: WORKFORCE EXPENDITURE**

	2022/2023	2021/2022
Employee Related Costs	154,328,161.75	146,797,262.54
Total Operating Expenditure	460,335 987.544	417,156,301.08



	2022/2023	2021/2022
<b>Employee costs as a % of Operating Expenditure</b>	<b>33.53 %</b>	<b>35.19 %</b>

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## 1.9 FINANCIAL HEALTH OVERVIEW

### 1.9.1 FINANCIAL PERFORMANCE

#### 1.9.1.1 FINANCIAL PERFORMANCE

The financial position of the Municipality is stable year on year, although the annual surplus decreased slightly to R 28 276 486 (2022/23) from R 29 846 115 (2021/22). The Net Cash Flow from operating activities increased to R 67 255 949 (2022/23) from R 48 888 439 (2021/22). Receivables from Exchange Transactions increased to R 44 988 208 from R 43 632 742 while the Service Charges increased to R 215 862 307 (2022/23) from R 212 962 297 (2021/22).

**TABLE 26: INCOME OVERVIEW**

DETAILS	ORIGINAL BUDGET 2022/23	ADJUSTMENT BUDGET 2022/23	ACTUAL 2022/23
<b>INCOME</b>			
Grants	98 048 000,00	101 517 865,00	98 220 690,31
Taxes, Levies and Tariffs	342 406 402,00	333 098 402,00	321 270 437,61
Other	55 831 000,00	562 494 000,00	69 121 346,28
<b>SUBTOTAL</b>	<b>496 285 402,00</b>	<b>497 110 267,00</b>	<b>488 612 474,20</b>
Less Expenditure	488 069 437,00	490 364 744,00	460 335 987,17
<b>NET TOTAL</b>	<b>8 215 965,00</b>	<b>6 745 523,00</b>	<b>28 276 487,02</b>

#### 1.9.1.2 FINANCIAL GRANTS

The Municipality received the following grants and transfers:

**TABLE 27: FINANCIAL GRANTS**

DESCRIPTION	2021/22	BUDGET YEAR 2022/23			
	YEAR END BALANCE	RECEIVED (REPAID)	YTD OPERATING EXP	YTD CAPITAL EXP	YEAR END BALANCE
<b>R THOUSANDS</b>					
<b>National Grants</b>	2 403 022	79 884 995	(64 019 565)	(16 611 457)	
<b>Provincial Grants</b>	1 541 5391	16 565 046	(11 079 491)	(3 633 260)	3 093 834
<b>Other grant providers:</b>	618 561	995 002	(514 432)	(532 641)	566 490
<b>TOTAL RECEIPTS OF GRANTS</b>	<b>4 563 122</b>	<b>97 445 043</b>	<b>(75 604 488)</b>	<b>(20 777 358)</b>	<b>3 660 324</b>

### 1.9.1.3 ASSET MANAGEMENT

The Asset base of the municipality is integral to the municipality's ability to provide services; like water, electricity, sanitation, maintenance of roads, etc. to the community in terms of its Constitutional mandate. It is the duty of the municipality to ensure that assets are safeguarded and maintained so that they are operating in the manner intended for its use and not left in an unproductive or idle state. Assets that are unproductive, idle or not operating in the manner intended or to sufficient capacity are assessed on an ongoing basis for impairment and written off or replaced where applicable. Assets are managed and maintained by the Directorate under which they resort, and provision is made under their respective operational budgets for maintenance over the life cycle of the asset. The Asset Unit within Financial Services is responsible for maintaining the asset register, annual asset counts, capturing of newly acquired assets onto the asset register and the removal of obsolete or written off assets from the asset register. During the 2022/23 financial year an auction took place to dispose of written-off and redundant assets.

### 1.9.1.4 FINANCIAL RATIOS AND INDICATORS

Municipalities make use of several operating ratios and indicators to enable them to benchmark their financial performance. The basis of calculation of these ratios can be found in Chapter 5. The following table provides an overview of the key ratios and indicators and indicates their status:

**TABLE 28: OPERATING RATIOS**

DETAIL	RESTATED 2019/20	RESTATED 2020/21	2021/22	2022/23
Liquidity Ratio	3.27:1	3.15:1	3.47:1	3.40:1
Cost coverage Ratio	3.73 times	5.19 times	4.58 times	5.27 times
Outstanding service debtors to revenue	55.67 %	33.03 %	32.93 %	38.22 %
Debt coverage	26.69 times	23.50 times	21.50 times	17.83 times
Capital Charges to operating expenditure	3.17 %	3.28 %	6.20 %	6.85 %
Employee costs	35.84 %	34.92 %	35.17 %	33.53 %
Repairs & maintenance	2.24 %	2.30 %	2.66 %	2.33 %

As can be deduced from the above table of ratios, the municipality is consistently growing its financial sustainability based on prudent accounting principles as prescribed by the MFMA. The Municipality however needs to improve its costing system to adequately account for actual costs spent on Repairs & Maintenance. At this stage the costs of Repairs & Maintenance are understated as employee and operational costs are not factored in the above calculation.

## 1.9.2 SPENDING AGAINST CAPITAL BUDGET

## 1.9.2.1 CAPITAL EXPENDITURE

The total original capital budget for 2022/23 was R 83 154 566. During the adjustment budget, this amount increased to R 85 001 344. The actual outcome for payment for capital assets was R 74 713 623. The total spending equaled 87.90 % of the final revised budget.

**TABLE 29: TOTAL CAPITAL EXPENDITURE**

DETAIL	2019/20	2020/21	2021/22	2022/23
	R 000	R 000	R 000	R 000
Original Budget	51 213	43 336	56 187 043	83 154 566
Adjustment Budget	49 096	56 356	55 813 607	85 001 344
Actual	40 938	49 953	52 793 807	74 713 623
Percentage of Adjustment Budget:	83.38 %	88.64 %	94.59 %	87.90 %

## 1.9.3 CASH FLOW MANAGEMENT AND INVESTMENTS

## 1.9.3.1 CASH FLOW

The Municipality's cash flow increased during 2022/23. The Municipality focused on efficient use of its resources and realized savings in critical areas of the operational budget.

## 1.9.3.2 BORROWING AND INVESTMENTS

The Municipality raised a new external loan to the value of R 39 630 135,00 during the 2022/23 financial year to finance capital expenditure projects aimed at improving service delivery.

## 1.9.3.3 SUPPLY CHAIN MANAGEMENT (SCM)

The Municipality has a Supply Chain Management Unit in place. The structure does not give effect individually to all six areas of SCM namely demand, acquisition, logistics, disposal, risk and performance management, meaning that the functions and responsibilities are shared by the available staff. The Municipality has a fully functional Bid Committee System in place and no Councillor is a member of any committee dealing with SCM processes. The focus of SCM has shifted from being a compliance-driven unit to becoming a local economic development enabling unit without compromising compliance with legislation. The Municipality is BB-BEE compliant.

## 1.9.3.4 GRAP COMPLIANCE

GRAP is the acronym for Generally Recognized Accounting Practice and it provides the rules by which municipalities are required to maintain their financial accounts. The National Treasury, in association with other key stakeholders, has led the process of the development of accounting reforms in the South African Public Sector since 1998.

1.9.3.5 ANNUAL FINANCIAL STATEMENTS

The Annual Financial Statements of the Bergrivier Municipality for 2022/23 have been prepared in accordance with Municipal Finance Management Act, 2003 (Act 56 of 2003) (MFMA) and the Standards of Generally Recognised Accounting Practice (GRAP), including any interpretations and directives issued by the Accounting Standards Board in Accordance with Section 122(3) of the said Act. The Annual Financial Statements which contain the report of the Auditor General are appended as Volume II of this document.

1.10 AUDITOR GENERAL REPORT

Annual Financial Statements must be submitted to the Auditor General for auditing in terms of Section 126 of the Municipal Finance Management Act, 2003 (Act 56 of 2003). The Auditor General is required to submit an Audit Report to the Municipal Manager which contains one of the following opinions:

- An unqualified opinion without matters (Commonly referred to as a “Clean Audit”);
- An unqualified opinion with emphasis of matter or other matters. (These matters do not affect the auditor’s opinion on whether the financial statements are fairly presented); and
- Modified opinions of which there are three types namely:
  - A qualified opinion which is expressed when the auditor concludes that an unqualified opinion cannot be expressed but that the effect of any disagreement with management regarding departures from the financial reporting framework, or a limitation of scope, is not as material and pervasive as to require an adverse opinion or a disclaimer of opinion.
  - An adverse is opinion expressed when the effect of a disagreement with management regarding departures from the financial reporting framework is so material and pervasive to the financial statements that the auditor concludes that a qualification of the report is not adequate to disclose the misleading or incomplete nature of the financial statements.
  - A disclaimer of opinion which is expressed when the possible effect of a limitation of scope is so material and pervasive that the auditor has not been able to obtain sufficient appropriate audit evidence to form an opinion and accordingly is unable to express an opinion on the financial statements.

**TABLE 30: AUDIT OUTCOME HISTORY**

OPINION	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2021/22	2022/23
Unqualified opinion without matters (Clean Audit)	√	√	√	√	√	√	√	√
Unqualified opinion with emphasis of matter or other matters								
Qualified opinion								
Adverse opinion								

OPINION	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2021/22	2022/23
Disclaimer								

The Audit report for 2022/23 was unqualified without matters. The complete Report is contained as part of the Annual Financial Statements (AFS) Volume II to this report.

### 1.11 STATUTORY ANNUAL REPORT PROCESS

The 2022/23 Annual Report reflects the performance of Bergrivier Municipality for the financial year commencing on 01 July 2022 and ending on 30 June 2023. This Annual Report is compiled in terms of Section 121 of the Municipal Finance Management Act, 2003 (Act 56 of 2003) read together with Section 46 of the Municipal Systems Act, 2000 (Act 32 of 2000).

**TABLE 31: STATUTORY ANNUAL REPORTING PROCESS**

LEGISLATION	SECTION	MAIN PROVISIONS
Local Government: Municipal Systems Act, 2000 (Act 32 of 2000)	Section 46: Annual performance reports	<p>1) A municipality must prepare for each financial year a performance report reflecting</p> <p>(a) the performance of the municipality and of each external service provider during that financial year;</p> <p>(b) a comparison of the performances referred to in paragraph (a) with targets set for and performances in the previous financial year; and</p> <p>(c) measures taken to improve performance.</p> <p>2) An annual performance report must form part of the municipality’s annual report in terms of Chapter 12 of the Municipal Finance Management Act.</p>

LEGISLATION	SECTION	MAIN PROVISIONS
<p>Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003)</p>	<p>Section 121: Preparation and adoption of annual reports</p>	<p>1) Every municipality and every municipal entity must for each financial year prepare an annual report in accordance with this Chapter. The council of a municipality must within nine months after the end of a financial year deal with the annual report of the municipality and of any municipal entity under the municipality's sole or shared control in accordance with section 129.</p> <p>2) The purpose of an annual report is-</p> <p>(a) to provide a record of the activities of the municipality or municipal entity during the financial year to which the report relates;</p> <p>(b) to provide a report on performance against the budget of the municipality or municipal entity for that financial year; and</p> <p>(c) to promote accountability to the local community for the decisions made throughout the year by the municipality or municipal entity.</p> <p>3) The annual report of a municipality must include-</p> <p>(a) the annual financial statements of the municipality, and in addition, if section 122 (2) applies, consolidated annual financial statements, as submitted to the Auditor-General for audit in terms of section 126 (1);</p> <p>(b) the Auditor-General's audit report in terms of section 126 (3) on those financial statements;</p> <p>(c) the annual performance report of the municipality prepared by the municipality in terms of section 46 of the Municipal Systems Act;</p> <p>(d) the Auditor-General's audit report in terms of section 45 (b) of the Municipal Systems Act;</p> <p>(e) an assessment by the municipality's accounting officer of any arrears on municipal taxes and service charges;</p> <p>(f) an assessment by the municipality's accounting officer of the municipality's performance against the measurable performance objectives referred to in section 17 (3) (b) for revenue collection from each revenue source and for each vote in the municipality's approved budget for the relevant financial year;</p> <p>(g) particulars of any corrective action taken or to be taken in response to issues raised in the audit reports referred to in paragraphs (b) and (d); (h) any explanations that may be necessary to clarify issues in connection with the financial statements;</p> <p>(i) any information as determined by the municipality;</p> <p>(j) any recommendations of the municipality's audit committee; and</p> <p>(k) any other information as may be prescribed.</p>
	<p>Section 127: Submission and tabling of annual reports</p>	<p>2) The Mayor must within seven months (by end January) of the financial year, table in the municipal council the annual report of the municipality.</p> <p>3) If the mayor, for whatever reason, is unable to table in council the annual report of the municipality, or the annual report of any municipal entity under the municipality's sole or shared control, within seven months after the end of the financial year to which the report relates, the mayor must:</p> <p>a) Promptly submit to the council a written explanation referred to in section 133(1)(a) setting out the reasons for the delay, together with any components of the annual report listed in section 121(3) or (4) that are ready; and</p> <p>b) Submit to council the outstanding annual report or the outstanding components of the annual report as soon as may be possible.</p>
		<p>5) Immediately after an annual report is tabled in the council in terms of subsection (2), the accounting officer of the municipality must—</p> <p>(a) in accordance with section 21A of the Municipal Systems Act—</p> <p>(i) make public the annual report; and</p> <p>(ii) invite the local community to submit representations in connection with the annual report; and</p> <p>(b) submit the annual report to the Auditor-General, the relevant provincial treasury and the provincial department responsible for local government in the Province.</p>

LEGISLATION	SECTION	MAIN PROVISIONS
	Section 129: Oversight reports on annual reports	1) <i>The council of a municipality must consider the annual report of the municipality and of any municipal entity under the municipality's sole or shared control, and by no later than two months from the date on which the annual report was tabled in the council in terms of section 127 adopt an oversight report</i>

## CHAPTER 2: GOVERNANCE



View of a Valley taken from Piket-Bo-Berg

Photographer: Unknown (Photo received from Bergrivier Tourism)



## 2.1 INTRODUCTION

In terms of Section 40 of the Constitution of South Africa (1996), government is constituted as national, provincial and local spheres (municipalities) of government which are distinctive, interdependent and interrelated. The three spheres of government are required to co-operate with one another and adhere to the principles of cooperative governance as set out in the Constitution as well as the Intergovernmental Relations Framework Act, 2005 (Act 13 of 2005) (IGRF).

Sections 153 (1) and (2) of the Constitution state that the executive and legislative authority of a municipality is vested in its municipal council and that a municipality has the right to govern, on its own initiative, the local government affairs of its community, subject to national and provincial legislation, as provided for in the Constitution. Municipal councils may exercise their authority within an area of jurisdiction as determined by the Municipal Demarcation Board in terms of the Local Government: Municipal Demarcation Act, 1998 (Act 27 of 1998).

Bergvriër Municipality is an organ of state within the local sphere of government and is established in terms of Section 12 of the Municipal Structures Act, 1998 (Act 117 of 1998), as a Local Municipality with an Executive Mayoral System combined with a Ward Participatory system. Section 2(b) of the Municipal Systems Act, 2000 (Act 32 of 2000) states that a municipality is constituted by three partners, namely its political structures, administration and the community.

At Bergvriër Municipality we believe that these three partners must work seamlessly together to produce the best results:

**FIGURE 33: COMPOSITION OF A MUNICIPALITY**

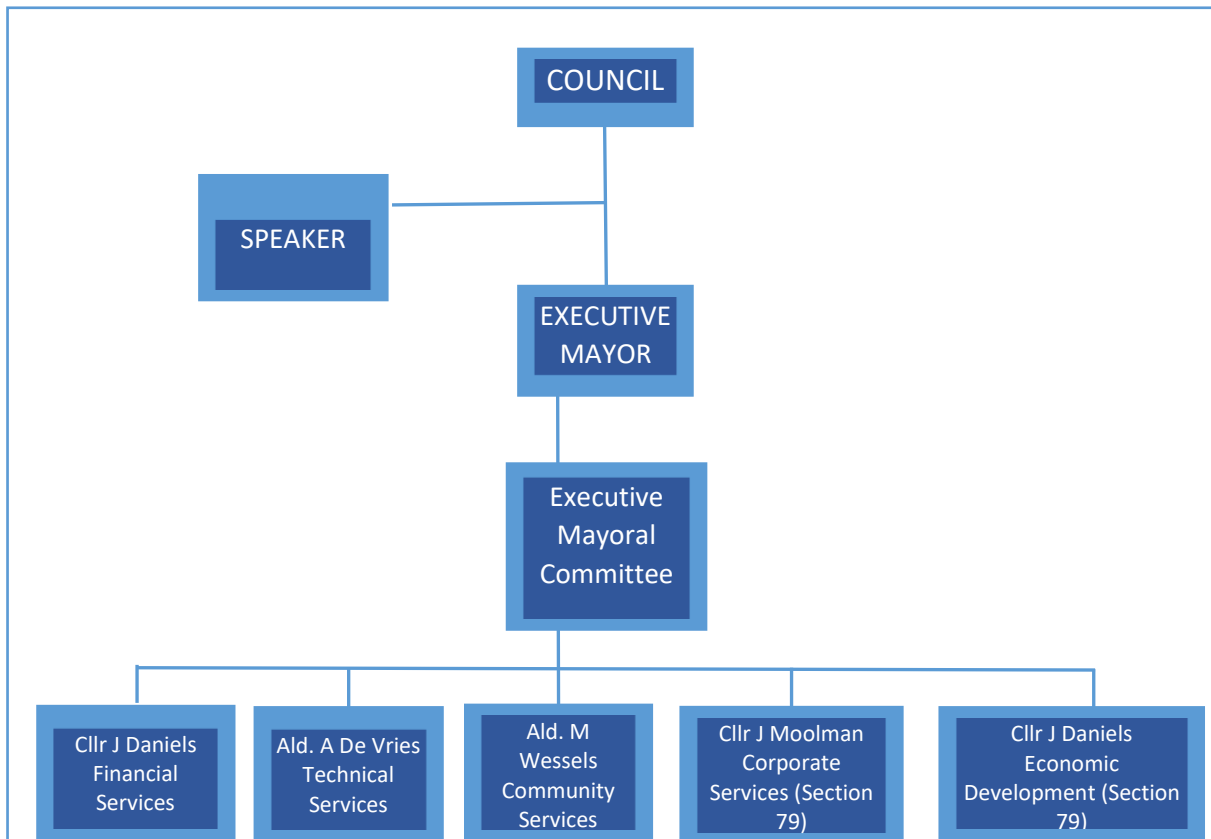


## 2.2 POLITICAL AND ADMINISTRATIVE GOVERNANCE

The Council performs both legislative and executive functions. It focuses on legislative, oversight and participatory roles, and has delegated most of its executive functions to the Executive Mayor and the Mayoral Committee. Its primary role is to debate issues publicly and to facilitate political debate and discussion. Apart from their functions as policy- and decision makers, Councillors are also actively involved in community work.

### 2.2.1 POLITICAL GOVERNANCE

The following is a graphic illustration of Council's executive structure during the 2022/2023 financial year:



The comprehensive Municipal political governance structures comprise:

- The Municipal Council;
- The Speaker;
- The Executive Mayor and Executive Mayoral Committee;
- Portfolio Committees; and
- Other Committees established by Council for specific purposes.

#### 2.2.1.1 THE MUNICIPAL COUNCIL

Councillors are elected by the local voters to serve a predetermined term of office on the local council as representatives of their respective constituents. Municipal elections take place every five years, and the Municipal Council was elected following the Local Government Elections held on 01 November 2021.

Councillors are remunerated in accordance with the Remuneration of Public Office Bearers Act, 1998 (Act 20 of 1998). In terms of this Act, the upper limits of salaries, allowances, and benefits of different members of municipal councils are determined annually by regulation. The Municipal Council must take a decision to apply the regulation and obtain approval from the Provincial Minister of Local Government to implement it. The Municipal Council of Bergrivier Municipality comprises 13 Councillors, seven of whom are Ward Councillors and six of whom are Proportional Representation (PR) Councillors. The table below provides a list of Councillors, their office, political affiliations and whether they are a ward or proportional councillor since the election in November 2021.

TABLE 34: COUNCILLOR REPRESENTATION



Section 37(c) of the Municipal Structures Act requires Municipal Councils to meet quarterly (minimum of 4 meetings). The Bergrivier Municipal Council held a number of meetings (Ordinary and Special meetings) during the financial year. The following tables indicate the Council Meetings that were held and individual attendance.

TABLE 32: COUNCIL MEETINGS

DATES	ATTENDANCE	APOLOGIES	ABSENT
26 July 2022	12	1	0
10 August 2022 (special) (hybrid)	13	0	0
29 August 2022	11	2	0

DATES	ATTENDANCE	APOLOGIES	ABSENT
22 September 2022 (special) (virtual)	12	1	0
30 September 2022 (hybrid)	11	2	0
25 October 2022	13	0	0
29 November 2022	11	2	0
13 December 2022	11	2	0
24 January 2023	13	0	0
31 January 2023 (special)	11	2	0
10 February 2023 (special)	11	2	0
28 February 2023	13	0	0
20 March 2023 (special)	12	1	0
28 March 2023	13	0	0
25 April 2023	13	0	0
04 May 2023 (special)	13	0	0
30 May 2023	13	0	0
27 June 2023	12	1	0

**TABLE 33: COUNCIL MEETING ATTENDANCE**

MEMBERS	SCHEDULED MEETINGS	MEETINGS ATTENDED	APOLOGIES TENDERED	ABSENT
Ald R Swarts	18	18	0	0
Ald RM van Rooy	18	17	1	0
Ald MA Wessels	18	17	1	0
Ald A de Vries	18	17	1	0
CLlr J Daniels	18	15	3	0
CLlr AJ du Plooy	18	18	0	0
CLlr J Moolman	18	17	1	0
CLlr A Small (Ms)	18	17	1	0
CLlr SS Lesch (Ms)	18	16	1	1
CLlr IS Adams	18	15	2	1

MEMBERS	SCHEDULED MEETINGS	MEETINGS ATTENDED	APOLOGIES TENDERED	ABSENT
CLlr BU Maarman	18	18	0	0
Ald EB Manuel	18	18	0	0
CLlr RL Laubscher (resigned on 18/07/23)	18	18	0	0

The Municipal Manager reports absenteeism of Councillors to the Speaker monthly. The Speaker is the Chairperson of the Council, enforcing the Code of Conduct for Councillors. The following table indicates the allocation of Councillors to the various committees.

**TABLE 34: COUNCILLOR ALLOCATIONS TO COMMITTEES**

COUNCILLORS	FULL TIME /PART TIME	COMMITTEE ALLOCATION	WARD AND/ OR PARTY
Ald RM van Rooy	Full-time	Mayoral Committee (Chair) Financial Services Committee ( <i>Ex-Officio</i> ) Corporate Services Committee ( <i>Ex-Officio</i> ) Community Services Committee ( <i>Ex-Officio</i> ) Economic Development Committee ( <i>Ex-Officio</i> ) Risk Management Committee Performance, Risk and Audit Committee ( <i>Ex-Officio</i> ) Budget Steering Committee ( <i>Ex-Officio</i> ) Special Committee (investigate disciplinary matters against councillors) ( <i>Ex-Officio</i> ) Article 32 Committee ( <i>Ex-Officio</i> )	Ward 4 DA
Ald MA Wessels	Full-time	Mayoral Committee Financial Services Committee Technical Services Committee Community Services Committee (Chair) Corporate Services Committee Economic Development Committee Risk Management Committee Local Labour Forum Budget Steering Committee Special Committee (Investigate disciplinary matters against Councillors) Article 32 Committee	Ward 5 DA

COUNCILLORS	FULL TIME /PART TIME	COMMITTEE ALLOCATION	WARD AND/ OR PARTY
Ald R Swarts	Full-time	Council (Chair) Mayoral Committee Financial Services Committee ( <i>Ex-Officio</i> ) Corporate Services Committee ( <i>Ex-Officio</i> ) Community Services Committee ( <i>Ex-Officio</i> ) Economic Development Committee ( <i>Ex-Officio</i> ) Risk Management Committee Chair from 25 April 2023 (RVN011/03/2023) Performance, Risk and Audit Committee ( <i>Ex-Officio</i> ) Budget Steering Committee ( <i>Ex-Officio</i> ) Special Committee (investigate disciplinary matters against councillors) ( <i>Ex-Officio</i> ) Article 32 Committee ( <i>Ex-Officio</i> )	DA
Ald A de Vries	Full-time	Mayoral Committee Financial Services Committee Technical Services Committee (Chair) Community Services Committee Corporate Services Committee Economic Development Committee Risk Management Committee Local Labour Forum Budget Steering Committee Special Committee (Investigate disciplinary matters against Councillors) Article 32 Committee	Ward 3 DA
Cllr J Daniels	Full-time	Mayoral Committee Financial Services Committee (Chair) Technical Services Committee Community Services Committee Corporate Services Committee Economic Development Committee Risk Management Committee Local Labour Forum Budget Steering Committee Special Committee (Investigate disciplinary matters against Councillors) Article 32 Committee	Ward 1 DA

COUNCILLORS	FULL TIME /PART TIME	COMMITTEE ALLOCATION	WARD AND/ OR PARTY
CLlr AJ du Plooy	Part-time	Mayoral Committee ( <i>Ex-Officio</i> from 28/02/2023) Technical Services ( <i>Ex-Officio</i> from 28/02/2023) Community Services Committee ( <i>Ex-Officio</i> from 28/02/2023) Corporate Services Committee (Chair till 31/01/2023) Economic Development Committee ( <i>Ex-Officio</i> from 28/02/2023) Budget Steering Committee (member till 31/01/2023) Special Committee (Investigate disciplinary matters against Councillors) Article 32 Committee (member till 31/01/2023) Municipal Public Accounts Committee (Chair from 01/02/2023)	DA
CLlr JJ Moolman	Part-time	Financial Services Committee Corporate Services Committee (Chair from 01/02/2023) Article 32 Committee (member from 01/02/2023) Municipal Public Accounts Committee (Chair until 31/01/2023)	Ward 7 DA
CLlr A Small (Ms)	Part-time	Technical Services Committee Community Services Committee Economic Development Committee Municipal Public Accounts Committee	Ward 6 DA
CLlr SS Lesch (Ms)	Part-time	Financial Services Committee Corporate Services Committee Economic Development Committee Budget Steering Committee Article 32 Committee Municipal Public Accounts Committee	ANC
CLlr I Adams	Part-time	Technical Services Committee Economic Development Committee Special Committee (Investigate disciplinary matters against Councillors)	ANC
CLlr BU Maarman	Part-time	Community Services Committee	ANC
Ald EB Manuel	Part-time	Financial Services Committee Technical Services Committee	GOOD

COUNCILLORS	FULL TIME /PART TIME	COMMITTEE ALLOCATION	WARD AND/ OR PARTY
		Community Services Committee Corporate Services Committee Economic Development Committee Budget Steering Committee	
CLlr RL Laubscher	Part-time	Financial Services Committee Technical Services Committee Community Services Committee Corporate Services Committee Economic Development Committee Budget Steering Committee	PA

2.2.1.2 POLITICAL DECISION-MAKING

The Council delegated most of its executive functions to the Executive Mayor and the Mayoral Committee (except those that may not be delegated in terms of legislation). A total of 462 Council Resolutions were passed and implemented during the 2022/2023 financial year.

**TABLE 35: NUMBER OF ITEMS DISCUSSED FROM 1 JULY 2022 – 30 JUNE 2023**

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
26 July 2022	25	YES	00h50
10 August 2022 (special) (hybrid)	17	YES	00h42
29 August 2022	28	YES	1h13
22 September 2022 (special) (virtual)	16	YES	00h35
30 September 2022 (hybrid)	39	YES	00h30
25 October 2022	35	YES	2h00
29 November 2022	35	YES	3h30
13 December 2022	27	YES	1h55
24 January 2023	24	YES	2h47
31 January 2023 (special)	17	YES	00h43
10 February 2023 (special)	15	YES	1h45
28 February 2023	30	YES	2h40
20 March 2023 (special)	15	YES	1h15
28 March 2023	30	YES	1h25



DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
25 April 2023	24	YES	2h40
04 May 2023 (special)	12	YES	3h15
30 May 2023	42	YES	1h43
27 June 2023	31	YES	1h30
<b>TOTAL</b>	<b>462</b>	<b>YES</b>	<b>26h98</b>

#### 2.2.1.3 RULES OF ORDER

The Municipal Council functions in terms of the Council's Rules of Order, which have the same status as a by-law. Bergrivier Municipality By-Law relating to the Rules of Order of the Conduct of Meetings of the Council of Bergrivier Municipality (P.N. 7134 of 7 June 2013) was repealed and a policy was adopted on 23 January 2020 by the Council of Bergrivier Municipality and amended on 29 May 2020 to accommodate virtual meetings of the Council of Bergrivier Municipality. After the Local Government Elections in 2021, Council noted the Rules of Order on Tuesday, 16 November 2021 as approved by Council on Tuesday, 19 October 2021. Councillors are bound by the Code of Conduct for Municipal Councillors which is contained in Schedule 7 of the Municipal Structures Act.

#### 2.2.1.4 HONORARY TITLE OF ALDERMAN/ALDERLADY

The criteria to qualify for the title of Alderman/Alderslady include:

- Alderman-/ladyship is awarded to a councillor who has served 10 years as a councillor, irrespective whether it was interrupted and/or if it was for more than one municipality;
- A councillor who has been elected as Speaker or Mayor for a second term, receive Alderman-/ladyship when the term of office commences;
- Alderman-/ladyship is awarded to any councillor that earns a minimum of twenty (20) points for the following:
  - one (1) point for every year service as a councillor; plus
  - one (1) additional point for every year's service as a councillor on the District Municipality representing the municipality or chairperson of a portfolio committee; and
  - two (2) additional points for every year's service as Mayor or Member of the Executive Committee or Speaker or Deputy Mayor.

#### 2.2.1.5 CODE OF CONDUCT FOR COUNCILLORS

The Code of Conduct (Schedule 7 of the Municipal Structures Amendment Act, (Act 3 of 2021)), herein after referring to as Schedule 7: Code of Conduct, prescribes how municipal councillors must behave and states the penalties for improper behaviour. In general, the Code of Conduct requires that councillors must perform their duties:

- in good faith (or with a desire to act fairly towards others);
- honestly;
- transparently; and
- in the best interests of the municipality (which includes the interests of the community).

In addition, the Code of Conduct requires that:

Councillors must declare to the Municipal Manager, in writing, all their financial interests, within 60 days of their election Schedule 7: Code of Conduct, item 8(1)). The public can demand to have access to the interests declared by one or more councillors;

A councillor must disclose (make public) any interest he/she has in any matter that is being considered by the council or its committees. This can be a direct or indirect interest, personally or through a spouse, partner or associate. Unless the Council decides that the interest disclosed is trivial or irrelevant, that councillor must withdraw and not participate in council or committee meetings on that matter. (Schedule 7: Code of Conduct, item 6(1));

A councillor must disclose any special benefit that he or she, or his or her family member or spouse or partner will get from a contract that has been or will be signed with the municipality (Schedule 7: Code of Conduct, item 6(1)). This must be done at the first council meeting where this is possible.

Full-time councillors are not allowed to have any other paid work without the permission of the Council. (Schedule 7: Code of Conduct, item 9).

The Code of Conduct also states the following:

- Councillors may not use their positions or confidential information for personal profit nor for the improper benefit of any other person (Schedule 7: Code of Conduct, item 7(1);
- Councillors may not request or accept any rewards, gifts or favours for:
  - voting or not voting on a matter before the council or any committee;
  - persuading the Council to decide one way or the other on any matter;
  - making representations to the Council; and
  - disclosing confidential information (Schedule 7: Code of Conduct, item 10);
- Councillors may not disclose confidential information of the Council to people who are not allowed to know it (Schedule 7: Code of Conduct, item 11); and
- Councillors are not allowed to interfere with the municipal administration. It is a criminal offence for a councillor to attempt to influence an employee or agent of the municipality not to enforce a law or a council decision. This offence can be punished by a fine or a jail sentence of up to two years. (Schedule 7 Code of Conduct, item 12, (a), (b), (c), (d)).

The person primarily responsible for enforcing the Code of Conduct is the Speaker of the municipal council. He or she must investigate if there is a reasonable suspicion that the Code of Conduct has not been complied

with. After giving the councillor an opportunity to respond, the Speaker must prepare a report which must be given to the Council and made public. The Council is then able to investigate whether a breach of the Code of Conduct has taken place. This investigation must be done by a committee of councillors. If the Council decides that a councillor has breached the code of conduct, the Council can:

- issue a formal warning to the councillor;
- reprimand the councillor;
- fine the councillor; and
- request the MEC for Local Government (Provincial Minister) to suspend the councillor for a period or remove the councillor from office.

If the Council's own investigation is not enough or produces a flawed result, the MEC can intervene and conduct his/her own investigation. The MEC has power to suspend or remove the councillor from office. The Code of Conduct for Councillors is available on the Municipal website.

#### 2.2.1.6 THE SPEAKER

The Municipal Council is chaired by the Speaker. Section 37 of the Municipal Structures Act requires the Speaker of the Municipal Council to:

- preside at meetings of the Council;
- perform the duties and exercise the powers delegated to the Speaker in terms of Section 59 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000);
- ensure that the Council meets at least quarterly;
- maintain order during meetings;
- ensure compliance with the Code of Conduct set out in Schedule 1 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000); and
- ensure that council meetings are conducted in accordance with the rules and orders of the Council.

#### 2.2.1.7 THE EXECUTIVE MAYOR AND MAYORAL COMMITTEE

The Executive Mayor is the centre of the governance system and is responsible for providing political and strategic leadership. Executive power is vested in the Executive Mayor, in accordance with a framework of powers assigned by legislation and powers delegated by the Municipal Council in terms of the Municipal Systems Act, 2000 (Act 32 of 2000). To maximise operational efficiency, the Municipal Council has delegated all powers, except those which it may not be delegated by law to the Executive Mayor. The Executive Mayor is assisted by the Mayoral Committee. The Mayoral Committee is chaired by the Executive Mayor and comprises the Deputy Mayor and two full time Councillors.

**TABLE 36: ROLES AND RESPONSIBILITIES: MAYOR, DEPUTY MAYOR & MAYORAL COMMITTEE**

OFFICE BEARER	FUNCTION
EXECUTIVE MAYOR	<p>a) An executive mayor is entitled to receive reports from committees of the municipal council and to forward these reports together with a recommendation to the council when the matter cannot be disposed of by the executive mayor in terms of the executive mayor’s delegated powers.</p> <p>(b) The executive mayor must—</p> <ol style="list-style-type: none"> <li>(1) identify the needs of the municipality;</li> <li>(2) review and evaluate those needs in order of priority;</li> <li>(3) recommend to the municipal council strategies, programmes and services to address priority needs through the integrated development plan, and the estimates of revenue and expenditure, considering any applicable national and provincial development plans; and</li> <li>(4) recommend or determine the best way, including partnership and other approaches to deliver those strategies, programmes and services to the maximum benefit of the community.</li> </ol> <p>(c) The executive mayor in performing the duties of office, must—</p> <ol style="list-style-type: none"> <li>(1) identify and develop criteria in terms of which progress in the implementation of the strategies, programmes and services referred to in subsection (b)(3) can be evaluated, including key performance indicators which are specific to the municipality and common to local government in general;</li> <li>(2) evaluate progress against the key performance indicators;</li> <li>(3) review the performance of the municipality to improve—               <ol style="list-style-type: none"> <li>(i) the economy, efficiency and effectiveness of the municipality;</li> <li>(ii) the efficiency of credit control and revenue and debt collection services; and</li> <li>(iii) the implementation of the municipality’s by-laws;</li> </ol> </li> <li>(4) monitor the management of the municipality’s administration in accordance with the directions of the municipal council;</li> <li>(5) oversee the provision of services to communities in the municipality in a sustainable manner;</li> <li>(6) perform such duties and exercise such powers as the council may delegate to the executive mayor in terms of Section 59 of the Systems Act;</li> <li>(7) annually report on the involvement of communities and community organisations in the affairs of the municipality; and</li> <li>(8) Ensure that regard is given to public views and report on the effect of consultation on the decisions of the council.</li> </ol> <p>(d) An executive mayor must perform a ceremonial role as the municipal council may determine.</p> <p>(e) An executive mayor must report to the municipal council on all decisions taken by the executive mayor.</p>
DEPUTY EXECUTIVE MAYOR	<p>(f) The deputy executive mayor of a municipality exercises the powers and performs the duties of the executive mayor if the executive mayor is absent or not available or if the office of the executive mayor is vacant.</p>
MAYORAL COMMITTEE MEMBERS	<p>The Executive Mayor’s delegated powers and functions must be exercised and performed by the Executive Mayor together with the other members of the Mayoral Committee. The Section 80 Committees have no decision-making powers and may only make recommendations to the Mayoral Committee.</p>

*Local Government Municipal Structures Act, 1998 (Act 117 of 1998)*

The Mayoral Committee meets at least twice a month. All reports required in terms of legislation were submitted timeously. A total of 22 Mayoral Committee meetings were held for 2022/23 (Ordinary and Special

Meetings). The following tables indicate the Mayoral Committee Meetings that were held and individual attendance.

**TABLE 37: MAYORAL COMMITTEE MEETINGS**

DATES	ATTENDANCE	APOLOGIES	ABSENT
19 July 2022	4	0	0
26 July 2022	4	0	0
10 August 2022 (Special Meeting)	4	0	0
29 August 2022	4	0	0
19 September 2022	4	0	0
22 September 2022 (Special Meeting)	4	0	0
30 September 2022	3	1	0
06 October 2022	3	1	0
18 October 2022	4	0	0
25 October 2022	4	0	0
15 November 2022	3	1	0
29 November 2022	2	2	0
13 December 2022	4	0	0
24 January 2023	4	0	0
16 February 2023	4	0	0
28 February 2023	4	0	0
28 March 2023	4	0	0
18 April 2023	4	0	0
25 April 2023	4	0	0
03 May 2023 (Special Meeting)	4	0	0
23 May 2023	3	1	0
30 May 2023	4	0	0
20 June 2023	3	1	0
27 June 2023	3	1	0

**TABLE 38: MAYORAL COMMITTEE MEETING ATTENDANCE**

MEMBERS	SCHEDULED MEETINGS	MEETING ATTENDANCE	APOLOGIES TENDERED	ABSENT
Ald RM van Rooy	22	21	1	0
Ald MA Wessels	22	21	1	0
CLlr J Daniels	22	18	4	0
Ald A de Vries	22	21	1	0
CLlr AJ du Plooy (was Chair of Section 79 until 31/01/2023) (Elected as Chair of MPAC from 01/02/2023)	14	12	2	0
CLlr JJ Moolman (elected as Chair of Section 79: Corporate Services from 01/02/2023) (Was chair of MPAC until 31/01/2023)	8	8	0	0

A total of 710 items were discussed at the Mayoral Committee during the 2022/23 financial year. The following table indicates the number of items discussed per meeting.

**TABLE 39: ITEMS TABLED 1 JULY 2022 – 30 JUNE 2023**

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
19 July 2022	18	YES	2h35
26 July 2022	27	YES	3h15
10 August 2022 (Special Meeting)	18	YES	00h84
29 August 2022	42	YES	3h30
19 September 2022	39	YES	6h10
22 September 2022 (Special Meeting)	17	YES	00h11
30 September 2022	26	YES	1h01
06 October 2022	18	YES	00h15
18 October 2022	32	YES	4h26
25 October 2022	26	YES	4h00
15 November 2022	37	YES	1h51
29 November 2022	30	YES	2h48
13 December 2022	38	YES	3h25
24 January 2023	26	YES	3h15

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
16 February 2023	45	YES	3h15
28 February 2023	25	YES	2h40
28 March 2023	48	YES	2h26
18 April 2023	34	YES	3h45
25 April 2023	25	YES	1h53
03 May 2023 (Special Meeting)	18	YES	2h13
23 May 2023	37	YES	3h49
30 May 2023	22	YES	2h03
20 June 2023	36	YES	2h11
27 June 2023	26	YES	2h00
<b>TOTAL</b>	<b>710</b>	<b>YES</b>	<b>60h21</b>

#### 2.2.1.8 PORTFOLIO COMMITTEES

The Local Government: Municipal Structures Act, 1998 (Act 117 of 1998) (MSA) prescribes in Section 60 that in all Municipal Councils with more than 9 members, the Executive Mayor must appoint a mayoral committee from amongst the councillors (Section 60(1)(a)). The mayoral committee must consist of the deputy executive mayor and as many councillors as may be necessary for effective and efficient government, provided that no more than 20 % of the councillors are appointed (Section 60(2)). In Bergrivier Municipality the 20 % is equal to 2,6 councillors. For this legal reason, Bergrivier Municipality has a deputy executive mayor and two (2) additional full-time councillors on the mayoral committee.

In terms of Section 80(2) of the MSA, the Section 80-committees established to assist the executive mayor may not in number exceed the number of members of the mayoral committee. It is therefore clear that Bergrivier Municipality currently has the maximum amount of Section 80 committees allowed by law, namely three (3).

In terms of the approved macro structure, the Municipality reverted to four directorates and therefore another committee had to be established for the Directorate Corporate Services' functions.

Section 79 of the MSA allows a Municipal Council to establish one or more committees necessary for the effective and efficient performance of any of its functions or the exercise of any of its powers (Section 79(1)(a)). There are no legal restrictions on the number of committees established in terms of this section. These committees will normally report directly to Council, but the Executive Mayor is entitled, in terms of Section 56(1), to determine that all committees of Council (Section 79 and 80) submit any reports to the Executive Mayor for consideration and decision-making in terms of delegated authority, or for consideration

and recommendation (as the case may be) to Council. Council approved the establishment of a committee in terms of Section 79 of the Municipal Structures Act, 1998 (Act 117 of 1998) to serve as a standing committee for the Corporate Services’ functions as from 20 July 2018 and is chaired by a councillor appointed by Council. Similarly, Council approved a Section 79 Committee for Local Economic Development, Public Participation and Communication.

The five Portfolio Committees appointed in terms of the Municipal Structures Act, (117 of 1998 Section, 79 and 80) are the following:

- Financial Services Committee (Section 80): Chaired by Councillor J Daniels;
- Community Services Committee (Section 80): Chaired by Ald MA Wessels;
- Technical Services Committee (Section 80): Chaired by Ald A De Vries;
- Corporate Services Committee (Section 79): Chaired by Councillor A Du Plooy (until 28 February 2023);
- Corporate Services Committee (Section 79): Chaired by Councillor JJ Moolman (from 28 February 2023);
- and
- Economic Development Committee (Section 79): Chaired by Councillor J Daniels.

Portfolio Committees have no delegated powers and may only make recommendations to the Mayoral Committee.

**TABLE 40: PORTFOLIO COMMITTEE MEETINGS**

COMMITTEE	COMPOSITION	MEETING DATES
<p><b>FINANCIAL SERVICES COMMITTEE</b>                      The Financial Services Committee discusses matters concerning the finances of the Municipality before submission to the Mayoral Committee for approval.</p>	<p><b>July 2022 till February 2023</b>                      Cllr J Daniels (DA) (Chairperson)                      Ald MA Wessels (DA)                      Ald A de Vries (DA)                      Cllr AJ Du Plooy (DA)                      Cllr JJ Moolman (DA)                      Cllr SS Lesch (Ms) (ANC)                      Ald EB Manuel (GOOD)                      Cllr RL Laubscher (PA)</p> <p><b>March 2023 till June 2023</b>                      Cllr J Daniels (DA) (Chairperson)                      Ald MA Wessels (DA)                      Ald A de Vries (DA)                      Cllr JJ Moolman (DA)                      Cllr SS Lesch (Ms) (ANC)                      Ald EB Manuel (GOOD)                      Cllr RL Laubscher (PA)                      Ald R Swarts (DA) (ex-officio)                      Ald RM van Rooy (DA) (ex-officio)</p>	<p>July 2022 – None                      03 August 2022                      07 September 2022                      05 October 2022                      02 November 2022                      07 December 2022                      January 2023 – None</p> <p>08 February 2023                      08 March 2023                      05 April 2023                      03 May 2023                      07 June 2023</p>



COMMITTEE	COMPOSITION	MEETING DATES
<p><b>CORPORATE SERVICES COMMITTEE</b> The Corporate Services Committee discusses matters arising from the Office of the Municipal Manager and the Corporate Services Directorate before submission to the Mayoral Committee for approval.</p>	<p><b>July 2022 till February 2023</b> Cllr AJ Du Plooy (DA) (Chairperson) Ald MA Wessels (DA) Ald A De Vries (DA) Cllr J Daniels (DA) Cllr JJ Moolman (DA) Cllr SS Lesch (Ms)(ANC) Ald EB Manuel (GOOD) Cllr RL Laubscher (PA) <b>March 2023 till June 2023</b> Cllr JJ Moolman (DA) (Chairperson) Ald A de Vries (DA) Ald MA Wessels (DA) Cllr J Daniels (DA) Cllr SS Lesch (Ms) (ANC) Ald EB Manuel (GOOD) Cllr RL Laubscher (PA) Ald R Swarts (DA) (ex-officio) Ald RM van Rooy (DA) (ex-officio) Cllr AJ Du Plooy (DA) (ex-officio)</p>	<p>July 2022 – None 03 August 2022 07 September 2022 05 October 2022 02 November 2022 07 December 2022 January 2023 – None 08 February 2023 08 March 2023 05 April 2023 03 May 2023 07 June 2023</p>
<p><b>TECHNICAL SERVICES COMMITTEE</b> The Technical Services Committee discusses matters arising from the Technical Services Directorate before submission to the Mayoral Committee for approval.</p>	<p><b>July 2022 till February 2023</b> Ald A de Vries (DA) (Chairperson) Ald MA Wessels (DA) Cllr J Daniels (DA) Cllr AJ Du Plooy (DA) Cllr A Small (Ms) (DA) Cllr IS Adams (ANC) Ald EB Manuel (GOOD) Cllr RL Laubscher (PA) <b>March 2023 till June 2023</b> Ald A de Vries (DA) (Chairperson) Ald MA Wessels (DA) Cllr J Daniels (DA) Cllr. JJ Moolman (DA) Cllr A Small (Ms) (DA) Cllr IS Adams (ANC) Ald EB Manuel (GOOD) Cllr RL Laubscher (PA) Ald R Swarts (DA) (ex-officio) Ald RM Van Rooy (DA) (ex-officio) Cllr AJ Du Plooy (DA)</p>	<p>July 2022 - None 02 August 2023 06 September 2022 04 October 2022 01 November 2022 06 December 2022 January 2023 – None 07 February 2023 07 March 2023 04 April 2023 02 May 2023 06 June 2023</p>
<p><b>COMMUNITY SERVICES COMMITTEE</b> The Community Services Committee discusses matters arising from the Community Services Directorate before submission to the Mayoral Committee for approval.</p>	<p><b>July 2022 till February 2023</b> Ald MA Wessels (DA) (Chairperson) Ald A De Vries (DA) Cllr J Daniels (DA) Cllr AJ Du Plooy (DA) Cllr A Small (Ms) (DA) Cllr BU Maarman (ANC) Ald EB Manuel (GOOD) Cllr RL Laubscher (PA) <b>March 2023 till June 2023</b> Ald MA Wessels (DA) (Chairperson) Ald A De Vries (DA)</p>	<p>July 2022 – None 02 August 2022 06 September 2022 04 October 2022 01 November 2022 06 December 2022 January 2023 – None 07 February 2023 07 March 2023 04 April 2023</p>

COMMITTEE	COMPOSITION	MEETING DATES
	Cllr J Daniels (DA) Cllr A Small (Ms) (DA) Cllr BU Maarman (ANC) Ald EB Manuel (GOOD) Cllr RL Laubscher (PA) Ald R Swarts (DA) (ex-officio) Ald RM Van Rooy (DA) (ex-officio) Cllr AJ Du Plooy (DA)	02 May 2023 06 June 2023
<b>ECONOMIC DEVELOPMENT COMMITTEE</b> The Economic Development Committee discusses matters arising from the Office of the Municipal Manager and Strategic Services Division relating to Economic Development, Public Participation and Communication before submission to the Mayoral Committee for approval.	<b>July 2022 till February 2023</b> Cllr J Daniels (DA) (Chairperson) Ald MA Wessels (DA) Ald A De Vries (DA) Cllr AJ Du Plooy (DA) Cllr A Small (Ms) (DA) Cllr IS Adams (ANC) Ald EB Manuel (GOOD) Cllr RL Laubscher (PA) <b>March 2023 till June 2023</b> Cllr J Daniels (DA) (Chairperson) Ald MA Wessels (DA) Ald A De Vries (DA) Cllr A Small (Ms) (DA) Cllr IS Adams (ANC) Ald EB Manuel (GOOD) Cllr RL Laubscher (PA) Ald R Swarts (DA) (ex-officio) Ald RM Van Rooy (DA) (ex-officio) Cllr AJ Du Plooy (DA)	July 2022 - None 04 August 2022 08 September 2022 06 October 2022 03 November 2022 08 December 2022 January 2023 – None 09 February 2023  09 March 2023 06 April 2023 08 May 2023 08 June 2023

**TABLE 41: CORPORATE SERVICES COMMITTEE NUMBER OF ITEMS DISCUSSED FROM 1 JULY 2022 –30 JUNE 2023**

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
July 2022	NONE		
03 August 2022	22	YES	3h30
07 September 2022	21	YES	2h15
05 October 2022	13	YES	1h50
02 November 2022	16		2h30
07 December 2022	16		2h30
January 2023	NONE		
08 February 2023	17	YES	2h30
08 March 2023	19	YES	2h20
05 April 2023	13	YES	1h55

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
03 May 2023	19	YES	2h20
07 June 2023	20	YES	4h20

**TABLE 42: FINANCIAL SERVICES COMMITTEE NUMBER OF ITEMS DISCUSSED FROM 1 JULY 2022 – 30 JUNE 2023**

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
July 2022	NONE		
03 August 2022	16	YES	1h45
07 September 2022	13	YES	2h32
05 October 2022	16	YES	2h53
02 November 2022	15	YES	3h39
07 December 2022	14	YES	0h28
January 2023	NONE		
08 February 2023	16	YES	1h34
08 March 2023	16	YES	1h34
05 April 2023	13	YES	2h32
03 May 2023	13	YES	2h40
07 June 2023	14	YES	1h56

**TABLE 43: TECHNICAL SERVICES COMMITTEE NUMBER OF ITEMS DISCUSSED FROM 1 JULY 2022 – 30 JUNE 2023**

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
July 2022	NONE		
02 August 2022	20	YES	2h26
06 September 2022	17	YES	2h00
04 October 2022	19	YES	2h00
01 November 2022	20	YES	2h31
06 December 2022	18	YES	2h25
January 2023	NONE		
07 February 2023	21	YES	3h00
07 March 2023	18	YES	3h27

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
04 April 2023	21	YES	2h39
02 May 2023	25	YES	2h59
06 June 2023	24	YES	2h25

**TABLE 44: COMMUNITY SERVICES COMMITTEE NUMBER OF ITEMS DISCUSSED FROM 1 JULY 2022 – 30 JUNE 2023**

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
July 2022			
02 August 2022	20	YES	2h25
06 September 2022	19	YES	2h00
04 October 2022	16	YES	2h12
01 November 2022	19	YES	1h22
06 December 2022	19	YES	1h22
January 2023	NONE		
07 February 2023	18	YES	1h10
07 March 2023	18	YES	3h10
04 April 2023	18	YES	1h51
02 May 2023	17	YES	1h34
06 June 2023	19	YES	2h32

**TABLE 45: ECONOMIC DEVELOPMENT COMMITTEE NUMBER OF ITEMS DISCUSSED FROM 1 JULY 2022 – 30 JUNE 2023**

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
July 2022	NONE		
04 August 2022	17	YES	2h05
08 September 2022	18	YES	3h51
06 October 2022	17	YES	3h32
03 November 2022	17	YES	1h23
08 December 2022	17	YES	1h25
January 2023	NONE		
09 February 2023	16	YES	2h30

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
09 March 2023	16	YES	1h46
06 April 2023	17	YES	1h46
08 May 2023	18	YES	3h00
08 June 2023	18	YES	1h20

#### 2.2.1.9 OTHER COMMITTEES ESTABLISHED BY THE COUNCIL FOR SPECIFIC PURPOSES

##### 2.2.1.9.1 PERFORMANCE, RISK- AND AUDIT COMMITTEE

The Municipal Finance Management Act, 2003 (Act 56 of 2003) (MFMA) requires municipalities to have an audit committee. Sections 166 (1) and (2) set out the functions of an audit committee:

- 1) *“An audit committee is an independent advisory body which must –*
  - Advise the council, political office bearers, the accounting officer and the management staff of the municipality, or the board of directors, the accounting officer and the management staff of the municipal entity on matters relating to –*
    - Internal financial controls and internal audits;*
    - Risk management;*
    - Accounting policies;*
    - The adequacy, reliability and accuracy of financial reporting and information;*
    - Performance management;*
    - Effective governance;*
    - Compliance with the Act, the annual Division of Revenue Act and any other applicable legislation;*
    - Performance evaluation; and*
    - Any other issues referred to it by the municipality or municipal entity.*
  - Review the Annual Financial Statements to provide the Council of the municipality with an authoritative and credible view of the financial position of the municipality, its efficiency and effectiveness and its overall level of compliance with this Act, the annual Division of Revenue Act and any other applicable legislation;*
- c) Respond to Council on any issues raised by the Auditor-General in the audit report;*
- d) Carry out investigations into the financial affairs of the municipality as the Council may request; and*
- e) Perform such other functions as may be prescribed.”*

Section 40 of the Municipal Systems Act requires municipalities to establish mechanisms to monitor and review their performance. The Local Government Municipal Planning and Performance Management

Regulations, 2001 (GNR 796 of 24 August 2001) require municipalities to establish performance audit committees for this purpose. The functions of the performance audit committee are as follows:

*“4(a) a performance audit committee must:*

*review the quarterly reports submitted to it by the internal auditors, dealing with quarterly reports, which the internal auditors are required to submit to the municipal manager and the performance audit committee;*

*review the municipality’s performance management system and make recommendations in this regard to the Council of that municipality; and*

*at least twice during a financial year submit an audit report to the Municipal Council concerned.*

*(b) In reviewing the municipality’s performance management system in terms of (a) (ii), the performance audit committee must focus on economy, efficiency and effectiveness and impact in so far as the key performance indicators and performance targets set by the municipality are concerned.*

*(c) A performance audit committee may –*

*communicate directly with the Council, municipal manager or the internal and external auditors of the municipality concerned;*

*Access any municipal records containing information that is needed to perform its duties or exercise its powers;*

*request any relevant person to attend any of its meetings, and, if necessary, to provide information requested by the committee; and*

*investigate any matter it deems necessary for the performance of its duties and the exercise of its powers.”*

Bergrivier Municipality has a fully functional combined Performance-, Risk- and Audit Committee (PRAC) in terms of Section 166(6) (a) of the MFMA. The Performance, Risk and Audit Committee meets at least 4 times a year.

**TABLE 46: PERFORMANCE, RISK- AND AUDIT COMMITTEE COMPOSITION AND ATTENDANCE**

MEMBERS	CAPACITY	26 AUG 2022	28 NOV 2022	17 MAR 2023	15 JUN 2023
Mr. C De Jager	Chairperson	Yes	Yes	Yes	Apology
Mrs. G Bolton	Member	Yes	Yes	Yes	Yes
Mrs. R Gani	Member	Yes	Yes	Yes	Yes
Mrs. M Kinnes	Member	Yes	No	Yes	No
Mr. D Smith	Member	Yes	Yes	Yes	Yes

2.2.1.9.2 OVERSIGHT PROCESS ON THE ANNUAL REPORT DONE BY MPAC

The MPAC of Bergrivier Municipality is established in terms of the Local Government: Structures Amendment Act, 2021 (Act 3 of 2021). Section 79 A(3)(c) of this Act determines that the MPAC must initiate and develop the oversight report on annual reports contemplated in Section 129 of the MFMA.

Section 127(2) of the Municipal Finance Management Act, 2003 (Act 56 Of 2003) requires the Executive Mayor to table the Municipality’s Annual Report by the end of January each year. Section 129 of the same Act requires the Council to adopt an Oversight Report within two months of the Annual Report having been tabled which means that the Oversight Report must be tabled by 31 March of each year. Section 46 of the Municipal Systems Act requires the Municipality to prepare a Performance Report for each financial year which reflects the performance of the Municipality and each of its external service providers during that financial year, as measured against predetermined targets as well as the performance of the previous year. The Annual Performance Report must form part of the Municipality’s Annual Report in terms of Section 127(1) of the Municipal Finance Management Act (MFMA).

**TABLE 47: MPAC COMPOSITION AND ATTENDANCE**

COMMITTEE MEMBER	DATE OF MEETING	IN ATTENDANCE
Cllr JJ Moolman (DA) (Chairperson of Committee)	24 February 2023	YES
Cllr A Small (Ms) (DA)	24 February 2023	YES
Cllr SS Lesch (Ms) (ANC)	24 February 2023	YES
Mr N Stevens	24 February 2023	YES
Mr C De Jager (on behalf of Audit Committee)	24 February 2023	YES
Mr J Botha	24 February 2023	YES
Cllr AJ Du Plooy (DA) (Chairperson)	10 February 2023	YES
Cllr A Small (Ms) (DA)	10 February 2023	YES
Cllr SS Lesch (Ms) (ANC)	10 February 2023	YES
Mr C De Jager (on behalf of Audit Committee)	10 February 2023	YES
Mr N Stevens	10 February 2023	YES
Mr J Botha	10 February 2023	YES
Cllr AJ Du Plooy (DA) (Chairperson)	17 February 2023	YES
Cllr A Small (Ms) (DA)	17 February 2023	YES
Cllr SS Lesch (Ms) (ANC)	17 February 2023	YES
Mr C De Jager (on behalf of Audit Committee)	17 February 2023	YES

COMMITTEE MEMBER	DATE OF MEETING	IN ATTENDANCE
Mr N Stevens	17 February 2023	YES
Mr J Botha	17 February 2023	Apology

2.2.1.9.3 MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC)

The Municipal Public Accounts Committee (MPAC) is established in terms of the provisions of the Local Government: Structures Amendment Act, 2021 (Act 3 of 2021) and the Municipal Finance Management Act 2003, (Act 56 of 2003) to serve as an Oversight Committee to exercise oversight over the executive authority of Council. The MPAC assists Council to hold the executive councillors and municipal entities accountable, and to ensure the efficient and effective use of municipal resources. Bergrivier Municipality has a fully functional MPAC.

**TABLE 48: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE COMPOSITION AND ATTENDANCE**

MEMBERS	MEETING HELD ON 14 OCTOBER 2022:	MEETING HELD ON 14 APRIL 2023:
Cllr. JJ Moolman (Chairperson of Committee)	Yes	No
Cllr. AJ du Plooy (Chairperson of Committee Effective 1 February 2023)	No	Yes
Mr. C de Jager (Ex Officio as Chairperson of the Audit- and Performance Committee)	Yes	Yes
Mr. N Stevens	Yes	Yes
Mr. J Botha	No	No
Cllr. A Small (Ms.)	Yes	Yes
Cllr. SS Lesch (Ms.)	No	No

Terms of reference for the MPAC:

1. The MPAC must interrogate the following financial aspects addressed in the Municipal Finance Management Act (MFMA):
  - 1.1 Unforeseen and unavoidable expenditure (Section 29);
  - 1.2 Unauthorized, irregular or fruitless and wasteful expenditure (Section 32);
  - 1.3 The quarterly report of the mayor on the implementation of the budget and the state of affairs of the municipality / SDBIP (Section 52(d));
  - 1.4 Monthly budget statements (Section 71);
  - 1.5 Mid-year budget and performance assessment (Section 72);
  - 1.6 Disclosures concerning councillors, directors and officials (Section 124);
  - 1.7 Submission and auditing of Annual Financial Statements (Section 126);



- 1.8 Submission of the Annual Report (Section 127);
  - 1.9 Issues raised by the Auditor-General in audit reports (Section 131);
  - 1.10 Performance, Risk- and Audit Committee (Section 166); and
  - 1.11 Disciplinary action instituted in terms of the MFMA.
2. The MPAC must interrogate the following aspects addressed in the Municipal Systems Act.
- 2.1 Review of the IDP post elections (Section 25);
  - 2.2 Annual review of the IDP (Section 34);
  - 2.3 Performance management plan (Section 39);
  - 2.4 Monitoring that the annual budget is informed by the IDP (Regulation 6 of the Local Government: Municipal Planning and Performance Management Regulations); and
  - 2.5 Monitoring that all declaration of interest forms is completed by councillors on an annual basis (Section 54 read with Item 7 of Schedule 1).
3. The MPAC must interrogate the following aspects addressed in the Municipal Structures Act.
- 3.1 Auditor general reports and comments of management committee and audit committee (section 79 (A) 3 (a))
  - 3.2 Internal Audit Reports together with comments from the management committee and the Performance-, Risk- and Audit committee and make recommendations to Council (section 79 (A) 3 (b))
  - 3.3 Initiate and develop the oversight report on annual reports contemplated in section 129 of the Local Government: Municipal Finance Management Act (Section 79 (A) 3 (c))
  - 3.4 Attend to and make recommendations to the municipal council on any matter referred to it by the municipal council, executive committee, a committee of the council, a member of this committee, a councillor, and the municipal manager (Section 79 (A) 3 (d))
  - 3.5 On its own initiative, subject to the direction of the municipal council, investigate and report to the municipal council on any matter affecting the municipality. (Section 79 (A) 3 (e)).

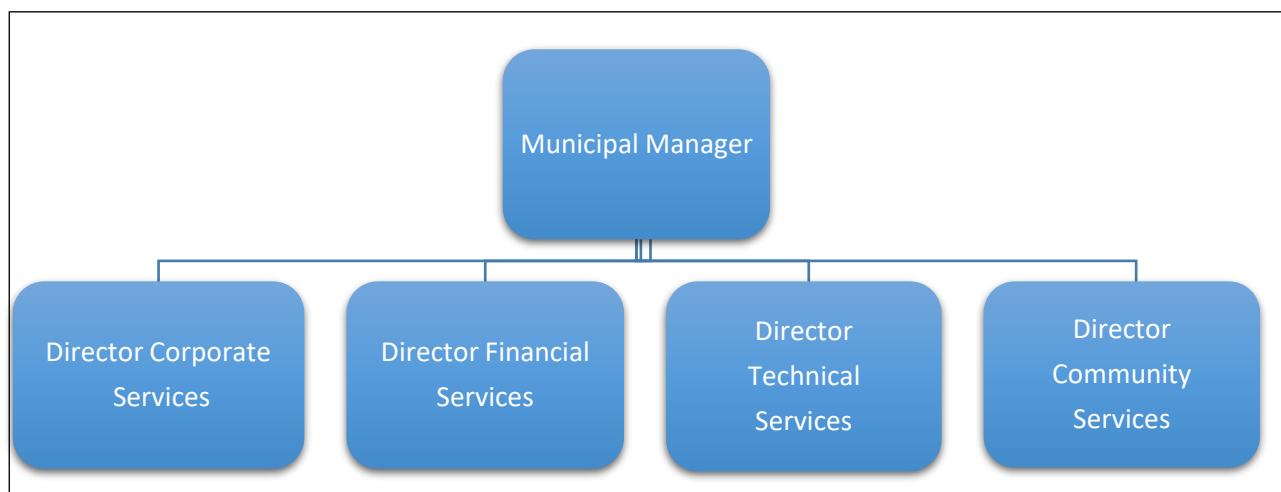
#### 2.2.2 ADMINISTRATIVE GOVERNANCE

The Municipal Manager is the Head of the Administration and Accounting Officer of the Municipality and is primarily responsible for service delivery. The Municipal Council approved a new macro structure on 30 May 2017, which was implemented during the 2017/18 financial year. The new macro structure makes provision for the undermentioned organisational units:

- Office of the Municipal Manager
- Directorate Corporate Services

- Directorate Financial Services
- Directorate Technical Services
- Directorate Community Services (new directorate since a September 2017).

**FIGURE 35: APPROVED MACRO STRUCTURE (30 May 2017)**



The following table indicates the roles and responsibilities of the top two tiers of the administration in accordance with the macro structure:

**TABLE 49: ROLES AND RESPONSIBILITIES OF MUNICIPAL MANAGER AND DIRECTORS**

TIER	POSITION & INCUMBENT	ROLES AND RESPONSIBILITIES
1	Municipal Manager Adv. H Linde	<p>The functions and responsibility of the Municipal Manager are contained in Section 55 of the Local Government Municipal Systems Act, 2000 (Act 32 of 2000):</p> <p>“(1) As head of administration the municipal manager of a municipality is, subject to the policy directions of the municipal council, responsible and accountable for:</p> <p>(a) the formation and development of an economical, effective, efficient and accountable administration</p> <p>(i) equipped to carry out the task of implementing the municipality’s integrated development plan in accordance with Chapter 5;</p> <p>(ii) operating in accordance with the municipality’s performance management system in accordance with Chapter 6; and</p> <p>(iii) responsive to the needs of the local community to participate in the affairs of the municipality.</p> <p>(b) the management of the municipality’s administration in accordance with this Act and other legislation applicable to the municipality;</p> <p>(c) the implementation of the municipality’s integrated development plan, and the monitoring of progress with implementation of the plan;</p> <p>(d) the management of the provision of services to the local community in a sustainable and equitable manner;</p> <p>(e) the appointment of staff other than those referred to in Section 56, subject to the Employment Equity Act, 1998 (Act 55 of 1998);</p>

TIER	POSITION & INCUMBENT	ROLES AND RESPONSIBILITIES
		<p>(f) the management, effective utilisation and training of staff;</p> <p>(g) the maintenance of discipline of staff;</p> <p>(h) the promotion of sound labour relations and compliance by the municipality with applicable labour legislation;</p> <p>(i) advising the political structures and political office bearers of the municipality;</p> <p>(j) managing communications between the municipality’s administration and its political structures and political office bearers;</p> <p>(k) carrying out the decisions of the political structures and political office bearers of the municipality;</p> <p>(l) the administration and implementation of the municipality’s by-laws and other legislation;</p> <p>(m) the exercise of any powers and the performance of any duties delegated by the municipal council, or sub-delegated by other delegating authorities of the municipality, to the municipal manager in terms of Section 59;</p> <p>(n) facilitating participation by the local community in the affairs of the municipality;</p> <p>(o) developing and maintaining a system whereby community satisfaction with municipal services is assessed;</p> <p>(p) the implementation of national and provincial legislation applicable to the municipality; and</p> <p>(q) the performance of any other function that may be assigned by the municipal council.</p> <p>(2) As accounting officer of the municipality, the municipal manager is responsible and accountable for—</p> <p>(a) all income and expenditure of the municipality</p> <p>(b) all assets and the discharge of all liabilities of the municipality; and</p> <p>(c) proper and diligent compliance with applicable municipal finance management legislation</p> <p>The Office of the Municipal Manager is also responsible for the following:</p> <ol style="list-style-type: none"> <li>1. Manage the provisioning of strategic management support services to the Municipal Manager.</li> <li>2. Provide and manage an independent appraisal of the adequacy and effectiveness of financial controls and the rendering of risk and anti-fraud/corruption services within the municipality.</li> <li>3. Manage and facilitate intergovernmental and international relations with various stakeholders.</li> <li>4. Manage the rendering of logistical support to executive management.</li> <li>5. Manage councillor support services.</li> <li>6. Manage the provisioning of a communications service to the municipality.</li> <li>7. Manage financial services in relation to a budget and treasury office (BTO) to ensure financial viability, overall compliance and mandatory reporting.</li> </ol>

TIER	POSITION & INCUMBENT	ROLES AND RESPONSIBILITIES
		<p>8. Manage the provisioning of corporate administration management and town planning services on behalf of the institution to ensure efficient support of organisational responsibilities and processes.</p> <p>9. Manage the maximising of infrastructure development and maintenance to promote basic service delivery to all communities within the municipal area.</p> <p>10. Manage the rendering of integrated community services to enhance community development in general and promote the livelihood of the community at large.</p> <p><b>Strategic Services</b></p> <p>1. Manage the performance management framework and local economic/ social development initiatives.</p> <p>2. Facilitate the promotion of local economic development and poverty alleviation.</p> <p>3. Facilitate the promotion of public participation processes.</p> <p>4. Facilitate the establishment and functioning of ward committees.</p> <p>5. Administer and co-ordinate special programs in aid of the community:</p> <ul style="list-style-type: none"> <li>- Support to vulnerable groups (gender, elderly)</li> <li>- Support to HIV/Aids organisations</li> <li>- Youth development</li> <li>- Co-ordination and implementation of Executive Mayoral Projects</li> <li>- Administration of grant-in-aid funds to organisations in need</li> </ul> <p>6. Facilitate community development projects, community development initiatives and special projects.</p> <p><b>Internal Audit</b></p> <p>1. Develop and implement a risk-based audit plan and internal audit program for each financial year.</p> <p>2. Advising the accounting officer and report to the Audit Committee on the implementation of the internal audit plan</p> <p>3. Establish and maintain an enterprise risk management (ERM) and compliance system within the organisation.</p> <p>4. Ensure the organisation is conforming with, or eligible for, contractual obligations, government regulations, laws, or licenses and permits.</p>
2	<p>Director: Corporate Services Mr. JWA Kotzee</p>	<p>The Corporate Services Directorate renders all administrative functions of the Municipality including:</p> <p>1. Manage the provisioning and administering of town planning and environmental management services.</p> <p>2. Manage the provisioning of client and administrative services.</p> <p>3. Manage the provisioning and administering of human resources management services to the municipality</p> <p>4. Manage the administering and application of departmental GIS processes.</p> <p><b>Administration and Legal Support Services</b></p> <p>1. Manage the provisioning of secretariat and records management services.</p>

TIER	POSITION & INCUMBENT	ROLES AND RESPONSIBILITIES
		<p>2. Provide client and administrative support services.</p> <p>3. Manage the provisioning of information communication and technology (ICT) services including geographical information system (GIS) applications within the municipality.</p> <p>4. Legal Support Services</p> <p><b>Human Resource Management</b></p> <p>1. Manage the rendering of human resources provisioning and employee administration services.</p> <p>2. Manage the provisioning of human resources training and skills development services.</p> <p>3. Manage the provisioning of labour relations and employee wellness services</p> <p>4. Manage the provisioning of occupational health and safety services in terms of the OHSA.</p> <p><b>Planning and Development</b></p> <p>1. Manage the compilation and implementation of Spatial Planning and Land Use Management.</p> <p>2. Manage the compilation and implementation of Environmental Planning Management policies and procedures.</p> <p>3. Manage the rendering of land use management services and administrative support.</p> <p>4. Manage the lease and sale of municipal land.</p> <p>5. Oversee the facilitation of surveying and registration of municipal land</p>
3	<p>Director: Financial Services</p> <p>Mr. F Lötter: 1 November 2019 – 31 July 2022</p> <p>Mr. D Louw: 1 September 2022 – 31 May 2023</p>	<p><b>The Financial Services Directorate is responsible for all financial functions of the Municipality including:</b></p> <p>1. Manage the provisioning and administering of expenditure and supply chain management processes.</p> <p>2. Implement and maintain revenue and credit control policies and procedures to ensure sound revenue management practices and compliance.</p> <p>3. Manage and control the implementation of budget policies, systems and procedures and financial statements processes to ensure legislative compliance and sound financial management practices.</p> <p><b>Revenue Management</b></p> <p>1. Manage and administer the debtors of the municipality including banking, reconciliations and billing.</p> <p>2. Manage and control the application of the Municipality's credit control policies and procedures.</p> <p>3. Manage and facilitate property valuations and determining of rates.</p> <p><b>Expenditure &amp; SCM</b></p> <p>1. Manage the recording, authorisation and proper execution of expenditure systems, procedures and transactions.</p> <p>2. Manage supply chain management and asset management processes and systems.</p> <p><b>Financial Management &amp; Reporting</b></p>

TIER	POSITION & INCUMBENT	ROLES AND RESPONSIBILITIES
		<ol style="list-style-type: none"> <li>1. Manage the preparation and administering of budgets and financial statements.</li> <li>2. Manage financial compliance and reporting on financial management.</li> <li>3. Manage the execution of budget control and control of accounting procedures.</li> </ol>
4	<p>Director: Technical Services</p> <p>Mr. V Felton: 01 February 2022 - 30 September 2022</p> <p>Mr. D van Turha: 1 January 2023</p>	<p><b>The Technical Services Directorate is responsible for all technical functions of the Municipality including:</b></p> <ol style="list-style-type: none"> <li>1. Manage the provisioning and administering of project management and building control services.</li> <li>2. Manage the provisioning and control of civil engineering and solid waste management services.</li> <li>3. Manage the provisioning and control of electrical engineering services.</li> <li>4. Manage the administering and application of technical related GIS processes.</li> </ol> <p><b>Civil</b></p> <ol style="list-style-type: none"> <li>1. Manage overall compliance i.r.t. waste management practices and prescripts</li> <li>2. Manage the provisioning and maintenance of civil engineering services in the Piketberg Area.</li> <li>3. Manage the provisioning and maintenance of civil engineering services in the Velddrif Area.</li> <li>4. Manage the provisioning and maintenance of civil engineering services in the Porterville Area.</li> <li>5. Manage and coordinate the maintenance of all vehicles and equipment in the Municipality.</li> <li>6. Manage the provisioning and administering of Bulk Services.</li> <li>7. Manage internal funded capital projects within the respective regions.</li> </ol> <p><b>Electricity</b></p> <ol style="list-style-type: none"> <li>1. Manage the provisioning and maintenance of electrical services in the Piketberg and Redelinghuis Areas.</li> <li>2. Manage the provisioning and maintenance of electrical services in the Velddrif and Aurora Areas.</li> <li>3. Manage the provisioning and maintenance of electrical services in the Porterville and Eendekuil Areas.</li> </ol> <p><b>Project Management &amp; Building Control</b></p> <ol style="list-style-type: none"> <li>1. Manage the provisioning of a project management unit.</li> <li>2. Provide building control services to ensure compliance and standards i.r.t. buildings and developments.</li> <li>3. Render graphic / information services for the unit.</li> </ol>
5	<p>Director: Community Services</p> <p>Mr. DA Josephus</p>	<p><b>The Community Services Directorate is responsible for all community functions of the Municipality including:</b></p> <ol style="list-style-type: none"> <li>1. Manage the provisioning and administering of community protection services within the respective areas of the municipality.</li> <li>2. Manage the provisioning and administering of community facilities.</li> </ol>

TIER	POSITION & INCUMBENT	ROLES AND RESPONSIBILITIES
		<p>3. Manage housing administration.</p> <p><b>Protection Services</b></p> <ol style="list-style-type: none"> <li>1. Manage the provisioning of traffic and law enforcement services.</li> <li>2. Manage the provisioning and administering of disaster management, firefighting and fire prevention services</li> </ol> <p><b>Community Facilities &amp; Resorts</b></p> <ol style="list-style-type: none"> <li>1. Manage and co-ordinate libraries and information services including liaising with Museums, Tourism and other stakeholders.</li> <li>2. Manage the maintenance of parks, cemeteries, sport grounds, swimming pools and other facilities.</li> <li>3. Provide housing administration support services to address the housing needs in the area.</li> </ol> <p><b>Housing Administration</b></p> <ol style="list-style-type: none"> <li>1. Manage the administration processes of housing applications and allocations to ensure proper service delivery to the community.</li> <li>2. Initiate housing projects and the maintenance of housing rental stock.</li> <li>3. Research, develop, review, facilitate and implement housing policies, municipal accreditation and development processes.</li> </ol> <p><b>Library Services</b></p> <p>Manage and co-ordinate libraries and information services including with museums, tourism and other stakeholders</p>

### 2.3 INTERGOVERNMENTAL RELATIONS

Section 3 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) as amended requires municipalities to exercise their executive and legislative authority within the constitutional system of co-operative government envisaged in Section 41 of the Constitution.

The Municipality participates in International, National, Provincial and District Intergovernmental Forums. The Municipality strives to participate in as many of the available intergovernmental forums as possible, but our challenge is that forums often meet on the same dates and the personnel structure does not allow for dedicated personnel to attend all forum meetings.

The most significant new intergovernmental structure that was implemented in this financial year is the Joint District Management Approach (JDMA) or Nationally known as the DDM (District Development Model). Bergvriër Municipality participated fully in this structure.

#### 2.3.1 INTERNATIONAL INTERGOVERNMENTAL RELATIONS

Bergvriër Municipality is in a “Stedeband” (partnership cooperation agreement) with the Municipality of Heist-op-den-Berg in Belgium, Europe.



Photo: Hanlie Linde

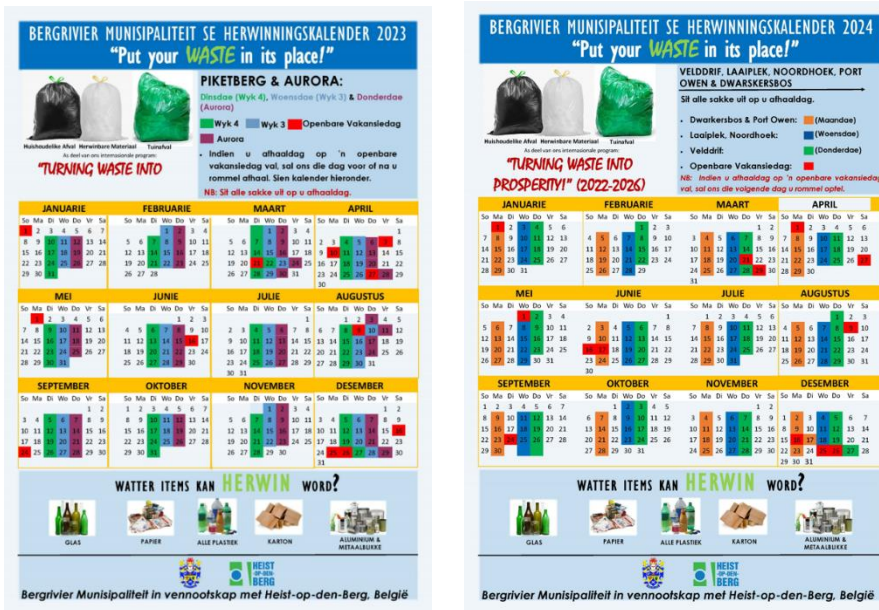
The purpose of such an arrangement is for two Local Government structures in different countries, but with shared interests, to share expertise for the joint improvement of the public, the administration and the political structures in both areas. The main aim is the sharing of experience and joint project implementation, where possible. The relationship has developed well since its initial stages during December 2014 and a delegation from Heist-op-den-Berg visited Bergrivier Municipality during October 2015, October 2017 and April 2018 with return visits by Bergrivier Municipality during May 2016 and June 2017. The year 2018/19 was characterized by the first visit of the youth of 4 schools in Bergrivier Municipal Area to Belgium during March/April 2019. As part of the youth exchange programme, we prepared for a return visit by Belgium to South Africa during March/April 2020, but this was postponed to 2023 due to the Covid-19 world-wide pandemic and the closure of international borders.

The two Municipalities are joint partners in the Belgium Federal Government Programme where we applied jointly for funding from the European Union to create and implement a programme in waste management, namely *Turning Waste into Prosperity*. This programme (2017 – 2022) is focused on selecting young potential entrepreneurs (waste ambassadors) and equip them with skills and education to build their own co-ops and start small businesses by using green waste from the Bergrivier Municipality and turning that into prosperity. As part of our Stedeband, we contracted the expertise of Exchange, and they provided the waste ambassadors with training through international experts. Bergrivier Municipality and Heist-op-den-Berg have been re-selected to apply jointly for the next Federal Programme from 2022 – 2027 (during this financial year the EU changed the parameters to shorten the programme to end in December 2023). We are very fortunate to announce that we were successful in our application and were approved to participate in the programme again from January 2022 – December 2023. The content of the programme was crafted during March 2021 during a three-day virtual conference. We continued with the Waste Management theme, but broadened the playing field to also include household composting throughout the Municipal Area to significantly reduce the amount of organic waste in the black bags collected and transferred to landfill.

During the 2022/2023 financial year the implementation of this programme continued. Currently we are rolling out composting bins to interested households in Bergrivier Municipality. Awareness raising to reduce



household waste and increase composting received attention. We designed, print, and distributed the waste calendars to all households in Bergrivier Municipality (see examples below).



The international conference for municipalities having city-to-city cooperation between Belgium and South Africa and Botswana is jointly organized by VVSG (Belgium) and SALGA (South Africa and will take place in Witzenberg Municipality (Ceres) in the Western Cape in 2023.

See the section on Youth Development for the Youth Exchange Programme.

2.3.2 NATIONAL INTERGOVERNMENTAL FORUMS

The Municipality participates in the following National Intergovernmental Forums:

TABLE 50: PARTICIPATION ON NATIONAL INTERGOVERNMENTAL FORUMS

DIRECTORATE	FORUMS
Councillors, Executive Mayor and Mayoral Committee Members	National Mayors Forum
Municipal Managers Office	National Municipal Managers Forum International Institute of Municipal Clerks (IIMC) Institute of Municipal Administrators of South Africa (IMASA) Institute for Local Government Managers (ILGM)
Technical Services Directorate	Department of Water Affairs Bi-monthly Meetings Monthly Intergovernmental Coordination Meetings of MIG Programme Association for Municipal Electricity Undertakings (AMEU) Institute for Municipal Engineers in SA (IMESA)
Corporate Services Directorate	Institute of Municipal Personnel Practitioners of South Africa (IMPSA)
Community Services	Institute of Traffic Licensing and Metro Police Officers of Southern Africa (ITLMPO-SA)

DIRECTORATE	FORUMS
Financial Services Directorate	Institute of Municipal Finance Officers (IMFO)

### 2.3.3 PROVINCIAL INTERGOVERNMENTAL FORUMS

The Municipality participates in the following Provincial Intergovernmental Forums:

**TABLE 51: PARTICIPATION ON PROVINCIAL INTERGOVERNMENTAL FORUMS**

DIRECTORATE	FORUMS
Councillors, Executive Mayor and Mayoral Committee Members	Minmay (Ministers / Mayors) Premier’s Co-ordinating Forum (PCF) Speakers Forum SALGA Working Groups: Intergovernmental and International Relations Human Resources Municipal Services and Infrastructure Economic Development and Planning Community development Municipal Finance
Municipal Managers Office	Minmay (Ministers and Mayors) and Minmay Technical Meeting (Head of Provincial Departments and Municipal Managers) Premier's Coordinating Forum (PCF) PS07 Climate Change Forum Provincial Treasury: Pre-determined Objectives (PDO) Forum Provincial Treasury: Risk Forum SALGA Working Groups: Intergovernmental and International Relations Economic Development and Planning Community development Western Cape IDP Managers Forum Western Cape Public Participation and Communication Forum Western Cape Local Economic Development Forum Western Cape Economic Development Partnership West Coast District ONE PLAN Coordination Forum (Provincial platform)
Technical Services Directorate	Western Cape Provincial Government (MIG) Department of Environmental Affairs and Development Planning Waste Forum SALGA Working Groups: Provincial Resource Team Housing Meetings Municipal Services and Infrastructure

DIRECTORATE	FORUMS
Corporate Services Directorate	Provincial Taxi Board SALGA Working Groups: Human Resource Management
Financial Services Directorate	Provincial Treasury: CFO Forum Provincial Treasury: SCM Forum SALGA Working Groups: Municipal Finance
Community Services Directorate	Provincial Disaster Management Forum Provincial Fire Chiefs Forum SALGA Working Committees Traffic Chiefs Forum NATIS Working Group Law Enforcement Technical Committee Informal settlement Support Program Housing Co-ordination Committee

2.3.4 DISTRICT MUNICIPALITY INTERGOVERNMENTAL FORUMS

The Municipality participates in the following District Municipality Intergovernmental Forums:

**TABLE 52: PARTICIPATION ON DISTRICT MUNICIPALITY INTERGOVERNMENTAL FORUMS**

DIRECTORATE	FORUMS
Councillors, Executive Mayor and Mayoral Committee Members	WCDM IDP Co-ordinating Committee West Coast District Co-ordinating Forum (DCF) West Coast Economic Development Partnership District Water Monitoring Forum District Evaluation Committee (DEC) West Coast Human Settlements Forum WC Water Monitoring Forum.
Municipal Manager’s Office	WCDM District Coordinating Forum (DCF) WCDM District Coordinating Forum Tech (DCF Tech) All JDA/DDM engagements District Water Monitoring Board WCDM IDP/LED Forum WCDM IDP Co-ordinating Committee (IDPCC) West Coast District ONE PLAN Coordination Forum (District platform)
Technical Services Directorate	WCDM Water Quality Forum St Helena Bay Water Quality Forum

DIRECTORATE	FORUMS
	EPWP District Forum
Corporate Services Directorate	District Air Quality Forum District Regional Tourism Organisation (RTO)
Financial Services Directorate	WCDM District Coordinating Forum Tech (DCF Tech)
Community Services Directorate	West Coast District Advisory Forum District Fire Working Group Disaster Management Co-ordinating Forum Stellenbosch-Saldanha Regional Library Forum West Coast District Road Traffic Co-ordinating Committee

## 2.4 PUBLIC PARTICIPATION AND ACCOUNTABILITY

The Constitution (Section 152) sets out the objects of local government, one of which is the provision of democratic and accountable government to local communities. This is reiterated by Section 15(b) of the Municipal Systems Act which requires a municipality to establish and organise its administration to facilitate a culture of accountability amongst its staff.

A second constitutional objective is the encouragement of local community and community organisation participation in the matters of local government. This is reiterated by Chapter 4 of the Municipal Systems Act which deals exclusively with community participation. A municipality is required to develop a culture of community participation and develop a system of participatory municipal governance that compliments formal representative governance. The municipality is also required to supply its community with information concerning municipal governance, management and development.

### 2.4.1 PUBLIC PARTICIPATION

#### 2.4.1.1 PUBLIC MEETINGS

A total of 20 public town-based meetings were held during the year as indicated in the following table:

**TABLE 53: PUBLIC MEETINGS – TOWN BASED**

TYPE OF ENGAGEMENT	WARD/TOWN	DATE	
Town based meetings	Piketberg (Ward 4) Allan Boesak Community Hall	12 September 2022	03 April 2023
	Porterville (Ward 2) N. Otto Community Hall	19 September 2022	04 April 2023:
	Aurora Community Hall	14 September 2022	05 April 2023
	Dwarskersbos Beach Resort Hall	21 September 2022	11 April 2023
	Velddrif Town Hall	21 September 2022	11 April 2023
	Redelinghuis Community Hall	20 September 2022	12 April 2023:

TYPE OF ENGAGEMENT	WARD/TOWN	DATE	
	Eendekuil Community Hall	15 September 2022	13 April 2023
	Porterville (Ward 1) Library Hall	19 September 2022	17 April 2023
	Piketberg (Ward 3) Library Hall	13 September 2022	18 April 2023
	Noordhoek Community Hall	21 September 2022	19 April 2023

#### 2.4.1.2 WARD COMMITTEES

Ward committees are statutory committees established in terms of Part 4 of Chapter 4 of the Local Government Municipal Structures Act. Ward committees play a vital role in bridging the gap between the Community and the Municipality. Ward committees are not political but are nevertheless elected for a period of five years that runs concurrently with the term of office of the Municipal Council.

The Municipal Council approved a reviewed Ward Committee Policy in February 2017 and ward committees for each ward were elected in accordance with this policy in February 2022. The Municipal Council also approved an out-of-pocket expense fee structure for Ward Committees. The following ward committee meetings took place:

**TABLE 54: WARD COMMITTEE MEETINGS**

WARD	WARD COMMITTEE MEETINGS				
Ward 1	10 September 2022 Combined Ward Committee meeting	07 November 2022	13 February 2023	01 April 2023 Combined Ward Committee meeting	15 April 2023 Ward Committee Indaba
Ward 2	10 September 2022 Combined Ward Committee meeting	07 November 2022	13 February 2023	01 April 2023 Combined Ward Committee meeting	15 April 2023 Ward Committee Indaba
Ward 3	10 September 2022 Combined Ward Committee meeting	08 November 2022	14 February 2023	01 April 2023 Combined Ward Committee meeting	15 April 2023 Ward Committee Indaba
Ward 4	10 September 2022 Combined Ward Committee meeting	08 November 2022	14 February 2023	01 April 2023 Combined Ward Committee meeting	15 April 2023 Ward Committee Indaba
Ward 5	10 September 2022 Combined Ward Committee meeting	09 November 2022	20 February 2023	01 April 2023 Combined Ward Committee meeting	15 April 2023 Ward Committee Indaba
Ward 6	10 September 2022 Combined Ward Committee meeting	10 November 2022	20 February 2023	01 April 2023 Combined Ward Committee meeting	15 April 2023 Ward Committee Indaba

WARD	WARD COMMITTEE MEETINGS						
Ward 7	10 September 2022 Combined Ward Committee meeting	10 November 2022	16 February 2023	01 April 2023 Combined Ward Committee meeting	15 April 2023 Ward Committee Indaba		
WARD	ADDITIONAL WARD COMMITTEE MEETINGS						
Ward 1							
Ward 2	11/07/2022	03/10/2022	27/03/2023	29/06/2023			
Ward 3	17/08/2022	26/09/2022	27/10/2022	26/04/2023			
Ward 4	26/07/2022	23/08/ 2022	26/10/2022				
Ward 5	20/08/2022	03/10/2022					
Ward 6	18/07/2022	27/09/2022	27/03/2023	17/04/2023			
Ward 7	13/07/2022	18/08/ 2022	27/10/2022	16/11/2022	15/03/2023	10/05/2023	14/06/2023

Ward projects with an allocated budget have been identified per ward and forms part of the IDP. Regular report back sessions are held by the respective sectors and a written report is submitted to the chairperson of the ward committee for scrutiny.

Ward committees act as line of communication between the community and the Municipality to raise matters that impact on service delivery in their respective areas. This also improves relationships with the community and assists the Municipality to keep the public informed regarding relevant matters.

#### 2.4.1.3 COMMUNICATION SECTION

The Municipality has a Communication Section mandated to manage and co-ordinate the communication of the strategic vision, mission, values, organisational culture and being of Bergrivier Municipality with and to all stakeholders, networks, officials, councillors and to create and design all material linked to it. This section, which falls under the Office of the Municipal Manager, has a Head: Communications who reports directly to the Municipal Manager.

The Communication Section is responsible for the following:

- i. managing the public relations and media liaison functions;
- ii. manage all internal and external promotional and marketing related communication;
- iii. manage the official Facebook Page and Public WhatsApp Groups of Bergrivier Municipality;
- iv. manage the Corporate Wear Initiative within the Municipality;
- v. Taking photographs and doing videography;
- vi. manage all the TV Screens at the Reception Desks in the different Municipal Offices by ensuring that they are updated on a quarterly basis with relevant content;

- vii. manage all design work for the Municipality;
- viii. drafting and updating of the Communications Policy and Social Media Policy; and
- ix. managing all communication projects.

During the period under review, the Communication Unit took advantage of newly installed Outdoor TV Screens (Piketberg, Velddrif and Porterville) by featuring important relevant content for residents within these towns, to stay abreast with the latest municipal news. The kind of content that features of these Outdoor TV Screens includes information about the Municipality's Corporate identity, town-based meetings, vandalism, core values, recycling and much more. The Communications Unit surpassed the 12 000 followers mark on Facebook and launched its official Instagram account in June 2023.

The Bergrivier Bulletin, a digital external newsletter produced by the Communications Unit, continues to promote the Municipality's strategic goals and provides residents with updates on the largest capital projects within the various towns, introduces new staff members to the public and showcases some community initiatives. The Bergrivier Bulletin offers a variety of relevant municipal content, high quality pictures and can be downloaded via our municipal website ([www.bergmun.org.za](http://www.bergmun.org.za)), via our WhatsApp Ward or Public Groups, or via our Facebook Page.

The Communication Unit created Bergrivier Municipality's official Facebook Page on 07 May 2018. In 2023, the Communication Unit celebrated achieving the landmark figure of 12 000 followers. Most of the growth was organic, which can be attributed to the authentic, relevant and local content that was shared to the public via this platform. The Unit regularly updated the platform which played a vital role in keeping all communities within the Bergrivier Municipal Area informed about municipal projects, campaigns, service delivery issues and loadshedding schedules. This is the fastest growing communication platform which the Municipality currently has available, which also offers instant two-way communication. The Communication Section continues to strive to communicate in a coordinated and uniform manner and with the highest impact.

We are extremely proud of our corporate identity, vision and core values, and therefore spend lots of time crafting the best corporate branding material for the organisation, to use at all official events. The designs, colours and messaging all speak to and align with the vision of Bergrivier Municipality. The Communication Unit understands the importance of promoting and maintaining a good image and building a reputation that all staff, the Municipality as a whole, and all residents living within the area can be proud of. The Municipal emblem and brand were promoted on several occasions through the designing, production and distribution of quality communication material and promotional items. The brand and reputation were further reinforced through the issuing of quality media statements, responding timeously and comprehensively to media enquiries and regularly displaying our communication material on our website and social media platforms. The Communication Unit put in a substantial amount of effort to protect the Municipal brand, and even started producing more video content and now feature content on the Outdoor TV Screens and Instagram, to extend its communication efforts even further.

The Communication Unit has on a quarterly basis updated the Indoor TV screens, which have been strategically placed at all the reception desks in the different Municipal offices. The content, which is displayed include the Municipality's core values, service delivery videos, municipal projects, events and activities in pictures and posters. As the public walks into any of the Municipal offices, they can view the content on the TV screens whilst waiting to be assisted. The Communication Unit also reports on this process every quarter, by submitting a detailed report to the Economic Development Portfolio Committee.

This unit regularly sent out press releases to media (print, online); invited media to events and responded to media enquiries, as well as shared news regarding municipal projects, programmes, initiatives and achievements on the website, social media (Facebook) and quarterly external newsletter. Bergvriër Municipality is committed to regular two-way communication, by building lasting relationships with its internal and external stakeholders and to continue to form positive partnerships with the public and private sector. The Municipality also acknowledges that it has a responsibility to inform its internal and external stakeholders of challenges identified, progress made, and results achieved in addressing its mandate and vision. A key focus is to ensure that all the towns within the jurisdiction of the municipality is communicated to on an equitable basis.

## 2.5 INTEGRATED DEVELOPMENT PLAN PARTICIPATION AND ALIGNMENT

Integrated Development Planning is regulated by Chapter 5 of the Municipal Systems Act. This Chapter must be read together with Chapter 6 which regulates Performance Management as well as the Municipal Planning and Performance Regulations, 2001, (R796 of 2001). To ensure certain minimum quality standards of the IDP process and a proper co-ordination between and within the spheres of government, the IDP process is regulated by the Municipal Systems Act, 2000 (Act 32 of 2000) (MSA). The Act requires the following regarding the process:

### Section 28:

*“(1) Each municipal council must adopt a process set out in writing to guide the planning, drafting, adoption and review of its IDP.*

*(2) The municipality must through appropriate mechanisms, processes and procedures established in terms of Chapter 4, consult the local community before adopting the process.*

*(3) A municipality must give notice to the local community of particulars of the process it intends to follow.”*

### Section 29(1):

*“The process must—*

*(a) be in accordance with a predetermined programme specifying timeframes for the different steps.*

*(b) through appropriate mechanisms, processes and procedures allow for—*



- (i) *the local community to be consulted on its development needs and priorities.*
- (ii) *the local community to participate in the drafting of the IDP; and*
- (iii) *organs of state, including traditional authorities, and other role players to be identified and consulted on the drafting of the integrated development plan.*
- (c) *provide for the identification of all plans and planning requirements binding on the municipality in terms of national and provincial legislation; and*
- (d) *be consistent with any other matters that may be prescribed by regulation.”*

During the 2022/23 the newly elected Council adopted the Fifth Generation IDP with amendments and in accordance with the approved Process Plan. The following table provides an overview of the alignment of the IDP to the criteria as set out in Section 26 of the Municipal Systems Act.

**TABLE 55: IDP PARTICIPATION AND ALIGNMENT CRITERIA**

IDP PARTICIPATION AND ALIGNMENT CRITERIA	YES/NO	COMMENT WHERE THERE WAS LACK OF ALIGNMENT
Does the municipality have impact, outcome, input and output indicators?	Yes	N/A
Does the IDP have priorities, objectives, KPIs and development strategies?	Yes	N/A
Does the IDP have multi-year targets?	Yes	N/A
Are the above aligned and can they calculate into a score?	Yes	N/A
Does the budget align directly to the KPIs in the IDP?	Yes	N/A
Do the IDP KPIs align to the Section 57 Managers?	Yes	N/A
Do the IDP KPIs lead to functional area KPIs as per the SDBIP?	Yes	N/A
Were the indicators communicated to the public?	Yes	N/A
Were the four quarter aligned reports submitted within stipulated time frames?	Yes	N/A

**2.6 CORPORATE GOVERNANCE**

Corporate Governance is the set of processes, practices, policies, laws and relationships affecting the way an institution is directed, administered or controlled.

**2.7 INTERNAL AUDIT UNIT**

The Municipality has an Internal Audit Unit as required by Section 165(1) of the MFMA and an Internal Auditor and Assistant Internal Auditor who reports to the Municipal Manager. Section 165(2) of the MFMA requires the Internal Auditor to:

- a. Prepare a risk-based audit plan and an internal audit program for each financial year;

- b. Advise the accounting officer and report to the Performance-, Risk- and Audit Committee on the implementation of the internal audit plan and matters relating to—
- i. internal audit;
  - ii. internal controls;
  - iii. accounting procedures and practices;
  - iv. risk and risk management;
  - v. performance management;
  - vi. loss control; and
  - vii. compliance with this Act, the Annual Division of Revenue Act and any other applicable legislation; and
- c. Perform such other duties as may be assigned to it by the accounting officer.

The Internal Auditor is responsible for the Internal Audit and Risk Management Unit and must also ensure that the combined Performance, Risk and Audit Committee meets as legislated and that all aspects required by legislation are submitted at these meetings to ensure that the committee are informed and that recommendations can be made and implemented.

The meetings of the Performance-, Risk - and Audit Committee are attended by Senior Management and relevant Councillors. The Committee is a statutory committee and functions in accordance with Section 166 of the Municipal Finance Management Act. The Committee is an independent advisory body on internal financial controls and audits, risk and performance management and effective governance.

The Municipality implemented a compliance system “Eunomia” which is an electronic automated monitoring tool that assists with the monitoring of compliance.

## 2.8 RISK MANAGEMENT

The Municipality has a Risk Management Committee which meets quarterly. Strategic risks are identified during the annual strategic planning session of the Council as well as by Senior Management at management meetings and Risk Management Committee Meetings. Departmental and operational risks are identified by the Directorates and managed by the relevant Directors.

Strategic risks are populated in an automated electronic risk register (Risk Assist) which are approved by Council annually. The strategic risk register is updated as part of the mandate of the Risk Management Committee. Quarterly reports are submitted to Council on how risks are managed and mitigated to ensure proper management thereof and achievement of the desired outcomes.

## 2.9 ANTI-CORRUPTION AND FRAUD

Bergrivier Municipality subscribes to the principles of good corporate governance, which requires the conducting of business in an honest and transparent fashion. The policy of the Municipality is zero tolerance to corruption and fraud.

Fraud prevention can be seen as the cumulative effect of both prevention and detection systems incorporated by management. The detection of fraud can only lead to the prevention thereof if the response thereto acts as a deterrent.

Implementing good governance, ethics, accountability as well as strategies and policies to prevent fraud and corruption is based on the principle that service delivery is the priority of the Municipality. Implementation of these principles and awareness are continuous processes aimed at ensuring that the interest and needs of the public are met. Municipalities are encouraged to promote the principles of good governance, ethics and risk management. Raising awareness on good governance includes communication on anti-corruption strategies and highlighting the role of the community in the fight against unethical conduct, fraud and corruption.

The Anti-fraud and Anti-Corruption Policies were reviewed during the 2022/2023 financial year and reviewed by the Performance, Risk and Audit Committee in June 2023 (OVN022/06/2023) and approved by the Executive Mayoral Committee in June 2023 (BKN052/06/2023). Employees are encouraged to communicate with their supervisors or management regarding the identification of risks and incidences of fraud and corruption.

Municipal employees as well as Councillors are expected to abide by the Code of Conduct for Employees and the Code of Conduct for Councillors respectively as found in Schedule 1 and 2 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000). During this financial year no incidents of breach of the codes were reported. These codes include aspects such as general conduct, declaration of interests, council property and commitment to serving the public interest. The Municipal Manager also played an active role in this and has initiated regular vehicle inspections to raise awareness and the importance on the upkeep of municipal assets.

Policies and procedures that are adopted by Council as part of human resources, finance and internal controls also focus on, and include prevention controls, detection controls and segregation of duties to ensure that fraud and corruption is prevented and detected. On a day-to-day basis these include physical controls, supervision and authorization controls and the proper management of information.

Anti-fraud-, corruption- and ethics initiative workshops are reported quarterly. Councillors and senior management are part of the Risk Management Committee and participate in discussions and report back to ensure that these initiatives are implemented and that officials are informed and part of the process.

### 2.9.1 ANTI-FRAUD AND CORRUPTION HOTLINE

Members of the public are encouraged to report any fraud and/or corruption allegations to either the Executive Mayor, Alderman Ray van Rooy, on 083 657 9615, the Municipal Manager, Adv. Hanlie Linde on 022 913 6011 or the Internal Auditor, Cindy Ranna at 022 913 6002 or via e-mail: [rannac@bergmun.org.za](mailto:rannac@bergmun.org.za).

The public can also contact the National Anti-corruption Hotline at 0800 701 701 or the Provincial Forensic Services at 021 483 0931 or via e-mail: [Tip.Offs@westerncape.gov.za](mailto:Tip.Offs@westerncape.gov.za).

### 2.10 THE MUNICIPAL WEBSITE

The Local Government Systems Act, 32 of 2000, (Section 21(B)) requires the Municipality to establish an official website. The Municipal Website is an integral part of the Municipality’s communication strategy. Bergrivier Municipality’s official website is [www.bergmun.org.za](http://www.bergmun.org.za).

The Municipality is required to place all information that must be made public in terms of the Municipal Systems Act and the Municipal Finance Management Act (MFMA) on this Website. Section 75 of the MFMA specifies that the following documents must be placed on the website:

**TABLE 56: MUNICIPAL WEBSITE: CONTENT AND CURRENCY OF MATERIAL**

DOCUMENTS PUBLISHED ON THE MUNICIPALITY'S WEBSITE		YES / NO
a)	The annual and adjustments budgets and all budget-related documents	Yes
b)	All current budget-related policies	Yes
c)	The annual report	Yes
d)	Performance agreements required in terms of section 57(1)(b) of the Municipal Systems Act	Yes
e)	All service delivery agreements	Yes
f)	All long-term borrowing contracts	Yes
g)	All supply chain management contracts above R 100 000 for 2017/18	Yes
h)	An information statement containing a list of assets over a prescribed value that have been disposed of in terms of Section 14 (2) or (4)	Yes
i)	Contracts agreed in Year 1 to which subsection (1) of Section 33 applies, subject to subsection (3) of that Section	Yes
j)	Public-private partnership agreements referred to in Section 120	N/A
k)	All quarterly reports tabled in the council in terms of Section 52 (d)	Yes
l)	Any other documents that must be placed on the website in terms of this Act or any other applicable legislation, or as may be prescribed	Yes

### 2.11 DELEGATIONS

The Constitution of the Republic of South Africa (1996) states that the legislative and executive authority of the municipality is vested in the municipal council. The municipality has the function and powers assigned to

it in terms of Sections 156 and 229 of the Constitution. Section 53 of the Systems Act states that the Municipality must define specific areas of responsibilities for each political structure or political office bearer of the Municipality and that of the Municipal Manager. These respective roles and areas of responsibilities may include the delegation of power and duties. In terms of Section 59(1) of the Municipal Systems Act, 2000 (Act 32 of 2000) the Municipality must develop a system of delegation that will maximise administration and operational efficiency and will provide for adequate checks and balances.

In terms of the Section 12 Notice (Municipal Structures Act), Bergrivier Municipality operates under an Executive Mayoral System. This system allows for the exercise of executive authority through an Executive Mayor in which the executive leadership of the municipality is collectively vested.

Decisions are taken corporately by, or on behalf of the whole Council. Municipalities are expressly empowered to arrange for their functions to be discharged by Committees, who may in turn arrange for them to be discharged by Sub-Committees. The Council, Committee or Sub-Committee may also decide that individual officers may discharge functions. All such arrangements are referred to as delegations and a “register, or manual of delegations” must be maintained by the municipality to have a record of all delegations made.

Since the approval of the previous delegations 30 January 2018 various pieces of new legislation or amendments to legislation have come into operation which have assigned additional powers, duties and responsibilities to the Municipal Manager as the accounting officer and further powers and responsibilities to the mayor as the political head of the municipality. A review of all delegations was therefore necessary to align the previous delegations with the new legislation and amendments and the new delegations were approved on 29 September 2020.

Section 65 of the MSA determines the following: 65 Review of delegations:-

“(1) Whenever it becomes necessary in terms of section 59(2) (f) to review a municipality’s delegations, the municipal manager must submit to the Council – (a) a report on the existing delegations issued in terms of Section 59 by the Council and other delegating authorities of the Municipality; and (b) recommendations on any changes to the existing delegations which the municipal manager may consider necessary”.

Bergrivier Municipality has developed its Delegated Powers in accordance with delegations that currently exist as well as those provided for in new Local Government legislation or amendments to legislation. The Office of the Municipal Manager and all Departments were consulted to identify and advise on all powers and functions related to their respective key performance areas in an endeavour to ensure that a proper system of delegation is put into place. This will contribute to the accountable empowerment of officials and functionaries and other organs of the Council in execution of their administrative and operational powers, functions and responsibilities to optimize efficiency in an accountable and transparent manner. There are currently two main Acts that govern delegation of municipal powers to organs, officials and functionaries, i.e.,

Municipal Systems Act and the Municipal Finance Management Act. There are, however, other pieces of legislation that deal with specific matters (e.g., National Building Regulations, SAPS Act, - National Road Traffic Act etc.) that contain specific stipulations regarding the delegation of certain statutory powers without the necessity of Council resolution.

## CHAPTER 3 SERVICE DELIVERY PERFORMANCE



International paragliding competitions annually from Dasklip Pass in Porterville

Photographer unknown: BTO provided.

### 3.1 INTRODUCTION

This chapter provides an overview of the service delivery performance of the Municipality for the 2021/22 financial year, all services rendered by the Municipality, and the input and initiatives of the Municipality during the Covid-19 lockdown period. The chapter concludes with the Municipality's Annual Performance Report which was compiled in terms of Section 46 of the Municipal Systems Act. It sets out the Key Performance Indicators (KPI's), targets and actual performance of the Municipality in relation to the strategic objectives of the Municipality as set out in the Integrated Development Plan (IDP). It also includes a service provider's performance evaluation report.

### 3.2 BASIC SERVICES

Basic services are a package of services necessary for human well-being and typically include water, sanitation, electricity, and refuse removal. An overview will also be provided on integrated human settlements (housing) which differs from the services in that it is a concurrent National and Provincial competence. It is included in this Annual Report as there is a direct correlation between the provision of basic services and housing and Bergrivier Municipality delivers housing as an implementing agent for Provincial Government. The Municipality has been providing basic services at the prescribed level to all urban households within its area of jurisdiction since the 2008/09 financial year, but still faces major challenges when it comes to ensuring that residents of the private Moravian towns have access to minimum service standards. There are ongoing discussions between the Municipality, Moravian Church of South Africa, SALGA and Provincial Government to find a sustainable service delivery solution.

Municipalities have the discretion to provide services at higher levels than the required basic levels, and one of Bergrivier Municipality's development priorities is to provide and maintain bulk and service infrastructure that will address backlogs and provide for future development. Bergrivier Municipality's focus is on steadily improving bulk and service infrastructure networks to enable the Municipality to render good quality services to all its consumers and to create an environment that will attract development opportunities that will impact positively on the local economy. This includes:

- reducing bulk and service infrastructure capacity backlogs (water and sanitation);
- maintenance and development of service infrastructure and networks to maintain a good standard of service delivery; and
- Master Plan development and revision.

#### 3.2.1. WATER

##### 3.2.1.1 INTRODUCTION

Water services are rendered by the Technical Services Directorate. The Municipality is a Water Services Authority in terms of the Water Services Act, 1997 (Act 108 of 1997) and adopted a Water Services Development Plan (WSDP) in 2017 – 2022. The validity period for the WSDP is extended for 2023 whilst the



new WSDP is prepared. Bergrivier Municipality is required in terms of Section 18 of the Water Services Act, 1997 (Act 108 of 1997), as well as the “Regulations relating to compulsory national standards and measures to conserve water” as issued in terms of Sections 9(1) and 73(1)(i) of the Water Services Act, to report on the implementation of its WSDP during each financial year and to include a water services audit in such an Annual Report. The Municipality provides water services to all towns in its area of jurisdiction except for Goedverwacht, Wittewater and De Hoek (PPC) which are private towns.

The overarching objectives of the WSDP are:

- To provide for the needs of the residents of Bergrivier Municipal Area in a continuous and sustained manner by timely future planning while preserving its distinctive character;
- To, in co-operation with other role-players, provide the residents of Bergrivier Municipal Area with a healthy economic basis and create a quality environment through sustained planning and in so doing create job opportunities as well as promote the expansion of tourism;
- To provide the residents of Bergrivier Municipality with a healthy and safe living environment through the timely establishment of the necessary community facilities;
- To empower the residents of Bergrivier Municipal Area through the provision and exposure to the necessary academic as well as practical training facilities;
- To support the residents of Bergrivier Municipal Area with the necessary sport and recreational facilities; and
- To preserve, conserve and expand the conservation worthy natural environment in harmony with future town development.

The three most critical issues addressed in the WSDP are:

- The eradication of water backlogs: All households in urban areas have access to basic water. Grants provided by National Government (MIG funds) are utilised for the upgrading of water and sanitation bulk and service infrastructure.
- Water Conservation (WC) and Water Demand Management (WDM): The implementation of Bergrivier Municipality’s WC/WDM Strategy has been extremely successful, and the Municipality was able to reduce the water requirements of the towns significantly, the overall percentage of NRW for all the internal distribution systems for the 2022/2023 year is at 14,1 %.
- The Municipality monitors its water losses monthly and is experiencing a decline in its water losses. Key priorities in terms of the Municipality’s WC/WDM Strategy are:
  - The identification of specific zones within the supply system to monitor revenue or unaccounted for water (UAW) monthly;
  - The monitoring of non-revenue or UAW regularly (detailed water audits and balances);
  - The implementation of systems to measure key parameters such as minimum night flows;
  - To implement a pressure management, pipeline management and rehabilitation programme;

- Raise awareness through brochures detailing the benefits of initiating WDM/WC strategies that can be sent out with the accounts and placed in local newsletters;
- Water education in schools (demonstrations and exhibits at schools in their planning process);
- Implementation of a consumer meter management programme and meter maintenance and replacement policy;
- Inform Council Members of the current legislation around WC/WDM, and include it in the Strategic Framework for Water Services;
- WC/WDM options must be included when additional water resources are investigated, and it must be seen as part of the water services planning process; and
- New supply schemes must only be developed where it can be shown that the existing water resources are being used efficiently.

### 3.2.1.2 SERVICE STATISTICS

#### 3.2.1.2.1 ACCESS TO WATER AND SERVICE DELIVERY LEVELS

The Water Services Act, 1997 (Act 108 of 1997) defines access to minimum water standards as access to at least 25 litres of potable water per day supplied within 200 m of a household and with a minimum flow of 10 litres per minute. Access to piped water is defined as 6 000 litres of potable water supplied per formal connection per month. National policy also requires that poor households should receive 6 kl of free basic water per month. Only registered indigent households within the Municipality’s supply area are entitled to 6 Kl of free basic water.

All households within the Municipality’s supply area have access to minimum standards of water.

**TABLE 57: ACCESS TO WATER**

FINANCIAL YEAR	PROPORTION OF HOUSEHOLDS WITH ACCESS TO WATER POINTS	PROPORTION OF HOUSEHOLDS WITH ACCESS TO PIPED WATER	PROPORTION OF HOUSEHOLDS ENTITLED TO 6 KL FREE WATER
2019/20	0	9 269	1 860
2020/21	0	9 533	2 128
2021/22	0	9 763	1 916
2022/23	0	9832	1 898

*30 June 2023 Billing Reports*

**TABLE 58: WATER SERVICE DELIVERY LEVELS**

DESCRIPTION	2019/20 ACTUAL	2020/21 ACTUAL	2021/22 ACTUAL	2022/23 ACTUAL
<b>WATER: (ABOVE MIN LEVEL)</b>				
Piped water inside dwelling	9 269	9 533	9 763	9- 832
Piped water inside yard (but not in dwelling)	0	0	0	0

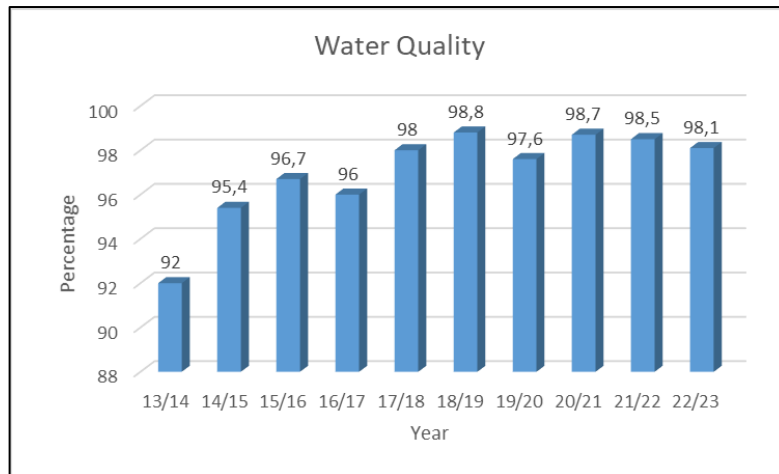
DESCRIPTION	2019/20 ACTUAL	2020/21 ACTUAL	2021/22 ACTUAL	2022/23 ACTUAL
Using public tap (within 200m from dwelling)	0	0	0	0
Other water supply (within 200m)	9 269	9 533	9 763	9 832
Minimum Service Level and Above sub-total	9 269	9 533	9 763	9 832
Minimum Service Level and Above Percentage	100 %	100 %	100 %	100 %
<b>WATER: (BELOW MIN LEVEL)</b>				
Using public tap (more than 200m from dwelling)	0	0	0	0
Other water supply (more than 200m from dwelling)	0	0	0	0
No water supply	0	0	0	0
Below Minimum Service Level sub-total	0	0	0	0
Below Minimum Service Level Percentage	0	0	0	0
<b>TOTAL NUMBER OF HOUSEHOLDS</b>	<b>9 269</b>	<b>9 533</b>	<b>9 763</b>	<b>9 832</b>

30 June 2023 Billing Reports

### 3.2.1.2.2 WATER QUALITY

The quality of the Municipality's water as measured against National Standard SANS 241 is still improving and well within the set norms as prescribed by SANS 241. Data is available from the "Supply System Drinking Water Quality Performance Report" of the Department of Water Affairs and Sanitation, as well as on the Bergrivier Municipality's website where the water quality is updated monthly. Data is collected directly from the laboratory and the results are captured on a national database (also known as IRIS - Integrated Regulatory Information System) as well as in the directorate. Water is analyzed on a weekly basis according to 4 criteria, namely Microbiological, Chemical, Physical Organoleptic and SANS 241. Based on calculating the averages on these four criteria, a water quality of 98.1 % for Bergrivier Municipality has been achieved compared to 98.5 % the previous year. This achievement is above the norm (90 %) and the figure of 98.1 % represent excellent water quality.

FIGURE 36: WATER QUALITY



3.2.1.2.3 WATER CONSUMPTION AND LOSSES

The goal is to ensure that non-revenue water and UAW levels are maintained/reduced and to implement measures to promote WC/WDM to their consumers and end-users on an on-going basis. Highlights of the 2022/23 financial year were that the Municipality were able to keep their water losses below 16 %, which is well below the national norm of 37 %.

TABLE 59: WATER CONSUMPTION AND LOSSES

YEAR	UNITS PURCHASED (kl)	LOSSES (kl)	%	RAND VALUE (APPROXIMATE)
2019/20	1 781 302	271 251	13.22	1 752 281
2020/21	2 197 038	349 257	15.90	2 256 200
2021/22	2 365 019	357 512	15.12	2 309 528
2022/23	2 568 321	365 816	14.1	2 721 671

\*Water rand value is calculated as the largest number of losses are in the Velddrif/Dwarskersbos area where treated water is bought at a rate of R 7.44/kl. The water bought in the other towns are much cheaper as treatment still needs to be done.

FIGURE 37: WATER LOSSES (From 2008/09 to 2022/23)

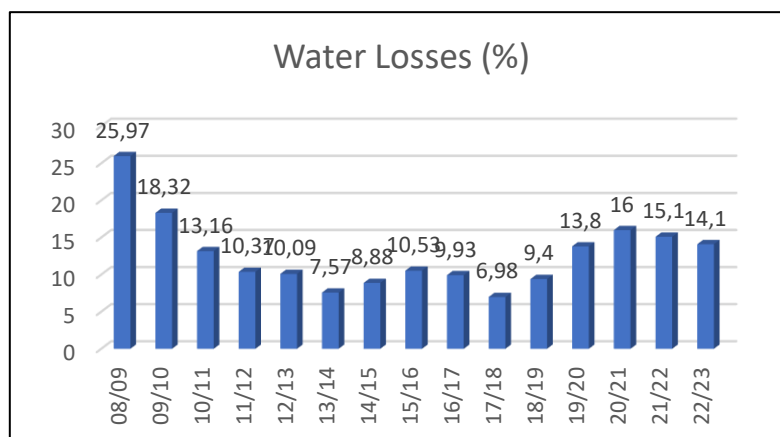


TABLE 60: WATER LOSSES PER NETWORK (%)

YEAR	VELDDRIF	AURORA	PIKETBERG	REDELINGHUIS	PORTERVILLE	EENDEKUIL
2019/20	16.3	10.3	9.7	31.2	10.1	30
2020/21	10.9	24.7	20.8	28.7	14.4	28.1
2021/22	14.2	19.7	12.0	38.8	11.9	35.3
2022/23	16.8	15.1	13.7	28.3	2.5	26.4

The losses in the towns of Aurora, Redelinghuis and Eendekuil might look substantial, but the rand amount lost is not enough to motivate the appointment of a contractor to investigate underground pipe leaks and leak detection.

### 3.2.1.3 HUMAN RESOURCE CAPACITY

The vacancy rate in staff for water services was 14.29 % as on 30 June 2023. For practical purposes, water and sanitation are treated as unit and personnel assigned to these functions work across both functions. Management assigned to the function are responsible for all aspects of service delivery.

TABLE 61: HUMAN RESOURCE CAPACITY: WATER SERVICES

NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES%
28	24	4	14.29 %

### 3.2.1.4 FINANCIAL PERFORMANCE

TABLE 62: FINANCIAL PERFORMANCE (OPERATIONAL): WATER SERVICES: DISTRIBUTION &amp; TREATMENT

WATER DISTRIBUTION				
DESCRIPTION	2022/23 BUDGET	2022/23 ADJUSTED BUDGET	2022/23 ACTUAL	VARIANCE
Employees	5 412 350,00	5 447 000,00	5 424 519,35	-0,41 %
Other	16 651 900,00	22 121 981,00	19 818 367,36	-10,41 %
Repairs & Maintenance	868 000,00	1 133 000,00	1 053 479,82	-7,02 %
<b>Total Operational Expenditure</b>	<b>22 932 250,00</b>	<b>28 701 981,00</b>	<b>26 296 366,53</b>	<b>-8,38 %</b>
Total Operational Revenue	-40 743 166,00	-42 662 166,00	-46 632 011,09	9,31 %
<b>Net Operational Expenditure</b>	<b>-17 810 916,00</b>	<b>-13 960 185,00</b>	<b>-20 335 644,56</b>	<b>45,67 %</b>
WATER TREATMENT				
DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Employee Related Costs	848 500,00	707 000,00	808 177,35	14,31 %

WATER DISTRIBUTION				
DESCRIPTION	2022/23 BUDGET	2022/23 ADJUSTED BUDGET	2022/23 ACTUAL	VARIANCE
Other Expenditure	976 000,00	1 250 000,00	1 227 605,91	-1,79 %
Repairs & Maintenance	73 000,00	69 000,00	60 930,78	-11,69 %
<b>Total Operational Expenditure</b>	<b>1 897 500,00</b>	<b>2 026 000,00</b>	<b>2 096 714,04</b>	<b>3,49 %</b>
<b>Net Operational Expenditure</b>	<b>1 897 500,00</b>	<b>2 026 000,00</b>	<b>2 096 714,04</b>	<b>3,49 %</b>

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TABLE 63: FINANCIAL PERFORMANCE (CAPITAL): WATER SERVICES

DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
<b>Water Distribution</b>				
Furniture & Equipment - Water	12 000,00	6 000,00	5 043,00	-15,95 %
Municipal Services Development (Ward 2 PV)	1 780 800,00	2 055 347,00	1 792 094,50	-12,81 %
Municipal Services Development (Ward 4 PB)	961 377,00	822 814,00	690 002,74	-16,14 %
PB Reservoir	7 391 305,00	7 391 305,00	7 391 304,34	0,00 %
Prepaid/ Smart Metering (EL)	1 525 000,00	3 875 000,00	3 816 698,08	-1,50 %
Pumps (standby)	100 000,00	148 600,00	148 578,94	-0,01 %
Replace redundant meters	250 000,00	246 900,00	264 524,81	7,14 %
Soft Starters Monte Bertha	250 000,00	72 000,00	71 084,36	-1,27 %
Tools	25 000,00	10 000,00	9 204,83	-7,95 %
Water Conservation and Demand Management	2 739 130,00	2 739 130,00	2 739 129,99	0,00 %
Water Renewals (EL)	8 775 000,00	6 425 000,00	5 981 893,13	-6,90 %
	<b>23 809 612,00</b>	<b>23 792 096,00</b>	<b>22 909 558,72</b>	<b>-3,71 %</b>
<b>Water treatment</b>				
Purchase new borehole pumps	50 000,00	-	-	
Security at Reservoir/Pump Stations	250 000,00	249 550,00	249 545,99	0,00 %
Telemetry: Water	140 000,00	205 000,00	201 381,20	-1,77 %
	<b>440 000,00</b>	<b>454 550,00</b>	<b>450 927,19</b>	<b>-0,80 %</b>

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### 3.2.1.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Performance highlights for the year include:

- The WSDP was submitted to National and Provincial government within the time limit;
- Potable water tests (SANS 241) indicated good quality of water;
- On-going reduction in water losses;
- Smart meter pilot project will be phased to all consumers in Bergrivier Municipality to improve water losses and revenue enhancement;
- Meter replacement programme where redundant meters are replaced to minimise losses;
- Programme has started to replace old asbestos pipes through the method of pipe cracking;
- R 3 600 000 Emergency relief grant received from the Department: Local Government; and
- Installation of back-up power for Piketberg potable water supply.

Challenges:

- To reduce water losses below 12 %;
- Budget constraints: insufficient budget to ensure pipe replacement program is executed as should be and to perform proper maintenance;
- Vacancies and unfunded positions makes it difficult to ensure maintenance is performed and disruptions to the community are limited;
- Theft and vandalism;
- Ageing infrastructure – Most of the pipe distribution networks are older the 50+ years which makes them fragile and requires upgrades/replacement with the cost estimated at R 350 mil; and
- Loadshedding.



550Kva generator installed at Piketberg Water Treatment Works

## 3.2.2 SANITATION

### 3.2.2.1 INTRODUCTION

Sanitation services are rendered by the Technical Services Directorate. The Municipality provides sanitation services to all towns in its area of jurisdiction with the exception of Goedverwacht, Wittewater and De Hoek

(PPC) which are private towns. All households have access to basic services and our strategy is to provide a better quality of service through the upgrading of the existing waste water treatment works (WWTW) and networks. Sanitation is also addressed in the Water Services Development Plan, especially the eradication of sanitation backlogs. Backlogs pertain to the development of new houses and backyard dwellers.

### 3.2.2.2 SERVICE STATISTICS

#### 3.2.2.2.1 ACCESS TO SANITATION AND SERVICE DELIVERY LEVELS

Access to minimum sanitation services is defined as a ventilated pit latrine (VIP). All urban households within the Municipality’s area of jurisdiction have access to minimum sanitation levels.

**TABLE 64: SANITATION SERVICE DELIVERY LEVELS**

DESCRIPTION	2019/20 ACTUAL	2020/21 ACTUAL	2021/22 ACTUAL	2022/23 ACTUAL
<b>SANITATION/SEWERAGE: (ABOVE MINIMUM LEVEL)</b>				
Flush toilet (connected to sewerage)	7 542	7 526	7 751	8 009
Flush toilet (with septic tank)*	2 144	2 144	2 144	2 144
Chemical toilet	0	0	0	0
Pit toilet (ventilated)	0	0	0	0
Other toilet provisions (above min. service level)	0	0	0	0
Minimum Service Level and Above sub-total	9 686	9 670	9 895	10 153
Minimum Service Level and Above Percentage	100 %	100 %	100 %	100%
<b>SANITATION/SEWERAGE: (BELOW MINIMUM LEVEL)</b>				
Bucket toilet	0	0	0	0
Other toilet provisions (below min. service level)	0	0	0	0
No toilet provisions	0	0	0	0
Below Minimum Service Level sub-total	0	0	0	0
Below Minimum Service Level Percentage	0	0	0	0
<b>TOTAL NUMBER OF HOUSEHOLDS</b>	<b>9 686</b>	<b>9 670</b>	<b>9 895</b>	<b>10 153</b>

30 June 2032 Billing Reports

(\*Figure not included in billing reports because basic sanitation not charged for septic tanks).



### 3.2.2.2.2 WASTEWATER QUALITY

The Municipality’s waste water is of an acceptable quality, comparing with the National Standard SANS 241. The Porterville WWTW was upgraded from 0.75ml/d to 1.5ml/d with grant funding (MIG and WSIG) and commissioned in June 2022. Green Drop evaluation on WWTW was done at the end of last year and the overall score has increased from 44 % to 72 %. The Dwarskersbos WWTW was also upgraded with a new oxidation dam and refurbishment of the inletworks.



*Upgrading of Dwarskersbos Sewerage Works*

### 3.2.2.3 HUMAN RESOURCE CAPACITY

The vacancy rate for staff members in sanitation services was 62,50 % as at 30 June 2023. For practical purposes, water and sanitation are treated as a unit and personnel assigned to these functions work across both functions. Management assigned to the function are responsible for all aspects of service delivery.

**TABLE 65: HUMAN RESOURCE CAPACITY: SANITATION SERVICES**

NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES%
8	5	3	62,50 %

### 3.2.2.4 FINANCIAL PERFORMANCE

**TABLE 66: FINANCIAL PERFORMANCE (OPERATIONAL): SANITATION SERVICES**

DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Employees	2 756 900,00	2 780 000,00	2 645 828,15	-4,83 %
Other	8 960 700,00	8 464 441,00	8 131 706,72	-3,93 %
Repairs & Maintenance	891 000,00	1 026 000,00	942 136,11	-8,17 %
<b>Total Operational Expenditure</b>	<b>12 608 600,00</b>	<b>12 270 441,00</b>	<b>11 719 670,98</b>	<b>-4,49 %</b>
Total Operational Revenue	-17 786 000,00	-17 936 000,00	-21 816 264,04	21,63 %
<b>Net Operational Expenditure</b>	<b>-5 177 400,00</b>	<b>-5 665 559,00</b>	<b>-10 096 593,06</b>	<b>78,21 %</b>

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TABLE 67: CAPITAL EXPENDITURE: SANITATION SERVICES

DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
<b>Sanitation</b>				
Fencing Sewer Pump Stations	150 000,00	127 000,00	149 987,77	18,10 %
Furniture & Equipment - Sewerage	12 000,00	12 000,00	11 735,00	-2,21 %
Municipal Service Development (Ward 4 PB)	757 823,00	621 839,00	621 838,99	0,00 %
Replace rising mains in pump stations	100 000,00	100 000,00	81 397,80	-18,60 %
Sewer Renewals	120 000,00	51 000,00	50 299,20	-1,37 %
Sewerage stand by pumps	300 000,00	237 000,00	236 173,31	-0,35 %
Standby generators for pump stations pump	150 000,00	-	-	
Switchgear and pumps	300 000,00	300 000,00	295 128,93	-1,62 %
Telemetry	180 000,00	184 000,00	172 508,55	-6,25 %
Telemetry at pump stations	200 000,00	198 000,00	197 736,78	-0,13 %
Tools	20 000,00	14 000,00	13 596,87	-2,88 %
<b>TOTAL</b>	<b>2 289 823,00</b>	<b>1 844 839,00</b>	<b>1 830 403,20</b>	<b>-0,78 %</b>
<b>Waste Water Treatment</b>				
Extention of DKB WWTW	2 500 000,00	3 315 000,00	1 660 077,53	-133,60 %
Fencing WWTW	150 000,00	492 500,00	492 250,44	-0,05 %
Security at WWTW	200 000,00	407 900,00	407 899,59	0,00 %
Security Fence at Irrigation dam	400 000,00	57 477,00	57 476,28	0,00 %
<b>TOTAL</b>	<b>3 250 000,00</b>	<b>4 272 877,00</b>	<b>2 617 703,84</b>	<b>-38,74 %</b>

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## 3.2.2.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Performance highlights includes the following:

- Completion of Porterville WWTW;
- Upgrading of Dwarskersbos WWTW;
- New St Christopher Pumpstation and line in Velddrif; and
- Replace old electrical equipment with new MCC panels.



*New MCC panels installed at pump stations*

Challenges that still need to be addressed include:

- The increasing presence of backyard dwellers due to home owners renting out structures in their yards for additional income. Although all erven have access to sanitation, it is not possible to ensure that these backyard dwellers have access to the same sanitation and in some instances these backyard dwellers dump illegal item into the system causing blockages and problems;
- The high cost of providing bulk services for future developments and low-cost housing projects;
- Theft and vandalism at the plants are a major concern;
- Budget constraints: Additional security measures are required which is not funded as well as theft and vandalism applying additional stress on the budget. Green Drop has also been revived and requires additional measures in place to ensure good scores;
- Vacancies and unfunded positions: some plants are without operators and additional capacity is required with the increase in pumpstations in Velddrif. Green Drop will also place additional load on controllers and staff to ensure all documents are up to standard;
- Decision makers need to buy-in to the requirements of the Civil department and should at least do a site visit once a year to evaluate the situation;
- Ageing of fleet is of a concern. Maintenance of vehicles is expensive and no backup is in place to support breakdowns;
- Velddrif WWTW current capacity exceeds it design and requires upgrading to sustain the increasing population;
- DWS needs to buy-in on new Package Plant systems for smaller towns such as Redelinghuis and Aurora; and
- Loadshedding.

### 3.2.3 ELECTRICITY AND STREET LIGHTING

#### 3.2.3.1 INTRODUCTION

Electricity services are rendered by the Technical Services Directorate. The Municipality is responsible for the distribution of electricity in all urban areas, except Goedverwacht, Wittewater and De Hoek and a portion of

Eendekuil. The Municipality only distributes electricity to a small portion of Eendekuil where the low-cost houses are situated (162 households). Eskom distributes electricity to all areas not serviced by the Municipality.

### 3.2.3.2 SERVICE STATISTICS

#### 3.2.3.2.1 ACCESS TO ELECTRICITY AND SERVICE DELIVERY LEVELS

Registered indigent households receive 50 kWh of free basic electricity per month. All existing households within the municipal supply area have access to minimum standards of electricity. There is also street lighting in all towns.

**TABLE 68: ELECTRICITY SERVICE DELIVERY LEVELS**

DESCRIPTION	2020/21 ACTUAL	2021/22 ACTUAL	2022/23 ACTUAL
ENERGY: (ABOVE MINIMUM LEVEL)			
Electricity (at least minimum service level)	1 899*	1 891	1 983
Electricity - prepaid (minimum service level)	8 783	9 204	10 466
Minimum Service Level and Above sub-total	9 393	9 697	10 726
Minimum Service Level and Above Percentage	100 %	100 %	100 %

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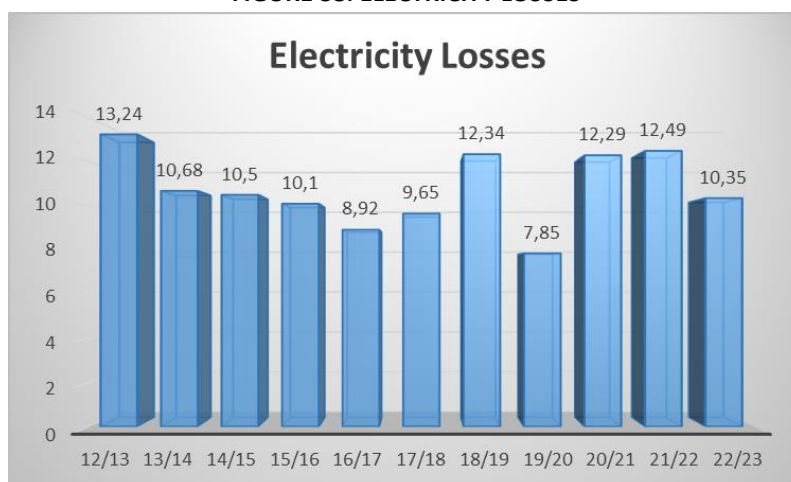
#### 3.2.3.2.2 ELECTRICITY CONSUMPTION AND LOSSES

The municipality strives to keep their electricity losses below 10 %. In the 2022/23 year the losses were 10.35 %. The figure is significant lower than the national norm of 17 %. (Technical and Non-Technical Losses). Bergrivier Municipality is still in the process of replacing old pre-paid and conventional meters with new “split type pre-paid meters”. Focus shifted towards the implementation and installation of Smart metering solutions. The Municipality was able to allocate much needed capital to maintain and refurbish old sections of the electricity network. Losses are split between technical, which occur due to line installations, and actual losses due to faulty meters and consumer by-pass the prepaid meters. This can be reduced as meters are replaced.

**TABLE 69: OVERVIEW OF ELECTRICITY SERVICES**

YEAR	UNITS PURCHASED (kWh)	LOSSES (kWh)	PERCENTAGE (%)	RAND VALUE
2019/20	81 781 008	6 805 358	8.32	7 665 555
2020/21	82 712 666	10 168 523	12.29	12 283 576
2021/22	83 064 453	10 448 885	12.58	14 807 550
2022/23	72 706 812	7 791 998	10.72	12 542 844

FIGURE 38: ELECTRICITY LOSSES



3.2.3.3 HUMAN RESOURCE CAPACITY

The vacancy rate for electrical services was 0 % as at 30 June 2023.

TABLE 70: HUMAN RESOURCE CAPACITY: ELECTRICITY SERVICES

NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
22	19	3	13,63 %

3.2.3.4 FINANCIAL PERFORMANCE

TABLE 71: FINANCIAL PERFORMANCE (OPERATIONAL): ELECTRICITY and STREET LIGHTING

ELECTRICITY				
DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Employees	9 541 350,00	9 320 000,00	8 975 083,17	-3,70 %
Other	148 523 200,00	145 826 535,00	137 833 628,11	-5,48 %
Repairs & Maintenance	1 950 000,00	1 985 000,00	1 369 142,73	-31,03 %
<b>Total Operational Expenditure</b>	<b>160 014 550,00</b>	<b>157 131 535,00</b>	<b>148 177 854,01</b>	<b>-5,70 %</b>
Total Operational Revenue	-160 753 000,00	-153 523 000,00	-146 337 247,04	-4,68 %
<b>Net Operational Expenditure</b>	<b>-738 450,00</b>	<b>3 608 535,00</b>	<b>1 840 606,97</b>	<b>-48,99 %</b>
STREETLIGHTS				
DESCRIPTION	2022/2023 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Employees	1 027 650,00	1 151 000,00	1 146 598,34	-0,38 %
Other	47 000,00	45 000,00	46 392,59	3,09 %
Repairs & Maintenance	260 000,00	247 000,00	169 960,98	-31,19 %

ELECTRICITY				
DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Total Operational Expenditure	1 334 650,00	1 443 000,00	1 362 951,91	-5,55 %
Net Operational Expenditure	1 334 650,00	1 443 000,00	1 362 951,91	-5,55 %

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TABLE 72: FINANCIAL PERFORMANCE (CAPITAL): ELECTRICITY AND STREET LIGHTING

DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
Blackout Projects	-	4 525 763,00	3 643 466,38	-24,63 %
Bulk meter replacement	100 000,00	100 000,00	119 607,47	19,61 %
Furniture & Equipment - Electricity	100 000,00	50 000,00	47 785,97	-4,43 %
High tension circuit breakers	70 000,00	-	-	
Mid block lines Noordhoek, VD	500 000,00	500 000,00	341 504,98	-31,70 %
Network Renewals	700 000,00	700 000,00	455 576,34	-34,92 %
Redelinghuys Transformer	-	300 000,00	281 680,00	-6,11 %
Replace CEX 6454 (cherry picker)	1 100 000,00	1 080 000,00	1 079 237,25	-0,07 %
Replace Dwarskerbos O/H lines with Cable	900 000,00	899 000,00	409 434,93	-54,46 %
Replace O/H feeder to Monte Bertha	950 000,00	951 000,00	559 053,76	-41,21 %
Replacing conventional electricity meters with prepaid	1 000 000,00	1 000 000,00	999 578,88	-0,04 %
Retro-fit main substation oil circuit breakers	1 000 000,00	1 000 000,00	-	-100,00 %
Security of electrical assets	700 000,00	699 000,00	698 726,36	-0,04 %
<b>TOTAL</b>	<b>7 120 000,00</b>	<b>11 804 763,00</b>	<b>8 635 652,32</b>	<b>-26,85 %</b>
<b>Street Lights</b>				
Meter municipal assets	100 000,00	-	-	
Replace street lights	800 000,00	800 000,00	799 474,12	-0,07 %
<b>TOTAL</b>	<b>900 000,00</b>	<b>800 000,00</b>	<b>799 474,12</b>	<b>-0,07 %</b>

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### 3.2.3.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Performance highlights for the year include:

- A constant supply of good quality electricity to consumers despite limited resources;
- Manage to keep electricity losses below the 17 % National norm;
- Installation of two new generators in Piketberg to ensure water provision during loadshedding with funding from DLG; and
- Development, installation and testing of first hybrid streetlights due to loadshedding.

Challenges that are being addressed on a continuous basis:

- Maintain maintenance standards on networks;
- Limited budget to maintain existing infrastructure; and keep electricity losses below 10 %;
- Theft and vandalism of networks;
- Loadshedding; and
- Network capacity constraints in all three major towns.

The team also received a grant from the Department of Energy of R 1 million that was used to construct a new switching station in Velddrif to improve the supply to low cost housing and the industrial area.



*Images above (from left to right): Noordhoek Substation, New Port Owen Ring Main Unit (RMU), Port Owen integrated into main feeder.*

### 3.2.4 WASTE MANAGEMENT

#### 3.2.4.1 INTRODUCTION

Waste management services are rendered by the Technical Services Directorate. Waste Management includes the collection, recycling and disposal of household and business waste, builder's rubble and garden refuse. Street cleansing is also a function of the Waste Management Section. All households in urban areas, including Goedverwacht and Wittewater, have access to a weekly refuse removal service.

Waste is transported from Velddrif Transfer Station to be disposed of at Vredenburg landfill site, and from Piketberg Transfer Station to the Highlands waste site at Malmesbury. The rehabilitation cost of the five old

landfill sites remains a challenge. The rehabilitation cost of the five sites namely Piketberg, Porterville, Aurora, Redelinghuis and Velddrif are estimated to cost R 87 million. The Municipality does not have the financial capacity for this expenditure but regards it as a priority and will endeavour to obtain funding. The closure and rehabilitation of the Velddrif site form part of a land exchange in terms of which the new owner will bear the rehabilitation costs. Because of the high transport cost, the objective for Bergrivier Municipality is to reduce those cost by reducing the number of refuse bags. Bergrivier Municipality was further obliged in terms of the National Environmental Management Act, 2008 (Act 59 of 2008) to obtain closure permits. One of the objectives of such a permit is the closure of landfill sites which means that waste (except for green waste and building rubble) must be received at the transfer stations and collection points.

The 4<sup>th</sup> generation Integrated Waste Management Plan (IWMP) has been compiled. All recyclables from Porterville, Redelinghuis, Aurora and Eendekuil are transported to the recycling facility at Piketberg where it is separated. Recycling at Velddrif is done by the appointed contractor who is also responsible for the recycling of Dwarskersbos.

The way forward is to obtain financial assistance for the rehabilitation of the landfill sites, and to enter discussions with PPC for the incineration of all the waste (in accordance with PPC norms and standards) in Bergrivier Municipal Area, which will further reduce costs.

The Municipality has finished the recycling plant in Piketberg to increase the recycling volumes and decrease the transporting cost of waste.



*Photo of baler operating in the finished recycling plant*



*Photo of landfill site being cleared.*

The following objectives need to be part of the program in striving to be successful by turning waste into prosperity:

- Establishment of a recycle shop where the recycling contractor will be requested to put up shops in each of these areas once a week for a dedicated two to three hours (for example Wednesdays from 08:00 – 10:00) to allow all members of the public to sell recyclables to the contractor. The contractor will weigh the bags and compensate the seller accordingly thereby turning waste into prosperity and ensure a clean and healthy environment;
- The processing of green waste into composting and the marketing thereof to generate income to be self-



sustainable;

- Transfer of skills in terms of the recycling processes from the collecting stage until marketing stage and managing the finance management side thereof to be self-sustainable;
- How to make profit from building rubble – brick manufacturing, filling material, subbase etc.;
- Investigate Waste to Energy initiatives; and
- Incineration in collaboration with PPC – Standards and requirements for waste to adhere to the standards for the incineration processes.

The funds allocated is indicated in the table below.

**TABLE 73: FUNDS ALLOCATED FOR WASTE**

OUTCOME	YEAR	CAPITAL	OPERATIONAL	PERSONNEL	TOTAL	NEW SCENARIO TOTAL	CAPITAL	OPERATIONAL	PERSONNEL	TOTAL
SD1:	2017	16 666	10 000	23 334	50 000	30 000	10 000	8 000	12 000	30 000
	2018	16 666	10 000	23 334	50 000	40 000	14 000	10 000	16 000	40 000
BERG-RIVIER	2019	20 000	12 000	28 000	60 000	30 000	8 000	6 000	16 000	30 000
	2020	20 000	12 000	28 000	60 000	40 000	16 000	8 000	16 000	40 000
	2021	20 000	12 000	28 000	60 000	40 000	12 000	12 000	16 000	40 000
	2022	20 000	10 000	30 000	60 000	40 000	12 000	12 000	16 000	40 000
	2023	7 200	5 000	1 800	14 000	20 000	10 000	10 000	x	20 000
	<b>Total</b>	<b>93 332</b>	<b>56 000</b>	<b>130 668</b>	<b>280 000</b>	<b>180 000</b>	<b>60 000</b>	<b>44 000</b>	<b>76 000</b>	<b>180 000</b>

### 3.2.4.2 SERVICE STATISTICS

Basic level services for refuse removal are defined as free weekly refuse removal. All households in urban areas, including Goedverwacht and Wittewater, have access to weekly refuse removal services. Business and other waste are removed on request.

**TABLE 74: SOLID WASTE SERVICE DELIVERY LEVELS**

DESCRIPTION	2019/20 ACTUAL	2020/21 ACTUAL	2021/22 ACTUAL	2022/23 ACTUAL
<b>SOLID WASTE REMOVAL: (MINIMUM LEVEL)</b>				
Removed at least once a week	9 720	9 625	9 876	10 097
<b>Minimum Service Level and Above sub-total</b>	9 720	9 625	9 876	10 097

DESCRIPTION	2019/20 ACTUAL	2020/21 ACTUAL	2021/22 ACTUAL	2022/23 ACTUAL
<b>Minimum Service Level and Above percentage</b>	100 %	100%	100 %	100 %
Removed less frequently than once a week	0	0	0	0
Using communal refuse dump	0	0	0	0
Using own refuse dump	0	0	0	0
Other rubbish disposal	0	0	0	0
No rubbish disposal	0	0	0	0
<b>Below Minimum Service Level sub-total</b>	0	0	0	0
<b>Below Minimum Service Level percentage</b>	0 %	0 %	0 %	0 %
<b>TOTAL NUMBER OF HOUSEHOLDS</b>	<b>9 720</b>	<b>9 625</b>	<b>9 876</b>	<b>10 097</b>

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### 3.2.4.3 HUMAN RESOURCE CAPACITY

The vacancy rate for Waste Management Services was 10.71 % as at 30 June 2023. Management assigned to the function are responsible for all aspects of service delivery.

**TABLE 75: HUMAN RESOURCES: WASTE MANAGEMENT SERVICES**

NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
56	50	6	10.71 %

### 3.2.4.4 FINANCIAL PERFORMANCE

**TABLE 76: FINANCIAL PERFORMANCE (OPERATIONAL): SOLID WASTE REMOVAL**

DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Employees	7 805 300,00	7 865 337,00	7 495 651,84	-4,70 %
Other	37 295 800,00	39 765 212,00	39 755 415,28	-0,02 %
Repairs & Maintenance	1 106 000,00	975 000,00	963 500,92	-1,18 %
<b>Total Operational Expenditure</b>	<b>46 207 100,00</b>	<b>48 605 549,00</b>	<b>48 214 568,04</b>	<b>-0,80 %</b>
<b>Total Operational Revenue</b>	<b>-33 365 000,00</b>	<b>-35 769 964,00</b>	<b>-42 640 332,65</b>	<b>19,21 %</b>
<b>Net Operational Expenditure</b>	<b>12 842 100,00</b>	<b>12 835 585,00</b>	<b>5 574 235,39</b>	<b>-56,57 %</b>

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TABLE 77: FINANCIAL PERFORMANCE (OPERATIONAL): STREET CLEANING

DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Employees	4 806 650,00	4 828 000,00	4 524 573,52	-6,28 %
Other	151 000,00	60 000,00	60 699,61	1,17 %
Repairs & Maintenance	20 000,00	19 000,00	18 262,24	-3,88 %
<b>Total Operational Expenditure</b>	<b>4 977 650,00</b>	<b>4 907 000,00</b>	<b>4 603 535,37</b>	<b>-6,18 %</b>
<b>Net Operational Expenditure</b>	<b>4 977 650,00</b>	<b>4 907 000,00</b>	<b>4 603 535,37</b>	<b>-6,18 %</b>

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TABLE 88: CAPITAL FINANCIAL PERFORMANCE (CAPITAL): WASTE MANAGEMENT SERVICES

DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
Drop Off - DKB	500 000,00	-	-	
Furniture & Equipment - Refuse Removal	10 000,00	10 000,00	7 134,00	-28,66 %
Heist op den Berg Composting Drums	180 000,00	172 875,00	172 874,70	0,00 %
Heist op den Berg Visual Awareness Campaign	348 000,00	475 424,00	359 766,47	-24,33 %
Refuse compactor	2 200 000,00	2 140 000,00	2 131 521,74	-0,40 %
Replace CEX 1592	900 000,00	801 000,00	800 387,33	-0,08 %
Skips at Drop Off	120 000,00	129 650,00	129 465,00	-0,14 %
Tools	10 000,00	-	-	
Upgrade Refuse building - PB	300 000,00	199 000,00	198 491,53	-0,26 %
Waste Compactor	-	2 250 000,00	2 250 000,00	0,00 %
<b>TOTAL</b>	<b>4 568 000,00</b>	<b>6 177 949,00</b>	<b>6 049 640,77</b>	<b>-2,08 %</b>
<b>Street Cleaning</b>				
Refuse Bins and stands	<b>100 000,00</b>	-	-	
Refuse carts	<b>20 000,00</b>	-	-	
<b>TOTAL</b>	<b>120 000,00</b>	-	-	

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### 3.2.4.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

The following highlights have been experienced in the financial year:

- All landfill sites are closed for dumping of household- and business refuse. Only clean building rubble and garden refuse are accepted which are then used for covering and composting material on the landfill sites;
- Improving recycling volumes to lower transport cost;
- The “stedeband” phased-out-program with Heist-op-den-Berg and the Federal Government of Belgium (VVSG) has been renewed for an additional two years;
- Composting bins in Bergvriervier Municipal Area for separation at source of organics to decrease the amount of refuse transported to landfill; and
- Waste offices and compost storing areas in Piketberg, Velddrif and Porterville.

Challenges that still need to be addressed include:

- Waste Management Officer: This is a critical position to comply with legislation and will be filled in the 2023/24 financial year.
- The reduction of all types of refuse (at source);
- The roll out of an aggressive and effective recycling program to minimize waste quantities and increase diversion rates;
- Rehabilitation of closed waste disposal sites and funding needs to be provided to implement the plan submitted to DEADP to ensure that requirements of closure licenses are adhered to;
- Implementation of waste to energy programs;
- Composting of organic waste on a sustainable scale;
- Processing of clean building rubble into feasible projects;
- The successful roll out and strict administration and reporting procedures of the Heist-op-den-Berg project;
- Ageing Fleet needs to be addressed. Current fleet under stress due to regular breakdowns and high maintenance costs;
- Vacancies and unfunded positions make service delivery difficult;
- Budget constraints to upgrade facilities and fleet, as well as the closure & rehabilitation of the old landfill sites; and
- Drop-offs to be constructed in the following towns: Redelinghuis, Dwarskersbos and Eendekuil

### 3.2.5 HUMAN SETTLEMENTS (HOUSING)

#### 3.2.5.1 INTRODUCTION

Housing is a concurrent National and Provincial competency in terms of Schedule 4A of the Constitution. Section 10 of the Housing Act, 1997 (Act 107 of 1997) sets out the responsibilities of municipalities in relation to the provision of housing. There is a direct correlation between the provision of basic services and housing,

which makes it a complex function that relies on high levels of co-operation between the Municipality and the Provincial and National Departments responsible for Housing.

### 3.2.5.2 SERVICE STATISTICS

According to the Socio-Economic Profile of 2020, 71 518 people reside in Bergrivier Municipal Area, with a population growth of an estimated 1.5 % per year, of which 7.1 % are registered on our housing demand database. Although several key challenges remain, amongst other the scarcity of suitable land for housing and the high cost of bulk and service infrastructure, the municipality remains committed to the implementation of its 10-year Housing Pipeline that was approved in 2018.

The housing department is continuously working towards the ideal of full ownership and is facilitating the transfer of title-deeds in both historical and new housing projects. A small percentage of properties where title deeds are outstanding were allocated before 1994, and some of its original beneficiaries have changed in the meantime.

The funding for the construction of internal services for three housing projects were approved, namely Porterville (De Kelders), Watsonia Piketberg and Eendekuil (Rooibos) which will be completed by the end of February 2024. The municipality is also seeking to implement a Finance Linked Individual Subsidy Project in Piketberg, on a piece of land next to the N7 which can potentially yield 43 housing opportunities. A Funding application for the installation and completion of the services has been submitted to the Department of Infrastructure.

Bergrivier Municipality has utilised own funds for the demolition and construction of 9 rental units in St Christopher Street in Velddrif Sand Street in Piketberg. Pursuant to the rebuilding of the units, it will be transferred to its long-time occupants. This project will be finalised toward the end of 2023 and will realise a long-held ideal of full ownership for the beneficiaries.

The table below provides an overview of the Municipality’s housing needs as of 30 June 2023.

**TABLE 79: BERGRIVIER MUNICIPALITY HOUSING WAITING LIST AS AT 30 JUNE 2023**

	UNDER 29 YRS	30-59 YRS	60 YRS AND OLDER	TOTAL
Aurora	7	64	17	88
Eendekuil	10	209	54	273
Goedverwacht	1	21	4	26
Piketberg	75	1889	351	2314
Porterville	45	1064	217	1324
Redelinghuis	11	201	41	253
Velddrif	54	980	52	1085

	UNDER 29 YRS	30-59 YRS	60 YRS AND OLDER	TOTAL
Wittewater	0	8	4	12
TOTAL	203	4436	740	5379

For ease of reference, the database was categorized into the different age-groups, as it is reflected in the different towns. In comparison with the previous financial year, there was a slight increase in applicants in Velddrif, Piketberg and Porterville. The slower growth in the database applicants can be attributed to the ageing of applicants and out-migration, as job opportunities in the municipal area is decreasing to an economic downturn. In broad terms however, the increase in the database corresponds with the general population growth in the Bergrivier Municipal area.

**TABLE 80: BACK YARD DWELLERS IN BERGRIVIER MUNICIPAL AREA**

BACK YARD DWELLERS ON NOVEMBER2022	TOTAL
PIKETBERG	602
PORTERVILLE	321
REDELINGHUIS	53
VELDDRIF	787
EENDEKUIL	58
AURORA	15
<b>TOTAL</b>	<b>1 872</b>

Both within Bergrivier Municipality and nationally, it is recognised that backyard-dwelling plays a significant role in addressing housing needs. It provides an affordable and accessible alternative form of shelter to mainly the poorer sectors of the population, in communities where alternative forms of housing are not available.

### 3.2.5.3 HUMAN RESOURCE CAPACITY

The vacancy rate for Human Settlements was 0 % as on 30 June 2023.

**TABLE 81: HUMAN RESOURCES: HUMAN SETTLEMENT (HOUSING)**

NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
3	3	0	0 %

### 3.2.5.4 FINANCIAL PERFORMANCE

**TABLE 82: FINANCIAL PERFORMANCE (OPERATIONAL): HUMAN SETTLEMENTS (CORE)**

DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Employees	1 733 000,00	1 774 907,00	1 742 027,73	-1,85 %
Other	116 000,00	93 200,00	72 267,62	-22,46 %

DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Repairs & Maintenance	71 000,00	63 090,00	51 558,36	-18,28 %
Total Operational Expenditure	<b>1 920 000,00</b>	<b>1 931 197,00</b>	<b>1 865 853,71</b>	-3,38 %
Total Operational Revenue	-22 000,00	-	-	
Net Operational Expenditure	<b>1 898 000,00</b>	<b>1 931 197,00</b>	<b>1 865 853,71</b>	-3,38 %

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**TABLE 83: FINANCIAL PERFORMANCE (OPERATIONAL): HUMAN SETTLEMENTS (NON-CORE)**

DESCRIPTION	2020/21 BUDGET	FINAL 2020/21 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2020/21 ACTUAL	VARIANCE
Employees				
Other	2 122 000,00	388 000,00	386 163,50	-0,47 %
Repairs & Maintenance	9 000,00	39 000,00	37 591,38	-3,61 %
Total Operational Expenditure	<b>2 131 000,00</b>	<b>427 000,00</b>	<b>423 754,88</b>	-0,76 %
Total Operational Revenue	-9 150 000,00	-526 000,00	-309 831,47	-41,10 %
Net Operational Expenditure	<b>-7 019 000,00</b>	<b>-99 000,00</b>	<b>113 923,41</b>	-215,07 %

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## 3.2.5.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

**Performance highlights include:**

- The construction of the bulk infrastructure for the three (3) housing projects in Porterville, Eendekuil, and Piketberg has commenced and will be completed at the end of October 2023;
- The funding for the construction of the internal services for the three housing projects, namely Porterville (De Kelders), Watsonia Piketberg and Eendekuil (Rooibos) were approved, and construction has started in September 2023. The completion of these services is envisaged for May 2024;
- Funding for planning fees for two additional projects in Piketberg, namely Trajekte Kamp and All Sorts, was approved for the 2023/2024 financial year; and
- The construction of the five rental houses in Velddrif and four in Piketberg will be finished towards the end of 2023.

**Challenges that still need to be addressed include:**

- Staff shortages (only 3 full time employees in the housing department);
- Cost of bulk services and the backlog of engineering infrastructure;
- The effect and cost of the provision of low cost – housing on the municipal budget and its long-term sustainability;
- Lack of suitable and available land for housing;

- The high cost of private owned land in certain towns;
- Growing demand for housing for the younger age groups;
- The persistent threat of illegal land invasions;
- To provide sustainable housing opportunities to backyard dwellers;
- High development and construction-cost in the municipal area;
- The optimal utilization of vacant land for infill-housing; and
- Rebuilding of new Houses in St Christopher Street,



### 3.2.6 FREE BASIC SERVICES AND INDIGENT SUPPORT

#### 3.2.6.1 INTRODUCTION

The Municipality is required to use its equitable share which it receives from the National Government in terms of the Division of Revenue Act (DoRA) for the provision of basic services to its community. Basic services are a package of services necessary for human well-being and typically include water, sanitation, electricity, waste management and deduction in property rates.

Basic level services to households are defined by the National Government as an electricity connection at the dwelling, a public standpipe for water within 200 m of the dwelling, and a ventilated pit latrine (VIP) for sanitation. National policy also requires that poor households should receive 50 kWh of free basic electricity, 6 Kl of free basic water and free weekly refuse removal. The Municipality has an indigent policy which it revises each year with the budget and maintains an indigent register. Indigent households are defined as households where the joint income does not exceed 2 state pensions plus 40 % with a maximum of R 5 000,00. The following services are subsidised to indigent households by Bergrivier Municipality:

- 50 kWh electricity per month (not transferable from one month to another month);
- Sewerage fees or the fees payable equal to the tariff determined;
- Rates payable to a maximum amount R 15 000 and 60 % calculated as per the rates policy;
- 6 kl plus the basic charge of water per month; and
- Fees for refuse removal.

All the new low-cost housing schemes have immediate access to free basic services. Bergrivier Municipality also assist indigent households situated in areas where Eskom is the service provider for electricity with free



basic electricity in terms of the service agreement entered into between Bergrivier Municipality and Eskom. It is imperative to emphasize that the Council of Bergrivier Municipality took a decision to link indigent grants to a responsibility. All households that qualify for indigent grants and with children in school, need to submit the school reports of their children as proof that the children are in fact in school.

### 3.2.6.2 SERVICE STATISTICS

In the past, free basic water and electricity were supplied to all households irrespective of their financial position. From 2013/14 free basic water was only supplied to indigent households and from 2014/15 free basic electricity was supplied to indigent households and households who make use of a 20 AMP circuit breaker. Free basic refuse removal and sanitation are provided to indigent households only.

**TABLE 84: HOUSEHOLD ACCESS TO FREE BASIC SERVICES**

YEAR	NUMBER OF HOUSEHOLDS				
	TOTAL HOUSEHOLDS	FREE BASIC WATER ACCESS	FREE BASIC SANITATION ACCESS	FREE BASIC ELECTRICITY ACCESS	FREE BASIC REFUSE ACCESS
2019/20	9 720	1 860	1 635	1 439	1 862
2020/21	9 625	2 128	1 886	1 899	2 128
2021/22	9 876	1 916	1 709	1 891	1 920
2022/23	10 097	1 898	1 695	1 983	1 902

30 June 2023 Billing Reports (\*Figure excludes septic tank users)

### 3.2.6.3 FINANCIAL PERFORMANCE

**TABLE 85: COST TO MUNICIPALITY OF FREE BASIC SERVICES DELIVERED**

SERVICES DELIVERED	2019/20 ACTUAL	2020/21	2021/22	2022/23
Property Rates	2 969 904	3 533 110.28	4 539 554.67	4 004 962.00
Waste Management (Solid waste)	5 040 058	5 377 605.98	5 260 678.61	6 494 968.85
Wastewater (Sanitation)	3 370 660	3 626 113.65	3 573 510.85	3 890 346.03
Water	2 112 350	2 277 219.67	2 211 406.83	2 391 294.21
Electricity	738 835	1 235 458.64	1 401 117.06	1 571 102.15
<b>TOTAL</b>	<b>14 231 807</b>	<b>16 049 508.22</b>	<b>16 986 268.02</b>	<b>18 352 673.24</b>

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### 3.2.6.4 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Indigent households place enormous pressure on the financial resources of the Municipality, and the continual increase in indigent households will challenge the long-term financial sustainability of the Municipality. This is exacerbated by the fact that the equitable share does not increase equitably to the number of indigents. In the 2022/23 financial year 1 902 households qualified for indigent grants and the

Municipality has stringent control measures and monitoring of indigents registered with the Municipality.

### 3.3 ROADS AND STORM WATER

#### 3.3.1 ROADS

##### 3.3.1.1 INTRODUCTION

Road services are rendered by the Technical Services Directorate. The Municipality has 200 km of road of which 182 kilometres are paved/hardened and 17 kilometres are gravel roads. The Municipality focuses on maintaining the existing road network to ensure that road standards do not deteriorate to the extent that building of new roads are required. A maintenance programme has been implemented and is regularly updated to prioritise resurfacing/resealing needs. Gravel roads are graded regularly and there is an on-going pothole repair programme in place to ensure little to no harm comes to the base layers. Alternative construction methods are being investigated to upgrade gravel roads in low-cost housing projects (MIG) where funding has been acquired for projects in Redelinghuis and Aurora and Bergrivier Municipality has invested in a Pavement Management System to facilitate road maintenance.

##### 3.3.1.2 SERVICE STATISTICS

**TABLE 86: GRAVEL ROAD INFRASTRUCTURE**

FINANCIAL YEAR	TOTAL KM GRAVEL ROADS	KM NEW GRAVEL ROADS CONSTRUCTED	KM GRAVEL ROADS UPGRADED TO TAR/PAVED	KM GRAVEL ROADS GRADED/MAINTAINED
2019/20	20	0	0.4	20
2020/21	17.3	0	2.7	17.3
2021/22	15.4	0	1.9	15.4
2022/23	15.4	0	0.3	15.4

**TABLE 87: PAVED/HARDENED ROAD INFRASTRUCTURE**

FINANCIAL YEAR	TOTAL KM PAVED ROADS	KM NEW PAVED ROADS CONSTRUCTED	KM GRAVEL ROADS UPGRADED TO HARDENED/PAVED	KM PAVED ROADS MAINTAINED
2019/20	180	0	0.4	9.6
2020/21	182.7	0.9	2.7	7.2
2021/22	182.7	0	1.9	8.3
3	183	0	0.3	9.2

##### 3.3.1.3 HUMAN RESOURCE CAPACITY

The vacancy rate in the Roads and Stormwater Section was 5,80 % as at 30 June 2023. Management assigned to the function are also responsible for other functions.

TABLE 88: HUMAN RESOURCES: ROADS

NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
69	65	4	5,80 %

## 3.3.1.4 FINANCIAL PERFORMANCE

TABLE 89: FINANCIAL PERFORMANCE (OPERATIONAL): ROAD SERVICES

DESCRIPTION	2022/23 BUDGET	FINAL 2022/2023 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2021/22 ACTUAL	VARIANCE
Employees	22 516 600,00	22 037 000,00	20 469 446,89	-7,11 %
Other	9 603 600,00	10 253 744,00	11 320 638,08	10,40 %
Repairs & Maintenance	1 930 000,00	1 840 000,00	1 882 902,37	2,33 %
<b>Total Operational Expenditure</b>	<b>34 050 200,00</b>	<b>34 130 744,00</b>	<b>33 672 987,34</b>	<b>-1,34 %</b>
Total Operational Revenue	-1 858 000,00	-1 877 000,00	-1 802 750,02	-3,96 %
<b>Net Operational Expenditure</b>	<b>32 192 200,00</b>	<b>32 253 744,00</b>	<b>31 870 237,32</b>	<b>-1,19 %</b>

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TABLE 90: FINANCIAL PERFORMANCE (CAPITAL): ROAD SERVICES

DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
AUR Sidewalks (low-cost)	-	105 539,00	105 538,96	0,00 %
Cement ditches in Aurora	80 000,00	80 000,00	79 928,92	-0,09 %
Construction of roads (BM)	700 000,00	700 000,00	699 723,16	-0,04 %
Construction of roads: RDP Houses	300 000,00	300 000,00	274 982,98	-8,34 %
Furniture & Equipment - Roads	10 000,00	8 000,00	7 585,00	-5,19 %
PV Sidewalks (low-cost)	-	60 367,00	104 436,10	73,00 %
Remedial works on Roads - Culemborg Road	550 000,00	550 000,00	543 203,06	-1,24 %
Replace CEX 4262	900 000,00	933 400,00	933 398,77	0,00 %
Replace CFP 2902	350 000,00	511 600,00	511 564,19	-0,01 %
Reseal/Construction of streets	2 400 000,00	2 366 500,00	2 366 169,05	-0,01 %
RH Sidewalks (low-cost)	-	85 070,00	85 069,81	0,00 %
Street name curb stones	50 000,00	-	-	
Tools	100 000,00	73 000,00	69 993,52	-4,12 %

DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
Traffic calming measures (Speed bumps) Bring Traffic	100 000,00	100 000,00	71 723,39	-28,28 %
Transport Trailers Multi-Purpose	70 000,00	-	-	
Unserviced erven - Redelinghuis	200 000,00	199 560,00	199 551,74	0,00 %
Upgrade of roads and stormwater	-	76 112,00	32 043,59	-57,90 %
Upgrade of roads and stormwater (AUR)	2 798 324,00	2 712 326,00	2 712 325,21	0,00 %
Upgrade of roads and stormwater (EK)	2 186 090,00	2 488 609,00	2 488 608,70	0,00 %
Upgrade of roads and stormwater (PB)	855 717,00	855 716,00	855 715,66	0,00 %
Upgrade Sidewalks (PB)	300 000,00	300 000,00	218 703,91	-27,10 %
Upgrade Sidewalks (PV)	300 000,00	300 000,00	297 319,76	-0,89 %
Upgrade Sidewalks (VD)	300 000,00	300 000,00	297 480,25	
VD Sidewalks (low-cost)	-	97 285,00	97 285,12	0,00 %
Replace CFP 1413	350 000,00	334 000,00	333 978,80	-0,01 %
<b>TOTAL</b>	<b>12 900 131,00</b>	<b>13 537 084,00</b>	<b>13 386 329,65</b>	<b>-1,11 %</b>

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### 3.3.1.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

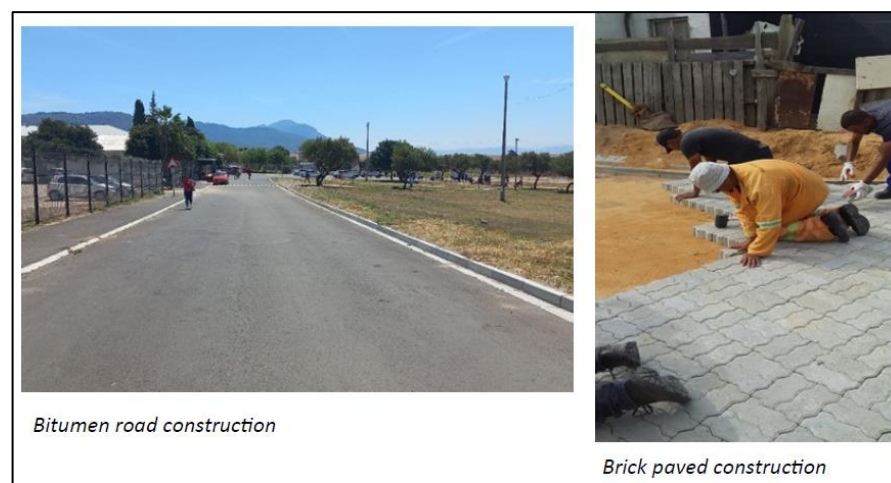
Performance highlights for the year include:

- Regular maintenance of existing asphalt/paved roads which minimise potholes and extend the life of the road (40 000 m<sup>2</sup>);
- Regular grading of gravel roads;
- Construction of roads at low-cost housing Piketberg;
- Refurbishment of existing roads in Velddrif and Piketberg;
- Paving of sidewalks in the various towns; and
- Upgrade of roads in Aurora, Redelinghuis and Eendekuil with MIG funding.

Challenges that still need to be addressed include:

- The upgrading of all gravel roads to paved/hardened standard, especially in the smaller towns;
- Replacement of ageing fleet (construction machines and vehicles) to maintain and upgrade existing road network;
- Maintenance and upgrades of main roads;
- Ageing internal road networks need urgent attention;

- Budget constraints with regards to the upgrade of internal roads as well as the replacement of outdated fleet; and
- Vacancies and unfunded positions make it difficult to perform any preventative maintenance.



3.3.2 STORM WATER

3.3.2.1 INTRODUCTION

Storm water management services are rendered by the Technical Services Directorate. Bergrivier Municipality has a Storm Water Management Plan that was compiled by V&V Consulting Engineers. Priority areas have been identified in the first phase and all future projects will be based on this plan.

3.3.2.2 SERVICE STATISTICS

**TABLE 91: STORM WATER INFRASTRUCTURE**

FINANCIAL YEAR	TOTAL KM STORM WATER MAINTAINED	KM NEW STORM WATER MEASURES
2019/20	43.5	1.2
2020/21	45.8	2.3
2021/22	46.0	0.2
2022/23	46.3	0.3

## 3.3.2.3 FINANCIAL PERFORMANCE

**TABLE 92: FINANCIAL PERFORMANCE (OPERATIONAL) STORM WATER SERVICES**

DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Employees	184 000,00	220 000,00	190 781,50	-13,28 %
Other	601 600,00	586 964,00	850 757,86	44,94 %
Repairs & Maintenance	20 000,00	19 000,00	8 576,99	-54,86 %
<b>Total Operational Expenditure</b>	<b>805 600,00</b>	<b>825 964,00</b>	<b>1 050 116,35</b>	<b>27,14 %</b>
Total Operational Revenue	-	-	-	
<b>Net Operational Expenditure</b>	<b>805 600,00</b>	<b>825 964,00</b>	<b>1 050 116,35</b>	<b>27,14 %</b>

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**TABLE 93: FINANCIAL PERFORMANCE (CAPITAL): STORM WATER SERVICES**

DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
Fencing of stormwater channel	100 000,00	100 000,00	99 323,61	-0,68 %
Furniture & Equipment - Stormwater Management	6 000,00	6 000,00	5 216,52	-13,06 %
Implement Stormwater Masterplan (PB)	350 000,00	350 000,00	350 000,00	0,00 %
Stormwater bridge Wyk 4	159 000,00	-	-	
Subsurface Drains	75 000,00	41 000,00	40 891,31	-0,27 %
<b>TOTAL</b>	<b>690 000,00</b>	<b>497 000,00</b>	<b>495 431,44</b>	<b>-0,32 %</b>

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## 3.3.2.4 HUMAN RESOURCE CAPACITY

See Section on Roads as Roads and Stormwater is in organogram as a single unit.

## 3.3.2.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Performance highlights for the year include:

- Alleviate storm water problems in Ward 4 by cleaning catch pits and pipes with Jet-Vac units; and
- Completion of new stormwater pipes in Ward 4.

Challenges that still need to be addressed include:

- The implementation of the Storm Water Master Plan for Piketberg is a high priority, but a lack of sufficient funding (own funding) delays the time frame of construction. DBSA approved funding applications for external funding to address the full scope of the challenges were unsuccessful to date;

and

- Ongoing storm water issues and in various wards, especially ward 4, Piketberg.

### 3.4 PLANNING AND DEVELOPMENT

#### 3.4.1 PLANNING AND DEVELOPMENT (SPATIAL PLANNING)

##### 3.4.1.1 INTRODUCTION

Spatial Planning and Land Use Management services are rendered by the Corporate Services Directorate's Department Town Planning and Environmental Management. These services are done in accordance with National, Provincial, Municipal legislation, National and Provincial directives and Council policy and aims to facilitate sustainable urban and rural development. In addition, Town Planning component of Department Town Planning and Environmental Management include all aspects pertaining to the management of municipal immovable property (land) as well as the issuing of business licenses.

##### 3.4.1.2 SERVICE STATISTICS

The following table indicates the various planning applications that were finalised during the 2022/23 financial year compared to the statistics of the previous 2021/22 financial year. Overall, less applications have been processed during this financial year compared to the previous year.

TABLE 94: APPLICATIONS FOR LAND USE DEVELOPMENT

DETAIL	TOWN	SUBDIVISIONS		REZONINGS		CONSENT USES		DEPARTURES		REMOVAL OF RESTRICTIONS		TOTALS	
		2021/22	2022/23	2021/22	2022/23	2021/22	2022/23	2021/22	2022/23	2021/22	2022/23	2021/22	2022/23
Planning applications received	<b>TOTAL</b>	<b>16</b>	<b>18</b>	<b>12</b>	<b>12</b>	<b>21</b>	<b>10</b>	<b>23</b>	<b>19</b>	<b>9</b>	<b>12</b>	<b>81</b>	<b>71</b>
	Piketberg	3	3	1	2	9	5	10	8	0	0	23	18
	Porterville	4	2	1	0	2	1	1	2	1	0	9	5
	Aurora	1	2	0	1	1	0	0	0	0	0	2	3
	Eendekuil	2	0	0	1	1	1	1	0	1	0	5	2
	Velddrif	4	9	3	5	2	1	3	2	2	7	14	24
	Laaiplek	0	0	4	2	1	1	3	2	3	2	11	7
	Dwarskersbos	0	0	1	1	2	0	5	5	2	3	10	9
	Redelinghuis	1	2	1	0	1	0	0	0	0	0	3	2
	Farm	1	0	1	0	2	1	0	0	0	0	4	1
Applications finalised/resolved	<b>TOTAL</b>	<b>24</b>	<b>20</b>	<b>24</b>	<b>11</b>	<b>14</b>	<b>15</b>	<b>31</b>	<b>15</b>	<b>8</b>	<b>8</b>	<b>101</b>	<b>69</b>
	Piketberg	6	3	6	3	5	11	12	11	1	3	30	31
	Porterville	4	3	4	1	1	1	4	2	0	1	13	8
	Aurora	2	1	0	0	1	0	0	0	0	0	3	1
	Eendekuil	3	1	3	1	0	1	2	0	0	0	8	3
	Velddrif	4	7	3	1	2	0	5	1	2	3	16	12
	Laaiplek	2	0	4	0	3	0	4	0	4	0	17	0
	Dwarskersbos	1	1	2	2	1	0	4	1	1	1	9	5
	Redelinghuis	1	2	1	1	0	0	0	0	0	0	2	3
	Farm	1	2	1	2	1	2	0	0	0	0	3	6



DETAIL	TOWN	SUBDIVISIONS		REZONINGS		CONSENT USES		DEPARTURES		REMOVAL OF RESTRICTIONS		TOTALS	
		2021/22	2022/23	2021/22	2022/23	2021/22	2022/23	2021/22	2022/23	2021/22	2022/23	2021/22	2022/23
Applications withdrawn	<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>7</b>
	Piketberg	0	0	0	0	0	1	0	0	0	0	0	1
	Porterville	0	0	0	0	0	0	0	0	0	0	0	0
	Aurora	0	0	0	0	0	0	0	0	0	0	0	0
	Eendekuil	0	0	0	0	0	0	0	0	0	0	0	0
	Velddrif	0	0	0	0	0	0	0	0	0	0	0	0
	Laaiplek	0	0	1	2	1	1	1	2	1	1	4	6
	Dwarskersbos	0	0	0	0	0	0	0	0	0	0	0	0
	Redelinghuis	0	0	0	0	0	0	0	0	0	0	0	0
	Farm	0	0	0	0	0	0	0	0	0	0	0	0
Applications pending or outstanding	<b>TOTAL</b>	<b>9</b>	<b>5</b>	<b>5</b>	<b>6</b>	<b>15</b>	<b>3</b>	<b>7</b>	<b>11</b>	<b>6</b>	<b>7</b>	<b>42</b>	<b>32</b>
	Piketberg	0	0	0	0	9	2	2	1	0	0	11	3
	Porterville	2	0	0	0	1	1	0	1	1	0	4	2
	Aurora	1	1	0	1	0	0	0	0	0	0	1	2
	Eendekuil	1	0	0	0	1	0	0	0	1	0	3	0
	Velddrif	3	3	1	3	2	0	1	4	1	3	8	13
	Laaiplek	0	0	1	0	1	0	3	1	1	1	6	2
	Dwarskersbos	0	0	1	1	0	0	1	4	2	3	4	8
	Redelinghuis	0	0	0	0	0	0	0	0	0	0	0	0
	Farm	2	1	2	1	1	0	0	0	0	0	5	2

### 3.4.1.3 HUMAN RESOURCE CAPACITY

The Department Town Planning and Environmental Management has 3 Town Planning Officials, 1 Administrative Staff Member (administrative support, Municipal Planning Tribunal support, formal business licenses and liquor license processing) and 1 Environmental Official. The post of Administrative Officer was vacant from the end of 2022 to the beginning of 2023. However, the vacancy was filled May 2023. There are currently no vacancies in the Department.

**TABLE 95: HUMAN RESOURCES: PLANNING AND DEVELOPMENT SERVICES**

NO OF POSTS.	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
5	5	0	0 %

### 3.4.1.4 FINANCIAL PERFORMANCE

**TABLE 96: FINANCIAL PERFORMANCE (OPERATIONAL): PLANNING AND DEVELOPMENT SERVICES**

DESCRIPTION	2021/22 BUDGET	FINAL 2021/22 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2021/22 ACTUAL	VARIANCE
Employees	4 242 151,00	4 135 000,00	4 136 844,79	0,04 %
Other	1 608 000,00	1 694 200,00	1 514 075,67	-10,63 %
Repairs & Maintenance	5 000,00	24 800,00	21 347,63	-13,92 %
<b>Total Operational Expenditure</b>	<b>5 855 151,00</b>	<b>5 854 000,00</b>	<b>5 672 268,09</b>	<b>-3,10 %</b>
Total Operational Revenue	-345 000,00	-310 000,00	-355 612,66	14,71 %
<b>Net Operational Expenditure</b>	<b>5 510 151,00</b>	<b>5 544 000,00</b>	<b>5 316 655,43</b>	<b>-4,10 %</b>

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**TABLE 97: FINANCIAL PERFORMANCE (CAPITAL): PLANNING AND DEVELOPMENT SERVICES**

DESCRIPTION	2021/22 ORIGINAL BUDGET	2021/22 ADJUSTMENT BUDGET	2021/22 ACTUAL	VARIANCE
Furniture & Equipment - Planning & Development	20 000,00	131 000,00	130 196,31	-0,61 %
Regional Socio Projects (RSEP Funding)	120 000,00	120 000,00	119 814,68	-0,15 %
<b>TOTAL</b>	<b>140 000,00</b>	<b>251 000,00</b>	<b>250 010,99</b>	<b>-0,39 %</b>

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### 3.4.1.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Performance highlights for the year include:

- On 29 August 2022 the Council, by means of resolution RVN036/08/2022, approved commencement with the drafting of a new 5-year Spatial Development Framework for Bergrivier Municipality and that an

Intergovernmental Steering Committee be established for the process. CK Rumboll and Partners (Planning) was appointed by tender on 14 March 2023 to undertake the compilation of the Bergrivier Municipal Spatial Development Framework on behalf of the Municipality.

Performance challenges include:

- The department's internal capacity is restricted, therefore external support is required for the compilation of spatial planning documents that provide strategic direction for development. External support is also required for the updating of GIS data, as there is no funding to appoint internal GIS capacity. Obtaining suitable external support require funding; and
- The department's biggest challenge is to obtain wide-ranging buy-in for the implementation of the development proposals made in the spatial planning documents and an understanding of the department's role and function in the implementation of spatial planning and associated land use development.

### 3.4.2 BUILDING CONTROL

#### 3.4.2.1 INTRODUCTION

Building control services are rendered by the Technical Services Directorate. Building control is an essential part of any municipality. Applications for all new structures and additions must be submitted to the Municipality in terms of Section 4 of the National Building Regulations (NBR). Building control ensures that the NBR and other relevant legislation are complied with. Building plans for structures of less than 500 m<sup>2</sup> are attended to within 30 days (if there are no delays such as heritage approval) and building plans for structures exceeding 500 m<sup>2</sup> are attended to within 60 days of application. The Department is headed by the Manager: Project Management and Building Control and 3 Building Control Officers who are stationed at each of the three larger towns, namely Velddrif, Piketberg and Porterville. Building plans are scrutinised by the Building Control Officers and plans are approved by the Manager: Project Management and Building Control. In terms of Section 160(2)(c) of the Constitution (1996), Council approved that an amnesty period be applicable until 30 June 2019 for all the owners of erven where there are illegal temporary structures to enable owners to comply with prescribed application procedures. All customers of Bergrivier Municipality were encouraged to use the opportunity where applicable. Amnesty was lifted and residents were well informed of the approved new processes for informal structure applications.

#### 3.4.2.2 SERVICE STATISTICS

The following building plans were submitted during the financial year:

TABLE 98: BUILDING PLANS SUBMITTED DURING THE YEAR

TOWN	BUILDING PLANS APPROVED 2021/2022			BUILDING PLANS APPROVED 2022/2023		
	RESIDENTIAL	BUSINESS / INDUSTRIAL	TOTAL	RESIDENTIAL	BUSINESS / INDUSTRIAL	TOTAL
Velddrif/Aurora/Dwars-kersbos	428	4	432	473	13	486
Piketberg	62	8	70	238	4	242
Porterville	118	2	120	80	2	82
Redelinghuis	23	0	23	20	0	20
Eendekuil	16	0	16	18	1	19
Piketberg Rural Area	11	3	14	8	2	10
Goedverwacht	0	0	0	0	0	0
Wittewater	5	0	5	2	0	2
Porterville Rural Area	10	7	17	5	1	6
<b>TOTAL</b>	<b>673</b>	<b>24</b>	<b>697</b>	<b>844</b>	<b>23</b>	<b>867</b>

## 3.4.2.3 HUMAN RESOURCES

The table below reflects the Building Control Officers but excludes the Manager: Project Management and Building Control as he also deals with other aspects of project management within the Technical Services Directorate. The vacancy of the Building Inspector for Velddrif was funded, and the post has been filled.

TABLE 99: HUMAN RESOURCES: BUILDING CONTROL

NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
4	4	0	0 %

## 3.4.2.4 FINANCIAL PERFORMANCE

TABLE 100: FINANCIAL PERFORMANCE (OPERATIONAL): BUILDING CONTROL

DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Employees	2 752 000,00	2 486 000,00	2 447 841,47	-1,53 %
Other	142 500,00	125 070,00	82 467,52	-34,06 %
Repairs & Maintenance	1 000,00	1 300,00	1 281,55	-1,42 %
<b>Total Operational Expenditure</b>	<b>2 895 500,00</b>	<b>2 612 370,00</b>	<b>2 531 590,54</b>	<b>-3,09 %</b>
Total Operational Revenue	-1 551 000,00	-2 101 000,00	-2 340 791,72	11,41 %

DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Net Operational Expenditure	1 344 500,00	511 370,00	190 798,82	-62,69 %

Annual Financial Statements 2022/23

**TABLE 101: FINANCIAL PERFORMANCE (CAPITAL): BUILDING CONTROL**

DESCRIPTION	2021/22 ORIGINAL BUDGET	2021/22 ADJUSTMENT BUDGET	2021/22 ACTUAL	VARIANCE
Computer and peripherals - Vacant building inspector (VD)	35 000,00	35 000,00	33 695,00	-3,73N%
Furniture - Vacant building inspector (VD)	12 500,00	12 500,00	7 240,00	-42,08N%
Furniture & Equipment - Building Control	5 000,00	5 000,00	4 090,13	-18,20N%
Printer - Vacant building inspector (VD)	10 000,00	10 000,00	9 000,00	-10,00 %
<b>TOTAL</b>	<b>62 500,00</b>	<b>62 500,00</b>	<b>54 025,13</b>	<b>-13,56 %</b>

Annual Financial Statements 2022/23

#### 3.4.2.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

- Illegal building activities remain a challenge, but a positive turn of events is that more people are applying for approval to undertake minor building works. It is these minor building works which constitute 80 % of illegal buildings;
- The implementation of Regulation XA in terms of National Building Regulations, 1997 (Act 103 of 1977), as amended and in terms of Renewable Energy, is still a challenge and is currently being required as an approval condition, and;
- Migrating to an electronic system is in process but implementation remains a challenge.

#### 3.4.3 LOCAL ECONOMIC DEVELOPMENT (LED)

##### 3.4.3.1 INTRODUCTION

Local economic development includes the attraction of investments into the municipal area, stimulation of small, medium, and micro enterprises (SMME's), job creation, informal trading, tourism and various ad hoc local economic initiatives. Local economic development is currently one of the major focus areas of the Department of Strategic Services, although it is also a cross-cutting priority that must be focused on in all aspects of service delivery and development.

The impact of the initiatives undertaken over the last years led to the Council establishing a Portfolio Committee for Economic Development that started with its mandate in November 2018. The first major task was the review of the Economic Development Strategy. The Economic Development Strategy identified four (4) pillars for economic development in Bergrivier Municipal Area, namely agriculture and Agri processing,

tourism, manufacturing, and the development of small-, medium – and micro enterprises. Various programmes have been developed to address these pillars as catalysts for economic growth.

Covid-19 led to the drafting and approval of an Economic Recovery Plan with clear deliverables. The approved Economic Development Strategy and the Economic Recovery Plan were also integrated to ensure a single plan. Monthly progress reports were submitted to the Economic Development Portfolio Committee to monitor progress. The major focus of the Economic Recovery Plan as a short-term intervention programme, included an implementation plan for SMME’s and an implementation plan for Informal Trade.

#### 3.4.3.2 JOB CREATION (EXPANDED PUBLIC WORKS PROGRAMME)

One of the primary roles of local government is to create a climate that is conducive to local economic development. The Municipality does however seek to create work opportunities wherever it can. One such programme is the Expanded Public Works Programme (EPWP) which is a government funded programme aimed at the alleviation of poverty and unemployment by the creation of temporary jobs in specific focus areas where labour intensive methods can be maximised. The programme aims to increase economic growth by improving skills levels through education and training. It also aims to provide an enabling environment for industry to flourish. The programme also provides for Labour Intensive Methods of Construction (LIC) by contractors, which will also enhance skills development. The Municipality created 359 work opportunities and 106.4 full-time equivalents (FTE’s) through the EPWP programme.

The following table provides an overview of the total full-time employment opportunities created and number of jobs created in each town during the 2022/23 financial year for which period a grant amounting to R 1 662 000.00 was received from the Department of Public Works.

**TABLE 102: EXPANDED PUBLIC WORKS PROGRAMME: JOBS CREATED**

QUARTER	DATES	FTE	WO
Q1	01 July 2022 – Sept 2022	7.7	58
Q2	01 October 2022 – December 2022	13.8	52
Q3	01 January 2023 – March 2023	27.2	70
Q4	01 Apr 2023 – June 2023	57.7	179
	<b>TOTAL</b>	<b>106.4</b>	<b>359</b>

#### 3.4.3.3 INFORMAL TRADING

The Municipality provides multipurpose retail trading spaces at a rental of R 170 per month. Lease agreements run for a period of 12 months. The purpose of these facilities is to provide traders in the informal economic sector with the opportunity to trade in the central business zones. The following facilities are available:

- Piketberg: 32 trading rooms are provided; and
- Porterville: 22 trading rooms are provided.

A process to further identify land and facilities for informal traders commenced in Porterville, Velddrif (Noordhoek) and Ward 4 of Piketberg. The area in Velddrif (Noordhoek) is situated at the taxi rank and part of the informal trading area have already been built. The RSEP programme showed interest in co-funding the programme. This area was the outflow of the successful empowerment programme for a few SMME's conducted by Dr. Clive Coetzee. Further funding is required to complete the informal trading area in Velddrif. The area in Porterville is part of the RSEP programme for which funding has been allocated and is located on the corner of Jakkalskloof and Voortrekker Road where the major pedestrian traffic is between Monte Bertha and the Central Business District.

#### 3.4.3.4 TOURISM

The Bergrivier Municipality has placed tourism at the forefront of its economic development strategy, recognising it is a pivotal driver within the broader wholesale and retail sector. Notably, tourism stands as the largest employer in our region, second only to agriculture, encompassing both formal and informal labour forces. Empowered by this vision, the Bergrivier Tourism Organisation (BTO) has been entrusted with the mission to foster the growth of the Tourism sector. BTO's primary objective is to position Bergrivier as the ultimate adventure destination catering for both domestic and international markets. To ensure the sustained success of tourism, our focus lies on responsible Destination Marketing, a strategy that not only showcases the region's attractions but also prioritises the protection of the environment and the well-being of our local communities.

BTO is committed to implementing a robust and competitive marketing strategy. This approach includes an extensive brand presence and harnessing the established provincial and national platforms offered by WESGRO, South African Tourism (SAT) and the National Department of Tourism (NDT). Together, we aim to elevate Bergrivier as a premier destination and to drive the economic prosperity of our region.

As the tourism industry makes a sturdy recovery from the profound impact of the pandemic, we are gradually resuming our efforts to vigorously promote our region. Over the past two years, one of the standout success stories has been the remarkable growth of the events sector. These events have emerged as the primary economic drivers within the tourism industry, and the return on investment has been undeniably evident, given that events have a far-reaching impact across various sectors.

Notably, our region has experienced a surge in event growth since we began marketing ourselves as the adventure capital. This strategic shift has attracted a multitude of cycling events to our area, such as the Org



de Rac MTB, The Velddrif 222 Cycling Challenge, and the Western Cape Cycling Championships. This trend underscores our region's burgeoning reputation as a go-to destination for adventure enthusiasts.

#### 3.4.3.5 LED INITIATIVES

The following initiatives were undertaken by the Office of the Municipal Manager (Department of Strategic Services):

##### i. **Regular Economic Portfolio Committee Meetings**

Regular Economic Portfolio meetings are being held with relevant topics to discuss. Various speakers are also invited to the Portfolio Committee meeting to ensure lively discussions on economic development.

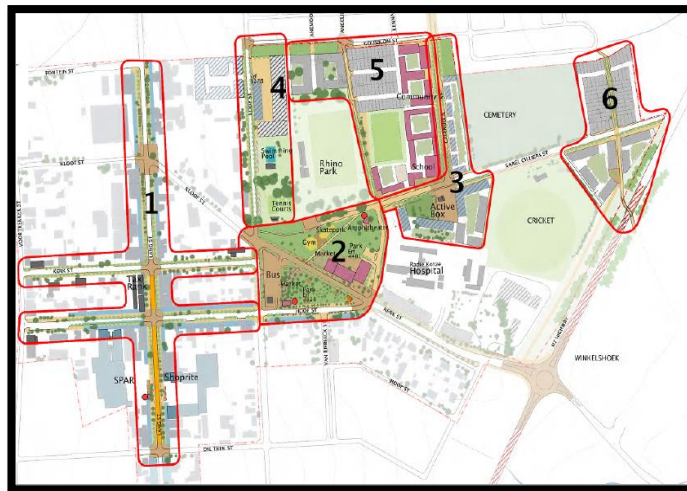
##### ii. **Piketberg as a national pilot in the Small-Town Regeneration Programme**

Piketberg was selected by the national department of Local Government (DCOG) to be one of the pilot towns in the Small-Town Regeneration Programme. The main aim of the programme is to **create** an environment that will result in sustainable development and allow for regeneration in an integrated and informed manner through evidence-based information. The **focus** is on prioritising:

- spatial integration in terms of the environment, infrastructure upgrades, transport linkages, health and safety and the unlocking of potential markets and improved urban management;
- Social development with the priority being to **enable** contextually appropriate interventions and development and cascading benefits and to ensure access to the basic services. The **focus** is to start with people at the bottom of the pyramid to help them discover avenues out of poverty that suit their circumstances and preferences, enabling them to grow meaningful economic activity in their lives.
- Economic development with a focus on to **address** economic imbalances through strengthening small towns as regional economic nodes; and to facilitate comprehensive economic growth from grassroots level. The **focus** is to create self-sufficient and integrated towns with sustainable Gross Domestic Product.
- Intergovernmental relations and governance to **enable** ownership, accountability, good governance, follow-through on interventions, the establishment of clear institutional arrangements, implementing agents/stakeholders to acquire strong technical competence and leadership abilities. The **focus** is capacity building at all levels of government.
- Monitoring and evaluation with a focus on to **enable** the identification and capacitating of institutions responsible for collecting and analysing spatial, social, and economic data in the towns and to **focus** to the build capacity of Local Government to increase the use of evidence (data) for improvement of the programme.



The primary basis of the Small-Town Regeneration Programme will be the approved Precinct Plan for Piketberg that can be portrayed as follows:



The vision is three-fold, namely:

- Upgrade infrastructure and landscaping of Piketberg;
- Establish Piketberg as a central space for satellite government services;
- Establish Piketberg as a centre for skills development.

In terms of Piketberg as a central space for government services, it is foreseen to establish a hub for government services such as (but not limited to) Department of Home Affairs, SASSA offices, SARS, Department of Labour, a new single library for Piketberg and a new Tourism office.

In terms of Piketberg as a Centre for Skills Development, the Pietie Frederics Youth Centre is under construction and will aim at skills development for 18 – 35 years age group. Negotiations are also being conducted with the Jakes Gerwel School on a Schools of Skills for learners as well. The Department of Education is also working on the establishment of the new primary school. All the facilities will be in close proximity to one another.

### iii. Development of Porterville as a Tourism Destination

The following programmes and projects are managed by the Department of Strategic Services with a strong collaboration with the Department of Technical Services:

- **Developing Infrastructure to enhance tourism:**

The development of Porterville as a tourist destination of choice is an ongoing programme. The process commenced with the ward committees of Wards 1 and 2 visiting Franschhoek in October 2017 to learn more about the development of Franschhoek as a successful best practice in changing the economic future of the town from a small agricultural village into a tourism destination of choice. In essence the strategy entails the regeneration of the main road, the upgrading of the market square with a new tourism office, recreational facilities and an amphitheater. Funding could not be obtained yet for the development.

- **Mosaic Project**

The establishment of Porterville as an art tourist destination is well underway. To ensure spatial and economic integration, an historic route was planned for the neighbourhood known as Monte Bertha. This neighbourhood is the legacy of the former apartheid dispensation and so much of the history of the local people can get lost if it is not written up. Extensive research was done, and a number of historical moments and sites were identified. It was decided to tell the story of these moments and sites in mosaic. Creating Hope Africa is a NGO and funded the first phase of the programme. Unemployed people were identified in the community and were initially trained by the Mosaic House. A committee was established to manage the programme and at times professional artists had to assist, especially in ensuring that the images for the walls are aesthetically pleasing and correct in dimensions. The Municipality's Directorate Technical Services took the responsibility to build the walls where no walls were available for the story. During the 2021/22 financial year, funding was acquired through the Public Employment Grant to expand the programme to the other towns of Bergrivier Municipality. This funding was rolled over to the 2022/23 and the walls in Piketberg commenced.



- **Painting Refuse Bins**

Professional artists in Piketberg painted refuse bins for Piketberg and was handed over to the mayor in December 2022.



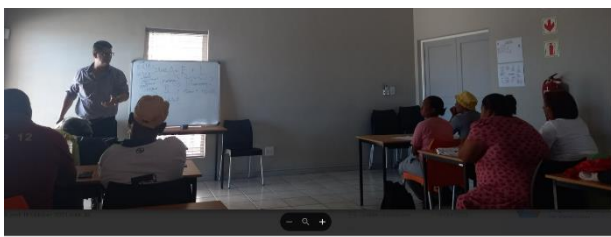
Refuse bins painted by the artists in Piketberg.

- **SMME Training in Velddrif**

The University of Stellenbosch, in partnership with the Municipality and the Velddrif Chamber of Commerce, commenced an empowerment programme for local small businesses in Noordhoek, Velddrif. The Velddrif Entrepreneurship Program (the Project) aimed to encourage the development of entrepreneurs and enterprising persons to establish new enterprises, specifically in Noordhoek, and more generally in Velddrif and Laaiplek. The program's primary goal is to provide personal and business knowledge and skills to selected youth from Noordhoek to make them "successful" businessmen. In general, the Velddrif Entrepreneurship Program is an ongoing effort of converting selected youth to an entrepreneur by passing them through thoroughly structured theoretical and practical training and mentorship. As entrepreneurs must respond appropriately to the market, they will be capacitated to understand the business environment and needs. The skills needed are varied, and they need to be taken care of in the best possible way. The Velddrif Entrepreneurship Program is not just a structured training program but will be a complete process to make the possible transformation of an individual into an entrepreneur. The program will also guide and mentor them on starting the business and effective ways to sustain it successfully.

Topics included The Psychology of an Entrepreneur, Effective Communication, Business Plan Development, Business Types and Structure, SWOT Analysis, Unique Business Points and Competitor Analysis, Business Budgeting and Cashflow, Basic Business Accounting, Selling is King, Business Opportunity Identification and Market Survey, Social Media Marketing, and Business Creativity.

The Velddrif Entrepreneurship Program operated from the Noordhoek library which was graciously made available by the Bergrivier Municipality and proved to be a great venue.

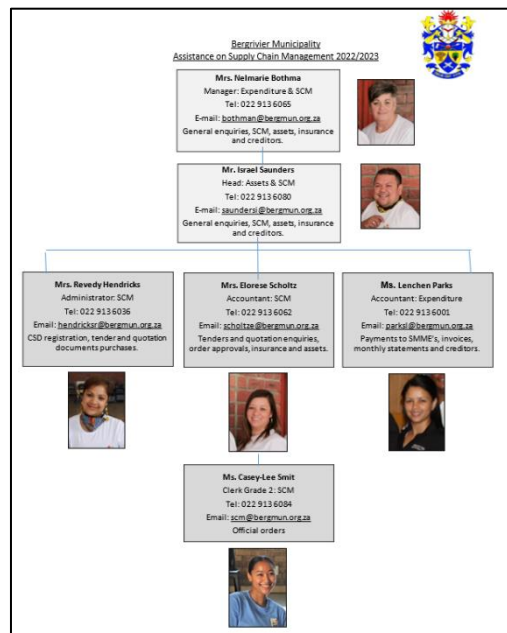


- **Preferential Procurement**

At least 293 SMME’s have already registered on the database of Bergrivier Municipal Area and assistance to ensure registration on the Central Supplier Database is done. The Council of Bergrivier Municipality approved a new preferential procurement policy with targets on the use of local SMME’s registered. All tenders and formal quotations are also placed on the Whatsapp Groups of the SMME’s in the different towns.



Work session with SMME’s on how to do business with the municipality.



### 3.4.4 YOUTH DEVELOPMENT STRATEGY

Two of the main game changers for Bergrivier Municipality, as identified through the Western Cape Government’s Joint Planning Initiative, are education/youth development and economic development. This is also applicable in the international agreement with Heist-op-den-Berg, the Belgium municipality with which Bergrivier Municipality has a “stedeband”-agreement with. The essence of the agreement is that a group of 10 learners from one country visit the other country for 3 – 4 weeks and learn about the totality of that country. The following year it is being reversed.

This year’s exchange is the third of its kind. A first exchange took place in 2018. That year, a first group of ten high school students from Heist-op-den-Berg travelled to Bergrivier to meet ten South African peers. Together they learned about each other's day-to-day lives and what it means to be young in the globalized world of today. A second exchange took place in 2019. This time, ten learners from Bergrivier travelled to Heist-op-

den-Berg to live, learn and share with ten local learners. Together with Bergrivier, Heist-op-den-Berg decided to focus on Youth and what it means to be young in Belgium. During the exchange, there was a mix of touristic visits (historical cities) and visits in theme of the exchange: youth. The group visited an array of organizations by and/or for young people in Heist-op-den-Berg and other cities. The third exchange was initially planned to take place in South Africa in March and April of 2020. However, due to the global COVID-19 pandemic, this exchange was postponed. After a hiatus of two years, both municipalities agreed to restart the exchange in 2023. In September of 2022, the group of learners in Heist-op-den-Berg were selected and started the preparation sessions. The group in Bergrivier followed shortly after. The exchange took place from 27 March – 6 April 2023. Schools play a key role in the exchange. In total, 8 schools participate in the exchange. 4 in Heist-op-den-Berg and 4 in Bergrivier:

**Bergrivier schools**

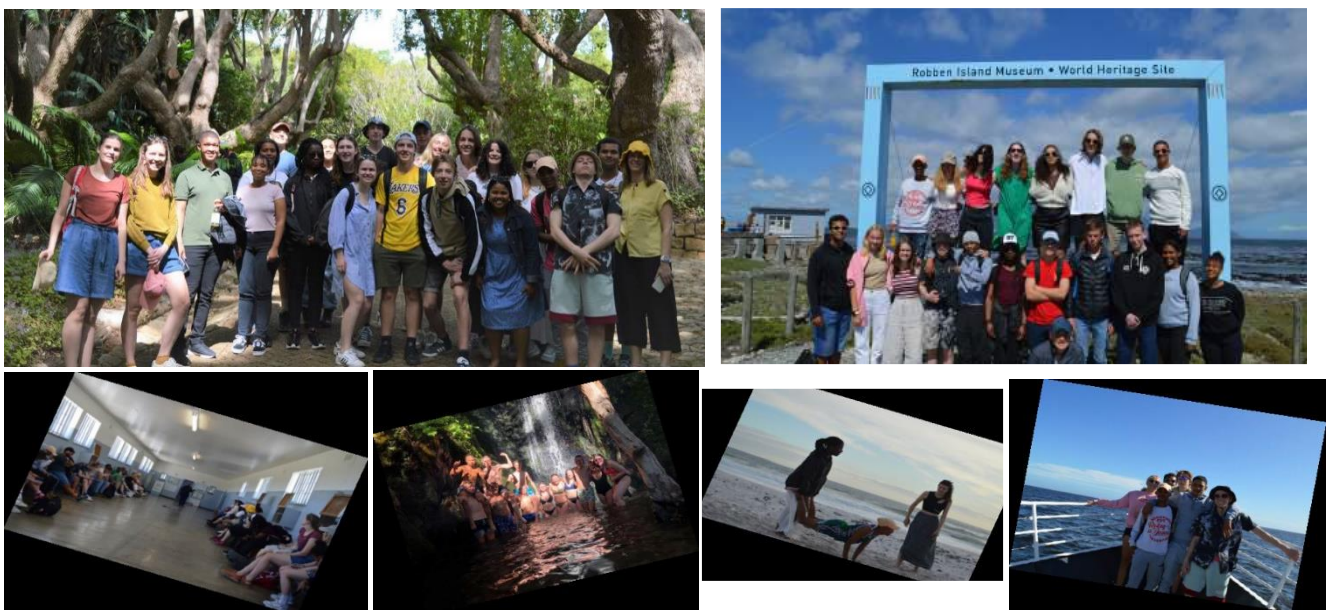
- Velddrif High School
- Piketberg High school
- Steynville High School
- Porterville High School

**Heist-op-den-Berg schools**

- Mevrouw Govaert Institute (IMG)
- Sint-Lambertus college
- Heilig-Hart college
- GO! Atheneum



The following is a photo collage of the exchange:



Bergrivier Municipality regards youth development in a serious light given that it represents the future of our communities. Serious challenges are being faced amongst the youth, with specific reference to early school leavers, joblessness, exposure to drugs and other related social evils.

One of the constraints as a municipality is the lack of sufficient facilities for the youth. It is for this reason that partnerships are being sought all the time, including partnership with Provincial Departments. Furthermore, to ensure an integrated approach, youth facilities are combined with other community needs to ensure maximum utilisation and a holistic approach to the whole of society. Examples of these are already the successful Youth Café in Velddrif and the POP Centre (Path onto Prosperity) in Porterville. Given the limited capacity and budget constraints of the municipality, both these facilities are being run in partnership with Mfesane in Velddrif (funded by the Provincial Department of Social Development) and Goedgedacht Trust in Porterville. The POP Centre in Porterville was funded by PPC as part of their Social and Labour Plan for the Piketberg mining operation and the rental for the Youth Café in Velddrif is being paid monthly by the Municipality.

Given the successful management of the POP Centre and a further Social and Labour Plan allocation, PPC decided to fund a similar centre for Piketberg. Phase 1 of the Pietie Fredericks Youth Centre was completed in the financial year and the centre was handed over to the municipality in January 2023.



Further funding for Phase 2 was obtained from the Western Cape Department of Local Government and the construction of Phase 2 commenced in the latter part of the financial year. It is anticipated that the centre will be completed in the 2022/23 financial year.



### 3.4.5 SOCIAL DEVELOPMENT

Social Development within the Bergrivier Municipal area is coordinated with other stakeholders to deliver services to the community at large. Social programs and interventions are based on sector planning of national and provincial departments that delivers services within the Municipal Area. Limited financial resources within the Municipality have an impact on delivery of social interventions that affects the community.

#### 3.4.5.1 YOUTH CAFÉ

The Youth Café in Velddrif is now operational for the past 5 years and excellent interventions and milestones are achieved by the implementing agent, Mfesane, in Velddrif.

Highlights included:

**LIFE SKILLS – NEET YOUTH**  
PIKETBERG & PORTERVILLE

Focused on Life Skills and Job Preparedness. Topics address building self-confidence, active listening, positive communication, making decisions, solving problems and job preparedness. New stakeholder relationships were built. Activities were interactive with practical activities that ensure they are not bored and withdraw from the training.

**SCHOLAR SUPPORT & DIGNITY PROGRAM**  
NOORDHOEK PRIMARY

Dignity Program

1-Year Skills Development Program: Basic Computer Training and Barbering.

**ENTREPRENEURIAL PROGRAM**

- Hand-over of start-up kits
- Business Management Training
- Mentorship
- Entrepreneurial Month

**WEST COAST COLLEGE OUTREACH**

Career Guidance  
Online Applications  
One on One sessions

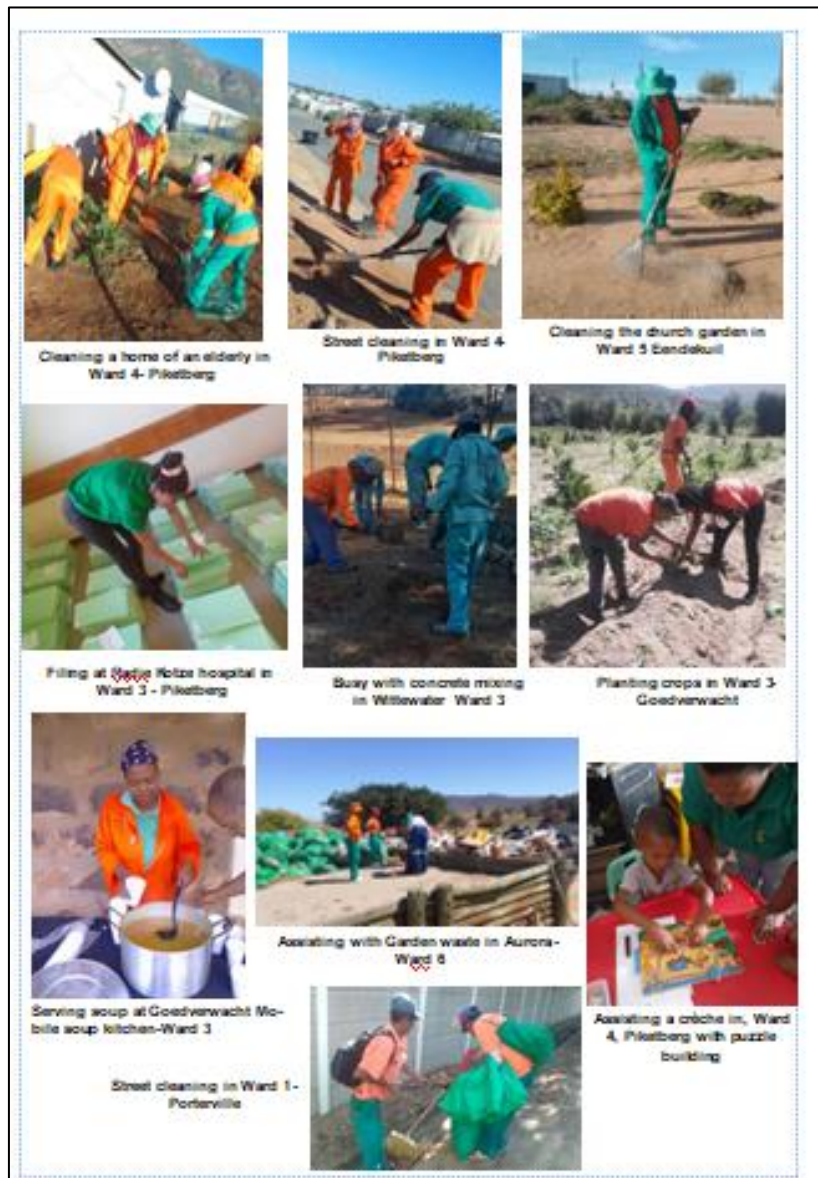
3.4.5.3 COMMUNITY WORKS PROGRAMME

Since the inception of the CWP in the Bergrivier Municipal area by the national department, Cogta, it brought much needed relief for the community of Bergrivier Municipality. The program is going from strength to strength and the Bergrivier Municipal site was hailed as one of the best run sites within the Western Cape and on a national level. The coordination and effective management of the site is based on good relationships with the Site Manager and the Local Reference Committee (LRC).

**TABLE 103: OVERVIEW OF CWP PROGRAMME**

2019/ 2020	TOTAL	2020/ 2021	TOTAL	2021/2022	TOTAL	2022/2023	TOTAL	2023/ 2024	TOTAL
July	406	July	480	July	409	July	413	July	462
August	438	August	474	August	404	August	510	August	459
September	435	September	474	September	471	September	505	September	459
October	433	October	441	October	431	October	524	October	458
November	490	November	417	November	417	November	524	November	
December	488	December	416	December	399	December	526	December	
January	500	January	390	January	386	January	499	January	
February	491	February	362	February	417	February	476	February	
March	497	March	394	March	411	March	461	March	
April	518	April	400	April	428	April	470	April	
May	519	May	410	May	426	May	493	May	
June	482	June	414	June	432	June	477	June	
	474,75		422,66		419,25		489,83		459,5





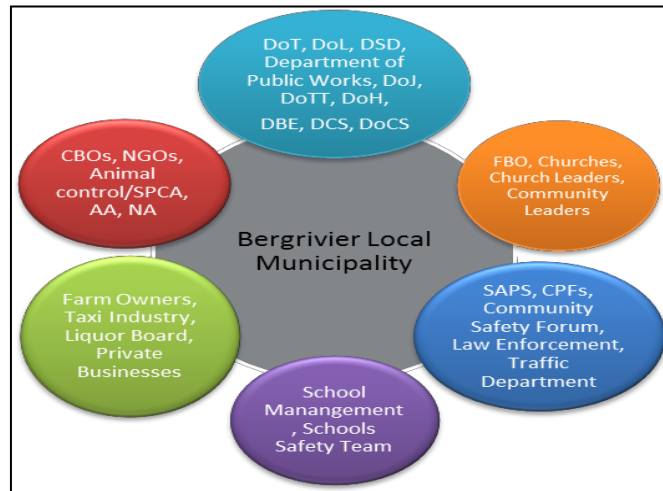
Photos Supplied by CWP Site Manager

#### 3.4.5.4 GENDER BASED VIOLENCE

Gender Based Violence is an extremely sensitive issue across the country and Bergrivier communities are not excluded from this evil that have negative impact on our women and children. Initiatives to reduce the impact is done continuously by various stakeholders ranging from the South African Police Services to NGO’s focusing specifically on this very serious crime to state departments coordinating their activities. Special programmes were conducted by the Initiative for Community Advancement and training was conducted on the pathway referral for volunteer to assist with counselling. A number of meetings and workshops were held with various stakeholders, including Department of Social Development, West Coast District Municipality, SAPS and various stakeholders on planning initiatives and creating awareness in the communities on the impact of gender-based violence and the rights of the victims.

3.4.6. COMMUNITY SAFETY

Bergrivier Municipality developed a safety strategy in conjunction with the national and provincial security sectors and local neighbourhood- and farm watches to ensure a safer community. The Community Safety Plan was also approved by Council. The Bergrivier Community- and Rural Safety Forum was also established to enhance better cooperation between the Municipality and the relevant stakeholders. The graph below depicts all the stakeholders needed to adequately implement and monitor the implementation of the safety plan:



3.5 COMMUNITY SERVICES

3.5.1 LIBRARY SERVICES

3.5.1.1 INTRODUCTION

Bergrivier Municipality, in collaboration with the Provincial Library Service of the Western Cape, provides a comprehensive library service to its clients. The Library Service strives to improve the quality of life of all inhabitants, by promoting a culture of learning, as well as free access to information. There are 14 community libraries across the municipal area, including in the smallest rural hamlets such as Aurora, Redelinghuis and Eendekuil. In these towns especially, libraries are a very important service due to the limited recreational facilities in our communities. In thirteen (13) of the libraries, an internet service is available for free usage by the public, the costs of which are covered by the Provincial Library Services. Equally significant is that thirteen of the fourteen libraries use the electronic system SLIMS (SITA Library Information Management System), to issue library material. SLIMS is a management system for libraries and distributed in South Africa by SITA (State Information Technology Agency). SLIMS is based on the Brocade Library Management System.

3.5.1.2 SERVICE STATISTICS

The statistics listed below are only for books issued for this financial year and does not reflect the number of visitors to the library.

**TABLE 104: LIBRARY BOOKS ISSUED PER ANNUM**

LIBRARY	2022/2023	2021/2022	2020/2021	2019/2020
Aurora	9 566	5 709	4 646	5 801

<b>LIBRARY</b>	<b>2022/2023</b>	<b>2021/2022</b>	<b>2020/2021</b>	<b>2019/2020</b>
Bettie Julius	1 729	8 219	6 454	8 948
Berghoff	9 741	1 573	1 288	3 238
Dwarskersbos	6 786	5 121	5 048	6 659
Eendekuil	2 899	2 710	1 405	3 259
Goedverwacht	7 262	9 375	5 694	6 637
LB Wernich	13 628	9 177	9 040	14 176
Noordhoek	9 309	6 975	20	7 669
Piketberg	18 550	18 693	17 341	31 505
Porterville	13 068	13 109	14 477	20 791
Redelinghuis	2 493	1 176	748	2 224
Velddrif	29 034	27 730	25 870	36 036
Versfeld	19 120	20 063	7 488	7 593
Wittewater	3 914	2 452	3 734	9 868
<b>TOTAL</b>	<b>147 099</b>	<b>132 082</b>	<b>103 253</b>	<b>164 404</b>

Users of computer facilities at the undermentioned libraries were recorded from the 1 July 2021– 30 June 2023:

**TABLE 105: COMPUTER USERS**

<b>LIBRARY</b>	<b>2022/2023</b>	<b>2021/2022</b>	<b>2020/2021</b>	<b>2019/2020</b>
Aurora	844	161	36	82
Bettie Julius	82	178	146	878
Berghoff	438	2	3	185
Dwarskersbos	42	15	7	59
Eendekuil	77	0	0	33
Goedverwacht	752	798	708	873
LB Wernich	2 525	537	788	4 606
Noordhoek	0	0	0	246
Piketberg	792	816	779	2 220
Porterville	586	251	229	988
Redelinghuis	46	17	2	21

LIBRARY	2022/2023	2021/2022	2020/2021	2019/2020
Velddrif	716	553	822	994
Versfeld	0	0	0	0
Wittewater	189	32	90	672
<b>TOTAL</b>	<b>7 089</b>	<b>3 360</b>	<b>3 610</b>	<b>11 855</b>

Versfeld library does not have any computers for public use. Eendekuil library and Redelinghuis library were struggling with internet connectivity during the financial year, which has affected their statistics. Loadshedding add to the negative effect on libraries. Only Velddrif is on the Municipal generator, the other libraries try to assist the public but with no lights, internet or computer access they are struggling.

### 3.5.1.3 HUMAN RESOURCES

There were 0 vacancies in the Library Services Section as of 1 July 2023.

**TABLE 106: HUMAN RESOURCES**

LIBRARY	TOTAL NO. OF PERMANENT POSTS (EXCLUDING CONTRACT WORKERS)	TOTAL NUMBER PERMANENT OF EMPLOYEES	NO. OF VACANCIES	CONTRACT WORKERS
Aurora	1	1	0	0
Bettie Julius	2	2	0	0
Berghoff	1	1	0	0
Dwarskersbos	1	1	0	0
Eendekuil	1	1	0	0
Goedverwacht	2	2	0	1
LB Wernich	3	3	0	0
Piketberg	5	5	0	4
Porterville	4	4	0	1
Noordhoek	3	3	0	0
Redelinghuis	1	1	0	0
Velddrif	4	4	0	0
Versfeld	1	1	0	0
Wittewater	1	1	0	1
<b>TOTAL</b>	<b>30</b>	<b>30</b>	<b>0</b>	<b>7</b>

3.5.1.4 FINANCIAL PERFORMANCE

**TABLE 107: FINANCIAL PERFORMANCE (OPERATIONAL): LIBRARY SERVICES**

DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Employees	7 154 000,00	7 057 848,00	6 895 419,53	-2,30 %
Other	1 354 000,00	1 354 635,00	1 436 154,64	6,02 %
Repairs & Maintenance	108 000,00	543 802,00	459 233,16	-15,55 %
<b>Total Operational Expenditure</b>	<b>8 616 000,00</b>	<b>8 956 285,00</b>	<b>8 790 807,33</b>	<b>-1,85 %</b>
Total Operational Revenue	-8 094 000,00	-8 722 285,00	-8 748 046,50	0,30 %
<b>Net Operational Expenditure</b>	<b>522 000,00</b>	<b>234 000,00</b>	<b>42 760,83</b>	<b>-81,73 %</b>

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**TABLE 108: FINANCIAL PERFORMANCE (CAPITAL): LIBRARY SERVICES**

DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
Air conditioners	-	104 767,00	104 645,60	-0,12%
Fencing Libraries Porterville	-	161 974,00	161 973,38	0,00%
Shelves/Tables/Office furniture	20 000,00	28 659,00	28 658,91	0,00%
<b>TOTAL</b>	<b>20 000,00</b>	<b>295 400,00</b>	<b>295 277,89</b>	<b>-0,04%</b>

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3.5.1.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

**HIGHLIGHTS**

- The Provincial Library services launched their E-Book app, LIBBY overdrive, a free service for all Western Cape Library service library members;
- Velddrif Library was upgraded during the financial year. Replacing the old ceiling and lights and fixing the roof;
- Regular maintenance and upgrading of libraries were done, amongst other by the fixing of blinds, roofs and ceilings, replacing and fixing of toilets and fixing of bookshelves;
- Thirteen (13) of the fourteen (14) libraries (excluding Versfeld Library) have free internet;
- The libraries support and organize different reading/ book clubs for adults and children;
- Old age homes are visited to exchange books;

- Aftercare groups made regular visits to our libraries to take out books; and
- On READ-ALOUD-DAY and World Literacy Day, the library staff visited as many schools as possible for a storytelling session and to invite the children to visit the library.

#### **CHALLENGES**

- High cost of maintenance of library buildings, since some buildings are ageing and has old electrical light fittings, air conditioners, etc.;
- Bergrivier Municipality has 4 libraries which is not municipal property making maintenance and extension of services difficult;
- It remains difficult to get farm workers and their children to the libraries;
- The distance between libraries makes regular visits by senior management a challenge;
- At times Internet connectivity issues arose at Eendekuil and Redelinghuis, Wittewater and Goedverwacht libraries and aggravated by load-shedding;
- Versfeld library is still without internet and therefore not on the SLIMS-system; and
- The Western Cape Library system, Slims, crashed which led to switching to a manual system to keep the library service going.

Library Displays



Library meeting with all permanent and temporary staff members



All libraries had a World ocean day display



Gender base violence protest.



Valentine's day



Holiday program

3.5.2 MUSEUMS

3.5.2.1 INTRODUCTION

Museums are the functional mandate of the Department of Cultural Affairs and Sport in terms of the Constitution of the Republic of South Africa (1996). Within Bergrivier Municipality, the Community Services Directorate is responsible to liaise with the Provincial Department and Museum Committees. Within our area, the following museums exist:

1. Jan Danckaert Museum
2. Piketberg Museum

### 3. SA Fisheries Museum

The two museums of the Municipality, the Jan Danckaert Museum in Porterville, and the Piketberg Museum, are managed by Museum Committees and are given a grant in aid by the Municipality to cover some of their operational costs. Each museum received R275 000 for the year (2022/2023). The municipality also donated a grant in aid to the SA Fisheries Museum in Velddrif. The Municipality plays an active role on the Museum Committees. The museum service aims to promote respect for cultural diversity in South Africa and appreciation for natural heritage and therefore sets out to build understanding and pride of our diverse varied heritage through the museums.

Although South African museums are facing transformation, like all other institutions, their existence is crucial in that they still play a central role in heritage and tourism. Other important contributions are that of education, social cohesion, and environment, although museums do not see the impact thereof. Arts and culture, which play an inherent part in a diverse community, always uplifts a society; it reflects its history and where it stands in today’s demographics. A museum should be integral to any community and can help bind a community.

#### 3.5.2.2 SERVICE STATISTICS

**TABLE 109: MUSEUM VISITS: 2022/2023**

MUSEUM	JULY22	AUG22	SEPT22	COT22	NOV 22	DEC22	JAN23	FEB 23	MAR23	APR 23	MAY 23	JUNE 23	TOTAL
Jan Danckaert (Porterville)	114	95	172	510	0	0	0	450	22	9	19	150	<b>1 945</b>
Piketberg Museum	101	174	96	370	59	21	59	391	125	30	42	105	<b>1 573</b>
SA Fisheries Museum	106	178	172	100	80	163	100	256	62	223	60	50	<b>1 550</b>
<b>TOTAL</b>	<b>321</b>	<b>447</b>	<b>440</b>	<b>980</b>	<b>139</b>	<b>184</b>	<b>159</b>	<b>1097</b>	<b>209</b>	<b>262</b>	<b>121</b>	<b>305</b>	<b>5 068</b>

#### 3.5.2.3 PERFORMANCE HIGHLIGHTS AND CHALLENGES

##### JAN DANKAERT MUSEUM PORTERVILLE

This financial year started off at a very slow pace but ended up being very eventful. We had a full events calendar planned and all delegations needed were in place. Events such as Women’s Day during August, Heritage Day during September and our Curriculum based educational programmes were executed successfully and we managed to host our annual Local and Regional Speech contest as planned.

Unfortunately, things took a different turn on Friday 14 October 2022 when part of the museums sealing collapsed on the personnel while they attended a virtual training course presented by the Western Cape Museum Services. After discussion with the Department and the Museum Control Board, it was decided that the museum will close temporarily to the public from 19 October 2022. To ensure the safety of personnel, staff worked from home until the building could be secured. Fortunately, the Municipality could secure the damaged parts and staff could work onsite once again. After delegations with Museum Services, the



Department decided to contact Heritage Western Cape, who came to inspect the building and decided it was not safe to allow the public to enter the building and to secure the safety of the artefacts. It was better to pack up all valuables for storage until it could be determined what will happen next.

A further safety inspection was requested by Heritage Western Cape to be performed by BELCOM on 13 January 2023, and it was again confirmed that access to the public needs to be restricted and the deterioration of the building is caused by incorrect maintenance methods and materials. The Committee suggested that we stay in the building and confirmed that the artefacts would be safe while stored in the building thus the Control Board decided not to spend unnecessary on leasing new infrastructure.

Bergrivier Municipality approved a budget amount of R 500 000 for the 2023/24 and 2024/25 financial year to start with the necessary repair on the building.

The museum team had been focusing on outreach programs, the perseveration and safety of its collection, a detailed inventory of the collection and educational programmes at the local schools. We continued to be one of the active stakeholders in our community and have had active engagements with the public at large on social media.

**Challenges:**

We are experiencing problems with our social media accounts. We do not have the relevant resources for our educational programs such as a projector, printer, transportation, etc. Due to our building being an unsafe space for visitors, the visitors’ statistics went from average to poor.

**Highlights:**

Since we have been closed to the public, we have more time to devote to our outreach and educational programs. We now have more time to share information, learn new things, develop new interests, communicate, make new connections and engaging with the community through social media. Below some photos of events and projects that was launched during the year. It includes National Woman’s Day, Heritage Day, The annual Speech Contest and the Annual Proudly Porterville Art Weekend.



Taking care of the Women, who always care for others on Women’s Day:  
The Home-Based care nurses.



Story-telling evening in celebration of Heritage Day



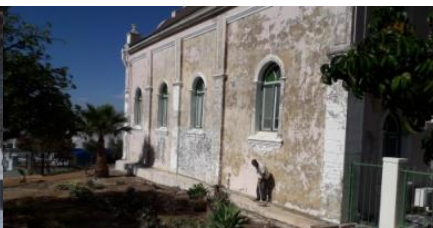
Proudly Porterville Arts Weekend

**PIKETBERG MUSEUM**

Piketberg Museum’s visitor numbers were higher this year due to projects such as the monthly Last Friday Markets and local groups using the museum as a venue for their meetings and other events. There were also more visiting groups as schools and other organizations fell back into the patterns changed by Covid 19. Examples of such events are the annual Museums Speech Competition hosted by Piketberg Museum, the local MOTH organization having their Remembrance Day Parade at the museum, the Silver Threads group visiting their ‘roots’, the local Garden- and Readers Clubs’ monthly meetings at the museum and Bergrivier Municipality using the venue for training of personnel. The synagogue is also still used as a venue for the monthly blood donation clinics which brings locals to the museum.



During this financial year, the Piketberg Museum Committee focused on the repair and painting of the Jewish Synagogue, a huge project which could not be postponed any longer. The results are amazing!





Other important museum tasks such as conservation, maintenance and research continued and the collection keeps on growing. Marketing on social media and in our local newspaper, Die Piketberger, is still a monthly highlight and the feedback received is very positive. The articles researched and written for the newspaper is published in the archive section of the museum’s website. A new section was also added to the website hosting Piketberg Stories in the form of interviews with locals filmed and placed on the site for visitors to enjoy.



**SA FISHERIES MUSEUM**

The SA Fisheries Museum is pleased to report that in the July 2022 to June 2023 period our stats have shown a marked improvement. We have the hope that this tendency will continue. We are grateful for the Bergrivier Municipality’s continued financial support.

**Museum events and development from July 2022 to June 2023**

Events have taken on a different perspective this year due to the manager having unforeseen medical issues, making working from home the norm. This has curtailed the organizing of events.

Highlights were more surprising additions arriving at the museum and bookings of larger group visits that were handled by the staff.

- In February this year we hosted a tour group from Curro Primary, Durbanville. They were 130 Grade 5 learners and the focus was an itinerary of a visit to the museum, to a fish house in Bokkomlaan and a boat trip on Cracklin’ Rosie. This itinerary is an initiative of the museum to work with other stakeholders in Velddrif. This always proves itself a winner. The friends of the museum prepared a light lunch and

watermelon feast for the 130 youngsters which were sponsored in part by Laaiplek Spar and Sandboskraal Butchery.



- In February an approximately 300-year-old anchor was donated by Enterprise Fishing, Saldanha. Donnie Basson, skipper of the trawler Atlantic Enterprise, presented the artefact to the museum. It attracted attention on the day of arrival. The journalist/presenter Danie Hefers recorded the event and the historic find went into the world as a You Tube actuality on *Weskus Aktueel*.



- Some time back the last small wheelhouse from the crayfish trawler, Karasberg, was also donated to the museum. She has patiently waited for her permanent position and was moved in March by the willing hands from the Eigevis Group to the front of the museum, where she was mounted and the outside was painted by the same team of workers.



- This indigenous herb garden established by Elsje van der Linde, friend of the museum and Xolelani Mkziwana, museum intern, unfortunately had to be hastily relocated to a piece of land on the harbor side of the hotel/museum. We are still expanding the area and the project is ongoing.



3.5.3 COMMUNITY FACILITIES: MUNICIPAL BUILDINGS AND FACILITIES

3.5.3.1 INTRODUCTION

Community facilities include the following:

- Community halls in all towns;
- Public ablution facilities;
- Play Parks;
- Cemeteries;
- Sports Grounds;
- Swimming pools;
- Open spaces & parks; and
- Resorts.

This section deals with community halls specifically.

3.5.3.2 HUMAN RESOURCES CAPACITY

**TABLE 110: HUMAN RESOURCES: COMMUNITY SERVICES**

NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
5	2	3	60.00 %

3.5.3.3 FINANCIAL PERFORMANCE

**TABLE 111: FINANCIAL PERFORMANCE (OPERATIONAL): COMMUNITY HALLS**

COMMUNITY HALLS				
DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Employees	3 226 900,00	3 189 022,00	3 115 825,79	-2,30 %
Other	562 900,00	417 500,00	358 485,85	-14,14 %
Repairs & Maintenance	242 000,00	165 000,00	159 830,89	-3,13 %
Total Operational Expenditure	<b>4 031 800,00</b>	<b>3 771 522,00</b>	<b>3 634 142,53</b>	-3,64 %
Total Operational Revenue	-183 000,00	-233 000,00	-299 904,08	28,71 %
Net Operational Expenditure	<b>3 848 800,00</b>	<b>3 538 522,00</b>	<b>3 334 238,45</b>	-5,77 %

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**TABLE 112: FINANCIAL PERFORMANCE (CAPITAL): COMMUNITY HALLS**

DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
Furniture & Equipment Community Hall	100 000,00	87 687,00	62 888,60	-28,28 %
Security Measures	100 000,00	86 083,00	86 082,30	0,00 %

DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
Upgrading of Community Halls	200 000,00	41 900,00	41 900,00	0,00 %
<b>TOTAL</b>	<b>400 000,00</b>	<b>215 670,00</b>	<b>190 870,90</b>	<b>-11,50 %</b>

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### 3.5.3.4 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Performance highlights include:

- The community halls in Velddrif and Piketberg were furnished with additional chairs and tables. This enabled the municipality to close the gap between the seating capacity of the halls and its furniture and equipment.
- The halls in Piketberg, Porterville, Velddrif and Noordhoek were all fitted with alarms. In turn, for each hall an armed response contract was concluded, which significantly bolstered the capacity to deal with potential vandalism and criminality. Consequently, no incidences of vandalism were reported, and no losses were sustained at these specific community halls.

### 3.5.4 CEMETERIES

#### 3.5.4.1 INTRODUCTION

The cemeteries are well maintained in accordance with a maintenance programme that includes weed control and general cleaning. Graves must be paid before an allocation can be made and the grave will be prepared at least 24 hours before the burial service commences.

#### 3.5.4.2 SERVICE STATISTICS

The Municipality has 14 cemeteries and a total of 330 burials took place in 2022/23. New cemeteries in Piketberg and Porterville were commissioned to cater for longer term needs. The new cemetery in Porterville is slowly filling up and we have secure planning permission to extent the existing cemetery.

**TABLE 113: CEMETERIES PER TOWN**

TOWN	CEMETERIES	BURIALS 2018/19	BURIALS 2019/20	BURIALS 2020/21	BURIALS 2021/22	BURIALS 2022/2023
Piketberg	4	118	152	140	134	136
Aurora	1	2	1	7	6	11
Velddrif	3	34	69	51	48	65
Redelinghuis	2	17	8	17	10	10
Eendekuil	2	13	55	30	12	18
Porterville	2	82	110	126	78	90
<b>TOTAL</b>	<b>14</b>	<b>266</b>	<b>395</b>	<b>371</b>	<b>288</b>	<b>330</b>

3.5.4.3 HUMAN RESOURCE CAPACITY

There is one full time staff member in the Velddrif Cemetery and one in the Piketberg Cemetery. Maintenance and development of the other cemeteries are performed by the staff of the Parks section in each town.

**TABLE 114: HUMAN RESOURCES: CEMETERIES**

NO OF POSTS.	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
3	3	0	0.00 %

3.5.4.4 FINANCIAL PERFORMANCE

**TABLE 115: FINANCIAL PERFORMANCE (OPERATIONAL): CEMETERIES**

DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Employees	603 200,00	612 600,00	604 112,48	-1,39 %
Other	580 500,00	313 697,00	270 613,36	-13,73 %
Repairs & Maintenance	60 000,00	83 151,00	74 133,65	-10,84 %
<b>Total Operational Expenditure</b>	<b>1 243 700,00</b>	<b>1 009 448,00</b>	<b>948 859,49</b>	<b>-6,00 %</b>
Total Operational Revenue	-600 000,00	-550 000,00	-513 696,49	-6,60 %
<b>Net Operational Expenditure</b>	<b>643 700,00</b>	<b>459 448,00</b>	<b>435 163,00</b>	<b>-5,29 %</b>

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**TABLE 116: FINANCIAL PERFORMANCE (CAPITAL): CEMETERIES**

DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
Fence at cemetery (PB)	-	810 847,00	810 822,67	0,00 %
Fence new cemetery: Porterville	1 000 000,00	991 000,00	988 651,31	-0,24 %
Furniture & Equipment - Cemeteries	20 000,00	2 401,00	2 400,53	-0,02 %
Gravel access roads - cemetery	50 000,00	121 300,00	121 300,00	0,00 %
Renewal of Ablution Facilities	350 000,00	107 649,00	107 648,33	0,00 %
Tools	20 000,00	19 135,00	19 134,40	0,00 %
Upgrade entrance and parking	50 000,00	50 000,00	49 991,46	-0,02 %
<b>TOTAL</b>	<b>1 490 000,00</b>	<b>2 102 332,00</b>	<b>2 099 948,70</b>	<b>-0,11 %</b>

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### 3.5.4.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Performance highlights include:

- Regular maintenance and upkeep at cemeteries
- Fencing of the Piketberg cemetery; and
- Completion of the boundary wall at the Porterville cemetery.



Boundary wall at Old Cemetery Porterville



Clearvu fencing at Cemetery No. 2 Piketberg

Challenges that still need to be addressed, include:

- Illegal dumping;
- Improved cemetery maintenance and layout; and
- Vandalism at cemeteries.

## 3.6 ENVIRONMENTAL MANAGEMENT

### 3.6.1 POLLUTION CONTROL

Pollution control matters are dealt with by responding to complaints reported to the Municipality as well as through implementation of Municipal By-Laws. There were eleven (11) air quality related complaints reported during the 2022/23 financial year, where the Environmental Management Officer (Bergrivier Municipality's Air Quality Officer) was involved in addressing some of the complaints, those applicable to the Local Municipality.

Air quality complaints mostly relate to odour and noise reported from the community in Velddrif/Laaipek area and related to a local fish factory. Complaints were addressed in conjunction with the manager of the relevant company and the Air Quality Management Office from West Coast District Municipality. Where necessary, the Environmental Health Department from West Coast District Municipality, based in Velddrif, was also involved.

Bergrivier Municipality attends the quarterly West Coast Air Quality Working Group (WCAQWG) meetings where industries are present. Bergrivier Municipality is also part of the Joint Municipal Air Quality Working Group (JMAQWG) and attended quarterly meetings and regular communication with the West Coast District Municipal (WCDM) Air Quality Manager on air quality related matters. The JMAQWG meetings took place on 21 April 2022, 21 July 2022 and 21 November 2022, 23 February 2023 and 25 May 2023.



The Air Pollution Control By-law was revised and presented for public participation. All comments were addressed, the necessary amendments were made, and the by-law was renamed. The Bergrivier Municipality Air Quality By-law was published and promulgated in the Provincial Gazette, No. 8261 on Friday, 3 July 2020.

Bergrivier Municipality attends the quarterly Berg River Estuary Advisory Forum (BEAF) and the Municipal Coastal Committee meetings (MCC) where any coastal pollution concerns and all relevant coastal and estuary matters are discussed, and possible solutions deliberated. Dates for the BEAF meetings during the 2022/23 financial year were on 4 August 2022, 3 November 2022, 16 February 2023 and 18 May 2023. The MCC meetings were held on 24 August 2022, 9 November 2022, 22 February 2023 and 18 May 2023.

On Sunday morning, the 13<sup>th</sup> of November 2022, an Estuary litter clean-up was arranged by CapeNature. The following groups participated, West Coast Canoe Club, CapeNature and Bergrivier Municipality. The clean-up was done by canoe and kayak paddlers, rubber duct and vessel users which collected waste and litter from the Carinus bridge to the Train bridge on and along the Berg River Estuary. A total of 22 bags of refuse/ litter was collected by the team and was dropped off at the Velddrif Yacht club for collection by Bergrivier Municipality.



### 3.6.2 BIODIVERSITY AND CLIMATE CHANGE

#### 3.6.2.1 BIODIVERSITY

The Bergrivier Municipality: Invasive species monitoring, control and eradication plan, June 2020 was adopted in the Mayoral Committee on 11 June 2020. Invasive Species Monitoring, Control and Eradication were implemented during 2021 – 2023 by means of:

- Removal of small patches of clustered blue gum trees in Aurora by community members in conjunction with the Municipality’s Directorate Community Services;
- Dense bush of Manatoka species at the marshland of the Berg River estuary near Rooibaai launch site in Velddrif was removed by EPWP team arranged by West Coast District Municipality and Bergrivier Municipality’s Directorate Community Services. Transport and disposal of the branches were done by Bergrivier Municipality’s Directorate Technical Services and
- Tender was allocated and Jah Guide Davids Agriculture contractor removed 6.48 hectares of *Eucalyptus cladocalyx* (and hybrids); Sugar gum on Municipal property: Portion of Erf 1002 Porterville between the local hospital and showground. This took place from March until June 2022.

- Removal of the some of the stumps of the treated Eucalyptus trees took place on site: Portion of Erf 1002 (Porterville), by the Technical Directorate from March to May 2023.



**Coastal and estuarine management:**

The National Environmental Management: Integrated Coastal Management Act, 2008, (Act No. 24 of 2008) aims to establish a system of integrated coastal and estuarine management. This Act places several obligations on municipalities and defines a municipality as being “a metropolitan, district or local municipality established in terms of the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998)”. In areas where jurisdiction is shared by a district and local municipality, the district municipality is responsible for the implementation of the provisions of this Act, unless the district municipality has by agreement assigned the implementation of any of the provisions of the Act to the local municipality.

Berg River Estuarine Management Plan, as part of the Western Cape Estuary Management Framework and Implementation Plan, was compiled for the Western Cape Government, Department of Environmental Affairs & Development Planning by Anchor Environmental and Royal Haskoning (version 1 and 2 respectively). This current revision of the Draft Berg River Estuarine Management Plan (EMP), including the Situation Assessment and the Management Plan itself, is in response to a review conducted by the Department of Forestry, Fisheries and the Environment: Oceans and Coasts to ensure compliance with the minimum requirements for estuary management plans as per the National Estuarine Management Protocol. Amendments to the National Estuarine Management Protocol was published on 18 June 2021. The Department of Environmental Affairs and Development Planning (DEADP) placed a gazette notice in the Provincial Government Gazette on 28<sup>th</sup> January 2022. The Draft Estuarine Management Plans (EMPs) were available for public representations till 04 March 2022. Comment on the draft Groot Berg River Estuary Draft Estuarine Management Plan, dated August 2021, was provided by Bergrivier Municipality to DEADP.

The Bergrivier Municipality: By-law relating to the Management and Use of the Berg River Estuary was revised and amended and renamed to the Bergrivier Municipality: By-law relating to the Control of Vessels and Boating activities on the Berg River Estuary. The final draft was presented for comment period from 18 June to 17 July 2020. The Bergrivier Municipality: By-law relating to the Control of Vessels and Boating activities on the Berg River Estuary was adopted by Council on 29 September 2020 and promulgated in the Provincial Gazette Extraordinary, no. 8338 on 23 October 2020. Further revision of the by-law is underway. The by-law now referred to as the Bergrivier Municipality By-law relating to the Berg River Estuary Usage Zones was

available and advertised for public representations on 14 March till 16 May 2022. Due to significant changes from the comments received, the By-law was provided for a second round of comment and public participation during 1 September till 4 November 2022. The By-law was then amended according to the relevant and applicable comments received and sent for legal scrutiny by an appointed attorney during the April, May and June 2023.

A memorandum of agreement was in place between Bergrivier Municipality and CapeNature for the reporting period to ensure law enforcement actions and other duties pertaining the Berg River Estuary in accordance with relevant legislation. A grant has been paid to the Western Cape Nature Conservation Board t/a Cape Nature to fulfill functions. Financial support to the amount of R 591 000.00 and an additional grant of R 209 000 for Marker Buoys for the Berg Estuary, were paid for the financial year 1 July 2022 to 30 June 2023.

The Bergrivier Municipality supported by the West Coast District Municipality (WCDM), has reviewed, and updated its 2013 ICMP in line with the requirements of the ICMA and in support of the implementation of the National CMP (2015) and the Western Cape CMP (2016). This updated CMP builds on its previous strengths and successes; is informed by stakeholder engagement; and responds to the requirements of current legal mandates as well as national-, provincial- and municipal policies, strategies and programmes. The Bergrivier Municipality Second Generation Coastal Management Programme, 2019 – 2024 provided by the consultant CES - Leaders in Environmental and Social Advisory Services on 22 Augustus 2019, was adopted by Council in November 2019.

#### 3.6.2.2 CLIMATE CHANGE

National Government acknowledges that there is undisputed evidence that climate change is occurring, and that further climate change is inevitable. South Africa needs to adapt to the impact of climate change by managing its climate and weather-related risks to reduce its vulnerability (National Climate Change Response Strategy: White Paper 2010). Climate change is a cross cutting issue and relies on a coordinated approach.

Strategy advocates that in addition to top-down approaches, a bottom-up approach must be adopted which is informed by local government and their communities. From this it is evident that the Municipality has a defined role to play in the mitigation of and adaptation to the impacts of climate change. The Western Cape is particularly vulnerable to climate change and the hotter drier conditions predicted for the West Coast could have far reaching impacts. The Municipality's local economy is driven by agriculture and there is concern about the negative impacts of climate change on the agricultural sector which will in turn impact on the local economy.

During March 2014 the Municipal Council adopted a Climate Change Adaptation Plan. This plan was developed for the Municipality in partnership with the Climate Change Sub Directorate of the Western Cape Department of Environmental Affairs and Development Planning as part of their Municipal Support Programme. The objective of the Climate Change Adaptation Plan is to identify ways in which the Municipality can respond to the impacts of climate change within the parameters of its powers and functions and its available resources.

Climate change cannot be addressed by any single entity or organisation, and it is imperative that all stakeholders work together proactively to develop a climate resilient Western Cape, South Africa and World. Climate change is not only an environmental issue, it affects people, infrastructure, and the economy, and as such should not be seen as a separate function, but rather a lens through which the Municipality views its functions. Adapting to climate change is therefore not a new function but rather a way of doing the same things in a different way. This equates to mainstreaming climate change into all planning, development and decision making. Funding has been secured during 2021/22 for review of Bergrivier Municipal Climate Change Adaptation Plan in 2022/23.

The appointed Specialist, appointment done during 2022/23, Gondwana Environmental Solutions International (Pty) Ltd is currently busy reviewing and amending the Bergrivier Municipal Climate Change Adaptation Plan, according to the latest legislation and requirements and to include a mitigation section and response plan. Below is an extract from the Tender specification (two- year tender) on this: The climate change needs, and response assessment must:

- (a) identify climate change response considerations and options;*
- (b) analyse the nature and characteristics of the Municipality and the particular and unique climate change needs and risks that arise as a result of such nature and characteristics;*
- (c) identify and spatially map, within the sphere of operations of the Municipality, risks, vulnerabilities, areas, ecosystems and communities that will arise, or that are vulnerable to the impacts of climate change;*
- (d) be based on the best available science, evidence and information; and*
- (e) identify and determine measures and mechanisms to manage and implement the required climate change response.*

The Climate change response implementation plan must:

- (a) be informed by the climate change needs and response assessment;*
- (b) include measures or programmes relating to both adaptation and mitigation in line with the constitutional mandate of the municipality.*

Once this process is completed, foreseen and required by the end of the 2023/24 Municipal financial year, then budget requests can be made at each respective Directorate according to the requirements to be stipulated within the revised plan.

Options for funding sources also be enquired from the Provincial Department of Environmental Affairs and Development Planning (DEA&DP) Climate Change Directorate.

### 3.7 SAFETY AND SECURITY

This part includes traffic and law enforcement services (including licensing and control of animals and control of public nuisances), fire services and disaster management. These services resort within Community Services

Directorate.

### 3.7.1 TRAFFIC AND LAW ENFORCEMENT SERVICES

#### 3.7.1.1 INTRODUCTION

The Traffic Section is responsible for the safety of pedestrian and vehicular Traffic. They are also responsible for awareness and road safety education. This function involves pre-primary, primary and secondary learners, as well as adults in all the different spheres of our community. On the traffic enforcement side, the primary focus is on speed enforcement, public and private transport as well as driving under the influence of alcohol and narcotics. Law-enforcement on the other hand focusses on Municipal by-laws, which includes the control of animals and combatting of public nuisances. The Licensing Section is responsible for Vehicle Registration and Licensing, Learner – and Driver-testing as well as vehicle testing for roadworthiness. The Traffic and Law Enforcement Division is managed by a Chief Traffic Officer, who is assisted by 15 officers (11 Traffic Officers and 5 Law Enforcement Officers), 11 EPWP Law Enforcement Officers, 15 Law Enforcement Advancement Program (LEAP) officers, 5 Chrysalis students, 4 Vehicle licensing officials as well as several support staff.

The four top service delivery priorities are:

- The safe usage of public roads;
- To create a safe and secure environment;
- The enforcement of the National Road Traffic and Land Transportation Act; and
- The enforcement of the Municipal By-Laws.

The responsibility for Licensing (vehicles and drivers) is a function of the Mobility Department of the Western Cape Government, but the Municipality renders this service as an agency of the Department and receives a subsidy to perform these functions on their behalf. Another responsibility is the monitoring of the Informal Trading Industry which consists of 32 informal trading facilities in Piketberg and 20 in Porterville. There are no informal trading facilities in Velddrif.

#### 3.7.1.2 SERVICE STATISTICS

**TABLE 117: TRAFFIC AND BY-LAW INFRINGEMENTS**

DETAILS	2021/2022	2022/23
Number of by-law infringements attended	4 154	3 984
Number of Traffic and Law enforcement officers in the field on an average day	28	40
Number of Traffic and law enforcement officers on duty on an average day	34	47

TABLE 118: LICENSING TRANSACTIONS

TRANSACTION	2021/2022	2022/23
Driving License Transactions	10 481	12 227
Motor vehicle Registration Transactions	60 891	59 749

## 3.7.1.3 HUMAN RESOURCE CAPACITY

There were four funded vacancies in the Traffic, Law Enforcement, Vehicle Licensing and Testing Section as of 30 June 2023.

TABLE 119: HUMAN RESOURCES: TRAFFIC, LAW ENFORCEMENT AND LICENSING

	NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
Traffic and Law Enforcement	23	19	4	17.39 %
Vehicle Licensing	7	5	2	60 %

## 3.7.1.4 FINANCIAL PERFORMANCE

TABLE 120: FINANCIAL PERFORMANCE (OPERATIONAL): TRAFFIC, LAW ENFORCEMENT

DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Employees	12 486 500,00	12 774 774,00	12 374 689,33	-3,13 %
Other	20 576 542,00	23 001 284,00	23 307 327,92	1,33 %
Repairs & Maintenance	340 000,00	361 622,00	350 600,39	-3,05 %
<b>Total Operational Expenditure</b>	<b>33 403 042,00</b>	<b>36 137 680,00</b>	<b>36 032 617,64</b>	<b>-0,29 %</b>
Total Operational Revenue	-21 262 000,00	-22 512 635,00	-23 064 602,46	2,45 %
<b>Net Operational Expenditure</b>	<b>12 141 042,00</b>	<b>13 625 045,00</b>	<b>12 968 015,18</b>	<b>-4,82 %</b>

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TABLE 121: FINANCIAL PERFORMANCE (OPERATIONAL) ROADS AND TRAFFIC REGULATION

DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Employees	1 266 000,00	996 688,00	782 215,12	-21,52 %
Other	533 000,00	571 225,00	529 333,48	-7,33 %
Repairs & Maintenance	18 000,00	17 000,00	16 578,94	-2,48 %
<b>Total Operational Expenditure</b>	<b>1 817 000,00</b>	<b>1 584 913,00</b>	<b>1 328 127,54</b>	<b>-16,20 %</b>
Total Operational Revenue	-5 788 000,00	-4 691 000,00	-4 871 128,04	3,84 %

DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Net Operational Expenditure	-3 971 000,00	-3 106 087,00	-3 543 000,50	14,07 %

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**TABLE 122: FINANCIAL PERFORMANCE (CAPITAL)**

DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
Air conditioners	40 000,00	62 049,00	62 048,70	0,00 %
Bodycams	50 000,00	48 700,00	48 695,65	-0,01 %
Bullet Proof Vests	70 000,00	-	-	
Firearms	60 000,00	49 566,00	49 565,17	0,00 %
Furniture & Equipment - Traffic Department	15 000,00	13 125,00	11 497,81	-12,40 %
New Traffic Vehicles	350 000,00	371 234,00	371 232,80	
Replacement of garage doors Test pit Velddrif	100 000,00	144 408,00	124 408,00	-13,85 %
Riot Gear	60 000,00	-	-	
Surveillance Cameras - Ward 5	75 000,00	74 331,00	74 330,05	0,00 %
<b>TOTAL</b>	<b>820 000,00</b>	<b>763 413,00</b>	<b>741 778,18</b>	<b>-2,83 %</b>

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### 3.7.1.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

The Performance highlights for this year include:

- The increasing of patrols, and visibility in all towns by means of regular roadblocks and integrated operations with our partners, the SAPS, Fire Services, EMS, Neighbourhood watches, Provincial Traffic, Department of Environmental Affairs and Forestry and our service provider, Traffic Management Technologies.



INTEGRATED OPERATIONS WITH OUR COMMUNITY SAFETY PARTNERS

- Road Safety awareness and education at schools;



- Integrated operations with SAPS and Home Affairs officials aimed at illegal immigrants and spaza shops.





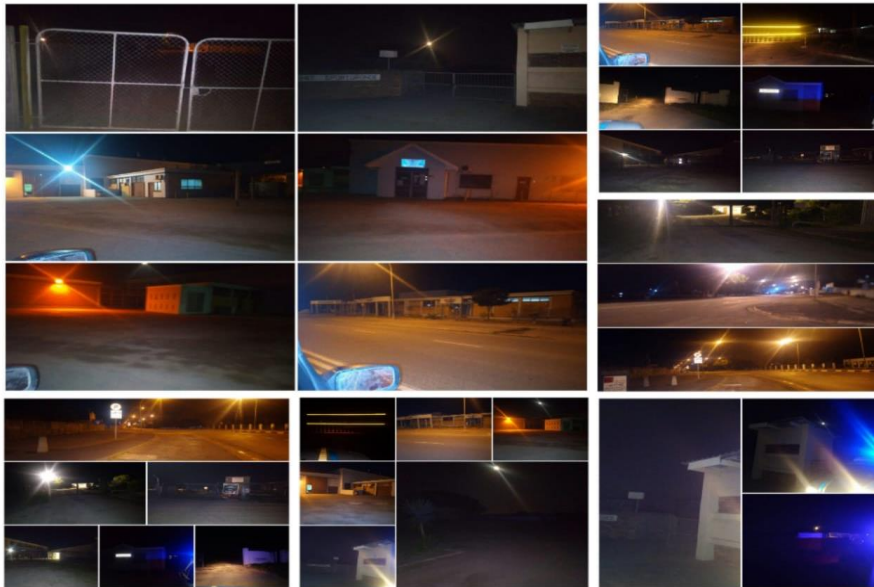
- The removal of illegal structures and occupants;



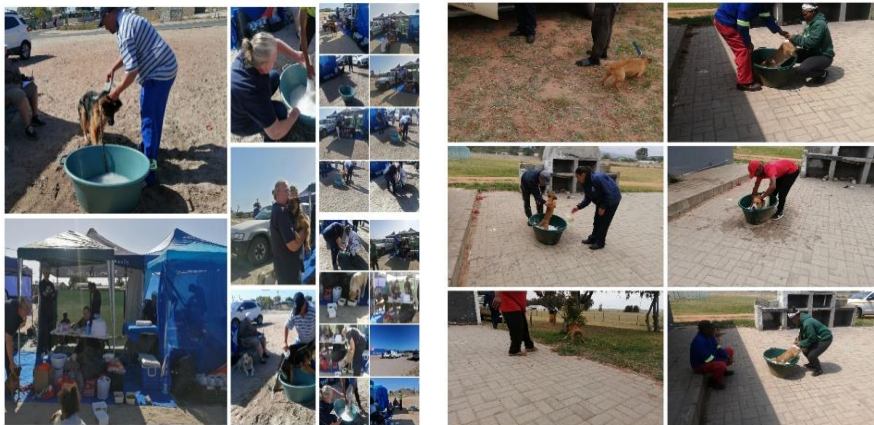
- Traffic and Law Enforcement played their role in the upliftment of the community;



- The protection of Municipal Infrastructure during loadshedding;



- The conducting of animal clinics in cooperation with Swartland SPCA;



- Animal Clinics were held as follows:

Velddrif	-	8
Aurora	-	8
Redelinghuis	-	8
Eendekuil	-	8

Porterville	-	8
Piketberg	-	8

Challenges that still need to be addressed include:

- Control and lack of specialized knowledge and equipment on noise control;
- Extending services in Motor Registration and Licensing to the smaller towns;
- Shortage of sufficient equipment and resources to address the afterhours speeding challenges;
- Unfunded vacancies on the Organogram to improve service delivery and to ensure efficient Traffic and Municipal Law Enforcement;
- The control and influx of seasonal workers causing a nuisance in public open spaces over weekends; and
- Traffic Patrol vehicle shortages;
- Sufficient manpower during festive season to patrol our resorts and beaches;
- Eskom loadshedding and a possible Total Blackout.

### 3.7.2 FIRE SERVICES AND DISASTER MANAGEMENT

#### 3.7.2.1 INTRODUCTION

In terms of the Disaster Management Amendment Act, 2015 (Act 16 of 2015) “a local municipality must establish capacity for the development and co-ordination of a disaster management plan and the implementation of a disaster management function for the municipality, which forms part of the disaster management plan as approved by the relevant municipal disaster management centre”. To comply with the provisions of the aforementioned Act, Bergrivier Municipality has established a Disaster Management Division. The following interventions have been undertaken:

- The Portfolio committee took note of the Disaster Management Annual Report on 6 September 2023;
- Emergency evacuation plans was compiled for all municipal offices; and
- The summer season preparedness plan for 2023/2024 was submitted to the Portfolio Committee on 4 October 2023.

#### 3.7.2.2 SERVICE STATISTICS

The following tables shows the incidents of different types of fires in the Municipal Area:

**TABLE 123: FIRE STATISTICS**

BUSH AND GRASS FIRES												
DESCRIPTION	JUL 22	AUG 22	SEPT 22	OCT 22	NOV 22	DEC 22	JAN 23	FEB 23	MAR 23	APR 23	MAY 23	JUN 23
Aurora	-	-	-	-	-	-	-	-	-	-	-	-

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Eendekuil	-	-	-	-	-	-	-	-	-	-	-	-
Piketberg	2	2	1	4	9	4	3	2	5	-	-	-
Porterville	-	-	-	1	7	3	3	4	3	2	-	-
Velddrif	-	1	1	2	-	-	2	-	1	-	-	-
Redelinghuis	-	-	-	-	-	-	-	-	-	2	-	-
<b>SUBTOTAL</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>8</b>	<b>16</b>	<b>7</b>	<b>8</b>	<b>6</b>	<b>9</b>	<b>4</b>	<b>-</b>	<b>-</b>

**STRUCTURAL FIRES**

DESCRIPTION	JUL 22	AUG 22	SEPT 22	OCT 22	NOV 22	DEC 22	JAN 23	FEB 23	MAR 23	APR 23	MAY 23	JUN 23
Aurora	-	-	-	-	-	-	-	-	-	-	-	-
Eendekuil	-	-	-	-	-	-	-	-	-	-	1	-
Piketberg	3	-	-	-	-	-	-	1	-	1	1	-
Porterville	1	1	-	1	1	1	-	1	1	-	-	2
Velddrif	3	1	-	2	-	6	1	1	-	3	-	-
Redelinghuis	-	-	-	-	-	-	-	-	-	-	-	-
<b>SUBTOTAL</b>	<b>7</b>	<b>2</b>	<b>-</b>	<b>3</b>	<b>1</b>	<b>7</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>4</b>	<b>2</b>	<b>2</b>

**MOTOR VEHICLE ACCIDENTS**

DESCRIPTION	JUL 22	AUG 22	SEPT 22	OCT 22	NOV 22	DEC 22	JAN 23	FEB 23	MAR 23	APR 23	MAY 23	JUN 2
Aurora	-	-	-	1	-	-	-	-	-	-	-	-
Eendekuil	-	-	-	2	-	-	-	-	-	-	-	-
Piketberg	3	2	3	2	1	3	3	3	1	4	2	2
Porterville	2	2	2	1	-	3	3	3	4	1	2	2
Velddrif	1	-	-	2	2	1	1	2	2	3	-	-
Redelinghuis	-	-	-	-	-	-	-	-	-	-	-	-
<b>SUBTOTAL</b>	<b>6</b>	<b>4</b>	<b>5</b>	<b>8</b>	<b>3</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>7</b>	<b>8</b>	<b>4</b>	<b>4</b>

The statistics have increased from July 2022 – Jun 2023 the previous year.

**TABLE 124: FIRE SAFETY INSPECTIONS FOR THE YEAR UNDER REVIEW 2022/23.**

INSPECTION TYPE	PBERG	PVILLE	VDRIF	AURORA	E/KUIL	R/HUIS	TOTAL
Businesses	-	1	1	-	-	-	2
Fuel storage	0	0	0	0	0	0	0

INSPECTION TYPE	PBERG	PVILLE	VDRIF	AURORA	E/KUIL	R/HUIS	TOTAL
Festival areas	0	0	0	0	0	0	0
Flammable storage	3	1	3	0	0	0	7
Building plans	11	0	10	0	0	0	21
Fire permits	51	101	-	-	11	2	165

### 3.7.2.3 HUMAN RESOURCE CAPACITY

Since the 2019/2020 financial year Mr. Harry Benson is acting Head Disaster Management with 9 contract workers, 24 standby personnel and 2 Chrysalis students. The following people assisted with the function for the year 2022/23:

- 9 x Expanded Public Works Personnel (EPWP);
- 2 x Chrysalis students; and
- 24 x Municipal paid standby personnel.

Currently all towns deliver a 07:30 – 16:30 function with the standby personnel on standby from 16:30 – 07:30 and over weekends.

#### **Staff limitations**

Bergrivier Municipality's Disaster Management Department is limited in carrying out its functions according to the Disaster Management Act, 2002 (Act 57 of 2002) due to the lack of suitably qualified and skilled personnel. This places the Municipality and the community at risk should a serious incident or disaster occur. There is a serious need for permanent suitably qualified staff to assist with the function. This has been escalated to the Western Cape Disaster Management Centre, via the West Coast District Disaster Centre to address the human resource capacity as matter of urgency.

### 3.7.2.4 FINANCIAL PERFORMANCE

The cost of the fire service can vary drastically from year to year depending on the number of incidents. Provision is always made for the worst-case scenario.

**TABLE 125: FINANCIAL PERFORMANCE  
(OPERATIONAL): FIRE SERVICES AND DISASTER MANAGEMENT**

DESCRIPTION	2022/23 BUDGET	2022/23 ADJUSTED BUDGET	ACTUAL 2022/23	VARIANCE
Employees	1 955 150,00	1 566 000,00	1 448 548,66	-7,50 %
Other	1 454 000,00	1 164 594,00	1 136 911,53	-2,38 %
Repairs & maintenance	145 000,00	155 000,00	127 907,85	-17,48 %
Total Operational Expenditure	<b>3 554 150,00</b>	<b>2 885 594,00</b>	<b>2 713 368,04</b>	<b>-5,97 %</b>
Total Operational Revenue	-5 000,00	-5 000,00	-5 794,43	15,89 %
Net Operational Expenditure	<b>3 549 150,00</b>	<b>2 880 594,00</b>	<b>2 707 573,61</b>	<b>-6,01 %</b>

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**TABLE 126: FINANCIAL PERFORMANCE (CAPITAL): FIRE AND DISASTER MANAGEMENT**

DESCRIPTION	2022/23 BUDGET	2022/23 ADJUSTMENT BUDGET	ACTUAL 2022/23	VARIANCE
Firefighting Vehicle	240 000,00	222 304,00	222 303,81	0,00 %
<b>TOTAL</b>	<b>240 000,00</b>	<b>222 304,00</b>	<b>222 303,81</b>	<b>0,00 %</b>

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### 3.7.2.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Performance highlights for the year include:

- 234 x fire prevention inspections were performed throughout the municipal area;
- Fire safety and emergency evacuation talks were arranged throughout the year at various schools and institutions.
- High Voltage vehicle battery and related components firefighter training where received.
- 7 EPWP fire fighters received first aid training by EMS.

Challenges that still need to be addressed include:

- The lack of qualified firefighting and disaster management personnel;
- Shortage of funding to purchase equipment;
- The lack of a 24-hour emergency dispatch centre;
- The lack of a single emergency number for Bergrivier Municipality; and
- The lack of dedicated fire stations and Hazmat equipment.

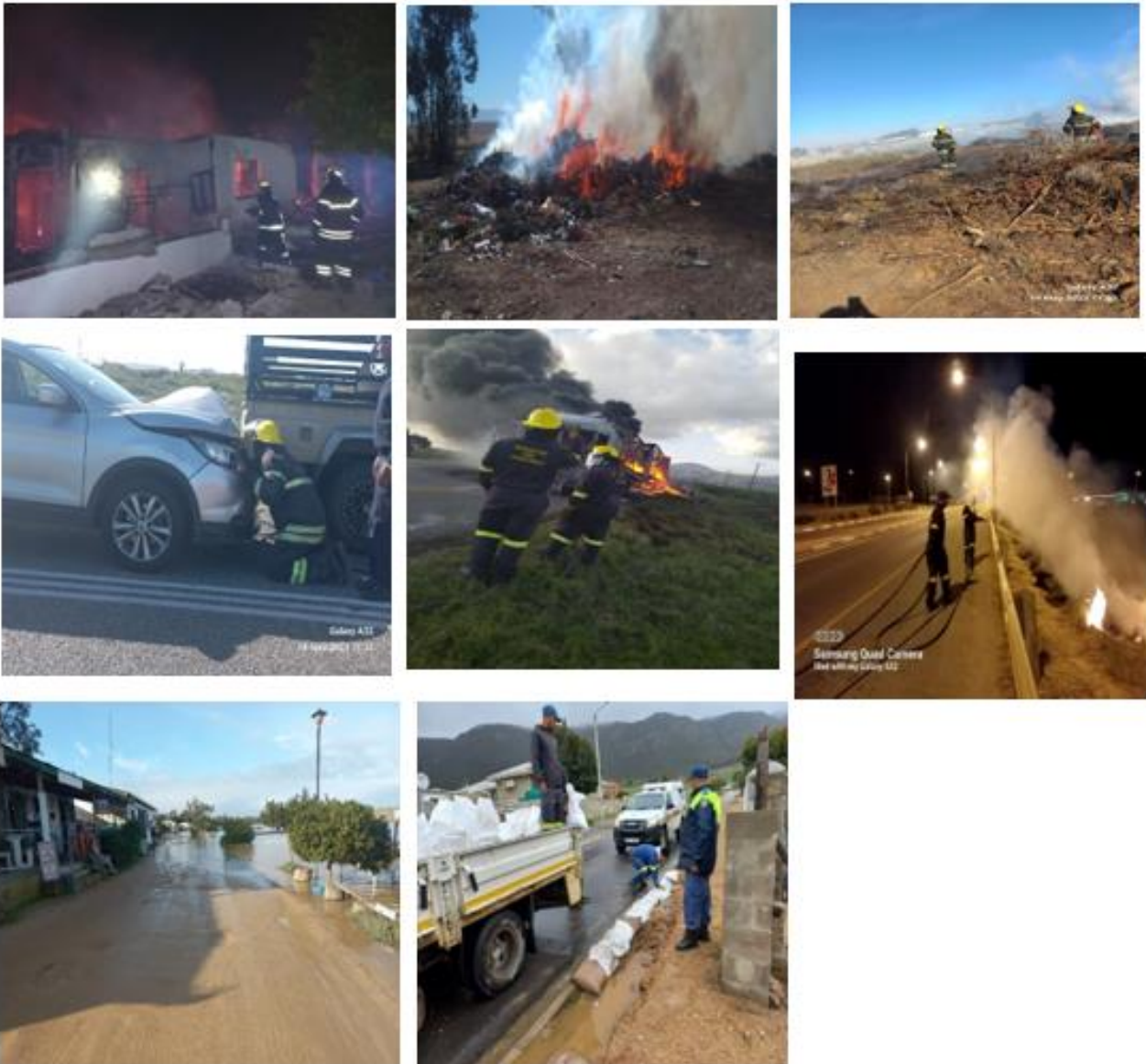


PHOTO GALLERY 2022/2023

### 3.8 COMMUNITY SERVICES

#### 3.8.1 COMMUNITY SERVICES (PARKS AND OPEN SPACES)

##### 3.8.1.1 INTRODUCTION

The Municipality is responsible for all public parks and open spaces, which are important for the conservation of our biodiversity as well as the aesthetic appearance of our towns.

##### 3.8.1.2 SERVICE STATISTICS

**TABLE 127: PARKS AND OPEN SPACES**

TOWN	PARKS AND OPEN SPACES (HA)	PLAY PARKS (NR)
Piketberg	26.4	7
Aurora	1.4	1
Dwarskersbos	0.5	0

TOWN	PARKS AND OPEN SPACES (HA)	PLAY PARKS (NR)
Velddrif	19.9	2
Redelinghuis	0.1	1
Eendekuil	0.5	2
Porterville	4.8	2
<b>TOTAL</b>	<b>53.6</b>	<b>15</b>

### 3.8.1.3 HUMAN RESOURCE CAPACITY

**TABLE 128 HUMAN RESOURCES: COMMUNITY PARKS**

NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
27	24	3	11.11 %

### 3.8.1.4 FINANCIAL PERFORMANCE

**TABLE 129: FINANCIAL PERFORMANCE (OPERATIONAL): PARKS AND OPEN SPACES**

DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Employee	7 296 814,00	5 777 525,00	5 230 916,87	-9,46 %
Other	2 382 100,00	2 303 431,00	2 372 785,32	3,01 %
Repairs & Maintenance	420 000,00	477 963,00	435 591,56	-8,87 %
Total Operational Expenditure	<b>10 098 914,00</b>	<b>8 558 919,00</b>	<b>8 039 293,75</b>	-6,07 %
Total Operational Revenue	-186 000,00	-100 000,00	-115 261,04	15,26 %
Net Operational Expenditure	<b>9 912 914,00</b>	<b>8 458 919,00</b>	<b>7 924 032,71</b>	-6,32 %

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**TABLE 130: FINANCIAL PERFORMANCE (CAPITAL): PARKS AND OPEN SPACES**

DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
4 Ton Tipper (VD & PB)	200 000,00	-	-	
Benches - open spaces	45 000,00	33 427,00	33 426,09	0,00 %
Brush Cutter	50 000,00	34 105,00	34 104,42	0,00 %
Fencing	650 000,00	-	-	
Furniture & Equipment	15 000,00	6 489,00	6 488,44	-0,01 %
Public Toilets (PV)	100 000,00	34 400,00	34 400,00	0,00 %
Ride-on Lawnmowers	200 000,00	1,00	-	-100,00 %
Spraying Can	150 000,00	169 400,00	169 400,00	0,00 %



DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
Truck 1.5 Ton	450 000,00	459 000,00	432 056,99	-5,87 %
Upgrading of Community Parks	100 000,00	97 120,00	97 119,25	0,00 %
<b>TOTAL</b>	<b>1 960 000,00</b>	<b>833 942,00</b>	<b>806 995,19</b>	<b>-3,23%</b>

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3.8.1.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Challenges that still need to be addressed, include:

- The vandalism of play equipment in parks;
- Shortage of staff in all towns; and
- Shortage and poor quality of machinery and equipment.

Highlights:

- Various play parks have been upgraded in Piketberg, Velddrif and Porterville.
- The upgrade of the play parks included new play equipment and seating benches. Play parks were equipped with steel equipment, which will enhance the lifespan of our parks.
- Parks and open spaces and adjacent sidewalks are maintained right through the year, and this ensures the aesthetic appearance of our towns and promote a healthy environment.



▪ New Play park in Porterville



Maintenance at Pella Park Porterville



Regular maintenance at open spaces and side walks

### 3.8.2 SPORT FIELDS AND SWIMMING POOLS

#### 3.8.2.1 INTRODUCTION

Bergrivier Municipality has 3 swimming pools, namely one in Porterville and 2 in Piketberg. All 3 swimming pools are seasonally operated, during the summer months. The swimming pool facilities are for the benefit of residents within the area of Bergrivier Municipality, where it can get very hot during the summer months.

#### 3.8.2.2 FINANCIAL PERFORMANCE

**TABLE 131: FINANCIAL PERFORMANCE (OPERATIONAL): SWIMMING POOLS**

DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Employee Related Costs	832 600,00	689 907,00	699 641,01	1,41 %
Other Expenditure	245 400,00	299 083,00	162 043,30	-45,82 %
Repairs & Maintenance	101 000,00	126 948,00	102 968,16	-18,89 %
Total Operational Expenditure	<b>1 179 000,00</b>	<b>1 115 938,00</b>	<b>964 652,47</b>	-13,56 %
Total Operational Revenue	-12 000,00	-20 000,00	-18 816,01	-5,92 %
Net Operational Expenditure	<b>1 167 000,00</b>	<b>1 095 938,00</b>	<b>945 836,46</b>	-13,70 %

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**TABLE 132: FINANCIAL PERFORMANCE (CAPITAL) SWIMMING POOLS**

DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
Replace pumps at swimming pools	100 000,00	52 102,00	52 101,84	0,00 %
TOTAL	<b>100 000,00</b>	<b>52 102,00</b>	<b>52 101,84</b>	<b>0,00 %</b>

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#### 3.8.2.3 PERFORMANCE HIGHLIGHTS AND CHALLENGES

The swimming pools provided respite during the dry summer months. A recurring challenge remains the water scarcity and much needed upgrading of the buildings and pool infrastructure. During the last financial year, the swimming pools in Piketberg were not in use. In case of the Loop Street pool, significant upgrading must be done, after the illegal occupants in the clubhouse were evicted. Similarly, big upgrades are required at the Acacia Street pool, since the fibre-lining has come loose. These upgrades are envisaged for the 2022/23 financial year.

### 3.8.3 SPORT DEVELOPMENT

#### 3.8.3.1 INTRODUCTION

This section focuses on sports development, the submission of funding applications for the creation of new or the upgrading of existing facilities, and the liaison with organised sporting bodies within Bergrivier Municipal Area. Porterville, Piketberg, Velddrif, Redelinghuis, Eendekuil, Aurora, Goedverwacht and Wittewater all have

Local Sports Councils that manage the sport facilities and who contribute to sport development. The Municipality supports these Sport Councils through an annual grant and by maintaining and upgrading the facilities on an on-going basis. Various facilities were improved through maintenance activities and the execution of secure fencing initiatives.



Maintenance at Facilities: Smit Park Sportsgrounds in Velddrif



Clearvu fencing at Watsonia Sportgrounds



Clearvu fencing at B-Field Porterville

### 3.8.3.2 SERVICE STATISTICS

The following table indicates the sports facilities- and sport-codes in each town. It must be noted that the Piketberg and De Hoek golf courses are privately owned and not maintained by the Municipality. The Porterville and Velddrif golf courses, bowls facilities and pigeon clubs are municipal property, but a formal lease agreement was signed between clubs that governs the relationships with the municipality.

**TABLE 133: SPORT FACILITIES AND CODES**

TOWN	FACILITY
Piketberg	Rugby/ Athletics/Soccer/ Netball / swimming and cricket/Racing pigeons
Aurora	Rugby / Soccer / Netball
Dwarskersbos	Tennis
Velddrif	Tennis / Netball / Rugby / Soccer/ Cricket / Bowls / Golf / Athletics / Racing pigeons
Redelinghuis	Rugby / Soccer / Athletics / Netball

TOWN	FACILITY
Eendekuil	Rugby / Soccer / Tennis / Netball / Athletics
Porterville	Rugby / Soccer / Athletics / Tennis / Netball / Golf / swimming
Goedverwacht	Rugby/ Chess
Wittewater	Rugby/Netball/Soccer

### 3.8.3.3 FINANCIAL PERFORMANCE

**TABLE 134: FINANCIAL PERFORMANCE (OPERATIONAL): SPORT FIELDS**

DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
<b>SPORTS GROUNDS AND STADIUMS</b>				
Employee Related Costs	1 682 250,00	1 690 000,00	1 342 136,60	-20,58 %
Other Expenditure	2 187 000,00	1 927 244,00	3 350 714,94	73,86 %
Repairs & Maintenance	263 500,00	515 592,00	353 940,82	-31,35 %
Total Operational Expenditure	<b>4 132 750,00</b>	<b>4 132 836,00</b>	<b>5 046 792,36</b>	22,11 %
Total Operational Revenue	-	-	-172 681,93	
Net Operational Expenditure	<b>4 132 750,00</b>	<b>4 132 836,00</b>	<b>4 874 110,43</b>	17,94 %

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**TABLE 135: FINANCIAL PERFORMANCE (CAPITAL) SPORT FIELDS**

DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
Fencing Watsonia Sportsgrounds	500 000,00	1 153 224,00	1 153 223,16	0,00 %
Furniture & Equipment	20 000,00	13 002,00	12 577,39	-3,27 %
Irrigation Equipment	25 000,00	6 653,00	6 652,50	-0,01 %
Irrigation Pumps	50 000,00	61 233,00	61 233,00	0,00 %
Mobile Pavilions	200 000,00	390 839,00	390 838,45	0,00 %
Pitch Covers (PB)	30 000,00	25 800,00	25 800,00	0,00 %
Replace lights at sport fields	500 000,00	496 108,00	496 107,04	0,00 %
Tools	60 000,00	47 858,00	47 856,36	0,00 %
Upgrade of New Buildings (Goldsmidt Sport field)	400 000,00	69 000,00	69 000,00	0,00 %
Upgrading Sportgrounds	200 000,00	509 803,00	500 416,51	-1,84 %
<b>TOTAL</b>	<b>1 985 000,00</b>	<b>2 773 520,00</b>	<b>2 763 704,41</b>	<b>-0,35 %</b>

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3.8.3.4 PERFORMANCE HIGHLIGHTS

Performance highlights of the year include:

3.8.3.4.1 SPORTS DAY

Various sports events and activities were hosted across the Bergrivier Municipal area throughout the financial year. The support and promotion of sporting codes have many beneficial impacts on our society. Safe and constructive physical activity contributes to our wellbeing with the added impact these events have on the local economy and tourism sector.



Fish Factory Tournament at Smit Park  
Velddrif 28 & 29 October 2022



West Coast Golden Games at Rosenhof  
Moorreesburg - 3 November 2022



Sport Trust Summer Festival at Org De Rac  
10 December 2022



West Coast Canoe Challenge  
28 January 2023



Bergrivier Golden Games at Rhino Park Piketberg  
21 June 2023



Boland vs SWD at Pella Park Porterville  
20 May 2023



Bergrivier Canoe Marathon  
6-9 July 2022

The Golden Games is an annual tournament for older people active in sports. It serves to provide a space for senior citizens to socially interact with one another, and to participate in lively recreational activities. These games aim to enhance the quality of life of older persons, improve their health and encourage them to embrace ‘active aging’. In addition, the objective for the Bergrivier Golden Games Social Joyful Day is to encourage senior citizens to be active and promote longer life through participation in sports. Participants representing their clubs took part in a number of activities and fun games, ranging from track athletics to Jukskei, duck walk, dress up, ball throwing and for those in wheelchairs, washing pegs. Every activity is set up for a variety of level in relation to fitness and ability. The participants competed in two age groups, 60-65 years and 70 and older.

No	EVENT NAME	DATE	VENUE
	Fish Factory Tournament	28 & 29 October 2022	Smit Park Sportsgrounds
	West Coast Golden Games	3 November 2022	Rosenhof Sportsgrounds Moorreesburg
	Sport Trust Summer Festival	21 June 2023	Org De Rac
	Boland vs SWD	20 May 2023	Pella Park Porterville
	Bergrivier Canoe Marathon	6-9 July 2022	Bergrivier
	West Coast Canoe Challenge	28 January 2023	Bergrivier
	Bergrivier Golden Games	21 June 2023	Rhino Park Piketberg

## PROJECTS

During the financial year a number of projects were completed, namely:

1. Clearvu fencing at Watsonia Sport grounds;
2. Clearvu fencing at B-Field Porterville; and
3. Maintenance at Facilities: Smit Park Sportsgrounds in Velddrif.

3.8.4 RECREATIONAL RESORTS

3.8.4.1 INTRODUCTION

The Municipality has 2 beach/recreational resorts, namely Stywelyne (Laaiplek) and Dwarskersbos. The historical Pelican holiday resort has been developed into a public beach, solely for day-camping purposes. The Municipality manages the resorts itself and strives to always maintain a high standard, as these facilities contribute significantly to the tourism sector.



Regular Maintenance at Holiday Resorts

3.8.4.2 SERVICE STATISTICS

The resorts are well utilized during summer months. Visitor statistics are derived from the Resort Management System and is contained in the table below:

**TABLE 136: UTILISATION OF RECREATION RESORTS (VISITORS PER MONTH)**

BOOKINGS	JUL 22	AUG 22	SEPT 22	OCT 22	NOV 22	DEC 22	JAN 23	FEB 23	MAR 23	APR 23	MAY 23	JUN 23	TOTAL
<b>STYWELYNE</b>													
Sea View (7)	71	69	73	68	76	108	118	58	73	72	127	104	<b>1 017</b>
Flats (6)	29	98	87	88	112	104	61	26	52	40	92	69	<b>858</b>
Camping Sites (54)	35	35	31	83	49	387	127	57	121	212	155	6	<b>1 298</b>
<b>DWARSKERSBOS</b>													
Cottages (5)	57	65	35	51	32	83	51	38	28	49	46	35	<b>570</b>

BOOKINGS	JUL 22	AUG 22	SEPT 22	OCT 22	NOV 22	DEC 22	JAN 23	FEB 23	MAR 23	APR 23	MAY 23	JUN 23	TOTAL
Flats (12)	106	83	71	162	131	154	111	100	77	77	123	60	1 125
Camping Sites (154)	210	249	414	556	434	2023	593	722	840	938	279	226	7484
<b>TOTAL</b>	373	397	520	769	597	2260	755	860	945	1064	448	321	9179

### 3.8.4.3 HUMAN RESOURCE CAPACITY

**TABLE 137: HUMAN RESOURCES: RECREATION RESORTS**

NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
23	21	2	8,70 %

### 3.8.4.4 FINANCIAL PERFORMANCE

**TABLE 138: FINANCIAL OPERATING BUDGET – RECREATION RESORTS**

DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
<b>HOLIDAY RESORTS</b>				
Employee Related Costs	4 085 300,00	4 311 501,00	4 013 283,01	-6,92 %
Other Expenditure	2 701 000,00	2 174 770,00	2 526 585,51	16,18 %
Repairs & Maintenance	258 000,00	450 000,00	425 870,89	-5,36 %
<b>Total Operational Expenditure</b>	<b>7 044 300,00</b>	<b>6 936 271,00</b>	<b>6 965 739,41</b>	<b>0,42 %</b>
Total Operational Revenue	-5 420 000,00	-5 193 869,00	-5 717 248,46	10,08 %
<b>Net Operational Expenditure</b>	<b>1 624 300,00</b>	<b>1 742 402,00</b>	<b>1 248 490,95</b>	<b>-28,35 %</b>

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**TABLE 139: FINANCIAL PERFORMANCE (CAPITAL) RECREATION RESORTS**

DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
Furniture & Equipment - Holiday Resorts	200 000,00	181 036,00	159 335,97	-11,99 %
Pelican Beach Resort Development	500 000,00	472 690,00	472 689,74	0,00 %
Tools and Equipment	30 000,00	15 660,00	15 659,13	-0,01 %
Upgrading of resorts	150 000,00	36 000,00	36 000,00	0,00 %



DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
<b>TOTAL</b>	<b>880 000,00</b>	<b>705 386,00</b>	<b>683 684,84</b>	<b>-3,08 %</b>

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### 3.8.4.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Performance highlights for the year include:

- Maintenance of ablution facilities and sea view houses;
- Replacement of outdated furniture in all chalets;
- Steady increase in revenue.

Challenges

- Break-ins and vandalism; and
- The resorts are still operating at a loss.



## 3.9 EXECUTIVE, CORPORATE AND FINANCIAL SERVICES

### 3.9.1 EXECUTIVE AND COUNCIL

#### 3.9.1.1 INTRODUCTION

The Executive and Council comprise the Municipal Council and its support staff as well as the Office of the Municipal Manager which includes the Strategic Services Department and Internal Audit Unit. The activities of this section are detailed under Governance (Chapter 2).

#### 3.9.1.2 HUMAN RESOURCES

There were no employee or Councillor vacancies as on 30 June 2023.

**TABLE 140: HUMAN RESOURCES: THE EXECUTIVE AND COUNCIL**

	NO OF POSTS	NO OF EMPLOYEES / COUNCILLORS	NO OF VACANCIES	VACANCIES %
Employees	3	3	0	0 %
Councillors	13	13	0	0 %

## 3.9.1.3 FINANCIAL PERFORMANCE

**TABLE 141: FINANCIAL PERFORMANCE (OPERATIONAL): THE EXECUTIVE AND COUNCIL**

DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Employee Related Costs	1 405 000,00	1 453 000,00	1 394 701,60	-4,01 %
Other Expenditure	9 197 000,00	10 039 800,00	9 129 673,93	-9,07 %
<b>Total Operational Expenditure</b>	<b>10 602 000,00</b>	<b>11 492 800,00</b>	<b>10 524 375,53</b>	<b>-8,43 %</b>
Total Operational Revenue	-733 000,00	-733 000,00	-733 000,00	0,00 %
<b>Net Operational Expenditure</b>	<b>9 869 000,00</b>	<b>10 759 800,00</b>	<b>9 791 375,53</b>	<b>-9,00 %</b>

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**TABLE 142: FINANCIAL PERFORMANCE (CAPITAL): THE EXECUTIVE AND COUNCIL**

DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
Diverse office furniture & equipment	120 000,00	139 000,00	132 991,42	-4,32 %
<b>TOTAL</b>	<b>120 000,00</b>	<b>139 000,00</b>	<b>132 991,42</b>	<b>-4,32 %</b>

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## 3.9.2 FINANCIAL SERVICES

## 3.9.2.1 INTRODUCTION

The Financial Services Directorate is responsible for the Budget and Treasury Office, Revenue Management, Expenditure Management and Supply Chain Management. The Department is also responsible for the Valuation Roll. The activities of this section are detailed under Financial Performance (Chapter 5).

## 3.9.2.2 HUMAN RESOURCES

There were 6 vacancies in the Financial Services Directorate as at 30 June 2023.

**TABLE 143: HUMAN RESOURCES: FINANCIAL SERVICES**

NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
47	41	6	12.77 %

## 3.9.2.3 FINANCIAL PERFORMANCE

**TABLE 144: FINANCIAL PERFORMANCE (OPERATIONAL): FINANCIAL SERVICES**

DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Employees	12 641 500,00	10 914 000,00	10 523 433,92	-3,58 %

DESCRIPTION	2022/23 BUDGET	FINAL 2022/23 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2022/23 ACTUAL	VARIANCE
Other	19 851 000,00	19 496 988,00	16 869 105,26	-13,48 %
Repairs & Maintenance	58 000,00	52 000,00	40 851,93	-21,44 %
<b>Total Operational Expenditure</b>	<b>32 550 500,00</b>	<b>30 462 988,00</b>	<b>27 433 391,11</b>	<b>-9,95 %</b>
Total Operational Revenue	-114 380 236,00	-120 743 761,00	-129 572 774,43	7,31 %
<b>Net Operational Expenditure</b>	<b>-81 829 736,00</b>	<b>-90 280 773,00</b>	<b>-102 139 383,32</b>	<b>13,14 %</b>

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**TABLE 145: CAPITAL EXPENDITURE: FINANCIAL SERVICES**

DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
Furniture & Equipment - Finance	50 000,00	52 210,00	52 073,67	-0,26 %
Replacement of computers	100 000,00	105 405,00	105 405,00	
Vehicle	200 000,00	192 385,00	192 384,65	0,00 %
Vesta - Phoenix (CR)	610 000,00	145 123,00	145 123,00	0,00 %
<b>TOTAL</b>	<b>960 000,00</b>	<b>495 123,00</b>	<b>494 986,32</b>	<b>-0,03 %</b>

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### 3.9.3 HUMAN RESOURCE SERVICES

#### 3.9.3.1 INTRODUCTION

Human Resource Management falls within the Corporate Services Directorate. Human Resource Services are responsible for human resource management, labour relations, training and development and occupational health and safety. The activities of this section are detailed under Organisational Development Performance (Chapter 4).

#### 3.9.3.2 HUMAN RESOURCES

There was no vacancy in this financial year.

**TABLE 146: HUMAN RESOURCES: HUMAN RESOURCE SERVICES**

NO OF POSITIONS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
6	6	0	0 %

Human Resources had a capital budget of R 37 200.00 for the 2022/2023 financial year of which R 37 170.42 was spent, which results in a 99.92 % spending.

### 3.9.4 ADMINISTRATION AND LEGAL SUPPORT SERVICES

#### 3.9.4.1 INTRODUCTION

Administration and Legal Support Services is a department within the Directorate Corporate Services which forms an integral part of the daily operations within the municipal context. Our ultimate aim is to reach the strategic objectives of the Municipality.

The department broadly consists of the following sub-divisions:

- Secretariat and Records
- Records and Archives
- Client Services
- Information Communication Technology
- Legal Support Services

#### **Secretariat and Records**

This sub-division deals with a wide variety of functions, including but not limited to:

- Ensuring timeous compilation and distribution of agendas of meetings in accordance with a pre-determined schedule;
- Ensuring the proper drafting of notices;
- Ensuring proper keeping of minutes of meetings; and
- Ensuring timeous delivery of official documents, agendas and minutes to Management and Councillors.

#### **Records and Archives**

The aim of the Records and Archives division is to:

- Ensure that good records keeping, and good records management are maintained;
- To implement the Records Management Policy in order to ensure that information contained in records is managed effectively throughout the municipality;
- Ensure that good records keeping, and good records management practices are adhered and maintained to on a daily basis.

#### **Client Services**

The Client Services section focusses on improving clients' service experience, to create an engaged customer by taking ownership of client issues and following-through on it until it is resolved. The section also includes an office cleaning team who provides friendly service while assisting with the tidiness of Municipal buildings.

#### **Information Communication Technology**

Information is a key resource for all enterprises, and throughout the whole lifecycle of information there is a

huge dependency on technology. Information and related information technologies are pervasive in enterprises and they need to be governed and managed in a holistic manner, taking in the full end-to-end business and IT functional areas of responsibility.

Today, more than ever, the Municipality need to achieve increased:

- Value creation throughout the Municipality;
- User satisfaction with IT engagement and services;
- Compliance with relevant laws, regulations and policies and
- Building Smart Cities.

The Information Communication Technology (ICT) Department strive to achieve their governance and management objectives, i.e., to create optimal value from information and technology by maintaining a balance amongst realizing benefits, managing risk and balancing resources. Further benefits include but are not limited to:

- Maintain high-quality information to support business decisions;
- Achieve strategic goals and realize business benefits through the effective and innovative use of IT;
- Achieve operational excellence through reliable, efficient application of technology;
- Maintain IT-related risk at an acceptable level;
- Optimize the cost of IT services and technology;
- Maintain an awareness of information technology and related service trends, identify innovation opportunities, and plan how to benefit from innovation in relation to business needs; and
- Support compliance with relevant laws, regulations, contractual agreements and policies

### **Legal Support Services**

The Legal Support Services division was established during January 2023. Several opinions, memorandums and enquiries of a legal nature has been attended to. A quarterly report will be submitted to the committee indicative of the matters attended to and the trends reflected within the Legal Support Services Register.

The purpose of Legal Support Services is to:

- Provide Legal Support Services to the Municipality and safeguard the interest of the Municipality in legally related matters;
- Provide written or verbal legal advice and support to the Director Corporate Services, the Municipal Manager and other co-officials which may have legal implications;
- Provide legal guidance regarding council resolutions, litigations, defence of legal action, contracts and services;

- Keep abreast of current trends, legislative changes and provide guidance thereon;
- Research relevant case law and prepare case reports in preparation of disputes when necessary.

This is not an exhaustive list of the functions of Legal Support Services, but merely an indication of the kind of queries that the sub-division may encounter.

### 3.9.4.2 HUMAN RESOURCES

There is one vacancy in the Administrative Services Department as at 30 June 2023.

**TABLE 147: HUMAN RESOURCES: ADMINISTRATION AND LEGAL SUPPORT SERVICES**

SECTION	NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
Administration & Legal Support Services	20	19	1	5,00 %

### 3.9.4.3 FINANCIAL PERFORMANCE

**TABLE 148: FINANCIAL PERFORMANCE (OPERATIONAL): ADMINISTRATION AND LEGAL SUPPORT SERVICES**

DESCRIPTION	2022/23 BUDGET	2022/23 ADJUSTED BUDGET	2022/23 ACTUAL	VARIANCE
<b>ADMINISTRATIVE AND CORPORATE SUPPORT</b>				
Employee Related Costs	6 584 000,00	5 234 000,00	4 187 105,98	-20,00 %
Other Expenditure	2 753 000,00	2 555 700,00	2 289 870,17	-10,40 %
Repairs & Maintenance	86 000,00	112 000,00	102 643,70	-8,35 %
<b>Total Operational Expenditure</b>	<b>9 423 000,00</b>	<b>7 901 700,00</b>	<b>6 579 619,85</b>	<b>-16,73 %</b>
Total Operational Revenue	-736 000,00	-736 000,00	-736 398,05	0,05 %
<b>Net Operational Expenditure</b>	<b>8 687 000,00</b>	<b>7 165 700,00</b>	<b>5 843 221,80</b>	<b>-18,46 %</b>
<b>INFORMATION TECHNOLOGY</b>				
Employee Related Costs	2 077 000,00	2 026 000,00	2 034 343,76	0,41 %
Other Expenditure	2 514 300,00	2 919 200,00	2 971 436,63	1,79 %
Repairs & Maintenance	22 000,00	25 800,00	11 254,03	-56,38 %
<b>Total Operational Expenditure</b>	<b>4 613 300,00</b>	<b>4 971 000,00</b>	<b>5 017 034,42</b>	<b>0,93 %</b>
Total Operational Revenue	-733 000,00	-733 000,00	-733 000,00	0,00 %
<b>Net Operational Expenditure</b>	<b>3 880 300,00</b>	<b>4 238 000,00</b>	<b>4 284 034,42</b>	<b>1,09 %</b>

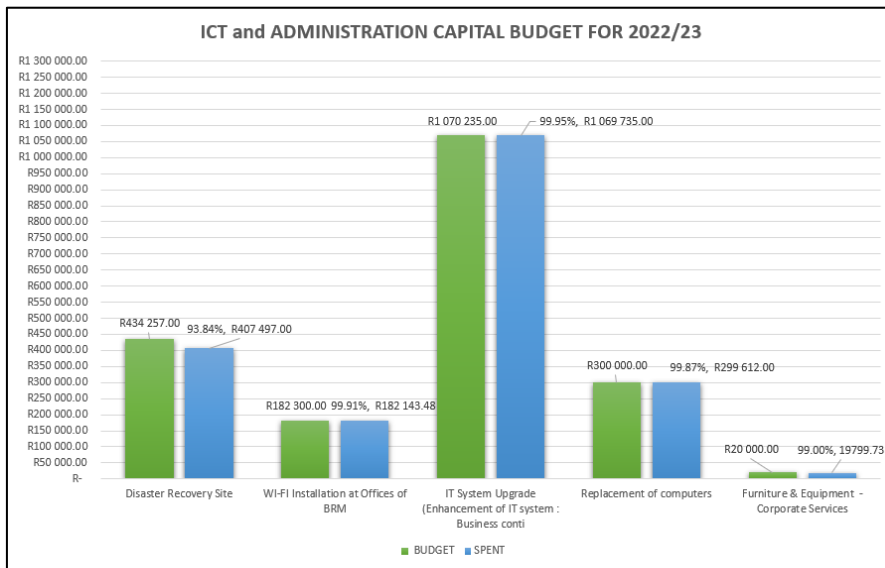
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TABLE 149: FINANCIAL PERFORMANCE (CAPITAL): ADMINISTRATION AND LEGAL SUPPORT SERVICES

DESCRIPTION	2022/23 ORIGINAL BUDGET	2022/23 ADJUSTMENT BUDGET	2022/23 ACTUAL	VARIANCE
<b>ADMINISTRATION</b>				
Furniture & Equipment	20 000,00	20 000,00	19 799,73	-1,00 %
<b>TOTAL</b>	<b>20 000,00</b>	<b>20 000,00</b>	<b>19 799,73</b>	<b>-1,00 %</b>
<b>ICT</b>				
Disaster Recovery Site	200 000,00	434 257,00	407 497,00	-6,16 %
IT System Upgrade (Enhancement of IT system : Business conti	1 260 000,00	1 070 235,00	1 069 735,00	-0,05 %
Replacement of computers	300 000,00	300 000,00	299 612,00	-0,13 %
WI-FI Installation at Offices of BRM	300 000,00	182 300,00	182 143,48	-0,09 %
<b>TOTAL</b>	<b>2 060 000,00</b>	<b>1 986 792,00</b>	<b>1 958 987,48</b>	<b>-1,40 %</b>

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Performance highlights include:



ICT Helpdesk & Disaster Recovery Site



Council Meeting (Porterville): May 2023

The following administrative policies were developed and reviewed by the various departments during the 2022/23 financial year:

**TABLE 150: POLICIES ADOPTED DURING 2022/23**

POLICY	RESOLUTION	DATE OF ADOPTION
Change Management Strategy	BKN027/09/2022	19 September 2022
Exit Management Policy	BKN027/09/2022	19 September 2022
Induction Policy	BKN027/09/2022	19 September 2022
Acting and Additional Services Rendered Policy	BKN028/09/2022	19 September 2022
Indiensnemingsbeleid	BKN028/09/2022	19 September 2022
Probationary Period Policy	BKN028/09/2022	19 September 2022
Financial Misconduct Disciplinary Board Terms of Reference and Reporting Procedures (Draft)	RVN013/11/2022	29 November 2022
Preferential Procurement Policy (Draft)	RVN013/12/2022	13 December 2022
Tools of trade, cellular phone, allowance, and data allowances to Councillors	RVN010/01/2023	24 January 2023
Bursary and Study Assistance Policy	BKN012/02/2023	16 February 2023
Draft Business Continuity and Disaster Recovery Plan	BKN064/02/2023	28 February 2023



POLICY	RESOLUTION	DATE OF ADOPTION
Cell phone and Data (Mobile Communication Services)-policy	BKN037/03/2023	28 March 2023
Talent Management & Retention Policy	BKN042/05/2023	23 May 2023
Mentoring & Coaching Policy	BKN042/05/2023	23 May 2023
Training & Development Policy	BKN042/05/2023	23 May 2023
Scarce Skills Policy	BKN042/05/2023	23 May 2023
Asset Management Policy	RVN027/05/2023	30 May 2023
Cash Management and Investment Policy	RVN027/05/2023	30 May 2023
Credit control and Debt collection Policy	RVN027/05/2023	30 May 2023
Indigent Policy	RVN027/05/2023	30 May 2023
Property Rates Policy and By-Law	RVN027/05/2023	30 May 2023
Tariff Policy	RVN0274/05/2023	30 May 2023
Virement Policy	RVN027/05/2023	30 May 2023
Supply Chain Management Policy	RVN027/05/2023	30 May 2023
Borrowing Policy	RVN027/05/2023	30 May 2023
Funding, Reserves and Long-Term Financial Planning Policy	RVN027/05/2023	30 May 2023
Budget Implementation and Monitoring Policy	RVN027/05/2023	30 May 2023
Petty Cash Policy	RVN027/05/2023	30 May 2023
Creditors councillors and staff payment policy	RVN027/05/2023	30 May 2023
Cost Containment Policy (Draft)	RVN027/05/2023	30 May 2023
Preferential Procurement Policy	RVN027/05/2023	30 May 2023
Community Upliftment Policy	RVN027/05/2023	30 May 2023
Consultant Reduction Strategy 2023/2024	RVN027/05/2023	30 May 2023
UIFW Policy (Draft)	RVN027/05/2023	30 May 2023
Writing off Irrecoverable Debt Policy	RVN027/05/2023	30 May 2023
Inventory Management Policy (Draft)	RVN027/05/2023	30 May 2023
Anti-fraud and Corruption Policy	RVN020/06/2023	27 June 2023
Risk Committee Charter Policy	RVN020/06/2023	27 June 2023
Risk Management Policy	RVN020/06/2023	27 June 2023

**Performance challenges include:**

- Shortage of Human resources in ICT Section;
- Cybercrime;
- Data Management;
- Lack of Fibre networks;
- Change Management – Software Implementation; and
- Reliance on external infrastructure for purposes of telecommunication.

**3.10 DETAILED ANNUAL PERFORMANCE REPORT****3.10.1 INTRODUCTION**

This report comprises the Annual Performance Report of Bergrivier Municipality for 2022/23 which has been compiled in accordance with Section 46 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000).

**3.10.2 LEGISLATIVE FRAMEWORK**

Section 46 of the Municipal Systems Act, 2000 (Act 32 of 2000), provides that:

*“46(1) A municipality must prepare for each financial year, a performance report reflecting -*

- a) the performance of the municipality and of each external service provider during that financial year;*
- b) a comparison of the performances referred to in paragraph (a) with targets set for and performances in the previous financial year; and*
- c) measures taken to improve performance.*

*(2) An annual performance report must form part of the municipality's annual report in terms of Chapter 12 of the Municipal Finance Management Act.”*

**3.10.3 OVERVIEW OF PERFORMANCE MANAGEMENT AND REPORTING SYSTEM**

The Performance Management System used by Bergrivier Municipality is an internet-based system that uses the approved Service Delivery Budget Implementation Plan (SDBIP) as its basis. Section 1 of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003) defines the service delivery and budget implementation plan (SDBIP) as:

*“a detailed plan approved by the mayor of a municipality in terms of section 53(1)(c)(ii) for implementing the municipality’s delivery of services and the execution of its annual budget and which must include (as part of the top-layer) the following:*

- a) Projections for each month of:
 
  - i. Revenue to be collected, by source; and*
  - ii. Operational and capital expenditure, by vote;**
- b) Service delivery targets and performance indicators for each quarter”.*

c) *Budget processes and related matters*

The SDBIP is a layered plan comprising of a Top Layer SDBIP and Departmental SDBIPs. The Top Layer SDBIP comprises high level service delivery targets. It is a public document which was approved by the Executive Mayor in June 2022 and amended in February 2023 through the Section 72 report. Reporting on the Top Layer SDBIP is done to the Mayoral Committee and Council on a quarterly - (Section 52 Reports), half yearly -(Section 72 Mid-year Budget and Performance Assessment Report) and annual basis (Annual Report). Any amendments to the Top Layer SDBIP must be identified following the submission of the Mid-Year Budget and Performance Assessment Report and the approval of the adjustment budget in February 2022.

The Performance Report of the Municipality is presented according to the Strategic Goals of the Municipality as contained in the 5<sup>th</sup> Generation Integrated Development Plan (IDP).

The strategic goals of the Municipality are:

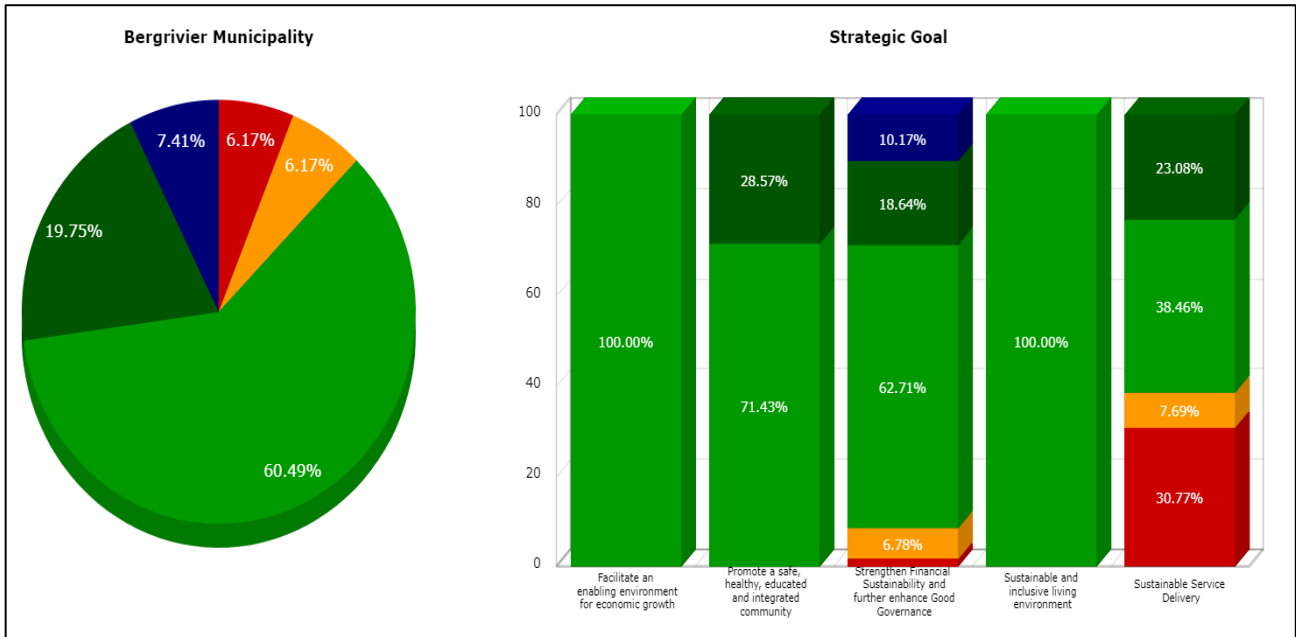
1. *Strengthen Financial Sustainability;*
2. *Ensure Good Governance;*
3. *Sustainable Service Delivery;*
4. *Facilitate an enabling environment for a diversified economy and growth to alleviate poverty;*
5. *Empowering people through innovation*

#### 3.10.4 PERFORMANCE AS MEASURED AGAINST THE MUNICIPALITY'S STRATEGIC GOALS

##### 3.10.4.1 PERFORMANCE OVERVIEW

The following graph provides an overview of the Municipality's overall performance for the 2022/23 financial year.

FIGURE 39: ANNUAL PERFORMANCE REPORT 2022/23



	Bergrivier Municipality	Strategic Goal						
		Facilitate an enabling environment for economic growth	Promote a safe, healthy, educated and integrated community	Strengthen Financial Sustainability and further enhance Good Governance	Sustainable and inclusive living environment	Sustainable Service Delivery	Unspecified	[Unspecified]
Not Yet Applicable	-	-	-	-	-	-	-	-
Not Met	5 (6.17%)	-	-	1 (1.69%)	-	4 (30.77%)	-	-
Almost Met	5 (6.17%)	-	-	4 (6.78%)	-	1 (7.69%)	-	-
Met	49 (60.49%)	1 (100.00%)	5 (71.43%)	37 (62.71%)	1 (100.00%)	5 (38.46%)	-	-
Well Met	16 (19.75%)	-	2 (28.57%)	11 (18.64%)	-	3 (23.08%)	-	-
Extremely Well Met	6 (7.41%)	-	-	6 (10.17%)	-	-	-	-
<b>Total:</b>	<b>81</b>	<b>1</b>	<b>7</b>	<b>59</b>	<b>1</b>	<b>13</b>	-	-
	<b>100%</b>	<b>1.23%</b>	<b>8.64%</b>	<b>72.84%</b>	<b>1.23%</b>	<b>16.05%</b>	-	-

## Performance Report 2022/23

### Facilitate an enabling environment for economic growth

Responsible Directorate	Strategic Goal	Strategic Objective	KPI Name	Description of Unit of Measurement	Baseline	Source of Evidence	Calculation Type	Target Type	Past Year Performance	Quarter ending September 2022				Quarter ending December 2022				Quarter ending March 2023				Quarter ending June 2023				Overall Performance for Quarter ending September 2022 to Quarter ending June 2023			
										Performance Comment	Corrective Measures	Performance Comment	Corrective Measures	Performance Comment	Corrective Measures	Performance Comment	Corrective Measures	Performance Comment	Corrective Measures	Performance Comment	Corrective Measures	Original Target	Target	Actual	R				
Community Services	Facilitate an enabling environment for economic growth	To facilitate an environment for the creation of jobs and small businesses	Monitor the performance of Bergrivier Tourism Organisation in accordance with the SLA by 30 June 2023	Number of reports submitted from BTO to the Economic Portfolio Committee by 30 June 2023	4	Minutes of Economic Development Portfolio Committee	Accumulative	Number	4	[D695] Director Community Services: The BTO report was submitted to the Economic Development Committee on 8 September 2022. (September 2022)	[D695] Director Community Services: No Corrective actions are needed. (September 2022)	[D695] Director Community Services: The BTO report was submitted to the Economic Development Committee on 8 December 2022. (December 2022)	[D695] Director Community Services: No Corrective actions are needed. (December 2022)	[D695] Director Community Services: The BTO report was submitted to the Economic Development Committee on 9 February 2023. (March 2023)	[D695] Director Community Services: No Corrective actions are needed. (March 2023)	[D695] Director Community Services: The BTO report was submitted to the Economic Development Committee on 8 June 2023. (June 2023)	[D695] Director Community Services: No Corrective actions are needed. (June 2023)	4	4	4	G								

### Summary of Results: Facilitate an enabling environment for economic growth

N/A	KPI Not Yet Applicable	0
R	KPI Not Met	0
O	KPI Almost Met	0
G	KPI Met	1
G2	KPI Well Met	0
B	KPI Extremely Well Met	0
	<b>Total KPIs:</b>	<b>1</b>

### Promote a safe, healthy, educated and integrated community

Responsible Directorate	Strategic Goal	Strategic Objective	KPI Name	Description of Unit of Measurement	Baseline	Source of Evidence	Calculation Type	Target Type	Past Year Performance	Quarter ending September 2022				Quarter ending December 2022				Quarter ending March 2023				Quarter ending June 2023				Overall Performance for Quarter ending September 2022 to Quarter ending June 2023			
										Performance Comment	Corrective Measures	Performance Comment	Corrective Measures	Performance Comment	Corrective Measures	Performance Comment	Corrective Measures	Performance Comment	Corrective Measures	Performance Comment	Corrective Measures	Original Target	Target	Actual	R				
Community Services	Promote a safe, healthy, educated and integrated community	To create innovative partnerships with sector departments for improved education outcomes and opportunities for youth	95% spent of library grant by 30 June 2023 i.t.o approved business plan :(Actual amount spent /Total budget received)x100]	% of library grant spent by 30 June 2023	95%	Detailed Excel Capital Report & Trial Balance from VESTA	Last Value	Percentage	87.45 %	[D691] Head:Library Services: budget: R8 174 000 spent: R1 746 670.56 (September 2022)	[D691] Head:Library Services: No Corrective actions are needed. (September 2022)	[D691] Head:Library Services: Total budget R8 782 285,00 Expenditure R3 876 578,00 (December 2022)	[D691] Head:Library Services: No Corrective actions are needed. (December 2022)	[D691] Head:Library Services: TOTAL BUDGET: R8 853 684 spent: R5 740 052.53 (March 2023)	[D691] Head:Library Services: No Corrective actions are needed. (March 2023)	[D691] Head:Library Services: Conditional Grant: R3 169 000 MRF: R4 884 000 rollover amount: R 608 285 = R8 661 285 Spent: R8 666 230,75 (June 2023)	[D691] Head:Library Services: No corrective action needed (June 2023)	95%	95%	100%	G2								

Community Services	Promote a safe, healthy, educated and integrated community	To budget strategically, grow and diversify our revenue and ensure value for money-services	Collect 95% of budgeted income by 30 June 2023 for speeding fines (Excl budgeted debt provision) : (Actual amount collected/ total amount budgeted) x 100]	% of budgeted income for speeding fines collected by 30 June 2023	95%	Detailed Excel Report	Last Value	Percentage									[D692] Director Community Services: The Traffic Fines income until June 2023 is R 5 096 892.35. (June 2023)	[D692] Director Community Services: No Corrective actions are needed. (June 2023)	95%	95%	119.9 6%	G 2
Community Services	Promote a safe, healthy, educated and integrated community	To promote a safe environment for all who live in Bergrivier	Facilitate the upgrading of at least 1 community hall in the municipal area and submit report to Community Service Portfolio Committee by 30 June 2023	Number of community halls upgraded in municipal area and report submitted to Community Service Portfolio Committee by 30 June 2023	1	Minutes of Community Services Portfolio Committee	Carry Over	Number	1								[D696] Director Community Services: The designs, technical drawings and the specifications for the installation of cupboards were done, and the request for a formal quotation was advertised. However, the appointment was not done, since the funds were transferred to Technical Services, who needed it for the urgent upgrading of the Velddrif Wastewater Treatment. A report which included the reasons for not completing the project was submitted to the Community Services Portfolio Committee on 6 June 2023. (June 2023)	[D696] Director Community Services: No Corrective actions are needed. (June 2023)	1	1	1	G
Community Services	Promote a safe, healthy, educated and integrated community	To promote a safe environment for all who live in Bergrivier	Develop 2 Disaster Management Contingency Plans and submit to Portfolio Committee by 30 June 2023	Number of Disaster Management Contingency Plans developed and submitted to Portfolio Committee by 30 June 2023	1	Minutes of Community Services Portfolio Committee	Accumulative	Number	1				[D697] Director Community Services: The Summer preparedness plan was submitted to the Community Services Portfolio Committee on 4 October 2022. (Dec2022)	[D697] Director Community Services: No Corrective actions are needed. (December 2022)			[D697] Director Community Services: The Winter preparedness plan was submitted to the Community Services Portfolio Committee on 4 April 2023. (June 2023)	[D697] Director Community Services: No Corrective actions are needed. (June 2023)	2	2	2	G



Municipal Manager	Strengthen Financial Sustainability and further enhance Good Governance	To create an efficient, effective, economic and accountable administration	100% compliance with Selection & Recruitment Policy when vacant posts within the 3 highest levels of management are filled subject to suitably qualified candidates	% compliance with the selection and recruitment policy and/or legislation	1%	Minutes of Council meeting for appointment of top 2 levels & appointment letter and signed service contract for level 3	Stand-Alone	Percentage	100%	[D625] Municipal Manager: Our Director Financial Services / CFO, Mr F Lotter resigned on 10 June 2022 and his last working day was 31 July 2022. Our Director Technical Services, Mr Victor Felton resigned on 29 July 2022 and his last working day was 30 September 2022. (September 2022)	[D625] Municipal Manager: None required, but please note the following information for the sake of completion: A consultant, Mr Roy Steele from Steele & Associates was appointed (through a formal SCM process) to manage the recruitment and selection process of the Director Financial Services / CFO and Director Technical Services. Interviews for the Director Financial Services / CFO took place on 1 August 2022 and the appointment was made on 10 August 2022 by full Council. The successful candidate was Mr Davy Louw who started his employment at Bergrivier Municipality on 1 September 2022. Interviews for the Director Technical Services took place on 17 October 2022 and the appointment will be made on 25 October 2022. (September 2022)	[D625] Municipal Manager: During this quarter, two new senior employees were appointed within the top 3 levels of management, namely, Director Technical Services, Mr Denwin van Turha, and Manager Administration and Legal Support Services, Ms Lizelle Roos. Both of them commenced with their employment on 1 January 2023. The council decision to appoint the Director Technical Services was taken on 25 October 2022 by full Council unanimously. (December 2022)	[D625] Municipal Manager: None required. (December 2022)	[D625] Municipal Manager: No vacant posts had to be filled within the 3 highest levels of management during this quarter. The Director Technical Services, Mr Denwin van Turha, and Manager Administration and Legal Support Services, Ms Lizelle Roos was appointed in the previous quarter, but both of them commenced with their employment on 1 January 2023. (March 2023)	[D625] Municipal Manager: None required. (March 2023)	[D625] Municipal Manager: During this quarter the MM attended to the selection and recruitment of two positions within the three(3) highest levels of management namely: 1. The Manager Electrical Services retired after a long career at Bergrivier Municipality and the position was advertised during February 2023 with closing date 3 March 2023. None of the applications met the minimum requirements and the position was re-advertised with a closing date of 21 April 2023. The short-listing took place on 2 May 2023 and only one candidate could be invited for an interview. The interview took place on 24 May 2023. After the interview the panel decided unanimously to invite the current candidate to a next round of interviews together with head-hunted candidates for the position. 2. The CFO/ Director Financial Services resigned on the 2nd of May 2023 and requested the	[D625] Municipal Manager: None required. (June 2023)	100%	100%	100%	G
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Municipal Manager	Strengthen Financial Sustainability and further enhance Good Governance	To provide a transparent, ethical and corruption free municipality	MFMA Section 131(1): Ensure that any issues raised by the Auditor General in an Audit Report are addressed by 30 June 2023	% of issues raised by the Auditor General in an audit report addressed by 30 June 2023	100%	Final Audit Report of Auditor-General issued after auditing financial statements & PDO's for 2021/22 financial year	Carry Over	Percentage	100%									[D630] Municipal Manager: Bergrivier Municipality obtained a clean audit status for the 2021/2022 financial year. Therefore there were no matters reported in the Audit Report. All aspects reported by the AG in the Management Report have been captured on the OPCAR and finalized before 30 June 2023. It has been reported to the Audit Committee on 15 June 2023 at the Audit Committee meeting. There is one aspect in Finance that can only be updated with the finalization of the Annual Financial Statements before the end of August 2023. (June 2023)	[D630] Municipal Manager: None required. (June 2023)	100%	100%	100%	G
Municipal Manager	Strengthen Financial Sustainability and further enhance Good	To create an efficient, effective, economic and accountable administration	Develop a risk based audit plan (RBAP) (MFMA - Section 165(2)(a)) & submit to Audit Committee by 30 June 2023	RBAP submitted to the Audit Committee by 30 June 2023	1	Audit Committee minutes	Carry Over	Number	1									[D631] Internal Auditor: Risk-based Internal Audit plan was submitted to PRAC on 15 June 2023 and was approved. (June 2023)	[D631] Internal Auditor: None required (June 2023)	1	1	1	G

Municipal Manager	Strengthen Financial Sustainability and further enhance Good Governance	To create an efficient, effective, economic and accountable administration	Ensure that the outcomes of the strategic sessions during the annual IDP review process are aligned with the IDP and the budget and submitted to the Budget Steering Committee	Number of reports submitted to the Budget Steering Committee on the outcomes of the strategic sessions during the annual IDP review process	New KPI	Minutes of Budget Steering Committee	Stand-Alone	Number	New KPI					[D632] Strategic Manager: Alignment submitted to Council in the framework. During budget steering committee, Directors commenced with making presentations on motivation for projects in capital budget (March 2023)				1	1	1	G
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Municipal Manager	Strengthen Financial Sustainability and further enhance Good Governance	To provide a transparent, ethical and corruption free municipality	Develop a culture of zero tolerance to corruption and dishonesty by the efficient completion of disciplinary steps in terms of the Anti-Fraud and Corruption Policy	% of transgressions initiated in terms of the Anti-Fraud and Corruption Policy	100%	Minutes of the Performance-, Risk and Audit Committee in the quarter following the applicable month	Stand-Alone	Percentage	100%	[D633] Municipal Manager: No cases of fraud and corruption has been reported to the MM during this quarter. (September 2022)	[D633] Municipal Manager: None required. (September 2022)	[D633] Municipal Manager: During this quarter allegations of possible financial misconduct / fraud and corruption were brought to the attention of the Municipal Manager and handed over to the Internal Auditor for investigation. It comprise of 5 different issues. Due to lack of internal capacity, the Internal Auditor obtained permission to appoint an external consultant to investigate the 5 cases. The SCM processes were started during this quarter and will be finalised during January 2023. The Internal Auditor will report to the MM and Audit Committee as soon as the investigations are finalised. (December 2022)	[D633] Municipal Manager: None required (December 2022)	[D633] Municipal Manager: During this quarter full Council decided to institute disciplinary procedures against a Senior Manager and mandated the Municipal Manager to appoint an evidence lead and chairperson for the disciplinary process. The procedures have been completed in full by the end of February 2023. (March 2023)	[D633] Municipal Manager: None required. (March 2023)	[D633] Municipal Manager: During this quarter the Municipality received the first concept of the Report by the External Company (Mubesco) appointed to do the five audits. The Internal Auditor distributed the reports to the relevant Managers for Management comments. During Febr 2023 the CFO submitted a report to the MM (7 Feb 2023) with possible financial misconduct by a Senior Manager. The Municipal Manager reported it to Council on 10 February 2023 and Council decided to refer it to the Disciplinary Board. They conducted a preliminary investigation and reported back to Council on 28 February 2023. Council considered their report and decided to institute disciplinary action against the Senior Manager. The disciplinary hearing was scheduled for 21 June 2023, but the date was extended on request of his legal representative. (June 2023)	[D633] Municipal Manager: None required. (June 2023)	100%	100%	100%	G
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Municipal Manager	Strengthen Financial Sustainability and further enhance Good Governance	To budget strategically	% of Capital budget spent as at 30 June 2023 : (Actual amount spent on capital projects/Total amount budgeted for capital projects) X100]	% of Capital budget spent as at 30 June 2023 : (Actual amount spent on capital projects/Total amount budgeted for capital projects) X100]	95%	Detailed Excel Capital Report & Trial Balance from VESTA	Carry Over	Percentage	94.59 %					[D634] Municipal Manager: The actual spending as at 31 March 2023 is R 37 604 417.88 of the total budget of R 58 271 840.00 culminating in a percentage spending of 64%. The percentage spending including shadow cost = 92% or R 54 080 340.13. (March 2023)	[D634] Municipal Manager: Although the spending picked up since December 2022 we did not reach the 70% which is disappointing and addressed regularly with all directorates. (March 2023)	[D634] Municipal Manager: The Municipality did not managed to achieve the required 95% Capital spending during this financial year. The detailed reasons can be found in each Director's comment on their Capital spending. (June 2023)	[D634] Municipal Manager: The corrective measures to ensure 95% spending is as follows: 1. The Municipal Manager issued a written instruction during July 2023 to all Managers and Heads in Office of the Municipal Manager to ensure that only funds that has a realistic opportunity to be spend during the financial year, be included in an Adjust-ment Budget. 2. That provision be made on the MTREF for funding identified for multi-year projects. 3. That all spending patterns be monitored quarterly through reports submitted to the Standing Committees. 4. That better planning be concluded before the funding is received. 5. At the monthly Service Delivery meeting held between the Municipal Manager, all Directors, all Managers and relevant Heads the Section 71 monthly financial report is discussed and	95%	95%	87.59 %	0
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Municipal Manager	Strengthen Financial Sustainability and further enhance Good Governance	To budget strategically	% of Capital budget spent of the Office of the Municipal Manager as at 30 June 2023 : (Actual amount spent on capital projects/Total amount budgeted for capital projects) X100]	% of Capital budget spent of the Office of the Municipal Manager as at 30 June 2023: (Actual amount spent on capital projects/Total amount budgeted for capital projects) X100]	95%	Detailed Excel Capital Report & Trial Balance from VESTA	Carry Over	Percentage	98.21 %	[D635] Municipal Manager: The following amounts are shadow costs: Mayor and Council: R 12 822.50 MM Office: R 8743.45 Communication: R 8743.45 A total amount of R 30 309.40 is on shadow cost. A total percentage of 13.97% would've been spent if invoices had to be paid in September 2022. (September 2022)	[D635] Municipal Manager: The non delivery of capital items by suppliers are the main cause of invoices that could not be paid in September 2022, resulting in 0% being spent. On shadow 13.97% is spent. Corrective measure: The Office of the MM will first contact the supplier and ensure that they have stock available to deliver within the time frames, otherwise we will make use of a different supplier. (September 2022)	[D635] Municipal Manager: The capital budget in the Office of the MM is divided into 3 sections namely, the office of the MM, the office of the Executive Mayor and Strategic Services. The spending of the 3 sections at the end of December 2022 is as follows: MM Office: 76.03% (R 15 206 of R 20 000) Office of the Executive Mayor (Mayor and Council): 13.24% (R 15 886 spent of R 120 000) Strategic Services: 0 % of R 1 892 609. R 310 000 was originally approved on the budget for Strategic Services for the furniture and equipment of the Youth Centre. During the adjustment budget on 13 December 2022 an additional amount of R 1 582 609 has been added for the finalisation of the next phases of the youth centre. The SCM processes for the acquisition of the tables for the Youth Centre to the amount of R 75 000 were completed before the end of December 2022, but the requisition for the successful formal quotation was only made out on 11 January 2023. Background information: Strategic Services within the Office of the MM received R 310	[D635] Municipal Manager: Strategic Services and the Office of the Executive Mayor did not start their spending processes early enough in the financial year and did not reach the agreed target of 40% spending by the end of December 2022. The Municipal Manager will address this matter during the annual performance evaluation of the relevant manager. In the Office of the Executive Mayor, the majority of the funding was in the office of the Speaker for furniture and equipment for councillors. It is understandable that this could not yet been spent as the new offices for councillors are not sorted out yet and it could be bad financial management to buy furniture without seeing the offices first. The Directorate Technical Services was tasked to address the office requirements	[D635] Municipal Manager: The capital spending in the Office of the Exec Mayor is on 21.21%. The capital spending for the Office of the MM (including Communications) is on 99.13%. The capital spending for the Economic Development (Strategic Services) is on 3.12%. Follow ups by the MM is done regularly to try and up the spending in both the Office of the Exec Mayor and Strategic Services. Both have valid reasons for the low spending levels. It is as follows: Office of the Exec Mayor: R100 000 was budgeted for new office furniture for the Councillors and that can only be spend once the actual offices have been secured to ensure that the furniture fit the actual office. Technical Services are still in the process of securing new offices for the Councillors. Strategic Services: A very large part of the funding was only published in the DoRA very late in the financial year. The R1,8 million is for the 2nd phase of the Youth Centre in	[D635] Municipal Manager: Constant follow-up by the MM and requests for reports. (March 2023)	[D635] Municipal Manager: The construction and refurbishment of the Youth Centre is a multiyear project. The funding received from Council for furniture and equipment (R 310 000) has been spend 93,41%. The funding received from TipTrans for the kitchen could not be spend as the successful contractor withdrew their quotation on 30 June 2023 and the process start again. The funding received for the construction of the centre was only received in May 2023 and all the tenders and FQ's for the total of R 1 820 000 was completed. The work will commence in July 2023 with the successful completion of the supply chain processes. The value of 25,62% is therefore not a complete reflection on the scale of work that had to be completed during the year. (June 2023)	[D635] Municipal Manager: The work will commence in July 2023 with the successful completion of the supply chain processes. The value of 25,62% is therefore not a complete reflection on the scale of work that had to be completed during the year. The corrective measures to ensure 95% spending is as follows: 1. The Municipal Manager issued a written instruction during July 2023 to all Managers and Heads in the Office of the Municipal Manager to ensure that only funds that has a realistic opportunity to be spend during the financial year, be included in an Adjustment Budget. 2. That provision be made on the MTREF for funding identified for multiyear projects. 3. That all spending patterns be monitored quarterly through reports submitted to the Standing Committees (Economic	95%	95%	30.64 %	R
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Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	To budget strategically	The percentage of the Corporate Services capital budget actually spent on capital projects as at 30 June 2023 (Actual amount spent on capital projects/ Total amount budgeted for capital projects) X100	% of Capital budget spent as at 30 June 2023: (Actual amount spent on capital projects/ Total amount budgeted for capital projects) X 100]	95%	AFS and Section 71 In-Year Monthly & Quarterly Budget Statement compiled from VESTA Financial System each month	Last Value	Percentage	95.66 %	[D637] Director Corporate Services: Total Budget: R 2 265 000,00 Total Expenditure: R 164 823,53 7.28 (September 2022)	[D637] Director Corporate Services: The project Disaster Recovery Site was scheduled to have the SCM processes completed by the first quarter . The following reasons impacted the delay in the finalization of the SCM processes. The compilation of the floor drawings, the finalization of the bill of quantities and compilation of the compliance documents took longer than anticipated due to amount of role player involved. The FQ will be advertised in October and will possibly reflect shadow spending in the 2nd Quarter. (Dec 2022) (Sept 2022)	[D637] Director Corporate Services: Total Budget: R 2 265 000.00 Total Expenditure: R 1 339 944.10 Percentage: 59.15 (December 2022)	[D637] Director Corporate Services: None required (December 2022)	[D637] Director Corporate Services: Total Budget: R 2 301 235.00 Total Expenditure: R 1 761 740.62 Percentage: 76.56 (March 2023)	[D637] Director Corporate Services: None required (March 2023)	[D637] Director Corporate Services: Total Budget: R 2 325 492.00 Total Expenditure: R 2 294 475.93 Percentage spending: 98.67 (June 2023)	[D637] Director Corporate Services: None required (June 2023)	95%	95%	98.67 %	G 2
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	To create an efficient, effective, economic and accountable administration	Finalise the review of the staff establishment as to comply with the timeframes of such a review within 12 months after a local government election	Number of staff establishment reports submitted to Council by 31 October 2022	1	Minutes of EMC Meeting	Carry Over	Number	1	[D638] Human Resources Manager: None required (September 2022)	[D638] Human Resources Manager: None required (September 2022)	[D638] Human Resources Manager: Staff establishment was approved on 25 October 2022. (December 2022)	[D638] Human Resources Manager: None required (December 2022)	[D638] Human Resources Manager: None required (March 2023)	[D638] Human Resources Manager: None required (March 2023)	[D638] Human Resources Manager: None required (June 2023)	[D638] Human Resources Manager: None required (June 2023)	1	1	1	G
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	To provide a transparent, ethical and corruption free municipality	Develop a culture of zero tolerance to corruption and dishonesty by the efficient completion of disciplinary steps in terms of the Anti-Fraud and Corruption Policy	% of transgressions initiated in terms of the Anti-Fraud and Corruption Policy	100%	Quarterly reports to Portfolio Committee or EMC when applicable	Stand-Alone	Percentage	100%	[D639] Human Resources Manager: Monthly reports submitted to Corporate Services Committee. o transgressions relating to Fraud and Corruption occurred for the period July - September 2022. (September 2022)	[D639] Human Resources Manager: None required (September 2022)	[D639] Human Resources Manager: Monthly reports submitted to Corporate Services Committee. No transgressions relating to Fraud and Corruption occurred. (December 2022)	[D639] Human Resources Manager: None required (December 2022)	[D639] Human Resources Manager: Monthly reports submitted to Corporate Services Committee. No transgressions relating to Fraud and Corruption occurred. (March 2023)	[D639] Human Resources Manager: None required (March 2023)	[D639] Human Resources Manager: Monthly reports submitted to Corporate Services Committee. No transgressions relating to Fraud and Corruption occurred. (June 2023)	[D639] Human Resources Manager: None required (June 2023)	100%	100%	100%	G

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Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	To create an efficient, effective, economic and accountable administration	95 % of training budget spent by 30 June 2023 to implement the Work Place Skills Plan (Total amount spent on training/Total amount budgeted)x100)	% of the training budget spent by 30 June 2023 to implement the Work Place Skills Plan	95%	Monthly Trial Balance Report & Quarterly Budget Statement	Last Value	Percentage	96%	[D640] Director Corporate Services: Additional funding was allocated to the training budget hence the budget spent was incorrect on the trail balance. Service Providers has been appointed for the second quarter and spending will improve on the second quarter. (September 2022)	[D640] Director Corporate Services: Service Providers has been appointed for the second quarter and spending will improve on the second quarter. (September 2022)	[D640] Director Corporate Services: Total Budget: R 208 000 Total Expenditure: R 106 441.50 51.17% (December 2022)	[D640] Director Corporate Services: None required (December 2022)	[D640] Director Corporate Services: Total Budget: R 178 330 Total Expenditure: R 120 455.50 67.55% (March 2023)	[D640] Director Corporate Services: None required (March 2023)	[D640] Director Corporate Services: Total Budget: R 198 000.00 Total Expenditure: R 197 758.42 Percentage spending: 99.88% (June 2023)	[D640] Director Corporate Services: None required (June 2023)	95%	95%	99.88 %	G 2
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	To create an efficient, effective, economic and accountable administration	Develop an annual departmental strategy for Human Resources and submit to Portfolio Committee by 15 Dec 2022	No of strategies submitted to Portfolio Committee by 15 December 2022	1	Minutes of Corporate Services Portfolio Committee	Carry Over	Number	1	[D641] Human Resources Manager: None required (September 2022)	[D641] Human Resources Manager: None required (September 2022)	[D641] Human Resources Manager: Human resource Strategy and Implementation plan was submitted to the Portfolio Committee on 7 December 2022.	[D641] Human Resources Manager: None required (December 2022)	[D641] Human Resources Manager: None required (March 2023)	[D641] Human Resources Manager: None required (March 2023)	[D641] Human Resources Manager: None required (June 2023)	[D641] Human Resources Manager: None required (June 2023)	1	1	1	G
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	To create an efficient, effective, economic and accountable administration	Develop an annual departmental strategy for Planning and Development and submit to Portfolio Committee by 15 December 2022	No of strategies submitted to Portfolio Committee by 15 December 2022	1	Minutes of Corporate Services Portfolio Committee	Carry Over	Number	1	[D642] Manager Town Planning and Environmental Management: None required (September 2022)	[D642] Manager Town Planning and Environmental Management: None required (September 2022)	[D642] Manager Town Planning and Environmental Management: departmental strategy for Town Planning and Environmental Services was submit to Portfolio Committee. (Dec 2022)	[D642] Manager Town Planning and Environmental Management: None required (December 2022)	[D642] Manager Town Planning and Environmental Management: None required (March 2023)	[D642] Manager Town Planning and Environmental Management: None required (March 2023)	[D642] Manager Town Planning and Environmental Management: None required (June 2023)	[D642] Manager Town Planning and Environmental Management: None required (June 2023)	1	1	1	G
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	To create an efficient, effective, economic and accountable administration	Evaluate the performance of all staff with performance contracts on an annual basis according to the agreed upon performance contracts before 30 June 2023	% of performance evaluations of all staff with performance contracts according to the agreed upon performance contracts before 30 June 2023	100%	Minutes of evaluation session of each staff member with a performance contract	Last Value	Percentage	100%	[D643] Director Corporate Services: None required (September 2022)	[D643] Director Corporate Services: None required (September 2022)	[D643] Director Corporate Services: None required (December 2022)	[D643] Director Corporate Services: None required (December 2022)	[D643] Director Corporate Services: None required (March 2023)	[D643] Director Corporate Services: None required (March 2023)	[D643] Director Corporate Services: All T12 - T18 staff members were evaluated on an annual basis. Evaluations took place in 08 September 2022 and 02 March 2023, and captured on the Ignite System. (June 2023)	[D643] Director Corporate Services: None required (June 2023)	100%	100%	100%	G

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Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	To create an efficient, effective, economic and accountable administration	100% of all complaints registered on IMIS are being attended to within the Directorate and completed before the end of the month following the date on which the complaint was lodged	% of complaints registered on IMIS being attended to within the Directorate and completed before the end of the month following the date on which the complaint was lodged	100%	Minutes of Corporate Services Portfolio Committee meetings	Stand-Alone	Percentage	100%	[D645] Director Corporate Services: All complaints registered on IMIS were adhered to and reports were submitted to Corporate Portfolio Committee: * 07 September 2022 * 05 October 2022 (September 2022)	[D645] Director Corporate Services: None required (September 2022)	[D645] Director Corporate Services: All complaints registered on IMIS were adhered to and reports were submitted to Corporate Portfolio Committee: * 02 November 2022 * 07 December 2022 (December 2022)	[D645] Director Corporate Services: None required (December 2022)	[D645] Director Corporate Services: All complaints registered on IMIS were adhered to and reports were submitted to Corporate Portfolio Committee: * 08 February 2023 * 08 March 2023 (March 2023)	[D645] Director Corporate Services: None required (March 2023)	[D645] Director Corporate Services: All complaints registered on IMIS were adhered to and reports were submitted to Corporate Portfolio Committees: * 03 May 2023; and * 07 June 2023 (June 2023)	100%	100%	100%	G	
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	To create an efficient, effective, economic and accountable administration	Ensure that selection and recruitment interviews are completed for all vacancies within 3 months from date of approval of requisition and report to Corporate Services Portfolio Committee quarterly	Number of reports submitted to the Corporate Services Portfolio Committee	New KPI	Minutes of Corporate Services Portfolio Committee	Accumulative	Number	New KPI	[D646] Director Corporate Services: Reports were submitted to the following Portfolio Committees: * 07 September 2022 * 05 October 2022 (September 2022)	[D646] Director Corporate Services: None required (September 2022)	[D646] Director Corporate Services: Reports were submitted to the following Portfolio Committees: * 02 November 2022 * 07 December 2022 (December 2022)	[D646] Director Corporate Services: None required (December 2022)	[D646] Director Corporate Services: Reports were submitted to the following Portfolio Committees: * 08 March 2023 * 05 April 2023 (March 2023)	[D646] Director Corporate Services: None required (March 2023)	[D646] Director Corporate Services: Recruitment and selection reports were submitted to the following Portfolio Corporate Services Committees: * 03 May 2023; and * 07 June 2023 (June 2023)	[D646] Director Corporate Services: None required. This KPI is not necessarily SMART as a report was submitted (KPI met), but not necessarily on the completion of all vacancies within 3 months. This KPI will be rewritten and/or in future financial years. (June 2023)	4	4	4	G
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	To create an efficient, effective, economic and accountable administration	Ensure that disciplinary hearings commenced within 3 months from and submit reports to the Corporate Services Portfolio Committee quarterly	Number of reports submitted to the Corporate Services Portfolio Committee	New KPI	Minutes of Corporate Services Portfolio Committee	Accumulative	Number	New KPI	[D647] Director Corporate Services: Reports were submitted to the following Portfolio Committees: * 07 September 2022 * 05 October 2022 (September 2022)	[D647] Director Corporate Services: None required (September 2022)	[D647] Director Corporate Services: Reports were submitted to the following Portfolio Committees: * 02 November 2022 * 07 December 2022 (December 2022)	[D647] Director Corporate Services: None required (December 2022)	[D647] Director Corporate Services: Reports were submitted to the following Portfolio Committees: * 08 March 2023 * 05 April 2023 (March 2023)	[D647] Director Corporate Services: None required (March 2023)	[D647] Director Corporate Services: Disciplinary hearings reports were submitted to the following Corporate Services Portfolio Committees: * 03 May 2023; and * 07 June 2023 (June 2023)	[D647] Director Corporate Services: None required (June 2023)	4	4	4	G
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	To create an efficient, effective, economic and accountable administration	Develop a Succession Planning Policy to ensure that staff can qualify for senior positions when available and submit to Mayco by 31 March 2023	Number of Succession Planning Policies submitted to Mayco by 31 March 2023	New KPI	Minutes of Mayco	Stand-Alone	Number	New KPI	[D648] Director Corporate Services: None required (September 2022)	[D648] Director Corporate Services: None required (September 2022)	[D648] Director Corporate Services: None required (December 2022)	[D648] Director Corporate Services: None required (December 2022)	[D648] Director Corporate Services: The Succession Planning Policy was approved by the Executive Mayoral Committee on 28 March 2023. (March 2023)	[D648] Director Corporate Services: None required (March 2023)	[D648] Director Corporate Services: None required (June 2023)	[D648] Director Corporate Services: None required (June 2023)	1	1	1	G

Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	To create an efficient, effective, economic and accountable administration	Ensure that the administrative offices of Bergrivier Municipality in Piketberg, Velldrif and Porterville has fibre/wifi available subject to available budget and submit report to Corporate Services Portfolio Committee by 30 June 2023	Number of reports submitted to the Corporate Services Portfolio Committee on availability of fibre/wifi for all municipal offices before 30 June 2023	New KPI	Minutes of Corporate Services Portfolio Committee	Stand-Alone	Number	New KPI	[D649] Director Corporate Services: None required (September 2022)	[D649] Director Corporate Services: None required (September 2022)	[D649] Director Corporate Services: None required (December 2022)	[D649] Director Corporate Services: None required (December 2022)	[D649] Director Corporate Services: None required (March 2023)	[D649] Director Corporate Services: None required (March 2023)	[D649] Director Corporate Services: A report was submitted to the Corporate Services Committee on the 07 June 2023. (June 2023)	[D649] Director Corporate Services: None required (June 2023)	1	1	1	G
Technical Services	Strengthen Financial Sustainability and further enhance Good Governance	To create an efficient, effective, economic and accountable administration	100% of all complaints registered on IMIS are being attended to within the Directorate and completed before the end of the month following the date on which the complaint was lodged based on clients service charter.	% of complaints registered on IMIS being attended to within the Directorate and completed before the end of the month following the date on which the complaint was lodged	100%	Minutes of Technical Portfolio Committee	Stand-Alone	Percentage	86.98 %			[D659] Director: Technical Services: Target achieved (December 2022)		[D659] Director: Technical Services: Target Met - Minutes provided on meeting with IMIS reports (March 2023)		[D659] Director: Technical Services: Target met. Any outstanding complaints are being discussed at the monthly Portfolio Committee meeting as well as the Directors meeting on a monthly basis. Some outstanding complaints cannot be addressed within the month of the complaint. (June 2023)	[D659] Director: Technical Services: None (June 2023)	100%	100%	100%	G
Technical Services	Strengthen Financial Sustainability and further enhance Good Governance	To communicate effectively with the public	Revision of the technical functions in the Blackout plan and submit to Technical Portfolio Committee by 30 June 2023	Number of revisions of the technical functions in the Blackout Plan and submit to Technical Portfolio Committee by 30 June 2023	1	Minutes of Technical Portfolio Committee	Carry Over	Number	1							[D660] Director: Technical Services: Target met (June 2023)	[D660] Director: Technical Services: None required (June 2023)	1	1	1	G
Technical Services	Strengthen Financial Sustainability and further enhance Good Governance	To provide a transparent, ethical and corruption free municipality	Develop a culture of zero tolerance to corruption and dishonesty by the efficient completion of disciplinary steps in terms of the Anti-Fraud and Corruption Policy	% of transgressions initiated in terms of the Anti-Fraud and Corruption Policy	100%	Quarterly reports to Portfolio Committee or EMC when applicable	Stand-Alone	Percentage	100%			[D665] Director: Technical Services: Target achieved - Monthly Report (December 2022)		[D665] Director: Technical Services: Target Met - Minutes provided on Monthly Report discussion of Disciplinary Actions (March 2023)		[D665] Director: Technical Services: Target met (June 2023)	[D665] Director: Technical Services: None required (June 2023)	100%	100%	100%	G

Technical Services	Strengthen Financial Sustainability and further enhance Good Governance	To provide a transparent, ethical and corruption free municipality	Ensure the development of staff in terms of training and development, succession planning and career path development and submit reports to the Technical Portfolio Committee	Number of reports submitted to the Technical Portfolio Committee on the development of staff in terms of training and development, succession planning and career path development.	New KPI	Minutes of Technical Portfolio Committee	Stand-Alone	Number	New KPI									1	1	1	G
Technical Services	Strengthen Financial Sustainability and further enhance Good Governance	To provide a transparent, ethical and corruption free municipality	Ensure that service delivery standards in terms of the Client Service Charter are adhere to and reports submitted to the Technical Portfolio Committee	Number of reports submitted to the Technical Portfolio Committee on the service delivery standards in terms of the Client Service Charter	New KPI	Minutes of Technical Portfolio Committee	Accumulative	Number	New KPI	[D667] Director: Technical Services: Target met (September 2022)	[D667] Director: Technical Services: Two meetings scheduled for the term (September 2022)	[D667] Director: Technical Services: Target achieved - Monthly report submitted to Portfolio Committee (December 2022)		[D667] Director: Technical Services: Target not Met - Committee meeting not scheduled in January but meetings held in February and March. (March 2023)	[D667] Director: Technical Services: Ensure monthly reports is submitted to Portfolio Committee meetings (March 2023)	[D667] Director: Technical Services: Target not met (June 2023)	[D667] Director: Technical Services: The target is 12 meetings, however only 10 meetings were scheduled for the 22/23 financial year. 10 meetings were attended and information submitted. (June 2023)	12	12	10	O
Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	To budget strategically	Improve the net debt collection period by 30 June 2023	Number of outstanding debtor days by 30 June 2023	120	Annual Financial Statements , supported by figures as per the VESTA financial system	Reverse Last Value	Number	69.34	[D668] Accountant: Credit Control: Not applicable (September 2022)	[D668] Accountant: Credit Control: Not applicable (September 2022)	[D668] Accountant: Credit Control: Not applicable (December 2022)	[D668] Accountant: Credit Control: Not applicable (December 2022)	[D668] Accountant: Credit Control: Not applicable (March 2023)	[D668] Accountant: Credit Control: Not applicable (March 2023)	[D668] Accountant: Credit Control: Debt collection was improved as required (June 2023)	[D668] Accountant: Credit Control: The unit of measurement was changed to reverse last value from value due to a technical error. No corrective measures therefore required. (June 2023)	110	110	86.90	B

Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	To grow and diversify our revenue and ensure value for money-services	Monitor virements in the operational budget in accordance with the MFMA to enable efficient and effective service delivery and submit reports to the Finance Portfolio Committee on a quarterly basis	Number of reports submitted to the Finance Portfolio Committee to monitor virements in the operational budget in accordance with the MFMA to enable efficient and effective service delivery	4	Minutes of the following Finance Portfolio Committee	Accumulative	Number	4	[D669] Head: Assets & Supply Chain Management: Monitor virements in the operational budget in accordance with the MFMA to enable efficient and effective service delivery and submit reports to the Finance Portfolio Committee on a quarterly basis [TL45] (September 2022)	[D669] Head: Assets & Supply Chain Management: None (September 2022)	[D669] Head: Assets & Supply Chain Management: none required (November 2022) [D669] Head: Assets & Supply Chain Management: Monitor virements in the operational budget in accordance with the MFMA to enable efficient and effective service delivery and submit reports to the Finance Portfolio Committee on a quarterly basis [TL45] (December 2022)	[D669] Head: Assets & Supply Chain Management: none required (November 2022) [D669] Head: Assets & Supply Chain Management: none required (December 2022)	[D669] Head: Assets & Supply Chain Management: none required (February 2023) [D669] Head: Assets & Supply Chain Management: Monitor virements in the operational budget in accordance with the MFMA to enable efficient and effective service delivery and submit reports to the Finance Portfolio Committee on a quarterly basis [TL45] (March 2023)	[D669] Head: Assets & Supply Chain Management: none required (February 2023) [D669] Head: Assets & Supply Chain Management: none required (March 2023)	[D669] Head: Assets & Supply Chain Management: none required (April 2023) [D669] Head: Assets & Supply Chain Management: none required (May 2023) [D669] Head: Assets & Supply Chain Management: Monitor virements in the operational budget in accordance with the MFMA to enable efficient and effective service delivery and submit reports to the Finance Portfolio Committee on a quarterly basis [TL45] (June 2023)	[D669] Head: Assets & Supply Chain Management: none required (April 2023) [D669] Head: Assets & Supply Chain Management: none required (May 2023) [D669] Head: Assets & Supply Chain Management: none required (June 2023)	4	4	4	G
Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	To grow and diversify our revenue and ensure value for money-services	Conduct 1 series of workshops in the 3 major towns to business on compliance with municipal SCM regulation requirements to promote business opportunities in Bergrivier Municipal Area through the municipal budget by 31 December 2022	Number of series of workshops conducted to businesses on compliance with SCM regulation requirements by 31 December 2022	1	Attendance register of workshops conducted	Carry Over	Number	1		[D670] Head: Assets & Supply Chain Management: none required (Nov 2022)[D670] Head: Assets & Supply Chain Management: Conduct 1 series of workshops in the 3 major towns to business on compliance with municipal SCM regulation requirements to promote business opportunities in Bergrivier Municipal Area through the municipal budget by 31 Dec 2022 [TL46] (Dec 2022)	[D670] Head: Assets & Supply Chain Management: none required (November 2022)[D670] Head: Assets & Supply Chain Management: none required (December 2022)	[D670] Head: Assets & Supply Chain Management: none required (February 2023)[D670] Head: Assets & Supply Chain Management: none required (March 2023)	[D670] Head: Assets & Supply Chain Management: none required (February 2023)[D670] Head: Assets & Supply Chain Management: none required (March 2023)	[D670] Head: Assets & Supply Chain Management: none required (May 2023)[D670] Head: Assets & Supply Chain Management: none required (June 2023)	[D670] Head: Assets & Supply Chain Management: none required (May 2023)[D670] Head: Assets & Supply Chain Management: none required (June 2023)	1	1	1	G	

Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	To grow and diversify our revenue and ensure value for money-services	Draft and submit a write-off of irrecoverable debt policy and submit to Mayoral Committee and Council- for consideration before end of March 2023	Number of policies drafted and submitted for the writing off of irrecoverable debt to Mayco and Council before end of March 2023	2	Minutes of Mayco and Council Meeting	Accumulative	Number	2			[D671] Manager: Income: The Finance Portfolio Committee resolved that no further write-offs will be considered before the Bad Debt write-off policy is approved. The write-off policy was workshopped with the Finance Portfolio Committee and will be tabled for approval in February 2023 after which the report for the writing off of irrecoverable debt will be tabled. It should be noted that a report was tabled to the Portfolio Committee during October 2022. (December 2022)	[D671] Manager: Income: The Finance Portfolio Committee resolved that no further write-offs will be considered before the Bad Debt write-off policy is approved. The write-off policy was workshopped with the Finance Portfolio Committee and will be tabled for approval in February 2023 after which the report for the writing off of irrecoverable debt will be tabled. It should be noted that a report was tabled to the Portfolio Committee during Oct 2022. (Dec 2022)	[D671] Manager: Income: Policies drafted and submitted for the writing off of irrecoverable debt to Mayoral Committee and Council (March 2023)	[D671] Manager: Income: Not necessary (March 2023)	[D671] Manager: Income: Target was changed during adjustment due to policy to be developed first. (June 2023)		2	1	1	G	
Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	To grow and diversify our revenue and ensure value for money-services	Achieve a payment percentage of 96 % as at 30 June 2023 ((Gross Debtors Closing Balance + Billed Revenue - Gross Debtors Opening Balance - Bad Debts Written Off)/Billed Revenue) x 100)	Payment % as at 30 June 2023 ((Gross Debtors Closing Balance + Billed Revenue - Gross Debtors Opening Balance - Bad Debts Written Off) /Billed Revenue) x 100)	96%	Minutes of the following Finance Portfolio Committee	Last Value	Percentage	100.08%	[D672] Accountant: Credit Control: Achieved (September 2022)	[D672] Accountant: Credit Control: Not necessary (September 2022)	[D672] Accountant: Credit Control: Payment rate report (December 2022)	[D672] Accountant: Credit Control: Not necessary (December 2022)	[D672] Accountant: Credit Control: Payment rate report (March 2023)	[D672] Accountant: Credit Control: Not necessary (March 2023)	[D672] Accountant: Credit Control: Payment rate report (May 2023) [D672] Accountant: Credit Control: Target almost achieved, but due to economic circumstances, customers have less income to pay all obligations. (June 2023)	[D672] Accountant: Credit Control: Target almost achieved. Revenue enhancement strategy to be implemented further in 2023/24 to achieve a higher payment rate. (June 2023)		96%	96%	95.64%	O



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Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	To provide a transparent, ethical and corruption free municipality	Develop a culture of zero tolerance to corruption and dishonesty by the efficient completion of disciplinary steps in terms of the Anti Fraud and Corruption Policy .	% of identified transgressions initiated in terms of the Anti-Fraud and Corruption Policy	100%	Quarterly reports to Portfolio Committee or EMC when applicable	Stand-Alone	Percentage	100%	[D673] Director: Financial Services: None required (July 2022)[D673] Director: Financial Services: None required (August 2022)[D673] Director: Financial Services: Develop a culture of zero tolerance to corruption and dishonesty by the efficient completion of disciplinary steps in terms of the Anti Fraud and Corruption Policy . (September 2022)	[D673] Director: Financial Services: None required (July 2022)[D673] Director: Financial Services: None required (August 2022)[D673] Director: Financial Services: None required (September 2022)	[D673] Director: Financial Services: Develop a culture of zero tolerance to corruption and dishonesty by the efficient completion of disciplinary steps in terms of the Anti-Fraud and Corruption Policy . (December 2022)	[D673] Director: Financial Services: None required (December 2022)	[D673] Director: Financial Services: Develop a culture of zero tolerance to corruption and dishonesty by the efficient completion of disciplinary steps in terms of the Anti Fraud and Corruption Policy . [TL49] (March 2023)	[D673] Director: Financial Services: None required (May 2023)[D673] Director: Financial Services: Develop a culture of zero tolerance to corruption and dishonesty by the efficient completion of disciplinary steps in terms of the Anti Fraud and Corruption Policy . [TL49] (June 2023)	[D673] Director: Financial Services: None required (May 2023)[D673] Director: Financial Services: None required (June 2023)	100%	100%	100%	G	
Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	To create an efficient, effective, economic and accountable administration	Evaluate the performance of all staff with performance contracts on an annual basis according to the agreed upon performance contracts before 30 June 2023	% of performance evaluations of all staff with performance contracts according to the agreed upon performance contracts before 30 June 2023	100%	System generated evaluation report of evaluation session of each staff member with a performance contract	Last Value	Percentage	100%	[D674] Director: Financial Services: None required (September 2022)	[D674] Director: Financial Services: None required (September 2022)		[D674] Director: Financial Services: None required (March 2023)	[D674] Director: Financial Services: None required (March 2023)	[D674] Director: Financial Services: None required (April 2023) [D674] Director: Financial Services: None required (May 2023) [D674] Director: Financial Services: Evaluate the performance of all staff with performance contracts on an annual basis according to the agreed upon performance contracts before 30 June 2023 [TL50] (June 2023)	[D674] Director: Financial Services: None required (April 2023) [D674] Director: Financial Services: None required (May 2023) [D674] Director: Financial Services: None required (June 2023)	100%	100%	100%	G	
Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	To grow and diversify our revenue and ensure value for money-services	Implement the approved Revenue Enhancement strategy to improve revenue generation and collection and submit quarterly reports to the Finance Portfolio Committee	Number of reports submitted to Finance Portfolio committee on the implementation of the approved Revenue Enhancement strategy	4	Minutes of the following Finance Portfolio Committee Meeting	Accumulative	Number	4	[D675] Manager: Income: Report (September 2022)	[D675] Manager: Income: Not necessary (September 2022)	[D675] Manager: Income: Report submitted (December 2022)	[D675] Manager: Income: Not necessary (December 2022)	[D675] Manager: Income: Report submitted (March 2023)	[D675] Manager: Income: Not necessary (March 2023)	[D675] Manager: Income: Report submitted (June 2023)	[D675] Manager: Income: Not necessary (June 2023)	4	4	4	G

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Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	To create an efficient, effective, economic and accountable administration	100% of all complaints registered are being attended to within the Directorate and completed before the end of the month following the date on which the complaint was lodged	% of complaints registered being attended to within the Directorate and completed before the end of the month following the date on which the complaint was lodged	100%	Minutes of following Financial Portfolio Committee	Stand-Alone	Percentage	100%	[D676] Director: Financial Services: None required (August 2022)[D676] Director: Financial Services: % of complaints registered being attended to within the Directorate and completed before the end of the month following the date on which the complaint was lodged (September 2022)	[D676] Director: Financial Services: None required (August 2022)[D676] Director: Financial Services: None required (September 2022)	[D676] Director: Financial Services: % of complaints registered being attended to within the Directorate and completed before the end of the month following the date on which the complaint was lodged (December 2022)	[D676] Director: Financial Services: None required (December 2022)	[D676] Director: Financial Services: 100% of all complaints registered are being attended to within the Directorate and completed before the end of the month following the date on which the complaint was lodged [TL52] (March 2023)	[D676] Director: Financial Services: None required (March 2023)	[D676] Director: Financial Services: None required (May 2023)[D676] Director: Financial Services: 100% of all complaints registered are being attended to within the Directorate and completed before the end of the month following the date on which the complaint was lodged [TL52] (June 2023)	[D676] Director: Financial Services: None required (May 2023)[D676] Director: Financial Services: None required (June 2023)	100%	100%	100%	G
Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	To create an efficient, effective, economic and accountable administration	Ensure that all complaints about municipal accounts and related services are submitted through the IMIS system and report to the Finance Portfolio Committee on a quarterly basis	Number of reports submitted to Finance Portfolio Committee on complaints about municipal accounts and related services submitted through IMIS	New KPI	Minutes of Finance Portfolio Committee	Accumulative	Number	New KPI	[D677] Director: Financial Services: None required (August 2022) [D677] Director: Financial Services: IMIS report (September 2022)	[D677] Director: Financial Services: None required (August 2022) [D677] Director: Financial Services: None required (September 2022)	[D677] Director: Financial Services: Number of reports submitted to Finance Portfolio Committee on complaints about municipal accounts and related services submitted through IMIS (December 2022)	[D677] Director: Financial Services: None required (December 2022)	[D677] Director: Financial Services: Ensure that all complaints about municipal accounts and related services are submitted through the IMIS system and report to the Finance Portfolio Committee on a quarterly basis [TL53] (March 2023)	[D677] Director: Financial Services: None required (May 2023) [D677] Director: Financial Services: Ensure that all complaints about municipal accounts and related services are submitted through the IMIS system and report to the Finance Portfolio Committee on a quarterly basis [TL53] (June 2023)	[D677] Director: Financial Services: None required (May 2023) [D677] Director: Financial Services: None required (June 2023)	[D677] Director: Financial Services: None required (May 2023) [D677] Director: Financial Services: None required (June 2023)	4	4	4	G
Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	To create an efficient, effective, economic and accountable administration	Facilitate quarterly feedback on the Procurement Plan for the 2022/2023 financial year by all Directorates and submit a quarterly report to the Finance Portfolio Committee	Number of feedback reports on the Procurement Plan submitted to the Finance Portfolio Committee	New KPI	Minutes of Finance Portfolio Committee	Accumulative	Number	New KPI	[D678] Director: Financial Services: Number of feedback reports on the Procurement Plan submitted to the Finance Portfolio Committee (September 2022)	[D678] Director: Financial Services: None required (September 2022)	[D678] Director: Financial Services: Number of feedback reports on the Procurement Plan submitted to the Finance Portfolio Committee (December 2022)	[D678] Director: Financial Services: None required (December 2022)	[D678] Director: Financial Services: Facilitate quarterly feedback on the Procurement Plan for the 2022/2023 financial year by all Directorates and submit a quarterly report to the Finance Portfolio Committee [TL54] (March 2023)	[D678] Director: Financial Services: None required (May 2023) [D678] Director: Financial Services: Facilitate quarterly feedback on the Procurement Plan for the 2022/2023 financial year by all Directorates and submit a quarterly report to the Finance Portfolio Committee [TL54] (June 2023)	[D678] Director: Financial Services: None required (May 2023) [D678] Director: Financial Services: None required (June 2023)	[D678] Director: Financial Services: None required (May 2023) [D678] Director: Financial Services: None required (June 2023)	4	4	4	G

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Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	To create an efficient, effective, economic and accountable administration	Conduct an annual roadshow by May 2023 in each town for indigents, with specific attention to the pensioners and submit report to Finance Portfolio Committee	Number of annual roadshows conducted by May 2023	New KPI	Minutes of Finance Portfolio Committee	Stand-Alone	Number	New KPI	[D679] Director: Financial Services: None required (September 2022)	[D679] Director: Financial Services: None required (September 2022)	[D679] Director: Financial Services: None required (December 2022)	[D679] Director: Financial Services: None required (December 2022)	[D679] Director: Financial Services: None required (March 2023)	[D679] Director: Financial Services: None required (March 2023)	[D679] Director: Financial Services: None required (April 2023) [D679] Director: Financial Services: None required (May 2023) [D679] Director: Financial Services: Conduct an annual roadshow by May 2023 in each town for indigents, with specific attention to the pensioners and submit report to Finance Portfolio Committee [TL55] (June 2023)	[D679] Director: Financial Services: None required (April 2023) [D679] Director: Financial Services: None required (May 2023) [D679] Director: Financial Services: None required (June 2023)	1	1	1	G
Council	Strengthen Financial Sustainability and further enhance Good Governance	To budget strategically	Number of formal households that receive piped water (credit & pre-paid water) that is connected to the municipal water infrastructure network as at 30 June 2023	Number of households which are billed for water or have prepaid meters as at 30 June 2023	9 117	Debtors Accrual Report extracted from VESTA Financial System	Last Value	Number	9763	[D680] Manager: Income: Not applicable (September 2022)	[D680] Manager: Income: Not applicable (September 2022)	[D680] Manager: Income: Not applicable (December 2022)	[D680] Manager: Income: Not applicable (December 2022)	[D680] Manager: Income: Not applicable (March 2023)	[D680] Manager: Income: Not applicable (March 2023)	[D680] Manager: Income: Phoenix Billing report (June 2023)	[D680] Manager: Income: Number of households exceed the target (June 2023)	9 117	9 117	9 979	G 2
Council	Strengthen Financial Sustainability and further enhance Good Governance	To budget strategically	Number of formal households connected to the municipal electrical infrastructure network (credit & prepaid electrical metering) (Excl Eskom areas) at 30 June 2023	Number of households billed for electricity or have prepaid meters (Excl Eskom areas) at 30 June 2023 ( Contour + Active meters)	9 484	Debtors Accrual Report from VESTA Financial System & CONTOUR pre-paid monthly electricity report (Contour + Active meters)	Last Value	Number	9697	[D681] Manager: Income: Not applicable (September 2022)	[D681] Manager: Income: Not applicable (September 2022)	[D681] Manager: Income: Not applicable (December 2022)	[D681] Manager: Income: Not applicable (December 2022)	[D681] Manager: Income: Not applicable (March 2023)	[D681] Manager: Income: Not applicable (March 2023)	[D681] Manager: Income: Phoenix Billing report + Contour Active meter report (June 2023)	[D681] Manager: Income: Number of households exceed the target (June 2023)	9 484	9 484	10 726	G 2

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Council	Strengthen Financial Sustainability and further enhance Good Governance	To budget strategically	Number of formal households connected to the municipal wastewater sanitation/ sewerage network for sewerage service, irrespective of number of water closets (toilets) at 30 June 2023	Number of households which are billed for sewerage at 30 June 2023	7 423	Debtors Accrual Report extracted from VESTA Financial System	Last Value	Number	7751	[D682] Manager: Income: Not applicable (September 2022)	[D682] Manager: Income: Not applicable (September 2022)	[D682] Manager: Income: Not applicable (December 2022)	[D682] Manager: Income: Not applicable (December 2022)	[D682] Manager: Income: Not applicable (March 2023)	[D682] Manager: Income: Not applicable (March 2023)	[D682] Manager: Income: Phoenix Billing report (June 2023)	[D682] Manager: Income: Number of households exceed the target (June 2023)	7 423	7 423	8 009	G 2
Council	Strengthen Financial Sustainability and further enhance Good	To budget strategically	Number of formal households for which refuse is removed once per week at 30 June 2023	Number of households which are billed for refuse removal at 30 June 2023	9 573	Debtors Accrual Report extracted from VESTA Financial System	Last Value	Number	9876	[D683] Manager: Income: Not applicable (September 2022)	[D683] Manager: Income: Not applicable (September 2022)	[D683] Manager: Income: Not applicable (December 2022)	[D683] Manager: Income: Not applicable (December 2022)	[D683] Manager: Income: Not applicable (March 2023)	[D683] Manager: Income: Not applicable (March 2023)	[D683] Manager: Income: Phoenix Billing report (June 2023)	[D683] Manager: Income: Number of households exceed the target (June 2023)	9 573	9 573	10 097	G 2
Council	Strengthen Financial Sustainability and further enhance	To alleviate poverty	Provide free basic water to indigent households	Number of households receiving free basic water	1 702	Indigent Report extracted from Vesta Financial System	Last Value	Number	1916	[D684] Manager: Income: Not applicable (September 2022)	[D684] Manager: Income: Not applicable (September 2022)	[D684] Manager: Income: Not applicable (December 2022)	[D684] Manager: Income: Not applicable (December 2022)	[D684] Manager: Income: Not applicable (March 2023)	[D684] Manager: Income: Not applicable (March 2023)	[D684] Manager: Income: Phoenix Billing report (June 2023)	[D684] Manager: Income: Number of households exceed the target (June 2023)	1 702	1 702	1 898	G 2
Council	Strengthen Financial Sustainability and further enhance Good Governance	To alleviate poverty	Provide free basic electricity to indigent households	Number of households receiving free basic electricity	1 800	Indigent Report extracted from Vesta Financial System & CONTOUR pre-paid monthly electricity report	Last Value	Number	1891	[D685] Manager: Income: Not applicable (September 2022)	[D685] Manager: Income: Not applicable (September 2022)	[D685] Manager: Income: Not applicable (December 2022)	[D685] Manager: Income: Not applicable (December 2022)	[D685] Manager: Income: Not applicable (March 2023)	[D685] Manager: Income: Not applicable (March 2023)	[D685] Manager: Income: Phoenix Billing report (June 2023)	[D685] Manager: Income: Number of households exceed the target (June 2023)	1 800	1 800	1 983	G 2
Council	Strengthen Financial Sustainability and further enhance	To alleviate poverty	Provide free basic sanitation to indigent households	Number of households receiving free basic sanitation	1 502	Indigent Report extracted from Vesta Financial System	Last Value	Number	1709	[D686] Manager: Income: Not applicable (September 2022)	[D686] Manager: Income: Not applicable (September 2022)	[D686] Manager: Income: Not applicable (December 2022)	[D686] Manager: Income: Not applicable (December 2022)	[D686] Manager: Income: Not applicable (March 2023)	[D686] Manager: Income: Not applicable (March 2023)	[D686] Manager: Income: Phoenix Billing report (June 2023)	[D686] Manager: Income: Number of households exceed the target (June 2023)	1 502	1 502	1 695	G 2
Council	Strengthen Financial Sustainability and further enhance	To alleviate poverty	Provide free basic refuse removal to indigent households	Number of households receiving free basic refuse removal	1 706	Indigent Report extracted from Vesta Financial System	Last Value	Number	1920	[D687] Manager: Income: Not applicable (September 2022)	[D687] Manager: Income: Not applicable (September 2022)	[D687] Manager: Income: Not applicable (December 2022)	[D687] Manager: Income: Not applicable (December 2022)	[D687] Manager: Income: Not applicable (March 2023)	[D687] Manager: Income: Not applicable (March 2023)	[D687] Manager: Income: Phoenix Billing report (June 2023)	[D687] Manager: Income: Number of households exceed the target (June 2023)	1 706	1 706	1 902	G 2

Council	Strengthen Financial Sustainability and further enhance Good Governance	To budget strategically	Financial viability measured into municipality's ability to meet its service debt obligations as at 30 June 2023 (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant)	Debt to Revenue as at 30 June 2023 (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant)	26%	Annual Financial Statements , supported by figures as per the VESTA financial system	Reverse Last Value	Percentage	18.30 %							[D688] Manager: Budget and Treasury Office: Debt to Revenue as at 30 June 2023 (June 2023)	[D688] Manager: Budget and Treasury Office: preliminary figures are used and can only be updated after the financial statements are prepared. This target must change to September each year. The unit of measurement was changed due to a technical error from last value to reverse last value (June 2023)	26%	26%	23.20 %	B
Council	Strengthen Financial Sustainability and further enhance Good Governance	To budget strategically	Financial viability measured in terms of outstanding service debtors as at 30 June 2023 (Total outstanding service debtors/ revenue received for services)	Service debtors to revenue as at 30 June 2023 - (Total outstanding service debtors/ revenue received for services)	36%	Annual Financial Statements , supported by figures as per the VESTA financial system	Reverse Last Value	Percentage	25.82 %							[D689] Manager: Budget and Treasury Office: preliminary figures (June 2023)	[D689] Manager: Budget and Treasury Office: none required (June 2023)	36%	36%	28.66 %	B
Council	Strengthen Financial Sustainability and further enhance Good Governance	To budget strategically	Financial viability measured in terms of available cash to cover fixed operating expenditure as at 30 June 2023 ((Cash and Cash Equivalents - Unspent Conditional Grants – Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excl (Depreciation, Amortisation, & Provision for Bad Debts, Impairment & Loss on Disposal of Assets))	Cost coverage as at 30 June 2023 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excl (Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets))	2,6	Annual Financial Statements , supported by figures as per the VESTA financial system	Last Value	Number	4.44							[D690] Manager: Budget and Treasury Office: Cost coverage as at 30 June 2023 (June 2023)	[D690] Manager: Budget and Treasury Office: none required (June 2023)	2.60	2.60	5.46	B

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Community Services	Strengthen Financial Sustainability and further enhance Good Governance	To budget strategically, grow and diversify our revenue and ensure value for money- services	Collect 95% of budgeted income by 30 June 2023 for resorts (Excl budgeted debt provision): (Actual amount collected /total amount budgeted)x100]	% of budgeted income for resorts collected by 30 June 2023	95%	Detailed Excel Capital Report & Trial Balance from VESTA	Last Value	Percentage	95.47 %	[D693] Director Community Services: Budget - R 5 420 000.00 Income - R 1 606 174.79 The target was 10% but we achieved 29.63%. (September 2022)	[D693] Director Community Services: No Corrective actions are needed. (September 2022)	[D693] Director Community Services: Budget - R 5 420 000.00 Income - R 3 444 294.23 The target was 35% but we achieved 63.55%. (December 2022)	[D693] Director Community Services: No Corrective actions are needed. (December 2022)	[D693] Director Community Services: Budget - R 5 084 000.00 Income - R 4 743 824.75 The target was 55% but we achieved 93.31%. (March 2023)	[D693] Director Community Services: No Corrective actions are needed. (March 2023)	[D693] Director Community Services: Budget - R 5 084 000.00 Income - R 5 604 147.00 The target was 95% but we achieved 110.23%. (June 2023)	[D693] Director Community Services: No Corrective actions are needed. (June 2023)	95%	95%	110.23%	G 2
Community Services	Strengthen Financial Sustainability and further enhance Good Governance	To provide a transparent, ethical and corruption free municipality	Develop a culture of zero tolerance to corruption and dis-honesty by the efficient completion of disciplinary steps in terms of the Anti Fraud and Corruption Policy .	% of transgressions initiated in terms of the Anti-Fraud and Corruption Policy	100%	Quarterly reports to Portfolio Committee or EMC when applicable	Stand-Alone	Percentage	100%	[D694] Director Community Services: No incidents happened in the Directorate Community Services. (September 2022)	[D694] Director Community Services: No Corrective actions are needed. (September 2022)	[D694] Director Community Services: No incidents happened in the Directorate Community Services. (December 2022)	[D694] Director Community Services: No Corrective actions are needed. (December 2022)	[D694] Director Community Services: No incidents happened in the Directorate Community Services. (March 2023)	[D694] Director Community Services: No Corrective actions are needed. (March 2023)	[D694] Director Community Services: No incidents happened in the Directorate Community Services. (June 2023)	[D694] Director Community Services: No Corrective actions are needed. (June 2023)	100%	100%	100%	G

Community Services	Strengthen Financial Sustainability and further enhance Good Governance	To budget strategically	% of Capital budget spent as at 30 June 2023 : (Actual amount spent on capital projects/Total amount budgeted for capital projects) X100]	% of Capital budget spent as at 30 June 2023 : (Actual amount spent on capital projects/Total amount budgeted for capital projects) X100]	95%	Detailed Excel Capital Report & Trial Balance from VESTA	Carry Over	Percentage	94.04 %	[D700] Director Community Services: Budget - R 8 910 000.00 Expenditure - R 1 784 761.82 The target was 15% but we achieved 20.03%. (September 2022)	[D700] Director Community Services: No Corrective actions are needed. (September 2022)	[D700] Director Community Services: Budget R9 183 400,00 Expenditure R2 244 949,95 (December 2022)	[D700] Director Community Services: Although actual spending is only 24,45%, the committed expenditure amounts to 54,75%. In addition, an order was issued for 2 vehicles, however these could not be delivered by the suppliers in December 2022, and will only be delivered in early 2023. The appointment of the consultant who will do the project management for a number of our biggest capital projects was finalized in December 2022. This will enable us to still complete our projects by the due dates for the current financial year. (December 2022)	[D700] Director Community Services: Budget R 9 146 400,00 Expenditure R 2 794 517,46 (March 2023)	[D700] Director Community Services: The actual spending is only 30.55%, and the committed expenditure (including shadow cost) amounts to 76.72%. All vehicles purchased are on order and will be delivered by the suppliers by end of May 2023. Engineers was appointed to do the project management of a few infrastructure projects and those projects will be completed by the end of June 2023. Smaller projects will be completed by the end of April 2023 (example, the Piketberg Cemetery Fencing, Ride-on Lawnmowers etc) (March 2023)	[D700] Director Community Services: Budget R8 978 143.00 Expenditure R8 501 930.07 (June 2023)	[D700] Director Community Services: At least 3 projects could not be done in the financial year, since the tender amounts were higher than the available funding. In addition some projects started late, since a consultant first had to be appointed. The implementation of another project was delayed, since the heritage approval first had to be secured, and the buildings plans had to be approved. Finally, the capacity to implement capital projects in the Directorate is severely compromised, due to resource constraints. A serious reconsideration about this is needed, since construction projects are forced upon us, whilst it properly belongs to the Project Management Unit in the Directorate Technical Services. Discussions will be held at Directors meeting in order to determine the responsibility with regards to project	95%	95%	94.70 %	0
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Community Services	Strengthen Financial Sustainability and further enhance Good Governance	To create an efficient, effective, economic and accountable administration	Conduct a backyarders survey in all towns and submit to Community Services Portfolio Committee by 31 December 2022	Number of surveys conducted and report submitted to Community Services Portfolio Committee by 31 December 2022	New KPI	Minutes of Community Services Portfolio Committee	Stand-Alone	Number	New KPI			[D706] Director Community Services: The backyarders survey was submitted to the Community Services Portfolio committee on 6 December 2022. (December 2022)	[D706] Director Community Services: No Corrective actions are needed. (December 2022)						1	1	1	G	
Community Services	Strengthen Financial Sustainability and further enhance Good Governance	To budget strategically	Submit four (4) business plans to external stakeholders to obtain external funding by 30 June 2023	Number of business plans submitted to external stakeholders to obtain external funding by 30 June 2023	New KPI	Copy of applications submitted	Accumulative	Number	New KPI			[D707] Director Community Services: Three PID applications were submitted to the Department of Human Settlements in October 2022: St Christopher Street; Sand Street; The Haven. (October 2022) [D707] Director Community Services: Two applications were submitted as follows; One to the Department of Cultural Affairs and Sport for sport infrastructure funding. One to the Western Cape Department of Community Safety for a Fire Services Capacity Building Grant. (Dec2022)	[D707] Director Community Services: No Corrective actions are needed. (October 2022) [D707] Director Community Services: No Corrective actions are needed. (December 2022)	[D707] Director Community Services: Two applications were submitted to the Department of Community Safety on 17 January 2023: Control Room Operators; Patrol Vehicles. (January 2023) [D707] Director Community Services: One PID application regarding land purchase (Deezehoek Piketberg) were submitted to the Department of Human Settlements in February 2023. (February 2023)	[D707] Director Community Services: No Corrective actions are needed. (January 2023) [D707] Director Community Services: No Corrective actions are needed. (February 2023)	[D707] Director Community Services: No business plan was submitted. (June 2023)	[D707] Director Community Services: Was not required to submit any business plans because all the required business plans was submitted on the following dates: 1. 21 October 2022 2. 17 January 2023 3. 28 February 2023 (June 2023)			4	4	8	B

**Summary of Results: Strengthen Financial Sustainability and further enhance Good Governance**

N/A	KPI Not Yet Applicable	0
R	KPI Not Met	1
O	KPI Almost Met	4
G	KPI Met	37
G2	KPI Well Met	11
B	KPI Extremely Well Met	6
<b>Total KPIs</b>		<b>59</b>

**Sustainable and inclusive living environment**

Responsible Directorate	Strategic Goal	Strategic Objective	KPI Name	Description of Unit of Measurement	Baseline	Source of Evidence	Calculation Type	Target Type	Past Year Performance	Quarter ending September 2022	Quarter ending December 2022	Quarter ending March 2023	Quarter ending June 2023	Overall Performance for Quarter ending September 2022 to Quarter ending June 2023
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										Performance Comment	Corrective Measures	Performance Comment	Corrective Measures	Performance Comment	Corrective Measures	Performance Comment	Corrective Measures	Original Target	Target	Actual	R
Corporate Services	Sustainable and inclusive living environment	To conserve and manage the natural environment and mitigate the impacts of climate change	Ensure public environmental awareness and education	Number of reports submitted to the Portfolio Committee regarding environmental education conducted with the public	New KPI	Minutes of Corporate Services Portfolio Committee	Carry Over	Number	1	[D644] Manager Town Planning and Environmental Management: None required (September 2022)	[D644] Manager Town Planning and Environmental Management: None required (September 2022)	[D644] Manager Town Planning and Environmental Management: Public environmental awareness and education was reported to the Portfolio Committee as part of the Departmental monthly report. (December 2022)	[D644] Manager Town Planning and Environmental Management: None required (December 2022)	[D644] Manager Town Planning and Environmental Management: None required (March 2023)	[D644] Manager Town Planning and Environmental Management: None required (March 2023)	[D644] Manager Town Planning and Environmental Management: Public environmental awareness and education was reported to the Portfolio Committee as part of the Departmental monthly report. (June 2023)	[D644] Manager Town Planning and Environmental Management: None required (June 2023)	1	1	1	G

Summary of Results: Sustainable and inclusive living environment

N/A	KPI Not Yet Applicable	0
R	KPI Not Met	0
O	KPI Almost Met	0
G	KPI Met	1
G2	KPI Well Met	0
B	KPI Extremely Well Met	0
	<b>Total KPI</b>	<b>1</b>

Sustainable Service Delivery

Responsible Directorate	Strategic Goal	Strategic Objective	KPI Name	Description of Unit of Measurement	Baseline	Source of Evidence	Calculation Type	Target Type	Past Year Performance	Overall Performance for Quarter ending September 2022 to Quarter ending June 2023				Original Target	Target	Actual	R		
										Quarter ending September 2022	Quarter ending December 2022	Quarter ending March 2023	Quarter ending June 2023						
										Performance Comment	Corrective Measures	Performance Comment	Corrective Measures	Performance Comment	Corrective Measures				

Technical Services	Sustainable Service Delivery	To develop and provide sustainable bulk and community infrastructure in support of the spatial development framework	Limit water losses to 12 % by 30 June 2023 {(Number of Kilotres Water Purchased or Purified minus Number of Kilotres Water Sold (including Free basic water ) / Number of Kilotres Water Purchased or Purified × 100}	% of water losses 12 % or less by 30 June 2023 {(Number of Kilotres Water Purchased or Purified minus Number of Kilotres Water Sold (including Free basic water ) / Number of Kilotres Water Purchased or Purified × 100}	10%	Relevant note in Annual Financial Statements for the year ended 30 June 2022	Reverse Last Value	Percentage	15.12 %								[D650] Director: Technical Services: Technical and non-technical losses not separated hence target deemed met. (June 2023)	[D650] Director: Technical Services: Installation process of both bulk and household smart meters in process. Installation and replacement of meters will remain a continuous process. and this will ensure that water losses to be minimized at acceptable levels. (June 2023)	12%	12%	14.59 %	R
Technical Services	Sustainable Service Delivery	To develop and provide sustainable bulk and community infrastructure in support of the spatial development framework	Limit unaccounted for electricity to 10 % by 30 June 2023 {(Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold (incl Free basic electricity)) / Number of Electricity Units Purchased and/or Generated) × 100}	% unaccounted electricity by 30 June 2023 {(Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold (incl. Free basic electricity) )/ Number of Electricity Units Purchased and/or Generated) × 100}	10%	Relevant note in Annual Financial Statements for the year ended 30 June 2022	Reverse Last Value	Percentage	12.58 %								[D651] Director: Technical Services: Target met due to technical and non-technical losses not split. Technical losses deemed achieved. Losses as determined and provided by Finance (June 2023)	[D651] Director: Technical Services: Continuous update and management of meters and systems losses (June 2023)	10%	10%	10.72 %	R
Technical Services	Sustainable Service Delivery	To develop and provide sustainable bulk and community infrastructure in support of the spatial development framework	95 % of MIG conditional grant spent by 30 June 2023 to upgrade infrastructure : (Total amount spent/ Total amount allocated)x100]	% of MIG conditional grant spent by 30 June 2023	95%	MIG report as signed by CFP and MM and send off to Provincial MIG office and COGTA	Last Value	Percentage	94.04 %			[D652] Director: Technical Services: Target achieved as per PMU (December 2022)		[D652] Director: Technical Services: Target achieved (March 2023)			[D652] Director: Technical Services: Target met fully (June 2023)	[D652] Director: Technical Services: None required (June 2023)	95%	95%	100%	G 2

Technical Services	Sustainable Service Delivery	To improve transport systems and enhance mobility of poor isolated communities in partner-hip with sector departments	95 % of conditional road maintenance operational grant spent by 30 June 2023 : (Total amount spent/ Total allocation received)x100] as budgeted in the Bergrivier Municipality Operational Budget	% of conditional road maintenance operational grant spent by 30 June 2023	95%	Annual submissions of claims to Department of Public Works before 30 June 2022	Last Value	Percentage	90.42 %					[D653] Director: Technical Services: Target Achieved (March 2023)		[D653] Director: Technical Services: Target met (June 2023)	[D653] Director: Technical Services: None (June 2023)	95%	95%	100%	G 2	
Technical Services	Sustainable Service Delivery	To develop and provide sustainable bulk and community infrastructure in support of the spatial development framework	95% of the capital budget of Directorate: Technical Services spent by 30 June 2023 ((Total amount spent/Total allocation received)x100)	% of capital budget of Directorate: Technical Services spent by 30 June 2023	95%	Monthly Budget Statement-transfers expenditure (Table C7) of Section 71 In-Year Monthly & Quarterly Budget Statement	Last Value	Percentage	94.65 %				[D654] Director: Technical Services: Target achieved as per Capital Report (December 2022)	[D654] Director: Technical Services: Target not Met - due to not all invoices submitted for payment on various Projects. (March 2023)	[D654] Director: Technical Services: Ensure all invoices is submitted to finance for payment and confirm payments processed. (March 2023)	[D654] Director: Technical Services: Target not achieved. During the month of June 2023 twice the volume of rain fell that is more than the seasonal rain that stopped all progress on the sites. No work could be executed during June 2023 because of the rain and very wet soil conditions. This was a 1:20 storm that could not be foreseen during planning stages. Weather warnings will be monitored for planning purposes. (June 2023)	[D654] Director: Technical Services: Weather warnings will be taken into account during the planning phase of capital projects. However, with climate change, the weather patterns remain largely unpredictable. (June 2023)	95%	95%	88.01 %	O	
Technical Services	Sustainable Service Delivery	To develop and provide sustainable bulk and community infrastructure in support of the spatial development framework	Ensure the implementation of the annual Procurement Plan and submit reports to the Technical Portfolio Committee	Number of reports submitted to the Technical Portfolio Committee on the implementation of the Procurement Plan	0	Minutes of Technical Portfolio Committee	Accumulative	Number	New KPI				[D655] Director: Technical Services: The Procurement Plan was not discussed during the November meeting (Nov 2022) [D655] Director: Technical Services: The Procurement Plan was not discussed during the Dec 2022 meeting (Dec 2022)	[D655] Director: Technical Services: Will be corrected for the next reporting (November 2022) [D655] Director: Technical Services: Will be corrected for the next reporting (December 2022)	[D655] Director: Technical Services: Target not Met - Committee meeting not scheduled in January but February and March thus only 2 reports submitted (March 2023)	[D655] Director: Technical Services: Ensure reports is submitted on a monthly basis (March 2023)	[D655] Director: Technical Services: Target not met. (June 2023)	[D655] Director: Technical Services: Director Technical Services will ensure that the procurement plan is discussed at monthly meetings and will ensure that all minutes form part of the POE. (June 2023)	11	11	7	R

Technical Services	Sustainable Service Delivery	To conserve and manage the natural environment and mitigate the impacts of climate change	Conduct 2 public awareness initiatives on recycling to reduce households waste	Number of awareness initiatives	2	Pamphlets & notices distributed	Accumulative	Number	3					[D656] Director: Technical Services: Flyer distributed (December 2022)				[D656] Director: Technical Services: Target met (June 2023)	[D656] Director: Technical Services: None required (June 2023)	2	2	2	G
Technical Services	Sustainable Service Delivery	To develop and provide sustainable bulk and community infrastructure in support of the spatial development framework	95% water quality level obtained as per SANS 241 physical & micro parameters as at 31 December 2022 and 30 June 2023	% water quality level as at 31 December 2022 and 30 June 2023	95%	Monthly Supply System Drinking Water Quality Performance Report & Excel Summary of Drinking Water Quality	Last Value	Percentage	96.93 %					[D657] Director: Technical Services: Target achieved as per report (December 2022)				[D657] Director: Technical Services: Target met (June 2023)	[D657] Director: Technical Services: None required (June 2023)	95%	95%	99%	G 2
Technical Services	Sustainable Service Delivery	To create innovative partnerships with sector departments for improved education outcomes and opportunities for youth development	Sign SLAA's for each development to facilitate an environment conducive to infrastructure development in partnership with the developer and/or investors. Signed SLAA's/ total number of developments where SLA's are required)	% of developments with Signed SLAA's with developers and/or investors	100%	Signed SLAA's	Stand-Alone	Percentage	100%					[D658] Director: Technical Services: 0 SLA's for 2nd Quarter Dec 2022. (December 2022)	[D658] Director: Technical Services: Target Met (March 2023)			[D658] Director: Technical Services: Target met (June 2023)	[D658] Director: Technical Services: None required (June 2023)	100%	100%	100%	G
Technical Services	Sustainable Service Delivery	To develop and provide sustainable bulk and community infrastructure in support of the spatial development framework	Revision of the following maintenance SOP's, namely storm water SOP, refuse removal SOP, pipe repair works SOP, street cleaning SOP, pavements SOP, slurry, chip and spray SOP and Potholes SOP and submit report to Technical Portfolio Committee by 30 June 2023	Number of maintenance SOP's revised for storm water, refuse removal, pipe repair works, street cleaning, pavements, slurry, chip and spray and potholes and submitted to Technical Services Portfolio Committee by 30 June 2023	1	Minutes of Technical Portfolio Committee	Carry Over	Number										[D661] Director: Technical Services: Target met (June 2023)	[D661] Director: Technical Services: None required. All SOP's submitted (June 2023)	7	7	7	G

Technical Services	Sustainable Service Delivery	To develop and provide sustainable bulk and community infrastructure in support of the spatial development framework	Establish an approved maintenance plan for all assets by 30 June 2023 and submit report to Technical Portfolio Committee	Number of reports submitted to the Technical Portfolio Committee.	0	Minutes of Technical Portfolio Committee	Stand-Alone	Number	New KPI								[D662] Director: Technical Services: Target not met. (June 2023)	[D662] Director: Technical Services: Attention will be given to ensure that all assets are included in the maintenance plan and it will be an annual process to update the plan. Furthermore, the KPI will be revised in the next financial year. (June 2023)	1	1	0	R
Technical Services	Sustainable Service Delivery	To create an efficient, effective, economic and accountable administration	Evaluate the performance of all staff with performance contracts on an annual basis according to the agreed upon performance contracts before 30 June 2023	% of performance evaluations of all staff with performance contracts according to the agreed upon performance contracts before 30 June 2023	100%	Minutes of evaluation session of each staff member with a performance contract	Last Value	Percentage	100%								[D663] Director: Technical Services: Target met (June 2023)	[D663] Director: Technical Services: None required (June 2023)	100%	100%	100%	G
Technical Services	Sustainable Service Delivery	To create an efficient, effective, economic and accountable administration	Ensure that selection and recruitment interviews are completed for all vacancies within 3 months from date of approval of requisition and report to Technical Services Portfolio Committee quarterly	Number of reports submitted to the Technical Services Portfolio Committee	0	Minutes of Technical Services Portfolio Committee	Accumulative	Number					[D664] Director: Technical Services: Target achieved - monthly report (December 2022)		[D664] Director: Technical Services: Target Met - Minutes provide on Monthly Report discussion of Selection and Recruitment (March 2023)		[D664] Director: Technical Services: Target met (June 2023)	[D664] Director: Technical Services: None required. This KPI is not necessarily SMART as a report was submitted (KPI met), but not necessarily on the completion of all vacancies within 3 months. This KPI will be rewritten and/or in future financial years. (June 2023)	4	4	4	G

Summary of Results: Sustainable Service Delivery

N/A	KPI Not Yet Applicable	0
R	KPI Not Met	4
O	KPI Almost Met	1
G	KPI Met	5
G2	KPI Well Met	3
B	KPI Extremely Well Met	0

	<b>Total KPIs</b>	<b>13</b>
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**Overall Summary of Results**

N/A	KPI Not Yet Applicable	0
R	KPI Not Met	5
O	KPI Almost Met	5
G	KPI Met	49
G2	KPI Well Met	16
B	KPI Extremely Well Met	6

**PERFORMANCE OF EXTERNAL SERVICE PROVIDERS**

Section 46(1)(a) of the Municipal Systems Act, 2000 (Act 32 of 2000), provides that “A Municipality must prepare for each financial year a performance report reflecting.

*(a) the performance of the municipality and of each external service provider during that financial year”.*

For purposes of this report, we have regarded external service providers as being all service providers with a contract of 12 months or longer and all organisations receiving a grant in aid to perform a service on behalf of the Municipality.

**The performance of external service providers was measured and rated as follows:**

- 1 : Very Poor
- 2 : Poor
- 3 : Acceptable
- 4 : Very Good
- 5 : Excellent

No corrective measures were indicated where service is regarded as acceptable, very good and excellent, but for poor or very poor performance, corrected measures should be implemented.



**OFFICE OF THE MUNICIPAL MANAGER**

DEPARTMENT	SERVICE PROVIDER	TERM OF CONTRACT	CONTRACT VALUE PER ANNUM	DESCRIPTION OF SERVICE / KEY PERFORMANCE AREAS	TARGETS	PERFORMANCE RATING Average	Q1	Q2	Q3	Q4	PERFORMANCE COMMENT	CORRECTIVE MEASURE
Office of Municipal Manager	Ignite Advisory	3 Years	R 305 427.38	Performance Management System	100% compliance with service level agreement	4	4	4	4	4	Service is very good	Non-Required

**CORPORATE SERVICES**

DEPARTMENT	SERVICE PROVIDER	TERM OF CONTRACT	CONTRACT VALUE PER ANNUM	DESCRIPTION OF SERVICE / KEY PERFORMANCE AREAS	TARGETS	PERFORMANCE RATING Average	Q1	Q2	Q3	Q4	PERFORMANCE COMMENT	CORRECTIVE MEASURE
Administrative Services	Telkom	July 2020 – June 2023	R 1 729 318.20	New Telephone system	100% compliance with service level agreement	3.75	3	3	3	3	Service is acceptable	None Required
	Municipal Network Services	01 July 2021 – 30 June 2024	R 518.00	Radio Computer Network	100% compliance with service level agreement	3.75	3	3	3	3	Very good service rendered	None Required
	Vodacom	01 October 2021 - 30 September 2023	R 745 550.39	Cell phones	N/A	2.5	3	3	2	2	The quality of Vodacom service experience declined, and this was raised as a concern and risk with Vodacom’s Regional Manager.	None required
	TGIS	01 July 2022 – 30 June 2024	R 606 441.00	Electronic Records and Document Management System	100% compliance with service level agreement	3.5	4	3	3	4	Very good service rendered	Non-Required
	Tunimart Travel	01 July 2021 - 30 June 2024	R 222 127.00	Travel Agency	Bookings of accommodation, flights etc.	2	2	2	2	2	Service is poor	Service provider was informed of the poor service the municipality is receiving and SCM was also informed. To source another service provider that can render this service when the contract expires.
Town Planning and Environmental Management	CapeNature	01 July 2022 – 30 June 2023	R 591 000.00 2022/23 grant, additional grant of R 209 000.00 for Marker Buoys	Management of functions related to the Berg River Estuary.	Compliance with the MOU agreement	3	3	3	3	3	Services and executions of functions as per the MOA has improved	To ensure service delivery by the beneficiary CapeNature is maintained at an acceptable level of performance
Human Resource	Payday	1 July 2020 – 30 June 2023	R 286 501.77	Payroll System	100% compliance with service level agreement	4	4	4	4	4	Good service rendered	Non-Required
Human Resource	LRMG (OrgPlus)	Feb 2020-January 2023	R 18 667.65	Organogram system - updates & maintenance	100% compliance with service level agreement	4	4	4	4	4	Good service rendered	Non-Required
Human Resource	Human Capital Life Coaching & Consulting	March 2022 – June 2023	R 450 000.00	Review of the Organisational Structure of Bregrivier Municipality	100 % compliance with service level agreement	4	4	4	4	4	Good service rendered	Non-required
ICT	SA Fire Watch	24/02/2022-30/06/2024	R 224 789.93	Supply and installation of Fire detection.	Maintenance Agreement	3.25	3	3	3	4	Good service rendered	Non-Required

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ICT	Sky Metro Equipment	24/02/2022 – 30/06/2024	R 490 469.06	Supply, delivery of IT equipment	Maintenance Agreement	3.5	3	3	4	4	Good service rendered	Non-Required
ICT	TRUSC	01/07/2021 – 30/06/2024	R 5 186.00	Renting of computer network	Network	4	4	4	4	4	Good service rendered	Non-Required

**FINANCIAL SERVICES**

DEPARTMENT	SERVICE PROVIDER	TERM OF CONTRACT	CONTRACT VALUE PER ANNUM	DESCRIPTION OF SERVICE / KEY PERFORMANCE AREAS	TARGETS	PERFORMANCE RATING Average	Q1	Q2	Q3	Q4	PERFORMANCE COMMENT	CORRECTIVE MEASURE
Finance	Phoenix ERP	9 years 11 months	R 2 664 207.81	Support and License for Financial Services	Deliver assistance on time	3	3	3	3	3	Satisfied	N/A
Finance	Siyanda Consultants	36 months	R 1 159 978.40	Accounting	Always on time	4	4	4	4	4	Satisfied	N/A
Finance	Contour	Tender	R 2 914 447.18	Vending system of prepaid	Reliable vending on time	3	3	2	3	3	Satisfied	N/A
Finance	Mubesko	Tender	R 2 444 385.21	Valuation system	Billing	3	3	3	3	3	Satisfied	N/A
Finance	Cab Holdings	Tender	R 986 682.48	Printing of accounts	Billing	3	3	3	3	3	Satisfied	N/A
Finance	HCB Waardeerders	2018 - 2022	R 984 009.00	Municipal Valuer	Billing	3	3	3	3	3	Satisfied	N/A
Finance	INCA Portfolio Managers	01/03/2022 – 30/06/2024	R 103 500.00	Drafting of long term financial plan	Financial plan	4	4	4	4	4	Very good	N/A
Finance	Ducharme	01/10/2021 – 30/06/2024	R 1 596 407.05	Revenue Enhancement project	Revenue/billing rectification	3	3	3	3	3	Satisfied	N/A

**TECHNICAL SERVICES**

DEPARTMENT	SERVICE PROVIDER	TERM OF CONTRACT	CONTRACT VALUE PER ANNUM	DESCRIPTION OF SERVICE / KEY PERFORMANCE AREAS	TARGETS	PERFORMANCE RATING Average	Q1	Q2	Q3	Q4	PERFORMANCE COMMENT	CORRECTIVE MEASURE
Technical	Colas	3 Years	R ±200 000.00	Supply and delivery of Slurry	Deliver products on time	5	-	4	5	5	Recommended	N/A
Technical	Makaza Concrete	3 Years	R ±500 000.00	Supply and delivery of bags of Premix	Deliver products on time	4	-	4	4	4	Recommended	N/A
Technical	Improchem	3 Years	R ±0	Supply and delivery of Water treatment (Sudfloc)	Deliver products on time	4	-	4	4	-	Recommended	N/A
Technical	Chemtol	3 Years	R ±70 000.00	Supply and delivery of pavers to Velddrif	Delivery on time	4	4	4	4	4	Recommended	N/A
Technical	SAF Water	3 Years	R ± 230 000.00	Supply and delivery of Water Treatment (Hydrated Lime)	Deliver products on time	4	-	-	4	4	Recommended	N/A
Technical	West Coast Skies	3 Years	R± 20 000.00	Supply and delivery of Road Materials (Ralumac & Concrete Stone)	Deliver products on time	4	4	4	4	4	Recommended	N/A
Technical	TipTrans	3 Years	R± 1 800 000.00	Supply and delivery of Road Materials (Crusher Dust)	Delivery on time	4	-	4	-	4	Recommended	N/A
Technical	Afrimat	3 Years	R± 1 110 000.00	Supply and delivery of Road Materials (G4 & G5)	Delivery on time	4	4	4	4	4	Recommended	N/A
Technical	AWV Products	3 Years	R± 450 000.00	Supply of Refuse Bags	Deliver products on time	4	4	4	4	4	Recommended	N/A

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Technical	A L ABBOTT	3 Years	R± 400 000.00	Monitor and test WTW and WWTW to comply with SANS 241:2006	Monitoring programme and report failure	4	4	4	4	4	Recommended	N/A
Technical	West Coast Skies	3 Years	R± 90 000.00	Supply and delivery of Concrete Products	Deliver products on time	4	-	4	-	-	Recommended	N/A
Technical	AWV Projects	3 Years	R± 870 000.00	Supply and delivery of Concrete Products	Deliver products on time	4	-	4	4	4	Recommended	N/A
Technical	Ontech	3 Years	R± 2 000 000.00	Supply Domestic water meters and boxes	Deliver products on time	4	-	4	-	-	Recommended	N/A
Technical	Rocket Trading	3 Years	R± 5 000 000.00	Transport of refuse	Deliver good services	4	4	4	4	4	Recommended	N/A
Technical	Pison Hawila Construction	1 Year	R ±200 000.00	Collection and Transport of Recyclables from Porterville to Piketberg MRF	Deliver good service	4	4	4	4	4	Recommended	N/A
Technical	Barack Projects	3 Years	R± 15 000.00	Collection and Transport of Recyclables from Porterville	Deliver good service	4	4	4	4	4	Recommended	N/A
Technical	Zeevas Trading	3 Years	R ±15 000.00	Collection and Transport of Recyclables in Piketberg to MRF	Deliver good service	4	4	4	4	4	Recommended	N/A
Technical	Rocket Trading	3 Years	R ± 40 000.00	Operation of MRF in Velddrif	Deliver good service	4	5	4	4	4	Recommended	N/A
Technical	Piketberg Civils	3 Years	R± 520 000.00	Operation of MRF in Piketberg	Deliver good service	4	4	4	4	4	Recommended	N/A
Technical	IMQS	Sole supplier	R± 35 000.00	Infrastructure Management Program	Deliver good service	4	4	4	4	4	Recommended	N/A
Technical	Caddie	Sole supplier	R± 20 000.00	Infrastructure Management Program	Deliver good service	4	4	4	4	4	Recommended	N/A
Technical	Spectrum	Sole supplier	R± 1 600 000.00	Telemetry	Deliver good service	4	4	4	3	4	Recommended	N/A
Technical	Intech	Sole supplier	R ±200 000.00	Telemetry (VD)	Deliver good service	3	3	3	3	3	Recommended	N/A
Technical	West Coast District Municipality	Multi Years	R± 8 000 000.00	WSP - Velddrif Water	Supply of potable water to Velddrif	4	4	4	4	4	Recommended	None required

COMMUNITY SERVICES

DEPARTMENT	SERVICE PROVIDER	TERM OF CONTRACT	CONTRACT VALUE PER ANNUM	DESCRIPTION OF SERVICE / KEY PERFORMANCE AREAS	TARGETS	PERFORMANCE RATING Average	Q1	Q2	Q3	Q4	PERFORMANCE COMMENT	CORRECTIVE MEASURE
Community services	Traffic Management Technologies Services & Supplies (Pty)Ltd	01 July 2021 – 30 June 2024	R 2 238 541.98for the financial year	Provision of traffic law enforcement, back-office systems and related services	Compliance with SLA	4	4	4	4	4	Good service delivery	Regular interventions to improve service delivery
Community Services	Multi Choice	05 December 2013 - Indefinite	R 140 850.00 for the financial year	DSTV subscription for Stywelyne and Dwarskersbos Beach Resorts	Compliance with contract	4	4	4	4	4	Good service delivery	None required
Community Services	Siyanda Business Solutions (Pty) Ltd	01 July 2022 - 30 June 2025	R 206 420.60 for the financial year	Revision of reconciliations of the Directorate	Compliance with contract	4	4	4	4	4	Good service delivery	None required

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Community Services	Avalon Works	01 July 2021 – 30 June 2024	R 180 792.75 for the financial year	Monitoring of existing alarms at various sites and installation of a new alarm system at Bergrivier Municipality	Compliance with contract	4	4	4	4	4	Good service delivery	None required
Community Services	Swartland SPCA	01 July 2022 - 30 June 2023	R 208 000.00 for the financial year	Prevention of cruelty to animals	Compliance with SLA	4	4	4	4	4	Good service delivery	None required
Community Services	BookMark	01 July 2022 – 30 June 2025	R 13 200,00 for the financial year	Licence and support agreement at Resorts	Compliance with SLA	4	4	4	4	4	Good service delivery	None required
Community Services	Bergrivier Toerisme Organisasie	01 July 2022 - 30 June 2023	R 2 407 000.00 for the financial year	Promote and develop tourism	Compliance with SLA	4	4	4	4	4	Good service delivery	None required
Community Services	Piketberg Dierehospitaal	01 July 2021 - 30 June 2022	R 60 124.85 for the financial year	Administering euthanasia to dogs and cats	Compliance with contract	4	4	4	4	4	Good service delivery	None required
Community Services	CK Rumboll & Partners	01 July 2020 – 30 June 2023	R 114 770.00 for the financial year	Appointment of a disciplinary team to do feasibility study & project packaging for BM	Compliance with contract	4	4	4	4	4	Good service delivery	None required
Community Services	Rhode Bros Steel Projects	01 March 2022 – 30 June 2024	R 20 010.00 for the financial year	Supply, delivery and installation of play park equipment in Bergrivier Municipal Area	Compliance with contract	4	4	4	4	4	Good service delivery	None required
Community Services	D2SL Steel Projects	01 March 2022 – 30 June 2024	R 65 090.00 for the financial year	Supply, delivery and install play park equipment in Bergrivier Municipal Area	Compliance with contract	4	4	4	4	4	Good service delivery	None required
Community Services	Grandma Constructions	01 March 2022 – 30 June 2024	R16 823.63 for the financial year	Supply, delivery and install play park equipment in Bergrivier Municipal Area	Compliance with contract	4	4	4	4	4	Good service delivery	None required
Community Services	Redelinghuys Neighbourhood and Farm Watch	01 July 2022 – 30 June 2023	R 250 000.00 for the financial year	Promote the objective of community safety measures and strategies in the Bergrivier area	Compliance with SLA	4	4	4	4	4	Good service delivery	None required
Community Services	Byers Security Solutions	01 December 2021 – 30 June 2024	R 1 164 155.35 for the financial year	Rendering of Security Services for Bergrivier Municipality and Beach Resorts	Compliance with contract	3	3	3	3	3	Average service delivery	None required
Community Services	Jonty Engineering	01 December 2021 – 30 June 2024	R 2 729 047.82 for the financial year	Supply, delivery and installation of fencing at various sites in Bergrivier Municipality	Compliance with contract	4	4	4	4	4	Good service delivery	None required
Community Services	Alumanye PTY LTD	23 November 2021 – 30 June 2024	R 5 400.00 for the financial year	Cleaning and cutting of properties	Compliance with contract	3	3	3	3	3	Average service delivery	None required
Community Services	Dinah Traders	19 October 2021 – 30 June 2024	R 72 311.39 for the financial year	Cleaning and cutting of properties & cleaning and cutting of sidewalks: Porterville, Piketberg and Veldrif (including Port Owen, Laaiplek and Dwarskersbos)	Compliance with contract	3	3	3	3	3	Average service delivery	None required
Community Services	Jayaith Constructions	23 November 2021 – 30 June 2024	R 26 500.00 for the financial year	Cleaning and cutting of properties	Compliance with contract	3	3	3	3	3	Average service delivery	None required
Community Services	Baron en Seun Konstruksie	23 November 2021 – 30 June 2024	R 50 800.00 for the financial year	Cleaning and cutting of properties	Compliance with contract	3	3	3	3	3	Average service delivery	None required

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Community Services	Adonis Wes General	23 November 2021 – 30 June 2024	R21 600.00 for the financial year	Cleaning and cutting of properties	Compliance with contract	3	3	3	3	3	Average service delivery	None required
Community Services	Eden FJ Tuindienste	23 November 2021 – 30 June 2024	R 33 600.00 for the financial year	Cleaning and cutting of properties	Compliance with contract	3	3	3	3	3	Average service delivery	None required
Community Services	Da Salva Projects	01 July 2022 – 30 June 2025	R 166 703.30 for the financial year	Supply and installation of air conditioning units for Bergrivier Municipality	Compliance with contract	3	3	3	3	3	Average service delivery	None required
Community Services	DT Sibenza Security Services	01 July 2022 – 30 June 2026	R 17 000.00 for the financial year	Supply, delivery and set-up of Wendy Houses in Bergrivier Municipal Area	Compliance with contract	3	3	3	3	3	Average service delivery	None required
Community Services	Batsini	01 June 2023 – 31 October 2023	R307 223.59 for the financial year	Maintenance and Repair Works at Velddrif Library	Compliance with contract	3	3	3	3	3	Average service delivery	None required
Community Services	Boulo Electrical	02 June 2023 – 15 December 2023	R 245 613.55 for the financial year	Demolition of existing houses and construction of new houses in Velddrif and Piketberg	Compliance with contract	3	3	3	3	3	Average service delivery	None required
Community Services	Zabs Enterprises	17 February 2023 – 30 June 2023	R 266 483.36 for the financial year	Supply, delivery and construction of fencing at the old cemetery in Porterville	Compliance with contract	3	3	3	3	3	Average service delivery	None required
Community Services	AR Jones	14 March 2023 – 30 June 2025	R 580 509.09 for the financial year	Supply and delivery of movable grandstands for Bergrivier Municipality	Compliance with contract	3	3	3	3	3	Average service delivery	None required
Community Services	Landela CC T/A Evergreen Global Structures	16 January 2023 – 30 June 2025	R 54 729.96 for the financial year	Supply and delivery of seating benches for Bergrivier Municipality	Compliance with contract	3	3	3	3	3	Average service delivery	None required
Community Services	Vanguard Fire and Safety	11 January 2023 – 30 June 2025	R 29 382.50 for the financial year	Supply and delivery of Human Protective Clothing for Bergrivier Municipality	Compliance with contract	3	3	3	3	3	Average service delivery	None required
Community Services	Invuyani Safety	11 January 2023 – 30 June 2025	R 241 494.25 for the financial year	Supply and delivery of Human Protective Clothing for Bergrivier Municipality	Compliance with contract	3	3	3	3	3	Average service delivery	None required
Community Services	At Work Health and Safety	11 January 2023 – 30 June 2025	R 49 195.62 for the financial year	Supply and delivery of Human Protective Clothing for Bergrivier Municipality	Compliance with contract	3	3	3	3	3	Average service delivery	None required
Community Services	Leafix (Pty) Ltd	14 September 2023 – 30 June 2025	R 323 388.86 for the financial year	Appointment of a Service Provider for Pest and Weed Control Services as well as Herbicides	Compliance with contract	3	3	3	3	3	Average service delivery	None required
Community Services	IX Engineers	16 February 2022 – 30 June 2023	R 370 273.55 for the financial year	Appointment of a consulting engineers for various projects in Bergrivier Area	Compliance with contract	3	3	3	3	3	Average service delivery	None required

## CHAPTER 4: ORGANISATIONAL DEVELOPMENT PERFORMANCE



Famous canola fields of Bergrivier Municipal Area

Photographer: Adv. Hanlie Linde

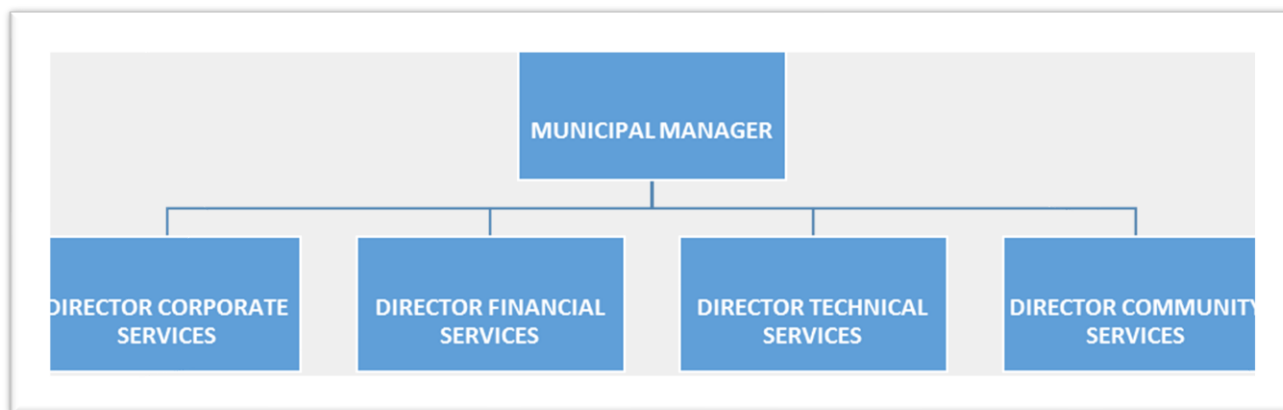
#### 4.1 INTRODUCTION TO THE MUNICIPAL WORKFORCE

Section 67 of the Municipal Systems Act, 2000 (Act 32 of 2000) requires municipalities to develop and adopt appropriate systems and procedures to ensure fair, efficient, effective and transparent personnel administration in accordance with the Employment Equity Act, 1998 (Act 55 of 1998).

##### 4.1.1 STAFF ESTABLISHMENT

The total number of approved positions on the organogram consists of 425 funded positions and no unfunded positions. The figure below depicts the approved macro structure.

**FIGURE 40: APPROVED MACRO STRUCTURE**



##### 4.1.1.1 MANAGEMENT

The Municipal Manager is appointed on a fixed term contract in terms of Section 57 of the Municipal Systems Act and the Directors reporting to the Municipal Manager are appointed on permanent contracts. Employment contracts and performance agreements are in place for the Municipal Manager and all Directors reporting to the Municipal Manager.

The following table indicates the filled/vacant positions of the Municipal Manager and Directors reporting to the Municipal Manager.

**TABLE 151: SENIOR MANAGEMENT TEAM**

POSITIONS	FILLED AS AT 30 JUNE 2023	EMPLOYMENT CONTRACTS IN PLACE	PERFORMANCE AGREEMENTS IN PLACE
Municipal Manager	YES	YES	YES
Chief Financial Officer	NO	NO	NO
Director Community Services	YES	YES	YES
Director Corporate Services	YES	YES	YES
Director Technical Services	YES	YES	YES

##### 4.1.1.2 WORKFORCE, VACANCIES AND TURNOVER

The municipality employed 381 employees at the end of June 2023 and the total vacancy rate as on 30 June

2023, based on funded positions, was 10.35 % comprising forty-four (44) funded positions. The vacancy rate for funded positions of 10.35 % is higher than the 7.33 % during the previous financial year, 2021/2022. The number of approved positions and the vacancy rate in the Municipality are reflected below.

**TABLE 152: MONTHLY WORKFORCE AND VACANCY RATE**

DESCRIPTION	JUL '22	AUG '22	SEPT '22	OCT '22	NOV '22	DEC '22	JAN '23	FEB '23	MAR '23	APR '23	MAY '23	JUN '23
Total no. of approved permanent positions	569	569	569	425	425	425	425	425	425	425	425	425
No. of permanent positions filled	376	374	372	373	374	375	378	378	377	374	372	376
No. of funded vacant positions	30	32	48	47	46	45	42	42	43	46	48	44
Fixed term contract positions	5	5	5	5	5	5	5	5	5	5	5	5
No. of unfunded vacant positions	158	158	144	0	0	0	0	0	0	0	0	0
Vacancy rate	7.30%	7.79%	11.29%	11.06%	10.82%	10.59%	9.88%	9.88%	10.12%	10.82%	11.29%	10.35%

#### 4.1.1.3 TURNOVER RATE

**TABLE 153: TURNOVER RATE**

FINANCIAL YEAR	TOTAL EMPLOYEES AS AT 30 JUNE 2023	TERMINATIONS DURING THE FINANCIAL YEAR	TURNOVER RATE
2020/2021	384	11	2.74 %



FINANCIAL YEAR	TOTAL EMPLOYEES AS AT 30 JUNE 2023	TERMINATIONS DURING THE FINANCIAL YEAR	TURNOVER RATE
2021/2022	379	21	5.13 %
2022/2023	381	28	6.59 %

The total staff turnover rate for the financial year 2022/2023 is 6.59 %, compared to the turnover rate of the financial year 2021/2022 is 5.13 %. The staff turnover rate is 1.46 % higher than the previous financial year. This can be attributed to the fact that 28 employees were terminated in comparison to the 21 employees in the previous year. The following table indicates the number of approved (funded) positions, number of employees, number of vacancies and vacancy rate per Directorate and function:

TABLE 154: STAFF COMPLEMENT

DEPARTMENT	APPROVED POSITIONS (FUNDED) JUNE 2022	EMPLOYEES JUNE 2022	VACANCIES (FUNDED) JUNE 2022	% VACANCIES JUNE 2022	DEPARTMENT	APPROVED POSITIONS (FUNDED) JUNE 2023	EMPLOYEES JUNE 2023	VACANCIES (FUNDED) JUNE 2023	% VACANCIES JUNE 2023
<b>OFFICE OF THE MUNICIPAL MANAGER</b>					<b>OFFICE OF THE MUNICIPAL MANAGER</b>				
Office of the Municipal Manager	3	3	0	0.00%	Office of the Municipal Manager	3	3	0	0.00%
Office of the Executive Mayor	2	2	0	0.00%	Office of the Executive Mayor	3	3	0	0.00%
Strategic Services	4	4	0	0.00%	Strategic Services	4	4	0	0.00%
Internal Audit	2	1	1	0.00%	Internal Audit	2	2	0	0.00%
SUB-TOTAL	11	10	1	9.09%	SUB-TOTAL	12	12	0	0.00%
<b>FINANCIAL SERVICES</b>					<b>FINANCIAL SERVICES</b>				
Office of Director Financial Services	2	2	0	0.00%	Office of Director Financial Services	2	1	1	50.00%
Expenditure & SCM Services	12	12	0	0.00%	Expenditure & SCM Services	13	13	0	0.00%
Revenue Management	29	27	2	6.89%	Revenue Management	30	25	5	16.67%
Financial Management & Reporting	2	2	0	0.00 %	Financial Management & Reporting	2	2	0	0.00 %
SUB-TOTAL	45	43	2	4.44 %	SUB-TOTAL	47	41	6	12.77 %
<b>CORPORATE SERVICES</b>					<b>CORPORATE SERVICES</b>				

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DEPARTMENT	APPROVED POSITIONS (FUNDED) JUNE 2022	EMPLOYEES JUNE 2022	VACANCIES (FUNDED) JUNE 2022	% VACANCIES JUNE 2022	DEPARTMENT	APPROVED POSITIONS (FUNDED) JUNE 2023	EMPLOYEES JUNE 2023	VACANCIES (FUNDED) JUNE 2023	% VACANCIES JUNE 2023
Office of Director Corporate Services	2	2	0	0.00 %	Office of Director Corporate Services	2	2	0	0.00 %
Planning and Development	5	5	0	0.00 %	Planning and Development	5	5	0	0.00 %
Human Resources	6	6	0	0.00 %	Human Resources	6	6	0	0.00 %
Administration & IT Services	19	14	5	26.31 %	Administration & IT Services	20	19	1	5.00 %
SUB-TOTAL	32	27	5	15.62 %	SUB-TOTAL	33	32	1	3.03 %
<b>COMMUNITY SERVICES</b>					<b>COMMUNITY SERVICES</b>				
Office of Director Community Services	2	2	0	0.00 %	Office of Director Community Services	2	2	0	0.00 %
Libraries	30	27	3	10.00 %	Libraries	30	30	0	0.00 %
Traffic and Law Enforcement (Including Disaster Management & Fire Services)	21	20	1	4.76 %	Traffic and Law Enforcement (Including Disaster Management & Fire Services)	23	19	4	17.39 %
Recreational Facilities & Resorts	23	20	3	13.04 %	Recreational Facilities & Resorts	23	21	2	8.70 %
Community Services	4	2	2	50.00 %	Community Services	5	2	3	60.00 %

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DEPARTMENT	APPROVED POSITIONS (FUNDED) JUNE 2022	EMPLOYEES JUNE 2022	VACANCIES (FUNDED) JUNE 2022	% VACANCIES JUNE 2022	DEPARTMENT	APPROVED POSITIONS (FUNDED) JUNE 2023	EMPLOYEES JUNE 2023	VACANCIES (FUNDED) JUNE 2023	% VACANCIES JUNE 2023
Motor License and Testing	6	6	0	0.00 %	Motor License and Testing	7	5	2	28.57 %
Parks and Open Spaces	27	25	2	7.40 %	Parks and Open Spaces	27	24	3	11.11 %
Cemeteries	3	3	0	0.00 %	Cemeteries	3	3	0	0.00 %
Sport Grounds	7	6	1	14.28 %	Sport Grounds	7	5	2	28.57 %
Housing	3	3	0	0.00 %	Housing	3	3	0	0.00 %
SUB-TOTAL	126	114	12	9.52 %	SUB-TOTAL	130	114	16	12.31%
<b>TECHNICAL SERVICES</b>					<b>TECHNICAL SERVICES</b>				
Office of Director Technical Services	2	2	0	0.00 %	Office of Director Technical Services	2	2	0	0.00 %
Building Control (Including Project Management)	7	7	0	0.00 %	Building Control (Including Project Management)	9	9	0	0.00 %
Municipal Buildings	9	9	0	0.00 %	Municipal Buildings	9	8	1	11.11 %
Waste Management	53	51	2	3.77 %	Waste Management	56	50	6	10.71 %
Sanitation	8	8	0	0.00 %	Sanitation	8	5	3	62.50 %
Roads & Storm Water Management	66	64	2	3.03 %	Roads & Storm Water Management	69	65	4	5.80 %

VOLUME I: DRAFT ANNUAL REPORT 2022/23

DEPARTMENT	APPROVED POSITIONS (FUNDED) JUNE 2022	EMPLOYEES JUNE 2022	VACANCIES (FUNDED) JUNE 2022	% VACANCIES JUNE 2022	DEPARTMENT	APPROVED POSITIONS (FUNDED) JUNE 2023	EMPLOYEES JUNE 2023	VACANCIES (FUNDED) JUNE 2023	% VACANCIES JUNE 2023
Water	28	25	3	0.00 %	Water	28	24	4	14.29%
Electricity	22	19	3	13.63 %	Electricity	22	19	3	13.63 %
SUB-TOTAL	195	185	10	5.12 %	SUB-TOTAL	203	182	21	10.34 %
TOTAL	409	379	30	7.33 %	TOTAL	425	381	44	10.35%

4.1.2 EMPLOYMENT EQUITY

The Employment Equity Act (EEA) requires that the Municipality must prepare an Employment Equity Plan. The plan must comply with the requirements set out in Section 20 (1) of the Act. The EEA makes it compulsory for designated employers to implement affirmative action (AA). This means that most employers are required to employ, train and retain the services of employees belonging to designated previously disadvantaged population groups, these being “black” (African, Coloured and Indian), female and disabled people.

The new Employment Equity Plan for the next five (5) years was approved on 12 September 2019. The table below sets out the demographics of the Western Cape, West Coast and Bergervier Municipality compared to the National demographics and is based on information of the “economically active population” (Refers to people between the ages of 15 and 65) as provided by Statistics South Africa in March 2019.

**TABLE 155: DEMOGRAPHIC PROFILE FOR PURPOSES OF EMPLOYMENT EQUITY**

	SOUTH AFRICA	WESTERN CAPE	WEST COAST	BERGRIVIER MUNICIPALITY
AFRICAN	78.80 %	30.23 %	15.37 %	10.96 %
COLOURED	9.60 %	47.33 %	65.92 %	72.83 %
INDIAN	2.60 %	1.24 %	0.50 %	0.39 %
WHITE	9.00 %	21.20 %	18.21 %	15.82 %

4.2 MANAGING THE MUNICIPAL WORKFORCE

4.2.1 HUMAN RESOURCE POLICIES AND PLANS

The Human Resource Department has several policies and plans in place that are regulated by South African Bargaining Council Collective Agreements and South African Legislation. Policies are not static documents and therefore have to be revised regularly. During the 2022/2023 period a process involving all stakeholders, namely employees, councillors and unions, was followed where eight (8) new policies were adopted by Council and four (4) policies were revised. One standard operating procedure (SOP) was also approved.

**TABLE 156: APPROVED AND REVISED HUMAN RESOURCE POLICIES AND SOP’S**

APPROVED POLICIES / STRATEGIES 2022/2023	REVISED POLICIES / STRATEGIES 2022/2023	APPROVED SOP’S 2022/2023	REVISED SOP’S 2022/2023
Human Resource Strategy & Implementation Plan	Employment Policy	Recruitment & Selection	Acting Appointments
Induction Policy	Acting appointment and Additional Services Rendered Policy	Induction	Implementation of Bursary Scheme
Succession Planning Policy	Scarce Skills Policy	Exit Management	Incidents & Injuries on duty reporting procedure

APPROVED POLICIES / STRATEGIES 2022/2023	REVISED POLICIES / STRATEGIES 2022/2023	APPROVED SOP's 2022/2023	REVISED SOP's 2022/2023
Exit Management Policy	Training & Development Policy	TASK Job Evaluation Process	
Probation Policy			
Change Management Strategy			
Talent Management Policy			
Mentoring & Coaching Policy			

4.2.2 TERMINATIONS AND OCCUPATIONAL HEALTH AND SAFETY

4.2.2.1 TERMINATIONS

There were 28 terminations during the financial year and consisted of the following: Thirteen (13) resignations, nine (9) retirements, two (2) deceased, three (3) ill health / incapacity and one (1) misconduct. The table below depicts the terminations as recorded:

**TABLE 157: TERMINATIONS OF PERMANENT EMPLOYEES**

	JULY '22	AUG '22	SEPT '22	OCT '22	NOV '22	DEC '22	JAN '23	FEB '23	MAR '23	APR '23	MAY '23	JUN '23
Resignations	2	0	1	1	2	0	0	1	3	1	1	1
Retirement	0	2	0	0	1	0	1	0	1	3	1	0
Ill Health/Incapacity	0	0	0	0	1	0	0	1	0	0	1	0
Deceased	0	1	0	0	0	0	0	0	0	0	0	1
Misconduct	0	0	0	0	0	1	0	0	0	0	0	0
<b>TOTAL</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>2</b>

4.2.2.2 OCCUPATIONAL HEALTH AND SAFETY

4.2.2.2.1 THE FUNCTIONING OF THE CENTRAL OCCUPATIONAL HEALTH AND SAFETY COMMITTEE

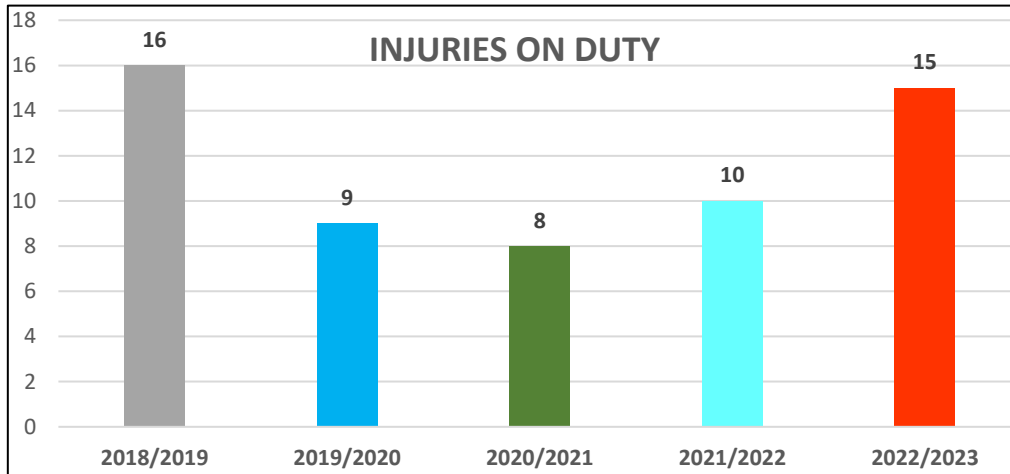
As of 30 June 2023, 99 % of the Health and Safety Representatives were appointed for each workplace (1 % not filled due to vacancies). There is a well-functioning Health and Safety Committees in each town with central quarterly meetings. The term of appointment for Health and Safety Representatives is three (3) years and new Health and Safety Representatives were elected in December 2023.

4.2.2.2.2 REPORTABLE INCIDENTS

A total of fifteen (15) incidents occurred in the 2022/2023 financial year which is an increase from the 2021/2022 financial year (10 incidents).

The graph below shows the injuries on duty reported:

FIGURE 41: INJURIES ON DUTY



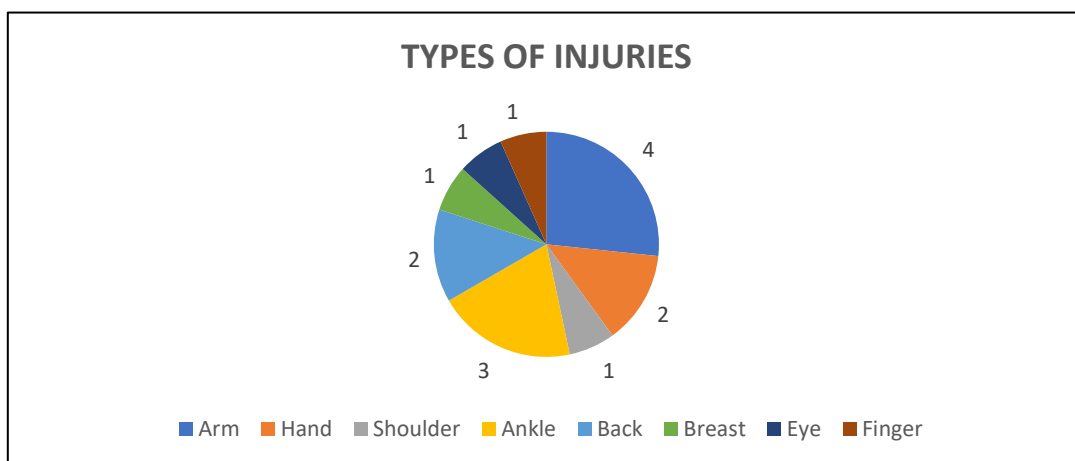
4.2.2.2.3 REPORTABLE INJURIES PER TOWN

Of the fifteen (15) injuries reported nine (9) occurred in Piketberg, five (5) in Velddrif and one (1) in Porterville. The fifteen (15) injuries were not so severe leading to a loss of life and injured employees were not booked off for more than thirteen days. For periods more than 13 days, employees become the responsibility of Department of Employment and Labour to pay their salaries. Investigations were conducted to prevent the re-occurrence of the incidents. During the investigations it was identified that the injuries on duty (IOD) is due to the absence of standard operating procedures (SOP) regarding IOD’s. The Occupational Health & Safety Officer is now in the process to assist departments with risk assessments and drafting of SOP’s regarding IOD’s. None of the incidents were referred to the hospital. The injuries were arm, hand, shoulder, ankle, back, breast, eye, and finger injuries.

4.2.2.2.4 TYPES OF REPORTABLE INJURIES

The types of injuries that occurred are shown in the graph below:

FIGURE 42: TYPE OF INJURIES



4.2.3 ABSENTEEISM

The combined absenteeism rate for sick leave for the Municipal Workforce for the financial year 2022/2023 is shown in the table below:



TABLE 158: ABSENTEEISM

MONTH	NO. OF LOST WORKDAYS DUE TO SICK LEAVE	AVERAGE NO. OF EMPLOYEES	AVERAGE NO. OF WORKDAYS	AVERAGE NO. OF EMPLOYEES X AVERAGE NO OF WORKDAYS	ABSENTEEISM RATE
July 2022	66	381	20.75	7 905.75	0.83 %
August 2022	237.62	379	20.75	7 864.25	3.02 %
September 2022	324.85	377	20.75	7 822.75	4.15 %
October 2022	71.56	378	20.75	7 843.5	0.91 %
November 2022	131.16	379	20.75	7 864.25	1.67 %
December 2022	81	380	20.75	7 885	1.03 %
January 2023	163.66	383	20.75	7 947.25	2.06 %
February 2023	94	383	20.75	7 947.25	1.18 %
March 2023	97	382	21.75	8 308.5	1.17 %
April 2023	147	379	22.75	8 622.25	1.70 %
May 2023	192	377	20.75	7 822.75	2.45 %
June 2023	242	381	20.75	7 905.75	3.06 %
<b>TOTAL</b>	<b>1 847.85</b>	<b>379.91667</b>	<b>20.75</b>	<b>N/A</b>	<b>1.96 %</b>

The absenteeism rate decreased from 2.55 % in the previous financial to 1.96 % for the period under review.

#### 4.2.4 PERFORMANCE MANAGEMENT

Performance of workers is evaluated in terms of relevant legislation and Bergrivier Municipality's Performance Management Policy.

#### 4.2.5 DISCLOSURE OF FINANCIAL INTERESTS

The Performance Management Regulations (Regulation 805 of 2006) require that Municipal officials and Councillors disclose their financial interests. The interests of Councillors, the Municipal Manager and Directors are available on request.

#### 4.2.5 EMPLOYEE WELLNESS

Bergrivier Municipality cares about the health and social well-being of its employees and recognizes that there are a number of problems which impact negatively to the employees' personal and work lives. Personal problems can have a detrimental effect on performance, productivity and behaviour in the workplace.

During the financial year the following wellness programs were held:



AWARENESS: THE IMPORTANCE OF A WILL



WORKSHOP: DISCIPLINARY CODE & CODE OF CONDUCT



WELLNESS DAY: EENDEKUIL MUNICIPAL EMPLOYEES

### 4.3 CAPACITATING THE MUNICIPAL WORKFORCE

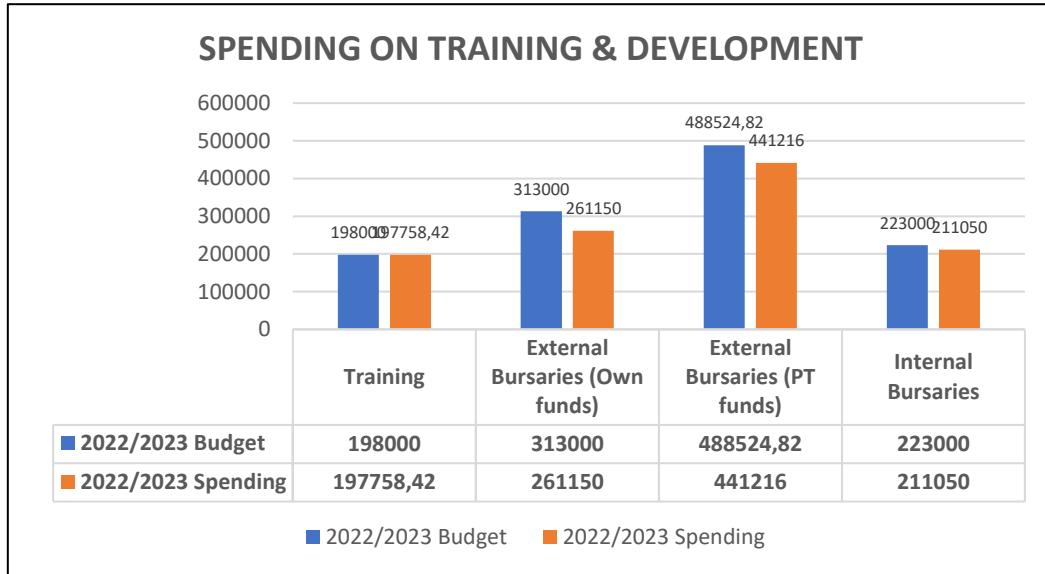
#### 4.3.1 SKILLS DEVELOPMENT AND TRAINING

Section 68(1) of the Municipal Systems Act, 2000 (Act 32 of 2000) requires municipalities to develop their human resource capacity to a level that enables them to perform their functions and exercise their powers in an economical, effective, efficient and accountable way. The Municipality has a Training Committee in place, which deals with matters concerning the training of Municipal Staff.

To empower its employees and enhance its human capital, the Municipality provides various learning and development opportunities for employees and councillors. The Workplace Skills Plan of the Municipality has

been submitted to the Local Government SETA and annual implementation reports are submitted. The spending on training and development is shown in the graph below.

FIGURE 43: SPENDING ON TRAINING BUDGET



During the financial year 2022/2023 R 197 758.42 was spent on training and development of employees (99.88% of the training budget was spent).

A total of 199 employees received training during this financial year. The municipality spent R 211 050.00 on bursaries for employees (15 employees of Bergrivier Municipality) and R 702 366.00 on external bursaries (Own funds = R 261 150.00 and Provincial Treasury Grant = R 441 216.00) for non-employees (79 beneficiaries).



Code C1 Driver’s License Training



Digger Loader Training



Electrical Training



Grader Training



Motorbike Training



Snake Catching & Handling Training

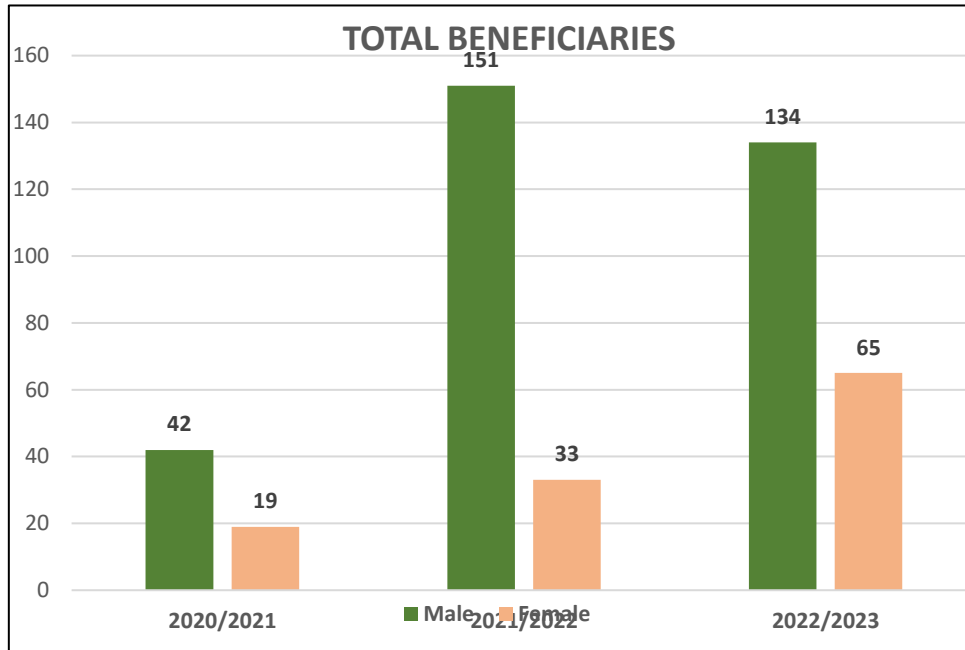
The following training interventions took place during the financial year 2022/2023:

**TABLE 159: TRAINING INTERVENTIONS**

No.	Directorate	Training	Total number of employees who attended training	F	M
1.	Technical Services	Road Construction NQF 2	5	0	5
2.	Financial Services	FET: LGAAC	5	4	1

No.	Directorate	Training	Total number of employees who attended training	F	M
3.	Community Services	Motorbike	4	1	3
4.	Technical Services Community Services Corporate Services	Investigating Incidents in the workplace	31	7	24
5.	Community Services	Horticulture Learnership	5	1	4
6.	Community Services	First Aid level 1 & 2	8	4	4
7.	Community Services	Grade C,D, E Training	8	1	7
8.	Financial Services Corporate Services Technical Services Community Services Office of the MM	MMC	14	8	6
9.	Financial Services Corporate Services Community Services	Report Writing	10	8	2
10.	Technical Services	Grader	2	0	2
11.	Technical Services	Diggerloader	5	0	5
12.	Financial Services Technical Services Community Services	Snake Handeling	11	0	11
13.	Corporate Services Technical Services Community Services	Legal Liability	51	13	38
14.	Corporate Services Technical Services Community Services	Learner and Driving license Code, C,C1, EC	23	6	17
15.	Corporate Services	VMware	1	0	1
16.	Corporate Services Technical Services Community Services	MS Word and Excel Intermediate and Advance	15	12	3
17.	Corporate Services	Veeam	1	0	1
<b>TOTAL</b>			<b>199</b>	<b>65</b>	<b>134</b>

FIGURE 44: BENEFICIARIES OF TRAINING IN TERMS OF GENDER



4.3.2 REPORTING ON AND MONITORING MUNICIPAL MINIMUM COMPETENCY LEVELS

In terms of Section 14 (2) (b) of the Local Government: Municipal Finance Management Act and the Municipal Regulations on Minimum Competency (Nr. 29967), the municipality must record in its Annual Report the information on minimum competencies as at the end of 30 June 2023.

In terms of Section 83 (1) of the Municipal Finance Management Act, the Accounting Officer, Senior Managers, the Chief Financial Officer, Non-Financial Managers and other Financial Officials of a Municipality must meet the prescribed financial management competency levels that are key to the successful implementation of the Municipal Finance Management Act. As prescribed by National Treasury, such financial management competencies were promulgated in Government Notice 493 dated 15 June 2007 and amended by Government Notice 1146 dated 26 October 2018.

The following is a summary of the officials who are competent as of 30 June 2023 in the minimum competency levels:

TABLE 160: MINIMUM COMPETENCY LEVELS

NO	NAME OF EMPLOYEE	OCCUPATION	DATE OF COMPLETION
1	H Linde	Municipal Manager	October 2012
2	VW Felton	Director Technical Services (Resigned 30/09/2022)	September 2014
3	FM Lötter	Director Financial Services (Resigned 31/07/2022)	November 2016
4	D Louw	Director Financial Services (Employment date: 01/09/2022 - Resigned: 31/05/2023)	16 April 2012
5	JWA Kotzee	Director Corporate Services	September 2013

NO	NAME OF EMPLOYEE	OCCUPATION	DATE OF COMPLETION
6	D Josephus	Director: Community Services	November 2016
7	AW Rheeder	Manager: Human Resource Services	October 2013
8	W Wagener	Manager: Planning & Development	October 2013
9	M Crous	Manager: Income	May 2011
10	JP Sass	Manager: Budget & Treasury Office	August 2012
11	JJ Breunissen	Manager: Civil Services	October 2013
12	C Ranna	Internal Auditor (Appointed 01/03/2022)	October 2017
13	L Louw	Accountant: Budget and Treasury Office	August 2012
14	IBJ Saunders	Head: Supply Chain Management	February 2014
15	N Bothma	Manager: Supply Chain Management	July 2011
16	A van Sittert	Manager: Strategic Services	November 2016
17	D Carolissen	Manager: Community Facilities	August 2019

#### 4.4 WORKFORCE EXPENDITURE

Section 66 of the Local Government: Municipal Finance Management Act (MFMA) states that the Accounting Officer of a Municipality must, in a format and for periods as may be prescribed, report to Council on all expenditure incurred by the municipality on staff salaries, wages, allowances and benefits, as per type of expenditure.

The Municipality's employee costs for 2022/2023 totaled an amount of R 154 328 161.75 (excluding remuneration of councilors). This constitutes 33.53 % of the total operational expenditure and is a decrease from the previous year's 35.19 %. No appointments are made unless the positions are funded and vacant on the staff establishment. To obtain value for money from workforce expenditure, the mandate for appointment is to appoint the candidate on the minimum notch of the scale, unless motivation exists for appointment on a higher notch.

## CHAPTER 5 FINANCIAL PERFORMANCE



Velddrif/Laaiplek: A Beautiful Small Active Harbour

Photographer Unknown: Photo provided



5.1 STATEMENTS OF FINANCIAL PERFORMANCE AND POSITION

5.1.1 STATEMENTS OF FINANCIAL PERFORMANCE

The following table provides a summary of the Municipality’s financial performance as of 30 June 2023:

**TABLE 161: SUMMARY OF FINANCIAL PERFORMANCE**

	ORIGINAL BUDGET	BUDGET ADJUSTMENT	FINAL BUDGET	ACTUAL OUTCOMES	BUDGET VARIANCE	RESTATED OUTCOME
	2023	2023	2023	2023	2023	2023
	R	R	R	R	R	R
<b>Financial Performance</b>						
Property rates	94 702 236	-	94 702 236	95 278 092	575 856	84 410 540
Service charges	247 704 166	(9 308 000)	238 396 166	225 992 346	(12 403 820)	223 181 312
Investment revenue	7 981 000	2 344 000	10 325 000	12 455 184	2 130 184	7 447 059
Transfers and subsidies - operational	73 909 434	1 974 664	75 884 098	75 193 332	(690 766)	68 724 780
Other own revenue	47 850 000	4 319 000	52 169 000	56 666 162	4 497 162	43 200 711
<b>Total Operating Revenue (excl. capital transfers)</b>	<b>472 146 836</b>	<b>(670 336)</b>	<b>471 476 500</b>	<b>465 585 116</b>	<b>(5 891 384)</b>	<b>426 964 401</b>
Employee costs	166 889 715	(6 463 786)	160 425 929	153 510 124	(6 915 805)	146 167 167
Remuneration of councillors	6 993 000	(8 000)	6 985 000	6 791 323	(193 677)	6 800 868
Debt impairment	30 490 142	1 183 058	31 673 200	31 488 315	(184 885)	14 650 501
Depreciation and asset impairment	28 668 000	1 602 000	30 270 000	30 869 526	599 526	26 583 723
Finance charges	19 514 400	2 333 200	21 847 600	21 856 976	9 376	17 970 731
Bulk purchases	128 498 000	(6 275 000)	122 223 000	118 609 439	(3 613 561)	118 995 098
Inventory consumed	17 780 200	5 495 391	23 275 591	17 673 355	(5 602 236)	15 361 683
Contracted Services	38 447 400	(1 101 265)	37 346 135	33 616 806	(3 729 329)	32 895 292
Transfers and grants	7 797 000	769 025	8 566 025	8 389 039	(176 986)	6 736 094
Other expenditure	40 286 580	4 760 684	45 047 264	37 531 085	(7 516 179)	30 995 144
Losses	2 705 000	-	2 705 000	-	(2 705 000)	-
<b>Total Expenditure</b>	<b>488 069 437</b>	<b>2 295 307</b>	<b>490 364 744</b>	<b>460 335 987</b>	<b>(30 028 757)</b>	<b>417 156 301</b>
<b>Surplus/(Deficit)</b>	<b>(15 922 601)</b>	<b>(2 965 643)</b>	<b>(18 888 244)</b>	<b>5 249 128</b>	<b>24 137 372</b>	<b>9 808 100</b>

	ORIGINAL BUDGET	BUDGET ADJUSTMENT	FINAL BUDGET	ACTUAL OUTCOMES	BUDGET VARIANCE	RESTATED OUTCOME
	2023	2023	2023	2023	2023	2023
	R	R	R	R	R	R
Transfers and subsidies - capital (monetary) - Government	23 610 566	(875 098)	22 735 468	20 244 717	(2 490 751)	19 804 396
Transfers and subsidies - capital (monetary) - Other	528 000	120 299	648 299	532 641	(115 658)	233 619
Transfers and subsidies - capital (in-kind)	-	2 250 000	2 250 000	2 250 000	-	-
<b>Surplus/(Deficit) for year</b>	<b>8 215 965</b>	<b>(1 470 442)</b>	<b>6 745 523</b>	<b>28 276 487</b>	<b>21 530 964</b>	<b>29 846 114</b>

Annual Financial Statements 2022/23

**TABLE 162: FINANCIAL PERFORMANCE OF OPERATIONAL SERVICE**

FINANCIAL PERFORMANCE PER FUNCTIONALITY	OPERATING REVENUE				OPERATING EXPENDITURE			
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL OUTCOME	BUDGET VARIANCE	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL OUTCOME	BUDGET VARIANCE
	R	R	R	%	R	R	R	%
<b>Municipal Manager</b>	<b>57 657 000</b>	<b>58 043 951</b>	<b>41 401 904</b>	<b>-29%</b>	<b>32 593 480</b>	<b>33 722 260</b>	<b>32 843 164</b>	<b>-3%</b>
Mayor and Council	-	-	-	0%	10 602 000	11 492 800	11 344 577	-1%
Municipal Manager	57 657 000	57 600 000	40 987 407	-29%	15 608 900	15 510 800	15 380 279	-1%
Economic Development Planning	-	443 951	414 497	-7%	4 882 300	5 558 260	4 913 809	-12%
Internal Audit	-	-	-	0%	1 500 280	1 160 400	1 204 498	4%
<b>Finance</b>	<b>109 990 236</b>	<b>116 398 761</b>	<b>124 772 037</b>	<b>7%</b>	<b>46 097 500</b>	<b>43 535 988</b>	<b>39 806 242</b>	<b>-9%</b>
Budget and Treasury Office	109 985 236	116 348 761	124 706 124	7%	32 550 500	30 462 988	27 533 958	-10%
Supply Chain Management	-	-	-	0%	2 432 000	2 462 000	2 464 307	0%
Director Finance Services	5 000	50 000	65 913	2%	8 684 000	8 525 000	8 030 909	-6%
<b>Corporate Services</b>	<b>3 128 000</b>	<b>3 093 000</b>	<b>6 544 371</b>	<b>112%</b>	<b>38 156 451</b>	<b>37 161 900</b>	<b>32 858 709</b>	<b>-12%</b>

FINANCIAL PERFORMANCE PER FUNCTIONALITY	OPERATING REVENUE				OPERATING EXPENDITURE			
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL OUTCOME	BUDGET VARIANCE	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL OUTCOME	BUDGET VARIANCE
	R	R	R	%	R	R	R	%
Planning and Development	225 000	190 000	235 798	24%	5 797 151	5 796 000	5 614 268	-3%
Human Resources	2 900 000	2 900 000	6 305 175	117%	16 075 000	16 216 000	13 804 024	-15%
Information Technology	-	-	-	0%	4 613 300	4 971 000	5 017 034	1%
Administrative and Corporate Support	3 000	3 000	3 398	13%	9 423 000	7 901 700	6 267 771	-21%
Director Corporate Services	-	-	-	0%	2 248 000	2 277 200	2 155 612	-5%
<b>Technical Services</b>	<b>258 169 600</b>	<b>252 208 399</b>	<b>249 594 489</b>	<b>-1%</b>	<b>289 667 350</b>	<b>295 373 039</b>	<b>278 600 297</b>	<b>-6%</b>
Building Control	1 551 000	2 101 000	2 340 792	11%	2 888 500	2 605 370	2 524 591	-3%
Project Management Unit-	2 785 564	2 881 698	2 881 700	0%	3 842 850	4 301 480	4 387 230	2%
Property Services	2 595 000	4 695 000	951 607	-80%	7 444 900	7 865 975	7 545 466	-4%
Director Technical Services	-	-	-	0%	2 139 000	1 609 000	1 483 898	-8%
Solid Waste Removal	32 837 000	32 871 665	39 807 619	21%	45 579 100	47 977 549	47 400 977	-1%
Street Cleaning	-	-	-	0%	4 971 650	4 901 000	4 597 535	-6%
Sewerage	17 786 000	17 936 000	21 717 537	21%	12 352 600	12 014 441	10 077 844	-16%
Wastewater Treatment	-	-	-	0%	2 064 000	2 489 000	2 035 470	-18%
Storm Water Management	-	-	-	0%	802 600	822 964	1 047 116	27%
Water Distribution	38 004 036	39 923 036	42 812 196	7%	21 713 250	27 482 981	24 647 370	-10%

FINANCIAL PERFORMANCE PER FUNCTIONALITY	OPERATING REVENUE				OPERATING EXPENDITURE			
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL OUTCOME	BUDGET VARIANCE	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL OUTCOME	BUDGET VARIANCE
	R	R	R	%	R	R	R	%
Water Treatment	-	-	-	0%	1 795 500	1 924 000	1 994 714	4%
Roads	1 858 000	1 877 000	1 802 750	-4%	33 734 200	33 814 744	32 971 853	-2%
Electricity	160 753 000	149 923 000	137 280 289	-8%	149 039 550	146 156 535	136 558 281	-7%
Street Lighting	-	-	-	0%	1 299 650	1 408 000	1 327 952	-6%
<b>Community Services</b>	<b>43 202 000</b>	<b>41 732 389</b>	<b>43 272 314</b>	<b>4%</b>	<b>81 554 656</b>	<b>80 571 557</b>	<b>76 227 575</b>	<b>-5%</b>
Director Community Services	-	-	-	0%	3 210 000	3 950 954	3 796 388	-4%
Libraries and Archives	8 074 000	8 426 885	8 452 769	0%	8 616 000	8 956 285	8 215 127	-8%
Community Halls & Facilities	183 000	233 000	299 904	29%	4 020 800	3 760 522	3 623 143	-4%
Cemeteries	600 000	550 000	513 696	-7%	1 235 700	1 001 448	930 195	-7%
Housing Core	22 000	-	-	0%	1 912 000	1 923 197	1 857 854	-3%
Housing Non-Core	1 650 000	-	40 413	0%	1 745 000	41 000	37 755	-8%
Traffic Control	21 262 000	22 512 635	23 064 602	2%	33 317 042	36 051 680	35 849 553	-1%
Fire Fighting and Protection	5 000	5 000	5 794	16%	3 535 150	2 866 594	2 694 368	-6%
Community Parks	186 000	100 000	115 261	15%	10 038 914	8 498 919	7 757 822	-9%
Sports Grounds and Stadiums	-	-	172 682	0%	4 087 750	4 087 836	3 432 216	-16%
Swimming Pools	12 000	20 000	18 816	-6%	1 173 000	1 109 938	958 652	-14%
Holiday Resorts	5 420 000	5 193 869	5 717 248	10%	6 868 300	6 760 271	5 768 374	-15%
Road and Traffic Regulation	5 788 000	4 691 000	4 871 128	4%	1 795 000	1 562 913	1 306 128	-16%
<b>TOTAL</b>	<b>472 146 836</b>	<b>471 476 500</b>	<b>465 585 116</b>	<b>-1%</b>	<b>488 069 437</b>	<b>490 364 744</b>	<b>460 335 987</b>	<b>-6%</b>

5.1.2 FINANCIAL GRANTS

The Municipality received the following operating transfers and grants during the 2022/23 financial year:

**TABLE 163: OPERATING GRANTS AND TRANSFERS**

DESCRIPTION	BUDGET YEAR 2022/23		
	ORIGINAL BUDGET	ADJUSTED BUDGET	YEAR TD ACTUAL
R THOUSANDS			
<b>RECEIPTS:</b>			
<b><u>Operating Transfers and Grants</u></b>			
<b>National Government:</b>	<b>63 914</b>	<b>64 011</b>	<b>64 011</b>
Local Government Equitable Share	57 506	57 506	57 506
Municipal Infrastructure Grant	2 786	2 882	2 882
Expanded Public Works Programme	1 662	1 662	1 662
Financial Management Grant	1 550	1 550	1 550
Integrated National Electrification Programme (Municipal) Grant	–	–	–
Water Services Infrastructure Grant	411	411	411
Other transfers and grants – Municipal Disaster Relief Grant (COGTA)	–	–	–
<b>Provincial Government:</b>	<b>9 823</b>	<b>11 464</b>	<b>11 045</b>
Libraries	8 033	8 366	8 366
Human Settlements	1 650	–	40
Maintenance of Roads	140	140	121
Municipal Capacity Building Grant	–	2 514	2 073
Public Employment Support Grant	–	445	445
Other transfers and grants – Local Government Support Grant	–	–	–
<b>District Municipality:</b>	<b>–</b>	<b>237</b>	<b>34</b>
<i>Joint District and Metro Approach Grant</i>	–	237	34
<b>Other grant providers:</b>	<b>172</b>	<b>172</b>	<b>514</b>
<i>Heist op den Berg</i>	172	172	103
<i>Chieta Training Grant</i>	–	–	411
<b>Total Operating Transfers and Grants</b>	<b>73 909</b>	<b>75 884</b>	<b>75 604</b>

DESCRIPTION	BUDGET YEAR 2022/23		
	ORIGINAL BUDGET	ADJUSTED BUDGET	YEAR TD ACTUAL
R THOUSANDS			
<b>Capital Transfers and Grants</b>			
<b>National Government:</b>	15 971	16 611	<b>16 611</b>
Municipal Infrastructure Grant	13 231	13 872	13 872
Financial Management Grant	–	–	–
Integrated National Electrification Programme (Municipal) Grant	–	–	–
Water Services Infrastructure Grant	2 739	2 739	2 739
Other capital transfers			–
<b>Provincial Government:</b>	<b>140</b>	<b>4 541</b>	<b>3 404</b>
Regional Socio - Economic Project	120	120	120
Libraries	20	295	295
Fire Service Capacity Building Grant	–	–	–
Development of Sport and Recreation Facilities	–	–	–
Department of Human Settlements	7 500	526	269
Loadshedding Emergency Relief Grant	–	3 600	2 719
<b>District Municipality:</b>	–	<b>1 583</b>	<b>230</b>
Joint District and Metro Approach Grant	–	1 583	230
<b>Other grant providers:</b>	<b>528</b>	<b>648</b>	<b>533</b>
Heist op den Berg	528	648	533
<b>Total Capital Transfers and Grants</b>	<b>16 639</b>	<b>23 384</b>	<b>20 777</b>
<b>TOTAL RECEIPTS OF TRANSFERS &amp; GRANTS</b>	<b>90 548</b>	<b>99 268</b>	<b>96 382</b>

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The following transfers and grants that the Municipality received during the 2022/23 financial year were utilized as follows:

➤ **MUNICIPAL INFRASTRUCTURE GRANT (MIG)**

The amount of R 1 063 317,00 was unspent on 30 June 2022. An amount of R 326 290,00 was repaid to National Treasury. The grant for 2022/23 financial year for Bergrivier Municipality was R 16 017 000,00.

During the year R 2 881 700,00 was spent on operational expenses and R 13 872 327,00 was spent on capital expenditure relating to the upgrade of roads and storm water, upgrade of sidewalks, Porterville upgrading of roads and Velddrif pump line and pump station. Bergrivier Municipality had no unspent amount at the end of the financial year .

➤ **FINANCIAL MANAGEMENT CAPACITY BUILDING GRANT (PROVINCIAL GOVERNMENT)**

The amount of R 188 525,00 was unspent on 30 June 2022. An allocation of R 2 325 000,00 for the 2022/23 financial year was received and spent on external bursaries for 15 students to the amount of R 441 216,00. The grant was also spent on Revenue Enhancement (R 843 858.98), GIS (R 120 000,00), Asset Management/Unbundling (R 497 790,03) and Electronic Stores Application R 170 000,00) . The amount of R 440 660,00 was unspent on 30 June 2023. An application to roll-over the unspent mount was submitted to Provincial Treasury.

➤ **EXTENDED PUBLIC WORKS PROGRAMME (EPWP)**

R 1 662 000,00 was received, and the funds were utilised to create temporary job opportunities for unemployed persons. The Grant funds were mainly implemented for the following focus areas:

- to enhance the living conditions of the community;
- Solid Waste Collection and Awareness Campaign;
- Chipping of green waste and recycling;
- Water conservation and demand management;
- Storm water channel and retention walls Porterville;
- Data Capturer;
- Law Enforcement;
- Fire Fighting Services;
- Construction of pavements;
- Testing and cleaning Covid-19;
- Pre-paid metering;
- Replacement of mid-block water pipelines;
- Mosaic Tourism Porterville; and
- Maintenance and Beautification of Parks.

➤ **LIBRARY SERVICES GRANT**

The amount of R 608 285,00 was unspent on 30 June 2022. R 8 053 000,00 was received from Provincial Government and the funds were used to deliver library services for 14 libraries in our area and included the salaries of temporary workers. R 8 366 007,00 of this grant was used for operational expenditure and R 295 278,00 for capital projects which included a new vehicle, air conditioners and computer equipment.

➤ **REGIONAL SOCIO-ECONOMIC PROJECT/VIOLENCE PREVENTION THROUGH URBAN UPGRADING**

An allocation of R 120 000,00 was received in the 2022/23 financial year and was used for the Laaiplek RSEP project (pedestrian walkway upgrade between CBD and Noordhoek residential neighbourhood). The project was completed and on 30 June 2023 there was a balance of R 185,00 available of the RSEP grant. This balance will be paid back to Provincial Government as per Treasury Circular Mun No. 9/2021.

➤ **PUBLIC EMPLOYMENT SUPPORT GRANT**

The amount of R 444 729,00 was unspent on 30 June 2022. The unspent was used for Operation clean up in Velddrif, Noordhoek, Laaiplek and Dwarskersbos, Safety Ambassadors, Pelican Beach Resort and Mosaic project and Refuse bins.

➤ **DEVELOPMENT OF SPORT AND RECREATION FACILITIES**

The amount of R 300 000 was unspent on 30 June 2022. The amount was repaid to Provincial Treasury.

➤ **LOADSHEDDING EMERGENCY RELIEF GRANT**

An allocation of R 3 600 000 was received in the 2022/23 financial year and was used for the purchasing of generators for water treatment and booster pump station.

➤ **JOINT DISTRICT AND METRO APPROACH GRANT**

An allocation of R 1 820 000,00 was received in the 2022/23 financial year and was used for the construction of Phase 2 of the Pietie Fredericks Youth Centre in Piketberg. During the year R 229 542,00 was spent and an amount of R 1 556 027,00 was unspent at the end of the financial year.

### 5.1.3 ASSET MANAGEMENT

The asset base of the Municipality is integral to the municipality's ability to provide services to the community in terms of its constitutional mandate such as provision of water, electricity, sanitation and maintenance of roads. It is the duty of the Municipality in terms of its asset management policy to ensure that assets are safeguarded and maintained so that they are operating in the manner intended for its use and are not unproductive or idle.

Assets that are unproductive, idle or not operating in the manner intended or to sufficient capacity are assessed on an ongoing basis for impairment and written off and replaced where applicable. Assets are managed and maintained by the Directorate under which they resort, and provision is made under their respective operational budgets for maintenance over the life cycle of the asset. The Asset Unit within Financial Services is responsible for maintaining the asset register, annual asset counts, capturing of newly acquired assets on the asset register and the removal of obsolete or written off assets from the asset register. During the 2022/23 financial year no auction took place.

The following table indicates the five largest assets acquired during 2022/23:



**TABLE 164: TREATMENT OF THE 5 LARGEST ASSETS ACQUIRED DURING THE FINANCIAL YEAR**

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL
Piketberg Reservoir	7 391 305,00	7 391 304,34	7 391 304,34
Water renewals (Eendekuil)	8 775 000,00	6 425 000,00	5 981 893,13
Repair existing combi-courts (EE, PV, VD)	4 500 000,00	4 500 000,00	2 717 772,98
Prepaid smart metering (EL)	1 525 000,00	3 875 000,00	3 816 698,08
Blackout projects		3 600 000,00	2 719 206,71
<b>TOTAL</b>	<b>22 191 305,00</b>	<b>25 791 305,00</b>	<b>22 626 875,24</b>

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## 5.2 FINANCIAL RATIOS AND INDICATORS

Municipalities make use of several operating ratios and indicators to enable them to benchmark their financial performance. The following are of particular importance:

### 5.2.1 CURRENT RATIO

The current ratio is calculated based on current assets divided by current liabilities. The current ratio is a measure of the ability of the Municipality to utilize cash and cash equivalents to extinguish or retire its current liabilities immediately. Ideally the Municipality should have the equivalent cash and cash equivalents on hand to meet at least the current liabilities, which should translate into a current ratio of 1:1. Anything below 1:1 indicates a shortage in cash to meet creditor obligations. During 2015/16, Bergrivier Municipality had the third best current ratio in the Western Cape at 3.12:1. This ratio further increased to 3.22:1 at the end of 2016/17 and 3.78:1 at the end of the 2017/18 financial years. The restated figures for 2017/2018 shows a slightly decrease in the ratio to 3.61:1. The ratio increased in 2018/2019 to 4.19:1. The ratio decreased in 2019/2020 to 3.27:1. The ratio decreased in 2020/2021 from 3.27: 1 to 3.17: 1. The decrease can be attributed to the slight increase in the unspent grants. The ratio increased in 2022/2023 to 3.40:1.

**TABLE 165: CURRENT RATIO**

YEAR	CURRENT ASSETS	CURRENT LIABILITIES	RATIO
2018/2019	156 800 812	38 073 278	411,84 %
2018/2019 (Restated)	160 412 079	38 328 847	418,52 %
2019/2020	193 860 293	59 339 687	326,70 %
2019/2020 (Restated)	193 842 516	59 332 788	326,70 %
2020/2021	222 256 087	70 043 204	317,31 %
2020/2021 Restated	221 548 570	70 424 475	314,59 %

YEAR	CURRENT ASSETS	CURRENT LIABILITIES	RATIO
2021/2022	236 059 345	68 055 142	346,86 %
2021/2022 Restated	236 161 195	69 098 721	341,77 %
2022/2023	268 061 871	78 466 839	341,62 %

5.2.2 COST COVERAGE

The cost coverage is the multiple of the available cash plus investments divided by monthly fixed operational expenditure. The multiple indicates the municipality’s ability to meet at least its monthly fixed operational commitments from cash and short-term investments without collecting any additional revenue during that month. The norm ranges between 1 to 3 months. It implies that the more cash reserves the municipality has available, the lower the risk of it being unable to fund monthly fixed operational expenditure and to continue rendering services. The Municipality’s cost coverage showed an improvement from the previous financial years from 2.77 in 2015/16 to 4.00 months in the 2016/17 and eventually to 3.61 months in the 2017/18 financial year. The Municipality’s cost coverage decreased to 2.89 months in the 2018/2019 financial year. The Municipality’s cost coverage increased to 3.73 months in the 2019/2020 financial year.

The cost coverage increased from 3.73 months in 2021/2020 to 4.88 months in 2020/2021. The increase is due to the higher cash balance being available because of an improved collection rate coupled to austerity measures and cost saving initiatives across the board.

The Municipality’s cost coverage increased to 5.27 months in the 2022/2023 financial year.

**TABLE 166: COST COVERAGE PERCENTAGE**

YEAR	AVAILABLE CASH & INVESTMENT	MONTHLY FIXED OPERATIONAL EXPENDITURE	RATIO
2018/2019	70 784 143	23 780 060	2,98
2018/2019 (Restated)	70 316 683	24 317 486	2,89
2019/2020	96 779 527	25 962 591	3,73
2019/2020 (Restated)	96 779 527	25 967 219	3,73
2020/2021	132 892 834	27 250 448	4,88
2020/2021 Restated	141 645 797	27 305 541	5,19
2021/2022	143 588 264	31 315 819	4,59
2021/2022 Restated	143 588 264	31 326 840	4,58
2022/2023	174 710 842	33 164 846	5,27

5.2.3 SERVICE DEBTORS TO REVENUE

The service debtor to revenue ratio is the percentage outstanding debtors to annual revenue. The Municipality’s outstanding service debtors to revenue showed an improvement from the previous year.

**TABLE 167: OUTSTANDING SERVICE DEBTORS TO REVENUE RATIO**

YEAR	TOTAL OUTSTANDING SERVICE DEBTORS	ANNUAL REVENUE RECEIVED FOR SERVICES	RATIO
2018/2019	87 444 556	160 631 071	54,44 %
2018/2019 (Restated)	89 192 398	162 921 664	54,75 %
2019/2020	101 522 607	181 434 786	55,96 %
2019/2020 (Restated)	101 004 750	181 434 786	55,67 %
2020/2021	85 252 207	195 726 102	43,56 %
2020/2021 Restated	61 158 092	185 136 297	33,03 %
2021/2022	70 118 019	212 962 297	32,93 %
2021/2022 Restated	70 118 019	212 962 297	32,93 %
2022/2023	82 495 932	215 862 307	38,22 %

5.2.4 DEBT COVERAGE

Debt coverage is basically operating revenue excluding grants, divided by debt service payments.

**TABLE 168: DEBT COVERAGE RATIO**

YEAR	TOTAL OPERATING REVENUE - OPERATING GRANTS	DEBT SERVICE PAYMENTS WITHIN FINANCIAL YEAR	RATIO
2018/2019	313 050 079	11 673 958	26,82
2018/2019 (Restated)	300 985 302	11 673 958	25,78
2019/2020	337 785 956	12 641 177	26,72
2019/2020 (Restated)	337 443 241	12 641 177	26,69
2020/2021	354 962 030	15 085 547	23,53
2020/2021 Restated	354 459 919	15 085 547	23,50
2021/2022	377 188 545	17 593 939	21,44
2021/2022 Restated	378 277 636	17 593 939	21,50
2022/2023	413 007 986	23 168 058	17,83

5.2.5 CREDITOR SYSTEM EFFICIENCY

Creditor’s systems efficiency is based on the percentage of creditors paid within 30 days as required by Section 65 (e) of the Municipal Finance Management Act,2003 ( Act 56 of 2003). The Municipality’s creditor efficiency rate is 100 % meaning that all creditors are paid strictly in accordance with the legislative requirements.

5.2.6 CAPITAL CHARGES TO OPERATING EXPENDITURE

The Capital Charges to Operating Expenditure ratio is a percentage of interest and principal debt paid divided by operating expenditure. The Municipality’s capital charges to expenditure has slightly increased from the previous year.

**TABLE 169: CAPITAL CHARGES TO OPERATING EXPENDITURE RATIO**

YEAR	INTEREST + PRINCIPLE PAID	OPERATING EXPENDITURE	RATIO
2018/2019	11 523 685	321 654 267	3,58 %
2018/2019 (Restated)	11 523 685	328 644 397	3,51 %
2019/2020	11 678 606	367 923 120	3,17 %
2019/2020 (Restated)	11 678 606	365 370 147	3,20 %
2020/2021	12 689 335	386 792 222	3,28 %
2020/2021 Restated	12 689 337	386 911 099	3,28 %
2021/2022	15 072 241	417 020 794	3,61 %
2021/2022 Restated	25 850 245	417 156 301	6,20 %
2022/2023	31 514 147	460 335 988	6,85 %

5.2.7 EMPLOYEE COSTS

Employee costs are calculated as a percentage of total operating expenditure. The Municipality’s employee cost ratio showed a slight decrease from the 2019/20 financial year from 37.65 % in 2017/18 to 37.55 % in the 2018/19 financial year. The employee cost ratio decreased to 35.84 % in the 2019/2020 financial year. The 2020/2021 employee cost ratio shows a slight decrease from the previous year. The 2022/2023 employee cost ratio showed a further slight decrease from the previous year.

**TABLE 170: EMPLOYEE COST RATIO**

YEAR	EMPLOYEE COSTS	OPERATING EXPENDITURE	RATIO
2018/2019	123 486 307	321 654 267	38,39 %
2018/2019 (Restated)	123 397 594	328 644 397	37,55 %
2019/2020	130 947 771	367 923 120	35,59 %
2019/2020 (Restated)	130 947 771	365 370 147	35,84 %
2020/2021	134 976 575	386 792 222	34,90 %
2020/2021 Restated	135 119 215	386 911 099	34,92 %
2021/2022	146 665 018	417 020 794	35,17 %
2021/2022 Restated	146 797 263	417 156 301	35,19 %

YEAR	EMPLOYEE COSTS	OPERATING EXPENDITURE	RATIO
2022/2023	154 328 162	460 335 988	33,53 %

5.2.8 REPAIRS AND MAINTENANCE

Repairs and Maintenance costs are calculated as a percentage of the Municipality’s total operating expenditure. It must be noted that employee and transport costs are not included in expenditure as the Municipality does not have a costing system. This ratio indicates whether sufficient provision is made, in respect of repairs and maintenance for property, plant and equipment. One of the Municipality’s development priorities is to maintain our existing infrastructure in a good state of repair to prevent unnecessary capital outlay in the future. The Municipality’s repairs and maintenance ratio showed a decrease from the previous year.

**TABLE 171: REPAIRS AND MAINTENANCE RATIO**

YEAR	REPAIRS AND MAINTENANCE	OPERATING EXPENDITURE	RATIO
2018/2019	8 483 267	321 654 267	2,64 %
2018/2019 (Restated)	8 593 315	328 644 397	2,61 %
2019/2020	8 179 030	367 923 120	2,22 %
2019/2020 (Restated)	8 179 030	365 370 147	2,24 %
2020/2021	8 870 137	386 792 222	2,29 %
2020/2021 Restated	8 884 596	386 911 099	2,30 %
2021/2022	11 096 196	417 020 794	2,66 %
2021/2022 Restated	11 096 196	417 156 301	2,66 %
2022/2023	10 745 766	460 335 988	2,33 %

5.2.9 DEBT RECOVERY RATE

The Municipality’s debt recovery rate for 2022/23 is 95,77 % which is an increase from the previous year’s 95.01 %. The debt recovery rate is based on the last 12 months receipts divided by the last 12 months billing. Debt recovery is deemed a priority, and the Municipality will be investigating alternative debt collection methods and implemented a strategic revenue enhancement action plan during 2022/23. The increase in the rate could be attributed to the better understanding of the new financial system, more effective credit control procedures, and the in-house follow up of outstanding accounts with no services.

Alternative methods to pay municipal accounts was investigated and implemented during the 2022/23 financial year. This will ensure that accounts can be paid outside normal office hours. Handover of accounts with only rates and availability charges has also started and will continue during the 2023/24 financial year. Alternatives steps to blacklist consumers will also be investigated.

TABLE 172: DEBT RECOVERY RATE

YEAR	RECEIPTS	BILLING	RATIO
2018/2019 (Restated)	213 989 147	238 111 634	89,87%
2019/2020	241 132 561	263 354 762	91,56%
2019/2020 (Restated)	241 496 353	263 338 023	91,71%
2020/2021	270 819 033	279 981 127	96,73%
2020/2021 Restated	270 084 748	279 479 016	96,64%
2021/2022	297 159 810	312 758 101	95,01%
2021/2022 Restated	297 159 810	312 758 101	95,01%
2022/2023	314 459 559	328 347 580	95,77%

### 5.3 SPENDING AGAINST CAPITAL BUDGET

#### 5.3.1 CAPITAL EXPENDITURE

The original capital budget for 2022/23 was R 83 154 566,00. The final budget for 2022/2023 after adjustments and virements amounts to R 85 001 344,00. The total capital expenditure for the year was R 74 713 623,00.

#### 5.3.2 SOURCES OF FINANCE

The Municipality's major sources of capital finance are:

- ⤴ Internally generated funds (Capital Replacement Reserve fund) (CRR);
- ⤴ Loans, which will be elaborated on under paragraph 5.8;
- ⤴ Municipal Infrastructure Grant Funding (MIG) which is used for infrastructure development projects, and
- ⤴ Department of Mineral and Energy (DME) funding.

### 5.4 CASH FLOW MANAGEMENT AND INVESTMENTS

#### 5.4.1 CASH FLOW

The Municipality's cash flow for the 2022/23 financial year was as follows:

TABLE 173: CASH FLOW OUTCOMES

	ORIGINAL BUDGET	BUDGET ADJUSTMENT	FINAL BUDGET	ACTUAL OUTCOME	BUDGET VARIANCE	RESTATED OUTCOME
	2023	2023	2023	2023	2023	2022
	R	R	R	R	R	R
<b>CASH FLOWS</b>						
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>						
<b>Receipts</b>						

	ORIGINAL BUDGET	BUDGET ADJUSTMENT	FINAL BUDGET	ACTUAL OUTCOME	BUDGET VARIANCE	RESTATED OUTCOME
	2023	2023	2023	2023	2023	2022
	R	R	R	R	R	R
Property rates, penalties & collection charges	89 142 951	(0)	89 142 951	92 386 529	3 243 578	83 107 956
Service charges	241 842 037	(9 360 374)	232 481 663	223 512 426	(8 969 237)	214 279 354
Other revenue	22 931 858	(760 058)	22 171 800	22 178 926	7 126	22 229 098
Government - operating	73 909 434	910 391	74 819 825	74 701 690	(118 135)	64 534 939
Government - capital	24 138 566	(3 755 386)	20 383 180	20 777 358	394 178	20 038 015
Interest	10 432 743	2 846 549	13 279 292	12 430 129	(849 163)	7 429 272
<b>Payments</b>						
Suppliers and employees	(396 865 895)	3 322 976	(393 542 919)	(362 908 891)	30 634 028	(349 254 713)
Finance charges	(7 802 400)	(135 200)	(7 937 600)	(7 936 992)	608	(7 206 042)
Transfers and grants	(7 797 000)	(739 025)	(8 536 025)	(8 389 039)	146 986	(6 736 094)
<b>NET CASH FROM OPERATING ACTIVITIES</b>	<b>49 932 294</b>	<b>(7 670 127)</b>	<b>42 262 167</b>	<b>66 752 137</b>	<b>24 489 970</b>	<b>48 421 785</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>						
<b>Receipts</b>						
Proceeds on disposal of PPE	-	3 400 000	3 400 000	3 574 759	174 759	616 852
<b>Payments</b>		-				
Capital assets	(83 154 566)	403 222	(82 751 344)	(69 681 094)	13 070 250	(54 333 310)
<b>NET CASH USED IN INVESTING ACTIVITIES</b>	<b>(83 154 566)</b>	<b>3 803 222</b>	<b>(79 351 344)</b>	<b>(66 106 334)</b>	<b>13 245 010</b>	<b>(53 716 458)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>						
<b>Receipts</b>						
Borrowing long term/refinancing	40 000 000	(369 865)	39 630 135	39 630 135	-	14 650 000
Increase (decrease) in consumer deposits	394 572	428	395 000	503 812	108 812	466 654
<b>Payments</b>						

	ORIGINAL BUDGET	BUDGET ADJUSTMENT	FINAL BUDGET	ACTUAL OUTCOME	BUDGET VARIANCE	RESTATED OUTCOME
	2023	2023	2023	2023	2023	2022
	R	R	R	R	R	R
Repayment of borrowing	(10 081 955)	(2 217 021)	(12 298 976)	(9 657 171)	2 641 805	(7 879 514)
<b>NET CASH FROM FINANCING ACTIVITIES</b>	<b>30 312 617</b>	<b>(2 586 458)</b>	<b>27 726 159</b>	<b>30 476 776</b>	<b>2 750 617</b>	<b>7 237 140</b>
<b>NET INCREASE/ (DECREASE) IN CASH HELD</b>	<b>(2 909 655)</b>	<b>(6 453 363)</b>	<b>(9 363 018)</b>	<b>31 122 578</b>	<b>40 485 596</b>	<b>1 942 467</b>
Cash/cash equivalents at the year begin:	126 446 973	17 141 291	143 588 264	143 588 264	-	141 645 797
Cash/cash equivalents at the year-end:	123 537 318	10 687 928	134 225 246	174 710 842	40 485 596	143 588 264

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#### 5.4.2 BORROWING AND INVESTMENTS

The Municipality raised a new external loan to the value of R 39 630 135,00 during the 2022/23 financial year to finance long-term capital expenditure projects aimed at improving service delivery.

**TABLE 174: EXTERNAL DEBT CREATED, REPAYED OR REDEEMED AND EXPECTED BORROWING**

INSTITUTION	LOAN		MATURITY	OPENING BALANCE	RECEIVED	REDEEMED	CLOSING BALANCE
	NUMBER	RATE	DATE	1 JULY 2022	DURING YEAR	DURING YEAR	30 JUNE 2023
<b><u>ANNUITY LOANS</u></b>							
Nedbank	05/7831032282	11,27%	2023/06/12	591 472	-	(591 472)	-
DBSA	61001029	12,41%	2030/06/30	11 859 227	-	(936 687)	10 922 541
DBSA	61006811	11,53%	2031/06/30	2 872 968	-	(195 605)	2 677 364
DBSA	61006837	11,59%	2036/06/30	7 597 601	-	(236 024)	7 361 576
DBSA	61006975	11,33%	2032/06/30	3 013 501	-	(174 809)	2 838 692
Standard Bank	537707	8,90%	2024/06/30	2 059 068	-	(969 676)	1 089 392
Standard Bank	536748	10,07%	2023/06/30	1 464 793	-	(1 464 793)	-
ABSA	3044701437	10,57%	2026/06/01	2 995 562	-	(637 083)	2 358 479
ABSA	3046456438	10,12%	2027/06/30	3 729 384	-	(603 872)	3 125 512



INSTITUTION	LOAN		MATURITY	OPENING BALANCE	RECEIVED	REDEEMED	CLOSING BALANCE
	NUMBER	RATE	DATE	1 JULY 2022	DURING YEAR	DURING YEAR	30 JUNE 2023
DBSA	61007572	9,28%	2029/06/29	4 599 801	-	(496 152)	4 103 649
DBSA	61007573	8,90%	2024/06/30	496 524	-	(237 715)	258 809
DBSA	61007642	10,07%	2030/06/30	5 699 623	-	(492 272)	5 207 351
Standard Bank	654527	9,02%	2031/06/30	11 047 024	-	(840 928)	10 206 096
ABSA	3054195743	7,22%	2026/06/30	2 814 695	-	(629 709)	2 184 985
Standard Bank	729304	11,05%	2032/06/30	11 750 000	-	(685 024)	11 064 976
Standard Bank	729271	10,62%	2027/06/30	2 900 000	-	(465 346)	2 434 654
Standard Bank	797102	10,22%	2028/06/30	-	14 846 835	-	14 846 835
Standard Bank	797125	12,08%	2038/06/30	-	10 925 000	-	10 925 000
Nedbank	19/11396464000 01	11,70%	2033/06/30	-	13 858 300	-	13 858 300
<b>Total Annuity Loans</b>				<b>75 491 244</b>	<b>39 630 135</b>	<b>(9 657 170)</b>	<b>105 464 209</b>

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## 5.5 SUPPLY CHAIN MANAGEMENT

The Supply Chain Unit has capacity constraints, due to new legislation and more compliance adherence enforced onto Municipalities by National Treasury. Currently the Unit manages the responsibilities and requirements to the best of their abilities.

## 5.6 GRAP COMPLIANCE

GRAP is the acronym for Generally Recognized Accounting Practice, and it provides the rules by which municipalities are required to disclose financial transactions. The National Treasury, in association with other key stakeholders, has led the process of the development of accounting reforms in the South African Public Sector since 1998. There are also clear roles of responsibilities for the ASB (Accounting Standards Board), the National Treasury and the Auditor-General, which can be summarised as follows:

- ♣ The ASB sets the accounting standards;
- ♣ National Treasury assists in the implementation of the standards by, for example, developing the appropriate formats, making recommendations and regulating the approach to implementation,

providing guidance and rendering support for implementation, including training; and

- ▲ The Auditor-General audits annual financial statements in line with the standards.

The accounting principles, concepts and disclosure requirements are included in the standards of Generally Recognised Accounting Practice (GRAP), also referred to as the accounting standards. The accounting standards give the following guidance to the preparers of Annual Financial Statements when dealing with specific topics. They explain:

- ▲ the accounting treatment of transactions, in other words the debit and credit entries, including when to recognise these entries;
- ▲ the accounting measurement of transactions; and
- ▲ the presentation and disclosure requirements of transactions in the entity's Annual Financial Statements.

In terms of paragraph 63 of the Framework for the Preparation and Presentation of Annual Financial Statements the application of GRAP normally results in financial statements that convey what is generally understood as a fair presentation of such information.

#### **BBB-EE Compliance**

Section 13F(1)(g) of the Broad-Based Black Economic Empowerment Act, 2003 (Act 53 Of 2003) (*as amended*) requires the B-BBEE Commission to receive and analyse reports prescribed in Section 13G. Section 13G addresses the BEE compliance by organs of state, public entities and private sector enterprises. Bergrivier Municipality is compliant.

#### **5.7 MUNICIPAL STANDARD CHART OF ACCOUNTS (mSCOA) COMPLIANCE**

The National Treasury published the Municipal Regulations on Standard Chart of Accounts (mSCOA) in Government Gazette 37577 dated 22 April 2014 with the aim of implementing a uniform system of reporting amongst the then 278 municipalities. This system was to be implemented by 01 July 2017 by all municipalities and immediately start reporting to National Treasury using the new system. Bergrivier Municipality's financial system was not mSCOA compatible and /or compliant and we had to procure and implement a new financial system, namely Phoenix that is developed by VESTA Technical Services.

#### **5.8 2022/23 ANNUAL FINANCIAL STATEMENTS**

The Annual Financial Statements of the Bergrivier Municipality for 2021/22 have been prepared in accordance with Municipal Finance Management Act, 2003 (Act No 56 of 2003) (MFMA) and the Standards of Generally Recognised Accounting Practice (GRAP), including any interpretations and directives issued by the Accounting Standards Board in Accordance with Section 122(3) of the said Act. The Annual Financial Statements which contain the report of the Auditor General are appended as Volume II.

## ACRONYMS AND ABBREVIATIONS

ACDI	African Climate Change Development Initiative
AFS	Annual Financial Statements
AG	Auditor General
ANC	African National Congress
ASB	Accounting Standards Board
BBBEE	Broad-based Black Economic Empowerment
BEAF	Bergriver- Estuary Advisory Forum
BEMF	Berg Estuary Management Forum
BEMP	Bergriver Estuarine Management Plan
BTO	Bergrivier Tourism Organisation
CBD	Central Business District
CDW's	Community Development Workers
CFO	Chief Finance Officer
COGTA	Cooperative of Governance Traditional Affairs
CWP	Community Workers Programme
DA	Democratic Alliance
DBDSA	Development Bank of South Africa
DCAS	Department of Culture, Art and Sport
DDM	District Development Model
DCoG	Department of Co-operative Government
DEADP	Department of Environmental Affairs and Development Planning
DORA	Division of Revenue Act
DWS	Department of Water and Sanitation
ECD	Early Childhood Development
EDP	Economic Development Partnership
EEA	Employment Equity Act
EMS	Emergency Medical Services

EE	Employment Equity
EPWP	Expanded Public Works Programme
FET	Further Education and Training
FLOW	Fostering Local Wellbeing
FMG	Financial Management Grant
FTE	Full time Equivalent
GDPR	Gross Domestic Product for the Region
GRAP	Generally Recognized Accounting Practice
HDI	Human Development Index
ICMP	Integrated Coastal Management Plan
ICMA	Integrated Coastal Management Act
ICT	Information Communication Technology
IDP	Integrated Development Plan
IDZ	Industrial Development Zone
INE	Integrated National Electrification
IWMP	Integrated Waste Management Plan
JDA	Joint District Approach
JDMA	Joint District Management Approach
JMAQWG	Joint Municipal Air Quality Working Group
KPA	Key Performance Areas
KPI	Key Performance Indicators
LAB	Local Action for Biodiversity
LBSAP	Local Biodiversity Strategic Action Plan
LED	Local Economic Development
LDAC	Local Drug Action Committee
LLF	Local Labour Forum
LRC	Local Reference Committee
MCC	Municipal Coastal Committee

MDB	The Municipal Demarcation Board
MERO	Municipal Economic Review and Outlook
MFMA	Local Government Municipal Financial Management Act 56 of 2003
MIG	Municipal Infrastructure Grant
MM	Municipal Manager
MPAC	Municipal Public Accounts Committee
MRF	Material Recovery Facilities
MSA	Local Government Municipal Systems Act 32 of 2000
mSCOA	Municipal Standard Chart of Accounts
NBR	National Building Regulations
NGO	Non-Government Organisation
NRW	Non-revenue water
OHS	Occupational Health and Safety
PA	Patriotic Alliance
PACA	Participatory Appraisal of Competitive Advantage
PDO	Predetermined Objective
PGWC	Provincial Government of the Western Cape
PMS	Performance Management System
POP Centre	Path Onto Prosperity Centre
PR	Proportional Representation Councillors
PRAC	Performance-, Risk- and Audit Committee
RSEP	Regional Socio-Economic Project
RTO	Regional Tourism Organisation
SALGA	South African Local Government Association
SCM	Supply Chain Management
SDBIP	Service Delivery and Budget Implementation Plan
SEDA	Small Enterprise Development Agency
SEP	Social Economic Profile

SMME	Small-, Medium- and Micro Enterprises
SOP	Standard Operating Procedure
TMF	Table Mountain Fund
UAW	Unaccounted for water
UCT	University of Cape Town
UISP	Upgrading of Informal Settlement Programme
VIP	Ventilated Pit Latrine
VVSG	Vereniging van Vlaamse Steden en Gemeentes
WCAQWG	West Coast Air Quality Working Group
WC/WDM	Water Conservation / Water Demand Management
WCBDC	West Coast Business Development Centre
WCDM	West Coast District Municipality
WHO	World Health Organisation
WSDP	Water Services Development Plan
WSIG	Water Services Infrastructure Grant
WWTW	Wastewater Treatment Works

## ANNEXURES

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