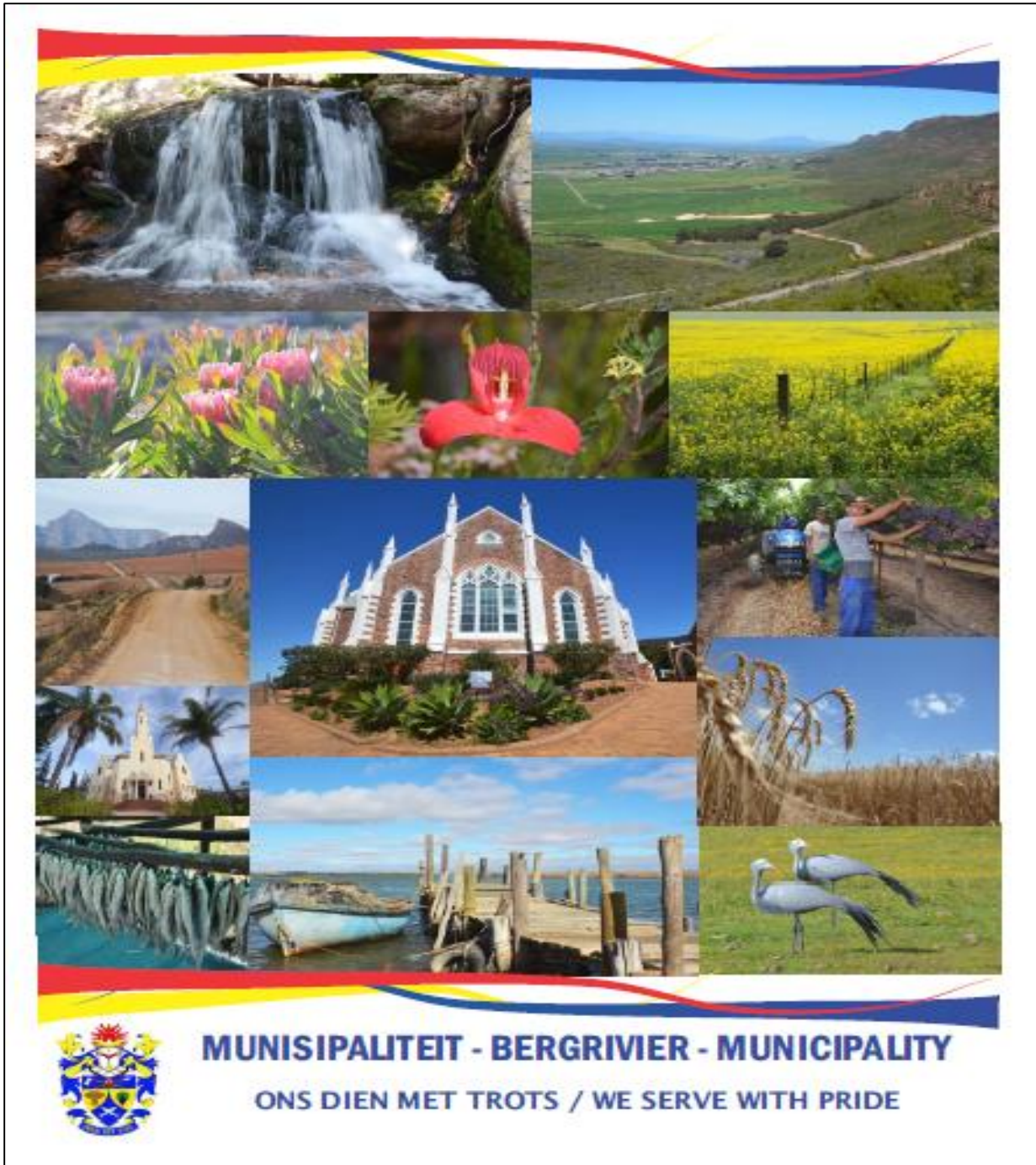


ANNUAL REPORT 2019/20 VOLUME I



MUNISIPALITEIT - BERGRIVIER - MUNICIPALITY

ONS DIEN MET TROTS / WE SERVE WITH PRIDE

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FOREWORD BY THE EXECUTIVE MAYOR



Bergrivier Municipality – Core Values

- We are all part of Bergrivier Municipality;
- We strive to render good services to ensure that all people can live together in a dignified manner;
- We are unashamedly pro-poor;
- We believe in good relationships;
- We believe in close partnerships;
- We believe in social and economic development of the area;
- We are disciplined;
- We care about our work and our colleagues; and
- We serve with pride.
- We are ethical

Dearest communities,

It is with a grateful heart that I represent the Council of Bergrivier Municipality and humbly present the Annual Report for the 2019/2020 financial year.

The Annual Report provides an overview of the strategic objectives we addressed as set out by the Integrated Development Plan (IDP), focusing on service delivery while concurrently complying with legislative requirements and governance challenges.

Our strategic goals and objectives are simply to:

- Strengthen financial sustainability and further enhance good governance;
- Sustainable service delivery;
- Facilitate an enabling environment for economic growth to alleviate poverty; and
- Promote a safe, healthy, educated and integrated communities.

It is important to note that in order for us to achieve the above-mentioned goals and objectives we have to continue working together: the Council, the municipal administration and our communities. This relationship forms the foundation upon which we can rectify areas that require improvement, fill voids and identify mechanisms to improve our discipline in our daily work.

The 2019/2020 financial year was challenging to say the least, but Bergrivier Municipality faced every challenge head on with a remarkable sense of resilience.

“I’m not sure if resilience is ever achieved alone. Experience allows us to learn from example. But if we have someone who loves us I don’t mean who indulges us, but who loves us enough to be on our side then it’s easier to

grow resilience, to grow belief in self, to grow self-esteem. And it's self-esteem that allows a person to stand up."

Maya Angelou

2020 is marked as our **Year of Excellence** and in spite of the challenges that we were and are still facing, Bergrivier Municipality in partnership with our stakeholders, collaborated with our communities and collectively we took ownership of our community, our families, our friends, our colleagues and our neighbours *for the love of Bergrivier we are standing up and striving for excellence.*

On behalf of the Bergrivier Municipal Council it is an honor to convey our appreciation to our communities for their continuous support, constructive criticism and valued inputs. It is an absolute pleasure to work with communities that place the well-being of their home towns above all else, your dedication is admirable.

To the Municipal Manager, the Directors and all municipal officials, thank you for diligently performing your duties in service of our communities, continue to be inspired to serve others.

To the Bergrivier Municipal Council, our differences are our greatest strength and our camaraderie is based on our love for the communities of Bergrivier. Thank you for all your hard work, I appreciate and applaud you.

All honor and glory to God.

Thank you,

Alderman Ray van Rooy

EXECUTIVE MAYOR

HIGHLIGHTS OF THE 2019-2020 FINANCIAL YEAR



Opening of the R5,4 million netball/tennis courts for Porterville and Eendekuil in February 2020



Fourth consecutive clean audit for 2018-2019 financial year for Bergvriër Municipality!



New firefighting vehicles for three towns in the Bergvriër Municipal Area



Opening of Anna Swartz Play Park in Porterville in February 2020



COVID-19 awareness campaigns in April/May 2020



The Active Box in Piketberg valued at R2,6 million completed in 2020



Bergvriër Municipality united behind the Springboks during the Rugby World Cup in September 2019.

HIGHLIGHTS OF THE 2019-2020 FINANCIAL YEAR



Working together to ensure rural and urban safety in our municipal area was the theme of the IDP Forum which took place in October 2019



The 'So you think you can walk' drive was a successful initiative to raise funds for the Mayor's Help Fund



Waste Water Treatment Works in Porterville upgraded to the value of R25,6 million



The switching station in Noordhoek received an upgrade of R4 million



The Bulk Water Infrastructure in Goedverwacht underwent R4 million worth of upgrades



Bergrievier Municipality acknowledges the performance of its workforce and awards staff development — December 2019.



The Executive Mayoral Committee meeting with social distancing during the COVID-19 pandemic

FOREWORD BY THE MUNICIPAL MANAGER



Bergrivier 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 satisfy our community by delivering excellent services, which we do sustainably. During December 2019 we declared 2020 as the *Year of Service Excellence*, not knowing then what special effort it would take to deliver excellent services in the middle of a pandemic. But we did it! The appreciation and thankfulness that we receive from our communities are

evidence of this. Bergrivier 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 Bergrivier Municipality we strongly uphold the definition of a Municipality as contained in the Systems Act, which states that a municipality consists of three equal partners namely the Council, the Administration and the Public. It is where these three partners work seamlessly together, that we see the magic happen! And did we not see the magic in the midst of the pandemic, where all role players worked seamlessly to concur hunger, poverty, the virus and ensure a prosperous community.

Obviously we are not perfect and 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 in our area to obtain maximum successes.



Our international relations with the Belgium Federal Government and Heist-op-den-Berg Municipality in particular 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 - 2022 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 awareness raising 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.

While attending to our own areas of service delivery within Bergrivier Municipal area, we are also in conversation with the Moravian Church of South Africa about sustainable service delivery models in the two Moravian Towns within Bergrivier Municipal Area. The Municipality and the District Municipality are currently assisting the Church with service delivery where and when needed, but we are seeking a sustainable future solution jointly and in partnership to ensure a better future for all people living in the Moravian towns. We are assisted in this by SALGA (South African Local Government Association) and relevant national and provincial departments. Several community meetings took place during the period under review. The progress in Wittewater is mentionable.

The revenue trend for the Municipality for the past three years consists mainly of income derived from services, rates and government grants. The revenue from own sources, rates and services represents 64.21 % of the total operational income. During the past financial year the Council took up external loans to the value of R 6, 55 million for the construction of capital infrastructure to enhance the delivery of services. Government grants received represent 20.18 % 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 Council’s services. During the 19/20 financial year we spent R 40.937 million on capital projects of which 49.33 % was from Government Grant, other resources 15.40 % from borrowings and 35.27 % from own funds. During this financial year we realized a debtor’s collection rate of 91.56 % (up from 89.87 % in the previous financial year) which is below the National Treasury current norm of 95 % in Local Government. The Municipality has prepared a Revenue Management Action Plan to improve the collection rate and we will make a concerted effort in the next financial year to achieve a minimum target of 96 %. In terms of our liquidity, we have a current ratio of 3.27:1.

As a Municipality we do risk assessments annually and have dedicated risk management meetings quarterly to develop and implement mitigating measures. Our top strategic risks with the highest residual ratings include the lack of financial sustainability in Local Government, inadequate resources due to the lack of funding, inadequate capacity in infrastructure and maintenance of infrastructure impacting directly on service delivery. Furthermore, it includes an increase in lawlessness in the communities resulting in criminal activities, including vandalism and theft of municipal infrastructure and assets, the health threat related to the world wide pandemic of Covid-19

with the resulting unemployment and poverty in our communities, as well as the risk of illegal occupation of Municipal land.

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. Together we can face any challenge that comes our way if we continue to work in partnership. I like to take this opportunity to sincerely thank every partner who assisted the communities of Bergrivier Municipality to survive during the Covid-19 pandemic. I believe that there are no challenges that we cannot successfully tackle together and we proved this during the Covid-19 pandemic. We truly strive to serve with pride!

ADV H LINDE

MUNICIPAL MANAGER

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 also assigns 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 whilst promoting social and economic development of the community, and ensure that any red tape with regard to land use planning is eliminated.

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
Child care facilities	Yes	Cemeteries, funeral parlours 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 in our area	Facilities for the accommodation, care and burial of animals	Yes

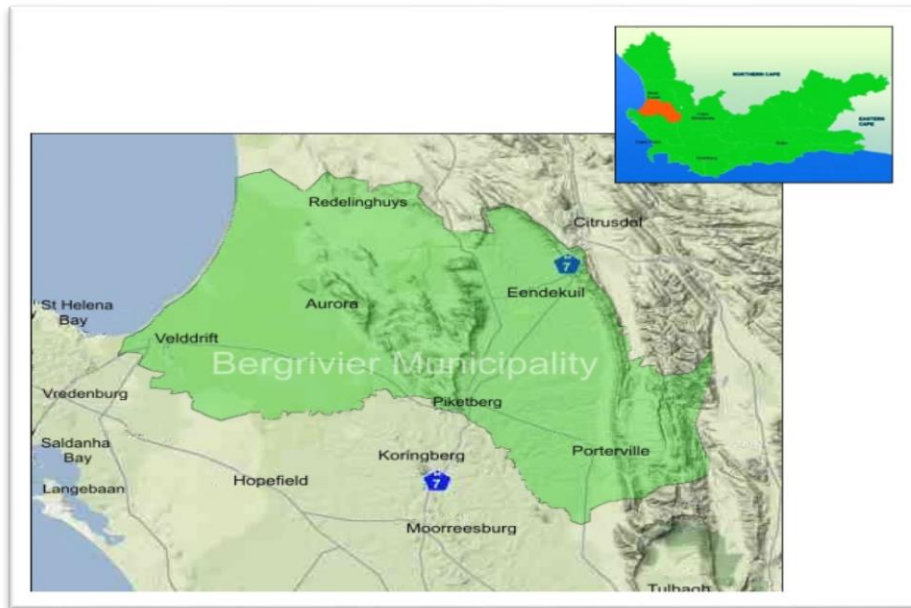
SCHEDULE 4, PART B FUNCTIONS	YES/NO	SCHEDULE 5, PART B FUNCTIONS	YES/NO
Municipal planning	Yes	Fencing and fences	Yes
Municipal health services	No (West Coast District)	Licensing of dogs	No (West Coast District Municipality)
Municipal public transport	Yes	Licensing and control of undertakings that sell 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	Yes	Markets	Yes
Trading regulations	Yes	Municipal abattoirs	Yes
Water and sanitation services limited to potable water supply systems and domestic waste-water 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

Bergvriewer 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 km² 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, Redelinghuys, 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 Laaipek, 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 (Including Dasklip Pass)	Porterville is classified as a central place and 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.
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's 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.

SETTLEMENT	CHARACTERISTICS AND ECONOMIC BASE
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.

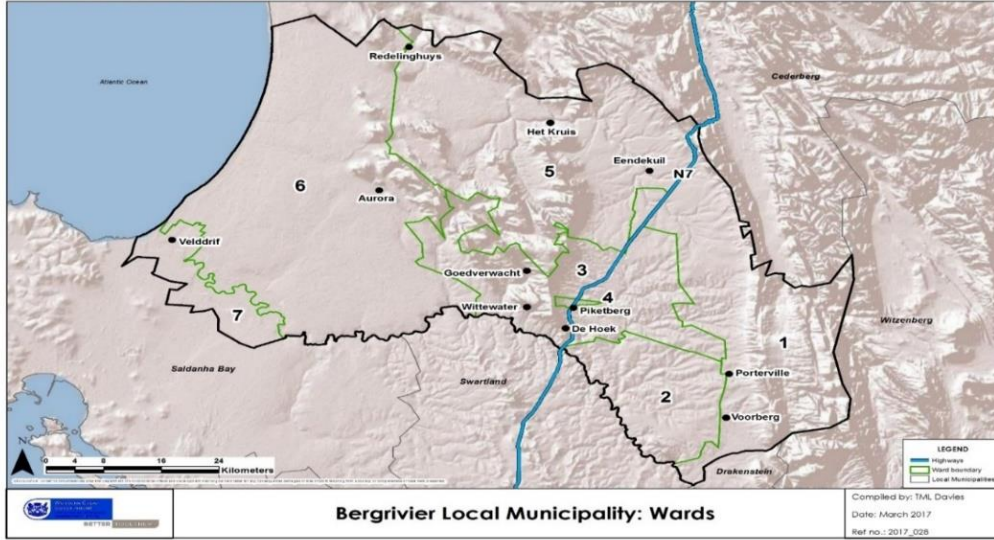
The ward demarcation of Bergrivier Municipality was changed for the 2016 municipal election in accordance with the Local Government: Municipal Demarcation Act, 1998 (Act 27 of 1998) (Demarcation Act) and was demarcated into 7 (seven) wards. Although the Municipality had 7 wards prior to this, the new demarcation brought about significant changes in ward boundaries which impact on municipal planning, information management and community participation practices. The following is a table outlining the new ward demarcation in comparison to the former demarcation:

TABLE 3: COMPARISON OF WARD DEMARICATIONS

WARD	2016 ELECTION DEMARICATION	FORMER DEMARICATION
1	Comprises Porterville Town, Voorberg and the rural area to the south east 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 North Eastern portion of Piketberg Town	Predominantly urban and comprises the North Eastern 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 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

WARD	2016 ELECTION DEMARICATION	FORMER DEMARICATION
7	Predominantly urban coastal settlement and comprises Veldrif which includes Port Owen and Laaiplek	Predominantly urban coastal settlement and comprises Veldrif which includes Noordhoek, Port Owen and Laaiplek

FIGURE 2: WARD DEMARICATION



1.3 DEMOGRAPHIC OVERVIEW

1.3.1 POPULATION

West Coast District Population

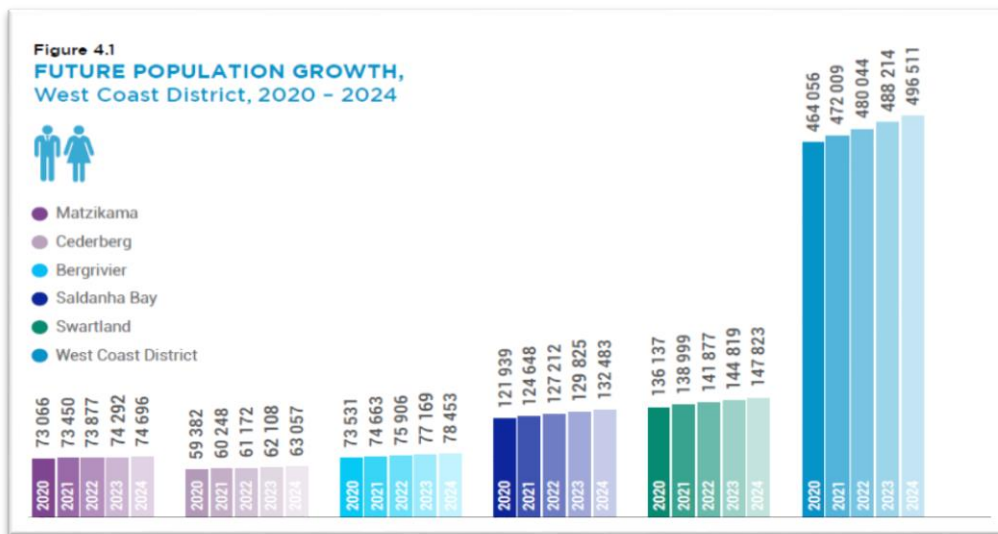
The West Coast District Population is outlined in the table below. Bergrivier Municipality has the second smallest population in the West Coast District.

TABLE 4: WEST COAST POPULATION

	MALE				FEMALE				TOTAL
	BLACK AFRICAN	COLOURED	INDIAN/ ASIAN	WHITE	BLACK AFRICAN	COLOURED	INDIAN/ ASIAN	WHITE	TOTAL
DC1:West Coast	38 508	145 239	770	32 642	32 606	152 188	306	34 144	436 403
WC011: Matzikama	2 615	28 804	-	4 371	1 599	29 303	22	4 333	71 047
WC012: Cederberg	3 396	19 924	-	3 456	2 864	20 187	-	3 122	52 949
WC013: Bergrivier	1398	24 871	80	6 219	1 388	26 711	-	6 807	67 474
WC014: Saldanha Bay	19 462	29 351	164	6 608	17 427	31 207	14	6 940	111 173
WC015: Swartland	11 638	42 290	526	11 989	9 327	44 780	269	12 943	133 762

Community Survey 2016

FIGURE 3: FUTURE POPULATION GROWTH, WEST COAST DISTRICT, 2020 – 2024



Western Cape, DSD, 2020

The Socio-Economic Profile of 2020 states that 71 518 people reside in Bergrivier Municipal Area rendering it the second least populated municipal area in the West Coast District. The total population is estimated to increase between 2020 and 2024 to 1.7 % average annual growth and 0.6% respectively.

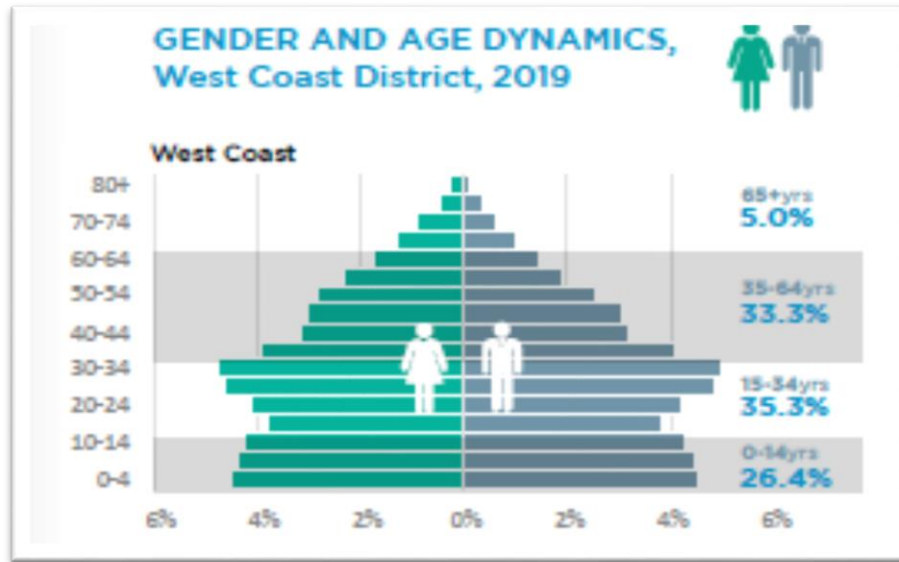
TABLE 5: BERGRIVIER MUNICIPAL PROFILE 2019/2020



• **Population statistics per gender**

There are significantly less males than females in Bergrivier Municipal Area. The lower number of males can be attributed to a wide range of factors, including factors where the variance in life expectancy can be attributed to a range of social and behavioural dynamics (Western Cape SEP, 2019).

FIGURE 4: GENDER DYNAMICS, WEST COAST DISTRICT, 2019 – 2024



MERO 2020

• **Population statistics per age**

The table below outlines Bergrivier Municipal Area’s composition per age cohorts. The table also indicate a dependency ratio which in turn indicates which part of the workforce are 15 – 64 years of age and those who are dependent on them (children and seniors). The notable increase in age cohort is expected to increase the dependency ratio towards 2025.

TABLE 6: AGE COHORTS, 2019 – 2025

YEAR	CHILDREN 0 – 14 YEARS	WORKING AGE 16 – 65 YEARS	AGED 65+	DEPENDENCY RATIO
2019	19 742	47 929	3 848	49,2
2022	20 630	50 557	4 210	49,1
2025	21 391	52 195	4 434	49,5
Growth	1,3%	1,4%	2,4%	-

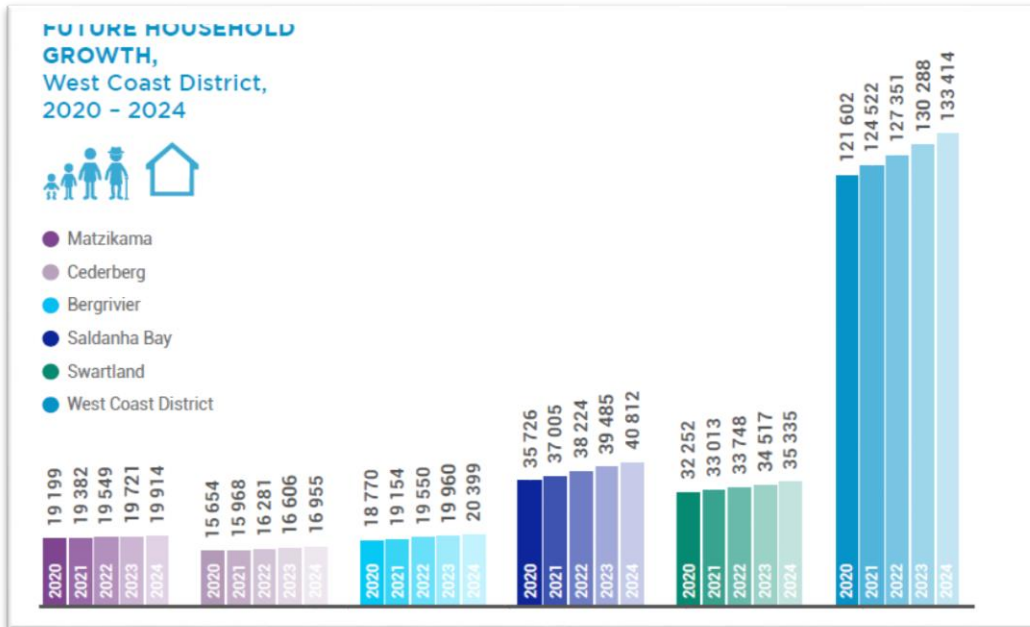
Western Cape SEP, 2019

1.3.2 HOUSEHOLDS

The figure below provides an overview of future household growth for the period 2019 – 2024. These households include both the urban and rural areas in the West Coast District. There are currently a total of 9 523 urban households in the Bergrivier Municipal Area (2018/19) of which 1 992 are registered as indigent households. These households constitute 20.9 % of the total number of urban households. Indigent

households are defined as households where the combined monthly income of the household is less than the equivalent of two state pensions plus 40 %. The criteria as prescribed by National Treasury is significantly lower and this emphasizes the unashamedly pro-poor approach of Council.

FIGURE 5: FUTURE HOUSEHOLD GROWTH: 2020 – 2024



Western Cape, DSD, 2020

The Bergrivier Municipal Area has a larger proportion of women (51.8 %) than men. The largest share of the municipal area’s population is between 35 and 64 years (35.2 %), followed by those aged between 15 and 34 years (33.2 %).

Bergrivier Municipality experiences rising dependency ratios as seen below. Higher dependency ratios imply that economic dependents (children and elderly) can have implications for social, economic and labour market and therefore greater pressure on social systems and the delivery of basic services.

TABLE 7: DEPENDENCY RATIO

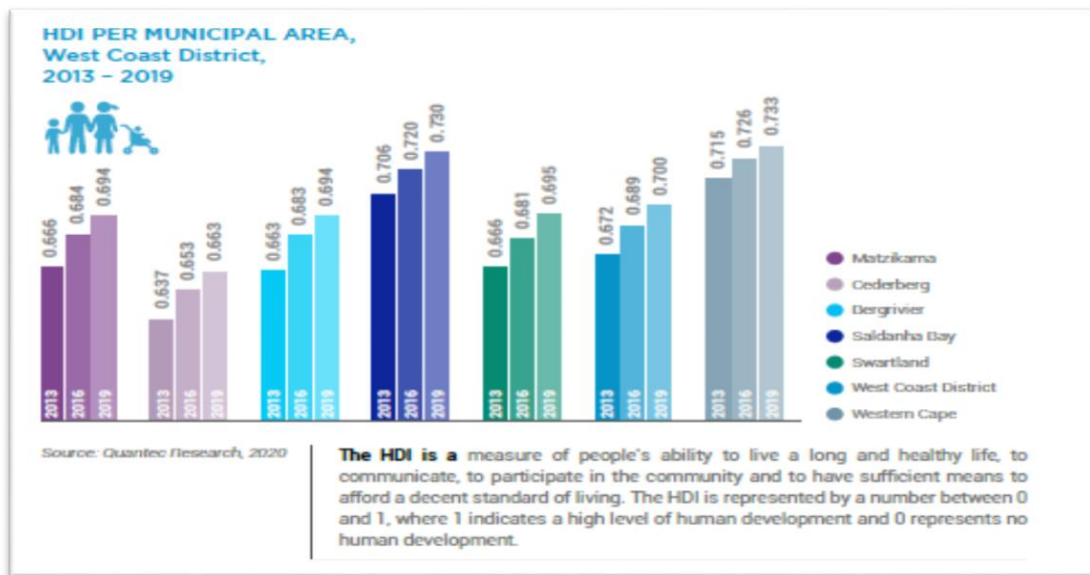
YEAR	CHILDREN 0-14 YEARS	WORKING AGE 15 – 65 YEARS	AGED 65+	DEPENDENCY RATIO
2011	15 428	42 140	4 328	46.9
2019	17 681	45 273	7 618	56.3
2024	19 770	49 615	9 667	59.1

Socio-Economic Profile 2018

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. There has been a general increase in HDI of the Bergrivier Municipality as it has increased from 0.66 in 2012 to 0.70 in 2018.

FIGURE 6: HUMAN DEVELOPMENT INDEX FOR THE WEST COAST, 2012 – 2018



MERO 2020

1.4.1 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. According to the National Planning Commission (2012: 98), South Africa is experiencing a youth bulge, and this represents an opportunity for positive 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 a large number of 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 actually need. One of the biggest challenges facing the Western Cape and the rest of the country is the millions of young South Africans who want to work, but cannot find a job. 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.

It is estimated that approximately half a million 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

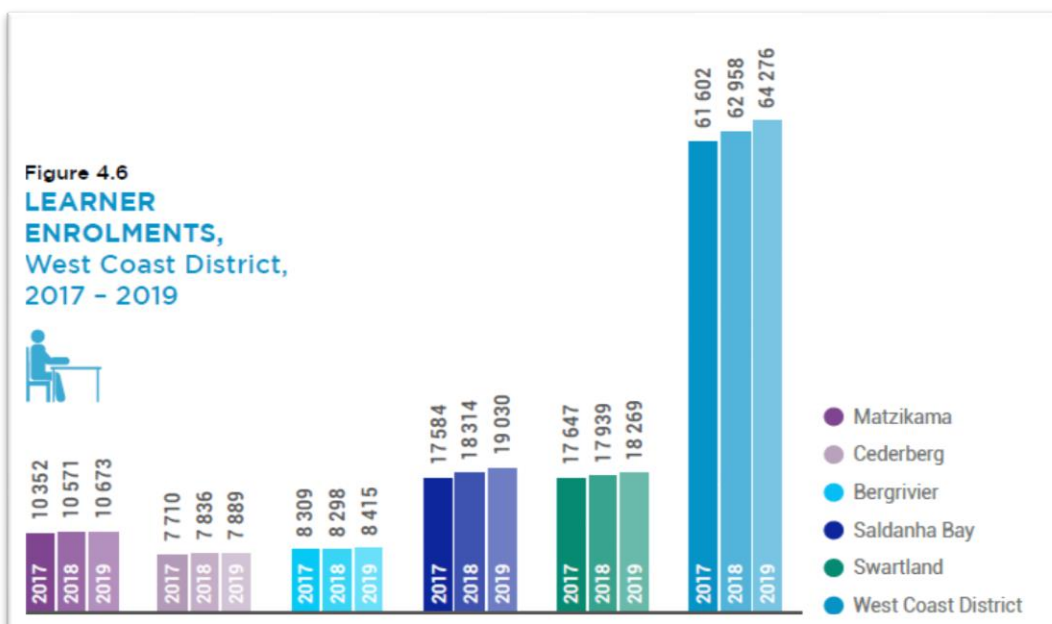
vocational and technical skills (artisans) such as electricians, welders and mechanics, which is seriously hampering economic growth. The national scarce skills list released by national government reveals that 18 of the top 31 scarce skills in the country fall within the artisan sector. The shortage is set to worsen with the National Development Plan envisaging that the country will need to produce 30 000 qualified artisans a year by 2030, while the current annual production rate is only 13 000 – and just under 1 000 in 2015 in the Western Cape. There are a number of 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; and
- A shortage of funding and workplace based learning opportunities.

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. Furthermore there appears to be a mismatch between the available job opportunities and the skills base within the Community.

Education and training opportunities are limited by the absence of any tertiary (or technical) education facilities in the Municipal Area. Bergrivier is the only Municipality in the West Coast District without a FET College. This is evidenced by the fact that only 6 % of school leavers have some form of tertiary education and a concerted effort by both National and Provincial Government to assist in this regard will have to be made. The following educational indicators for Bergrivier Municipal Area provide a dashboard overview of the status quo of education in the area:

FIGURE 7: BERGRIVIER MUNICIPALITY LEARNER ENROLMENT 2019 – 2020

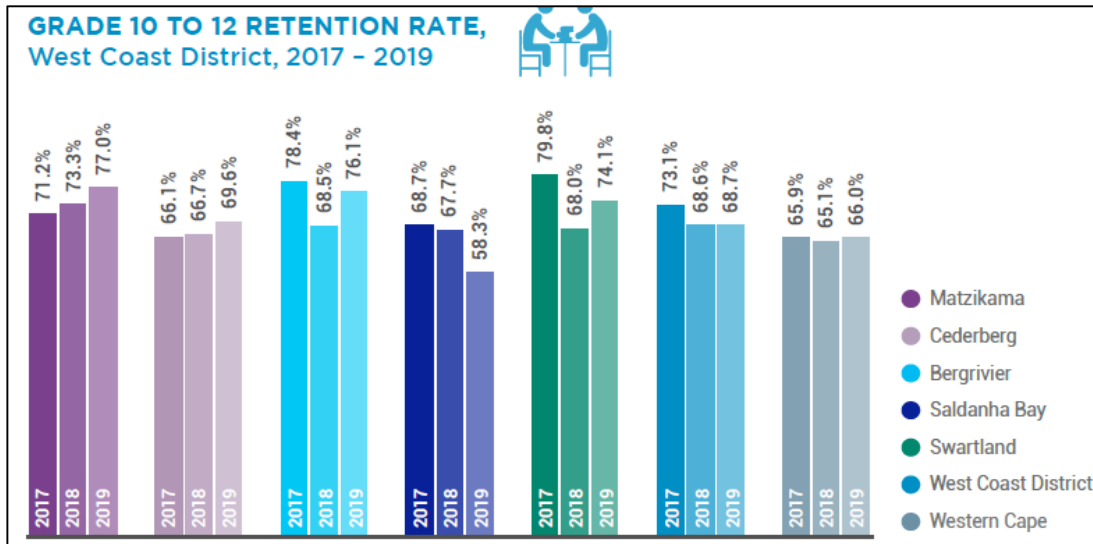


Western Cape Education Department, 2020

It is important to emphasize that the drop-out rate has decreased from 40 % in 2012 to 21.6 % in 2017, but increased again to 31.5 % in 2018. Bergrivier Municipal Area has the second lowest percentage of no-fee schools in the district as research indicates that learners often drop-out of school due to lack of money and social concerns such as teenage pregnancies. Being able to retain learners is essential for positive education outcomes.

The following outlines the educational status currently in Bergrivier Municipal Area:

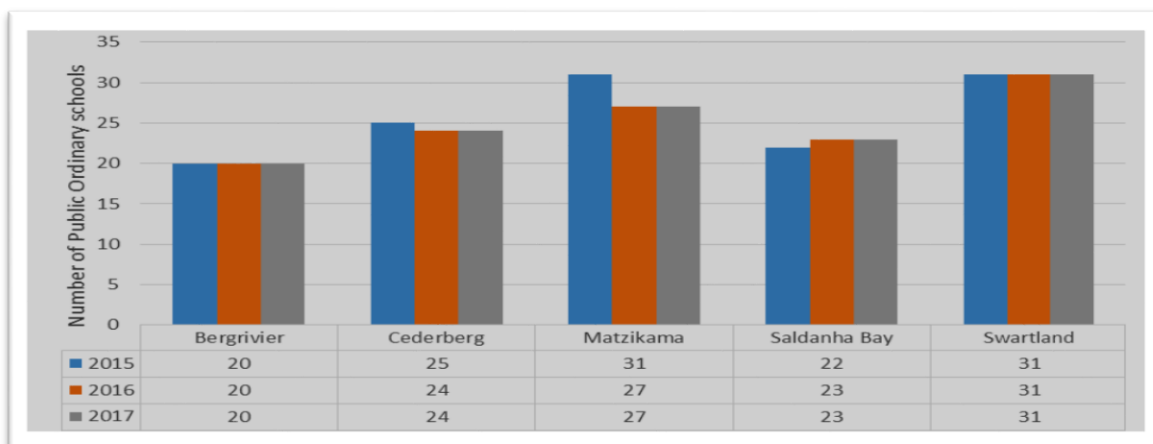
FIGURE 8: LEARNER RETENTION



Western Cape Education Department, 2020

The Bergrivier Municipal Area had the lowest growth in learner enrolment between 2017 – 2019 in the WCD. Furthermore, the Bergrivier learner-teacher ratio increase from 27.2 learners per teacher in 2017 to 29.6 learners per teacher in 2019. The following figure outlines the educational facilities in Bergrivier Municipal Area:

FIGURE 9: EDUCATIONAL FACILITIES

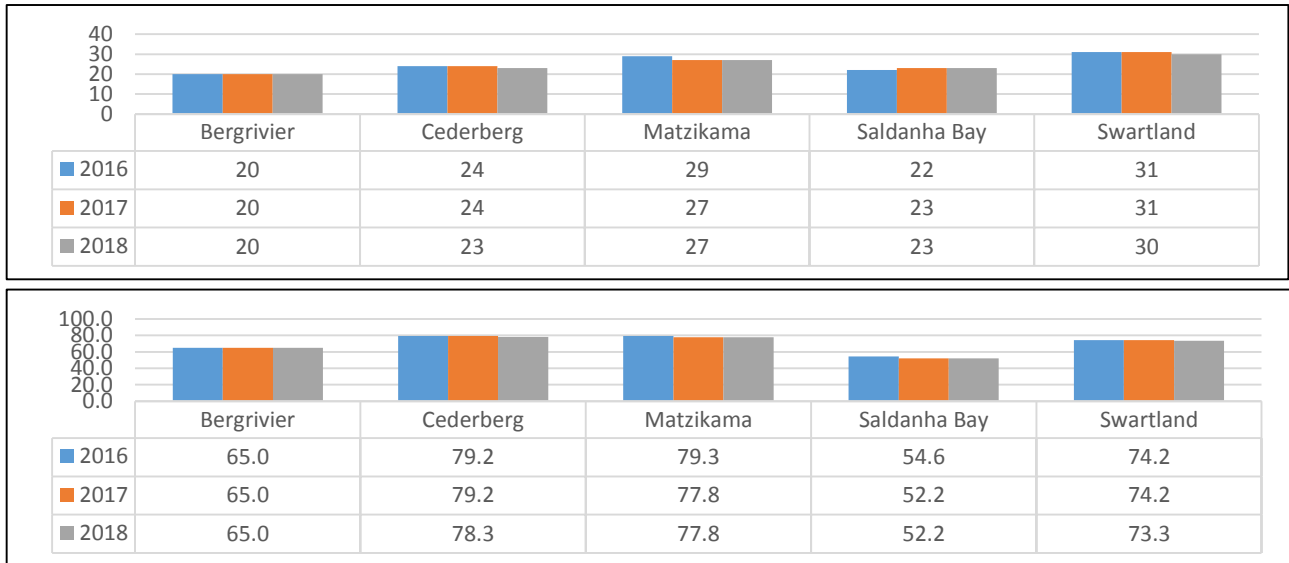


Western Cape SEP 2019

Bergrivier had 20 public schools which had to accommodate 8 298 learners in 2018. To alleviate funding challenges, some of the fee-paying schools became no-fee schools and represented 65 % of schools in the area

in 2016. Currently 12 of the public schools in the Bergrivier Municipal Area are equipped with a library falling slightly from 13 in 2016.

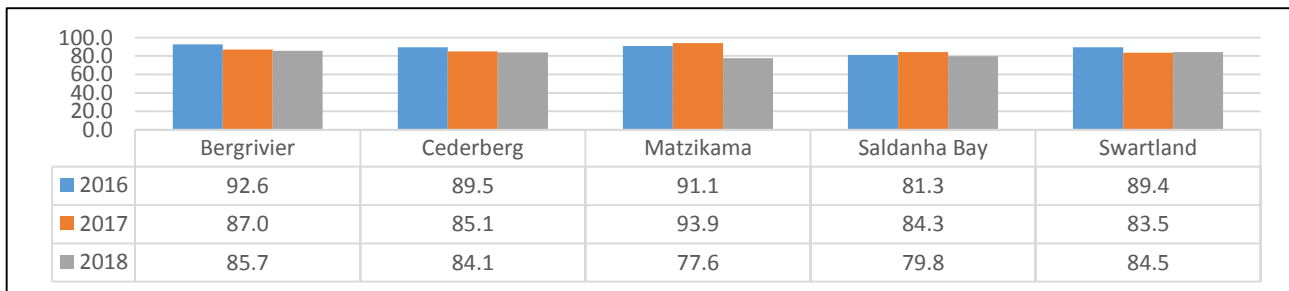
FIGURE 10: PUBLIC SCHOOLS & NO FEE SCHOOLS



Western Cape SEP 2019

The following figure outlines the educational outcomes in the period 2016 – 2018 per municipal area in the West Coast District. Bergrivier matric pass rate dropped from 92.6 % in 2016 to 87 % in 2017, declining even further to 85.7 % in 2018. The average for the district in 2018 was 82 %.

FIGURE 11: EDUCATIONAL OUTCOMES IN WEST COAST DISTRICT: 2016 – 2018



Western Cape SEP 2019

Bergrivier’s matric pass rate dropped from 92.6 % in 2016 to 87.0 % in 2017, declining even further to 85.7 % in 2018. Between 2016 and 2018 the matric pass rate have generally declined across the District. The average District rate in 2018 was 82.0 %.

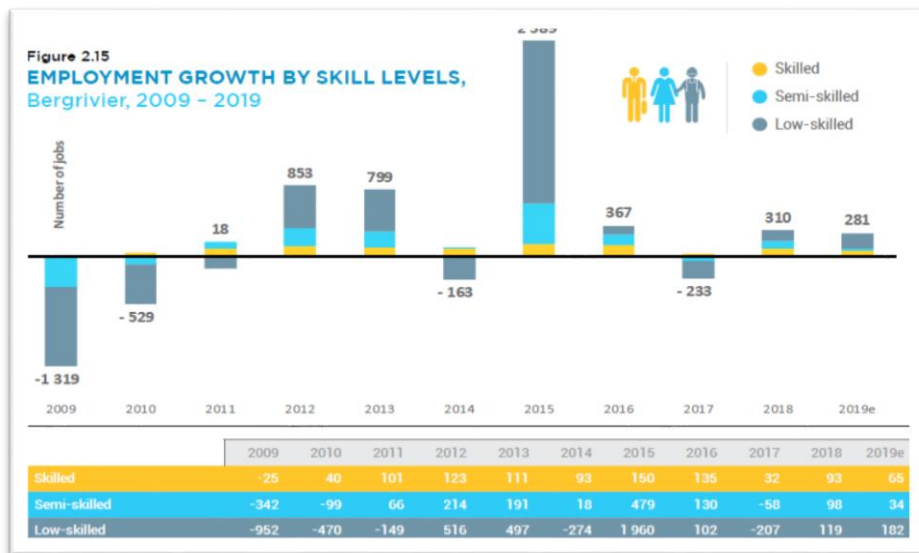
TABLE 8: SKILLS LEVELS IN BERGRIVIER MUNICIPALITY

FORMAL EMPLOYMENT BY SKILL	SKILL LEVEL CONTRIBUTION (%)	AVERAGE GROWTH (%)	NUMBER OF JOBS	
	2017	2014 - 2018	2017	2018
Skilled	14,0	3,5	3 095	3 182
Semi-skilled	30,7	2,5	6 785	6 875
Low skilled	55,3	4,4	12 233	12 334
Total Bergrivier	100.0	3,7	22 113	22 391

MERO 2019

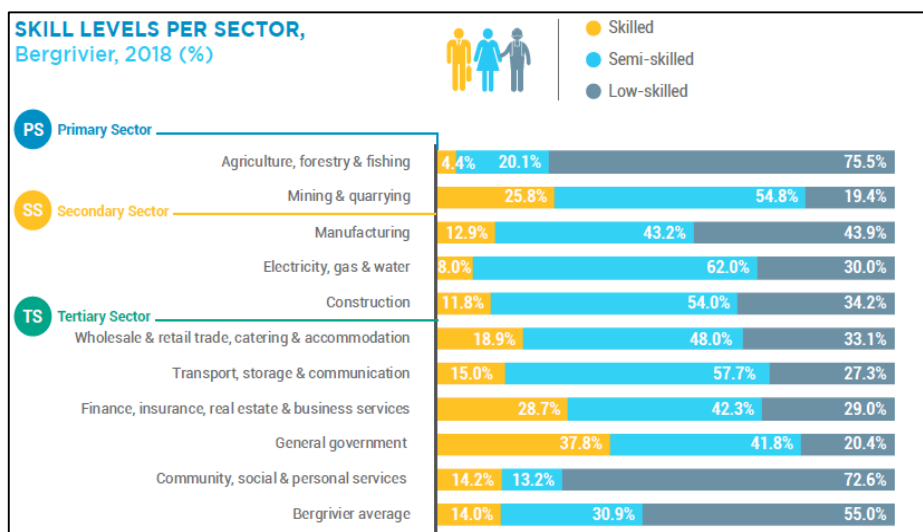
The following figures give an overview of the employment growth by skills levels and the skills levels per sector.

FIGURE 12: BERGRIVIER EMPLOYMENT GROWTH BY SKILLS LEVEL, 2008 – 2018



Quantec Research, 2020

FIGURE 13: BERGRIVIER SKILLS LEVEL PER SECTOR, 2018



Quantec Research, 2020

Low-skilled workers were concentrated on the agriculture, forestry and fishing sector and the community, social and personal services sector, accounting for 75.5 % and 72.6 % of the sector's total employment respectively. Since the agriculture, forestry and fishing sector is predominantly composed of low-skilled work, the sector is vulnerable to economic shocks, which may increase poverty levels if the workers in the agriculture, forestry and fishing sector are not upskilled, so they may be used in other positions or sectors during periods of job-shedding.

In terms of semi-skilled works, the electricity, gas and water sector has the largest proportion of semi-skilled workers, comprising 62.0 %, with the community, social and personal services sector having the lowest proportion of the semi-skilled workers. In the Bergrivier municipal area, 14.0 % of the workforce are classified as skilled labour.

1.4.2 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 include factors such as control of diseases, clean water, sanitation and removal of solid waste which falls within the mandate of municipalities.

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 have to move from primary, with a referral system, to secondary and tertiary levels. Bergrivier Municipal Area has the following health care facilities:

TABLE 9: HEALTH CARE FACILITIES

AREA	PHC CLINICS		COMMUNITY HEALTH CENTRES	COMMUNITY DAY CENTRES	HOSPITALS		TREATMENT SITES	
	FIXED	NON-FIXED			DISTRICT	REGIONAL	ART CLINICS	TB CLINICS
Bergrivier Municipality	3	7	0	0	2	0	8	13
West Coast District	25	37	0	1	7	0	43	75

Western Cape SEP, 2019

In terms of health care facilities, in 2018, Bergrivier municipal area had 10 primary health care clinics, which comprises of 3 fixed and 7 mobile/satellite clinics, in addition there are 2 district hospitals, as well as 8 antiretroviral treatment clinics/treatment sites and 13 TB clinics/treatment sites which serve the area. Access to emergency medical services is crucial for rural citizens due to distances from health facilities. Bergrivier Municipality has 1.4 ambulances per 10 000 population which is slightly below the district average of 1.6. Critical health issues in the Bergrivier Municipal Area are:

- Migration and the influx of seasonal workers which result in a higher burden of diarrhea and an increase in TB and other infectious diseases. The number of TB patients in Bergrivier municipal area experience a decline in TB patients with 464 TB patients from 485 in 2017. The TB patients are treated in 13 TB clinics or treatment sites within the Bergrivier municipal area.
- Health care facilities have difficulty in treating diseases such as HIV/AIDS and TB, because migrants move on without completing treatment courses. Bergrivier Municipal Area total registered patients receiving ARTs increased significantly between 2017 and 2018 (increase of 267 patients). The number of new antiretroviral patients also increased, from 197 in 2017 to 215 in 2018. This could be an indication that the prevalence of HIV is increasing or an indication that more people are being tested and receiving access to HIV treatment.

TABLE 10: HIV/AIDS

AREA	REGISTERED PATIENTS RECEIVING ART		NUMBER OF NEW ART PATIENTS	
	2017	2018	2017	2018
Bergrivier Municipality	1 054	1 321	197	215
West Coast District	10 202	11 255	2 125	2 118

Western Cape SEP, 2019

- Child Health

The United Nations Sustainable Development Goals aims, by 2030, to end preventable deaths of new-borns and children under 5 years of age, with all countries aiming to reduce neonatal mortality to at least as low as 12 per 1 000 live births and under-5 mortalities to at least 25 per 1 000 live births (Source: UN SDG's).

The Department of Health strongly advises that children be protected from infectious diseases by getting vaccinated from birth to 12 years of age. Vaccination is free of charge at public health facilities. The Department also runs immunisation campaigns and health workers are sent to nursery schools and crèches to immunise children. The **immunisation rate** in the Bergrivier area has been generally low, although the rate has improved increasing from 44.1 % in 2017 to 56.0 % in 2018. The **number of malnourished children** under five years in the Bergrivier Municipal Area remained unchanged between 2017 and 2018 at 0.8 per 100 000 persons. **Neonatal mortality rate (NMR)** (per 1 000 live births) in the Bergrivier Municipal Area has also remained unchanged at 0.0 between 2017 and 2018. The **low birth weight** indicator deteriorated from 14.0 % in 2017/18 to 17.4 % in 2018.

TABLE 11: INFANT AND CHILD HEALTH

AREA	IMMUNISATION RATE UNDER 1		ACUTE MALNUTRITION - CHILD UNDER 5		NEONATAL MORTALITY RATE		LOW BIRTH WEIGHT	
	2017	2018	2017	2018	2017	2018	2017	2018
Bergrivier Municipality	44.1	56.0	0.8	0.8	0.0	0.0	14.0	17.4

AREA	IMMUNISATION RATE UNDER 1		ACUTE MALNUTRITION - CHILD UNDER 5		NEONATAL MORTALITY RATE		LOW BIRTH WEIGHT	
	2017	2018	2017	2018	2017	2018	2017	2018
West Coast District	54.3	59.1	1.7	2.1	9.2	6.4	13.4	13.8

Western Cape SEP, 2019

- Maternal Health

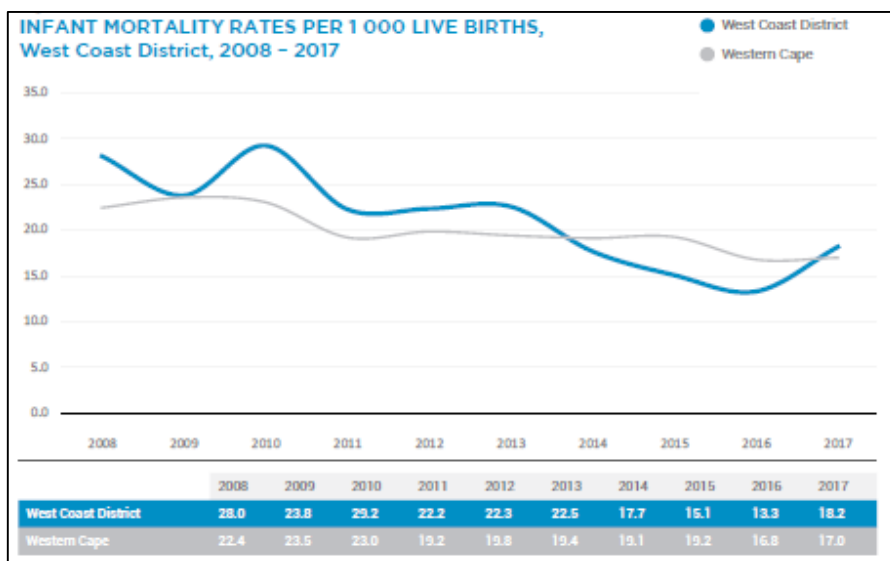
The maternal mortality ratio for Bergivier is 0.0. The delivery rate to women under the age of 20 years had declined from 18.6 % to 16.1 % between 2017 and 2018. The termination of pregnancy rate remained unchanged at 0.3 between 2017 and 2018.

TABLE 12: MATERNAL HEALTH

AREA	MATERNAL MORTALITY RATE		DELIVERY RATE TO WOMEN UNDER 18 YEARS		TERMINATION OF PREGNANCY RATE	
	2017	2018	2017	2018	2017	2018
Bergivier	0.0	0.0	18.6	16.1	0.3	0.3
West Coast District	25	71	16.6	1626	0.4	0.4

Western Cape SEP, 2019

FIGURE 14: INFANT MORTALITY RATE



Western Cape Health Department, 2020

1.4.3 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:

The higher poverty headcount indicate that the proportion of poor people in Bergrivier Municipality has increased from 1 % (2011) to 1.6 % (2016).

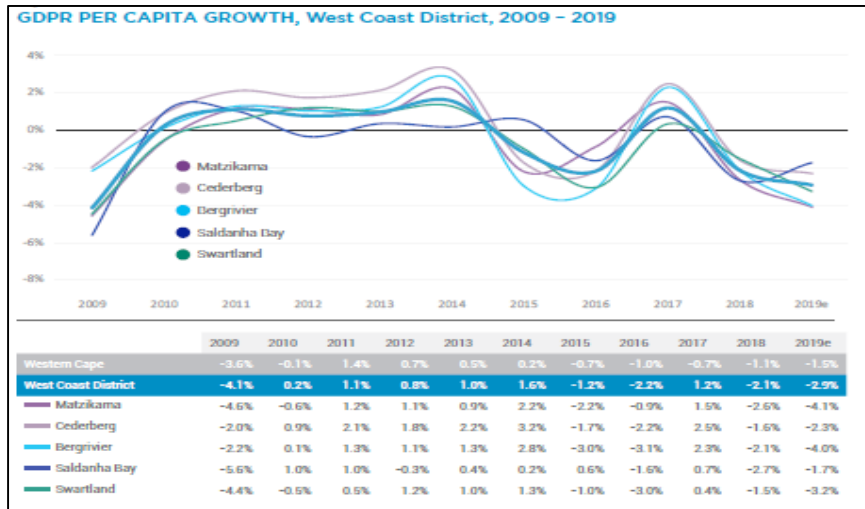
TABLE 13: POVERTY HEADCOUNT AND INTENSITY

AREA	POVERTY HEADCOUNT (PERCENTAGE)		POVERTY INTENSITY (PERCENTAGE)	
	2011	2016	2011	2016
Bergrivier	1.0	1.6	43.7	41.5
West Coast District	2.0	2.9	41.9	44.5
Western Cape	3.6	2.7	42.6	40.1

Western Cape SEP, 2017

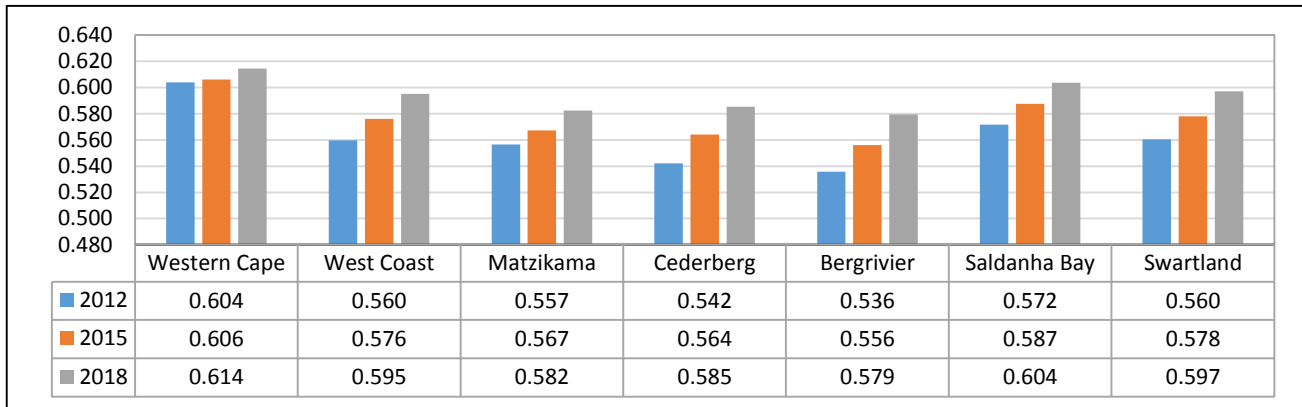
The intensity of poverty, i.e. the proportion of poor people that are below the poverty line within the Bergrivier Municipal Area decreased from 43.7 % in 2011 to 41.5 % in 2016. An increase in real GDP per capita is experienced if the real economic growth rate exceeds the population growth rate. Even though real GDP per capita reflects changes in the overall well-being of the population, income levels still differ substantially across the population. The real GDP per capita for Bergrivier Municipality is significantly below the average real GDP per capita rates for the Western Cape and marginally lower than that of the West Coast District. The National Development Plan has set a target of reducing income inequality in South Africa from a Gini Coefficient of 0.7 in 2010 to 0.6 by 2030. The figures below indicates that Bergrivier GDP per capita and the income inequality in 2018.

FIGURE 15: GDPR PER CAPITA



Source: Quantec Research, 2020 (notes estimate)

FIGURE 16: INCOME INEQUALITY 2012 – 2018



MERO 2019

Household Income

The annual income for households living in Bergrivier Municipal Area 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 14: HOUSEHOLD INCOME (PER ANNUM)

INCOME CATEGORY	WEST COAST DISTRICT	MATZIKAMA	CEDERBERG	BERGRIVIER	SALDANHA BAY	SWARTLAND	
No income	10.7	8.1	9.6	9.4	14.1	10.4	Low
R1- R6 314	1.8	1.8	1.6	1.5	2.3	1.4	

INCOME CATEGORY	WEST COAST DISTRICT	MATZIKAMA	CEDERBERG	BERG-RIVIER	SALDANHA BAY	SWARTLAND	
R6 315 – R12 628	3.1	3.3	3.3	1.9	3.9	2.9	
R12 629-R25 257	14.0	17.3	18.3	13.7	10.9	13.1	
R 25 258 – R 50 514	21.8	24.9	25.2	22.4	17.4	22.1	
Subtotal	51.4	55.3	58.1	49.0	48.6	49.9	
R 50 515 – R 101 028	19.2	18.3	20.7	21.8	16.6	20.1	Middle income
R 101 029 – R 202 055	13.2	11.6	10.4	14.0	15.2	13.0	
R 202 056 – R 404 111	9.4	8.5	6.5	9.1	11.5	9.5	
Subtotal	41.8	38.4	37.7	45.0	43.3	42.7	
R 404 112 - R 808 221	4.9	4.4	3.2	4.5	5.7	5.3	High income
R 808 222 – R 1 616 442	1.3	1.1	0.7	0.8	1.7	1.6	
R 1 616 444 – R 3 232 885	0.4	0.5	0.2	0.4	0.5	0.3	
R 3 232 886+	0.3	0.3	0.1	0.4	0.3	0.2	
Subtotal	6.8	6.3	4.2	6.1	8.1	7.5	

MERO 2019

The following table provides an overview of the average monthly household income. The monthly household income for the District remained constant whereas the provincial average declined by 0.2 %.

TABLE 15: AVERAGE MONTHLY HOUSEHOLD INCOME, 2018

AVERAGE MONTHLY HOUSEHOLD INCOME (CURRENT PRICES), West Coast District, 2018		
MUNICIPALITY	Average household income 2018 (current prices)	Trend 2014 – 2018
● Matzikama	R13 493	-0.2%
● Cederberg	R13 745	0.7%
● Bergrivier	R14 959	-0.1%
● Saldanha Bay	R15 268	-0.2%
● Swartland	R16 101	-0.2%
West Coast District	R14 928	-0.1%
Western Cape	R19 340	-0.4%

Urban Econ, 2020

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 table provides an overview of the number of indigents in Bergrivier Municipal Area:

TABLE 16: INDIGENT HOUSEHOLDS

AREA	2016/17	2017/18	2018/19	2019/20
Bergrivier	1 793	1 711	1 753	1 862

Bergrivier Billing Reports 2019/20

1.4.4 THE LOCAL ECONOMY

The Bergrivier Municipal Area is the third largest local economy within the West Coast District, with regional gross domestic product amounting to R 4 434 billion in 2017. In the Bergrivier Municipal Area, in 2017, the local economy was dominated by the agriculture, forestry and fishing sector (R 1.278 billion; 28.8 %), followed by manufacturing (R 1.008 billion; 22.7 %); wholesale and retail trade, catering and accommodation (R 572.8 million; 12.9 %) and finance, insurance, real estate and business services (R 445.2 million; 10.0 %). Combined, these top sectors contributed R 3.303 billion (or 74.4 %) to Bergrivier economy, estimated to be worth R 4.434 billion in 2017.

TABLE 17: GDPR PERFORMANCE PER SECTOR, 2008 - 2017

SECTOR	CONTRIBUTION TO GDPR (%) 2017	R MILLION VALUE 2017	TREND		AVERAGE REAL GDPR GROWTH (%)				
			2008 - 2017	2014 - 2018E	2014	2015	2016	2017	2018E
Primary sector	29,5 %	1 306,5	4,2 %	1,7 %	8,9 %	-1,4 %	-7,7 %	11,6 %	-3,0 %
Agriculture, forestry & fishing	28,8 %	1 277,7	4,4 %	1,8 %	9,0 %	-1,3 %	-7,8 %	11,9 %	-2,9 %
Mining & quarrying	0,6 %	28,7	-2,3 %	-2,3 %	3,2 %	-3,4 %	-3,0 %	-1,9 %	-6,2 %
Secondary sector	27,9 %	1 236,4	2,5 %	2,1 %	3,1 %	3,4 %	1,2 %	0,1 %	2,5 %
Manufacturing	22,7 %	1 007,7	2,6 %	2,3 %	3,2 %	3,7 %	1,1 %	0,2 %	3,3 %
Electricity, gas & water	1,6 %	68,8	-1,6 %	-0,9 %	-2,2 %	-2,0 %	-2,1 %	0,1 %	1,7 %
Construction	3,6 %	159,9	3,6 %	1,7 %	4,5 %	3,4 %	2,4 %	0,1 %	-1,9 %
Tertiary sector	42,6 %	1 891,0	2,2 %	1,4 %	2,4 %	1,4 %	1,6 %	0,7 %	1,1 %
Wholesale & retail trade, catering & accommodation	12,9 %	572,8	1,8 %	1,0 %	1,6 %	2,1%	1,9%	-0,7 %	0,3 %
Transport, storage & communication	5,1 %	227,6	0,9 %	0,5 %	2,9 %	-0,9 %	0,3 %	0,6 %	-0,2 %

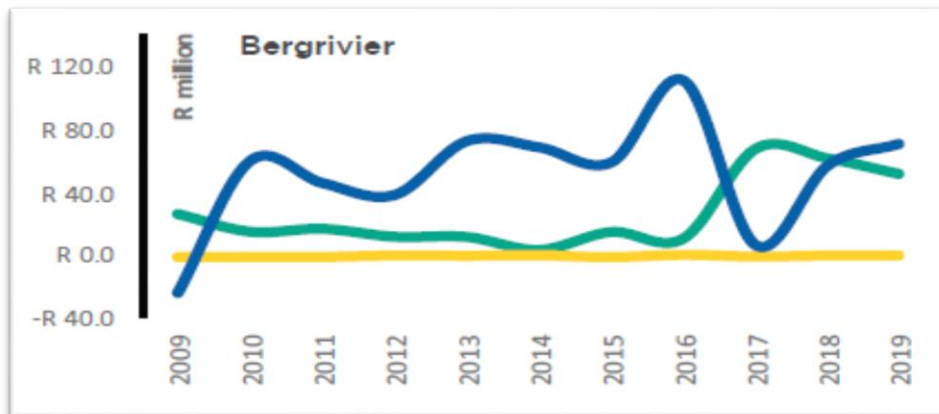
SECTOR	CONTRIBUTION TO GDP (2017)	R MILLION VALUE 2017	TREND		AVERAGE REAL GDP GROWTH (%)				
			2008 - 2017	2014 - 2018E	2014	2015	2016	2017	2018E
Finance, insurance, real estate & business services	10,0 %	445,2	3,7 %	3,2 %	3,5 %	3,3 %	3,3 %	3,0 %	3,1 %
General government	9,4 %	418,1	1,3 %	-0,6 %	1,7 %	-1,2 %	-1,3 %	-1,6 %	-0,7 %
Community, social & personal services	5,1 %	227,4	3,2 %	2,7 %	3,1 %	2,5 %	3,2 %	2,8 %	2,1 %
Total Bergrivier	100 %	4 433,9	2,8 %	1,6 %	4,6 %	1,0 %	-1,5 %	3,8 %	0,1 %

Western Cape SEP 2019

The 10-year trend shows that the agriculture, forestry and fishing sector registered the highest average growth rates (4.4 %), followed by the finance, insurance, real estate and business services sector (3.7 %), the construction sector (3.6 %) and the community, social and person services sector (3.2 %). The manufacturing sector, the sector with the second largest contribution to the economy (22.7 %), registered growth of 2.6 % between 2008-2017. Growth in the agriculture, forestry and fishing sector experienced strong positive growth of 11.9 % in 2017, showing some recovery from the following the contractions experienced in 2015 and 2016, however it is estimated to contract again by 2.9 % in 2018. Although overall growth was relatively strong in 2017 (3.8 %) at 0.1 %, estimated growth for 2018 is virtually non-existent. (SEP, 2019)

The figure below indicates the balance of trade in the Bergrivier Municipal Area between 2007 and 2018. The agriculture, forestry and fishing sector was the primary driver of the positive trade balance (surplus) experienced in the region over the reference period. The trade surplus was largest in 2016, with the surplus in this year well over R 120 million, overwhelmingly driven by the agriculture, forestry and fishing sector.

FIGURE 17: BERGRIVIER TRADE BALANCE, 2009 – 2019



MERO 2020

The Bergrivier municipal area also maintain a trade surplus for each year over the reference period, which was largely due to the manufacturing sector and the agriculture, forestry and fishing sector, which has greater proportion of exports compared with imports. In the Bergrivier municipal area the trade balance for 2018 and 2019 displayed a marginal increase, indicating an increase in exports compared with imports.

The manufacturing sector accounted for 88.5 % of all imports into the area, while the agriculture, forestry and fishing sector accounted for 11.5 %. Exports were mostly composed of goods from the agriculture, forestry and fishing sector (75.9 %), with the manufacturing sector accounting for 23.9 % of export revenue. Manufactured goods accounted for the highest proportion of both imports, with the agriculture, forestry and fishing sector making up the highest proportion of exports in the Bergrivier Municipal Area. Goods from the manufacturing sector accounted for 88.5 % of imports, with the agriculture, forestry and fishing sector accounting for the remaining 11.5 %. The agriculture, forestry and fishing sector had the larger presence in terms of exports, with 75.9 % stemming from this sector. Nonetheless, the manufacturing sector remained a significant source of exports from the Bergrivier Municipal Area, with a contribution of 23.9 %.

With a value of R 11.9 million in 2018, harvesting and threshing machinery and machines used for cleaning, sorting or grading agricultural produce sourced from Italy were the top imported items in the Bergrivier municipal area. Another main import was knotted netting used for fishing purposes; was primarily sourced from Vietnam.

Some of the top imported goods used for consumption purposes in 2018 were frozen fish, specifically mackerel, which were sourced from Taiwan and China. Frozen fish to the value of R 5.7 million were imported in 2018, with Taiwan and China contributing 61.4 % and 38.6 % respectively. Other top imported goods in the Bergrivier Municipal Area in 2018 were direction-finding compasses and other navigational instruments sourced from Canada, and woven fabrics of synthetic filament yarn, which were imported from Greece. This indicates that many of goods imported into the Bergrivier Municipal Area are used as inputs in the local farming and fishing industries.

Export revenue in the Bergrivier Municipal Area was driven mainly by the fishing subsector. Exports of fish and crustaceans, mollusks and other aquatic invertebrates accounted for 68.2 % of the Bergrivier Municipal Area's total export revenue. Spain was the main export destination for exports from the fishing subsector – 88.4 % export revenue generated this sector stemmed from Spain. Other top importers of fish from the Bergrivier Municipal Area in 2018 were Portugal and Namibia.

With a value of R 15.6 million in 2018, edible fruit was also a dominant source of export revenue. With a combined value of R 11.0 million, fresh apples, pears and quinces were the top export in this category. Singapore was the largest importer of pears, while apples were mainly exported to Nigeria. Another important export sourced from the agricultural sector was essential oils to the value of R 5.5 million, primarily exported to the United Kingdom. Machinery and plastic articles were mainly exported to African countries such as

Angola and Namibia, with most export revenue stemming from Angola. Angola imported compression-ignition internal combustion piston engines to the value of R 2.2 million, pumps for liquids to the value of R 1.2 million, and tubes, pipes, and hoses to the value of R 3.3 million. Exports to Namibia were primarily machinery used for soil preparation or cultivation.

1.4.5 LABOUR FORCE AND EMPLOYMENT

Global, national, provincial and regional economic trends impact on the local economy. Economic growth at a local level is essential for economic development, reduction of poverty and improved accessibility. Economic growth is measured by Regional Gross Domestic Product (GDPR) and is driven by two components, namely population growth and labour productivity. Labour productivity reflects the ability to provide increased output from the existing quantity of labour in the economy. Various government agencies and independent analysts produce measures of labour productivity. For high-level analyses of the second component of economic growth, a productivity measure using overall economic production provides the most comprehensive and consistent measurement of economic productivity.

The agriculture, forestry and fishing sector contributed more than half of all the jobs to the area in 2017 (15 006; 51.0 %), followed by the wholesale and retail trade, catering and accommodation sector (3 875; 13.2 %) and the community, social and personal services (2 651; 9.0 %) sector. Combined, these three sectors contributed 21 532 or 73.1 % of the 29 448 jobs in 2017.

TABLE 18: GDPR AND EMPLOYMENT GROWTH PER SECTOR 2018

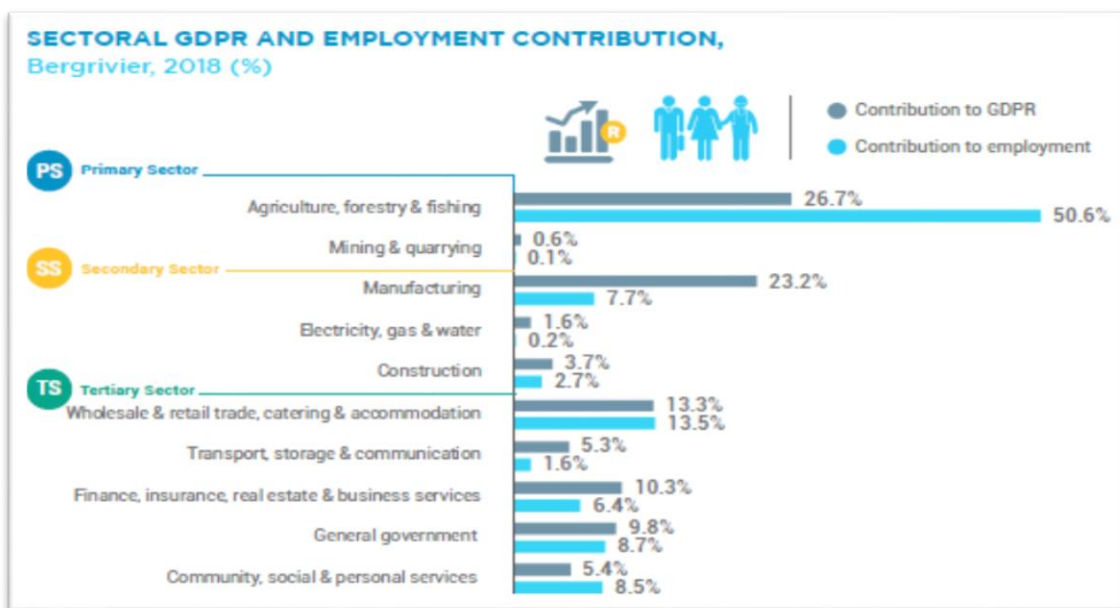
SECTOR	GDPR			Employment		
	R million value 2018	Trend 2014 – 2018	Real GDPR growth 2019e	Number of jobs 2018	Average annual change 2014 – 2018	Net change 2019e
PS Primary Sector	R1 224.9	0.9%	-7.4%	15 165	236	-26
Agriculture, forestry & fishing	R1 196.4	0.9%	-7.4%	15 134	237	-23
Mining & quarrying	R28.5	-2.1%	-6.4%	31	-1	-3
SS Secondary Sector	R1 280.4	2.3%	-2.5%	3 168	83	-110
Manufacturing	R1 043.1	2.6%	-2.3%	2 306	58	-44
Electricity, gas & water	R72.1	-1.0%	-3.6%	55	0	-1
Construction	R165.2	1.7%	-2.9%	807	24	-65
TS Tertiary Sector	R1 981.5	1.5%	1.1%	11 590	227	77
Wholesale & retail trade, catering & accommodation	R598.1	1.1%	-0.2%	4 040	97	51
Transport, storage & communication	R236.6	0.7%	-1.0%	469	7	10
Finance, insurance, real estate & business services	R464.1	3.3%	3.6%	1 925	67	12
General government	R441.3	-0.6%	0.0%	2 616	-15	8
Community, social & personal services	R241.3	2.8%	1.9%	2 540	71	-4
Total Bergvrievier	R4 486.8	1.4%	-2.3%	29 923	546	-59

Quantec Research, 2020

The Bergvrievier Municipal Area realised an average annual GDPR growth rate of 1.4 % between 2014 and 2018. The main economic growth drivers in the Bergvrievier Municipal Area between 2014 and 2018 included the finance, increase, real estate and business services sector (3.3 %) and the manufacturing sector (2.6 %). Owing

to its size (R 1.2 billion) the agriculture, forestry and fishing sector was also an important source of economic growth over the reference period. Furthermore, this sector also a valuable source of inputs for the local manufacturing sector, which focuses mainly on agro-processing activities. The reliance on agriculture, forestry and fishing by the Bergvriër Municipal Area makes it vulnerable to environmental conditions such as the drought that has persisted in South Africa and affected the region. Furthermore, poor diversification in the economy of the Bergvriër Municipal Area is considered to be one of the key limitations to economic growth in the area. Consequently, a manufacturing industry that focuses on the boat-building industry is being considered in Velddrif. The following figure is an overview of the sectoral GDP and employment contribution in Bergvriër Municipal Area for the 2017 period (%):

FIGURE 18: SECTORAL GDP AND EMPLOYMENT CONTRIBUTION



Quantec Research, 2020

The main driver for the economy of the Bergvriër municipal area was the agriculture, forestry and fishing sector and the manufacturing sector, which accounted for 26.7 % and 23.2 % of the GDP in 2018 respectively. Another important sector that contributed to GDP in 2018 was the wholesale and retail trade, catering and accommodation sector, which contributed 13.3 % to GDP.

The predominant employer in the region is the agriculture, forestry and fishing sector, which contributed 50.6% to total employment. It can be noted that the employment concentration in the agriculture, forestry and fishing sector is an indication of the sector being labour-intensive, whereas the manufacturing sector is more capital-intensive sector, considering its contribution of 7.7 % to total employment. Notably, the mining and quarrying sector contributed the least in terms of GDP and employment in the municipal area.

High poverty levels are exacerbated by unemployment. Data sets indicate that 38 % of the economically active population are employed and only 4 % of the economically active population (18 - 65 years) are unemployed or discouraged from seeking work. This means that 58 % of the population between the ages of

18 and 65 who could be economically active, are not economically active for various reasons and this translates to high levels of dependency on the economically active population. The unemployment rate is believed to be somewhat optimistic, if compared to income and poverty levels within the Municipality and job losses that have been suffered. Another factor that needs to be taken cognisance of is the fact that a high proportion of the Municipality's economically active population are seasonal workers in the agricultural sub sector who only work during certain times of year.

There is a gender imbalance in terms of employment and 5 % more men are employed than women. The economically inactive population indicates that 7 % more women are economically inactive than men. The unemployed and discouraged work seekers are almost on a par. This attests to a need to empower women. The following figure and table graphically depicts the Municipality's employment levels.

TABLE 19: WEST COAST DISTRICT EMPLOYMENT GROWTH, 2018

EMPLOYMENT GROWTH, West Coast District, 2018				
MUNICIPALITY	Number of jobs 2018	Contribution to employment (%) 2018	Average annual change 2014 – 2018	Net change 2019e
● Matzikama	28 635	15.6%	545	-26
● Cederberg	26 793	14.6%	633	44
● Bergrivier	29 923	16.3%	546	-59
● Saldanha Bay	51 924	28.2%	609	-491
● Swartland	46 694	25.4%	1 147	143
West Coast District	183 969	100.0%	3 480	-389
Western Cape	2 589 080	-	46 746	-4 421

Quantec Research, 2020

Unemployment leads to poverty which impacts negatively on the Municipality's income as it reduces the ability of people to pay for services and people become dependent on indigent grants which the Municipality has to finance through its equitable share as well as other grants provided by other government departments through SASSA. The Municipality faces a number of challenges relating to unemployment, the most fundamental being that it must find ways and means to stimulate the local economy which will in turn lead to job creation. Coupled to this is the need to facilitate the establishment of education and training facilities in the Municipal Area that will provide access to training and skills development. This will enable the local community to take advantage of available employment opportunities.

1.5 ENVIRONMENTAL OVERVIEW

The Environment is a concurrent National and Provincial competency in terms 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 environment (Section 23). 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. prevent pollution and ecological degradation

ii. promote conservation

iii. secure ecologically sustainable development and use of natural resources while

c) 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 a number of 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 poses serious threats to municipal infrastructure and functioning, as well as to biodiversity. Their massive fuel loads often 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.

As stated in the preceding section, the wholesale, retail trade, catering and accommodation sector has the highest Gross Domestic Product growth rate (GDPR) growth and is the most significant employment sector in Bergrivier Municipality. Tourism is included in this sector and in Bergrivier Municipality the natural environment is the foundation of the tourism industry. The following table provides an overview of some of the key natural resources and its significance in and for Bergrivier Municipality.

TABLE 20: KEY NATURAL RESOURCES

NATURAL RESOURCE	SIGNIFICANCE TO COMMUNITY
Berg River and Estuary	<ul style="list-style-type: none"> • Provides a range of eco system services (primary water source of Municipality) • Recreation (especially angling, canoeing, boating)

NATURAL RESOURCE	SIGNIFICANCE TO COMMUNITY
	<ul style="list-style-type: none"> • Agriculture (irrigation)
Coastal Zone (Including Berg River Estuary)	<ul style="list-style-type: none"> • Recreation (especially angling, canoeing, boating) • Water sports and other forms of recreation • Conservation • Tourism (especially birding) • Fishing industry • Salt industry (Cerebos and Kliphoeck) • Residential development • Port Owen Marina
Verlorenvlei (upper reaches near Redelinghuys)	<ul style="list-style-type: none"> • Conservation • Tourism (especially birding) • Recreation
Rocherpan	<ul style="list-style-type: none"> • Conservation • Tourism (especially birding) • Recreation
Groot Winterhoek Wilderness Area	<ul style="list-style-type: none"> • Conservation • Tourism (especially eco-tourism) • Recreation

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 2019/20 financial year.

1.6.1 POLITICAL AND ADMINISTRATIVE GOVERNANCE

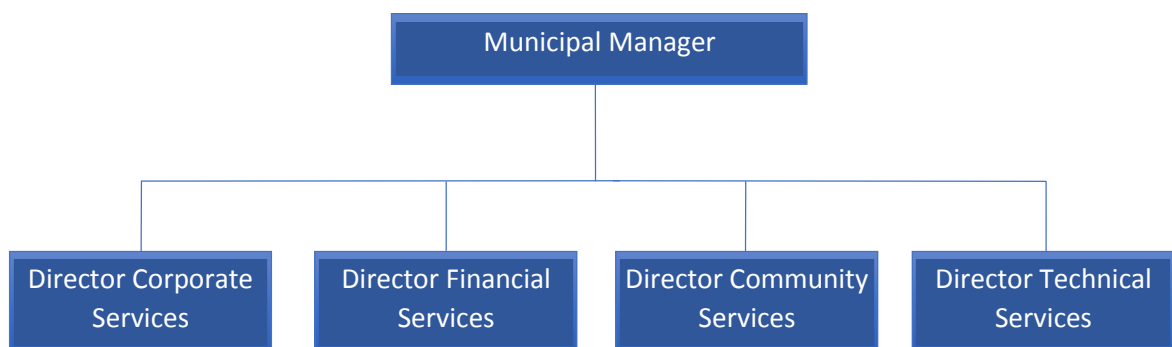
Sections 153(a) and (b) of the Constitution state that the Municipality must structure and manage its administration, budgeting and planning processes to give priority to the basic needs of the community, and to promote the social and economic development of the community. It must also participate in 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 four (4) 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 three (3) members of the Mayoral Committee. The remaining members of these Committees comprise the other Councillors. Council also established two Section 79 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 may only make recommendations to the Mayoral Committee.
- o Other Committees established by the Council for specific purposes, are the Municipal Public Accounts Committee (MPAC), Performance/Audit Committee, Oversight Committee, Risk Committee, Health and Safety Committee, Labour Forum and Training 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 a promulgated as 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.
- **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.

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:** A total of 9 formal town based public meetings over and above the ward committee meetings. Less meetings were held due to the Covid-19 lockdown regulations.
- **Ward Committees:** A total of 21 ward committee meetings were held during the year. Less meetings were held due to the Covid-19 lockdown regulations.

- IDP Representative Forum meetings: The meetings took place on 04 October 2019 and was supposed to be held on 08 May 2019, but due to the Covid-19 lockdown regulations, the meeting was not held. The objective of these meetings is to provide the formal sectors of the community with an opportunity to give input into the IDP and budget process and economic development issues were predominantly addressed. The IDP Forum meetings also assisted greatly in the Joint Planning process with Provincial Government by assisting the Municipality with the identification and prioritisation of game changers in our area.
- Sector engagement: In a bid to enhance the quality of public participation outcomes, the Municipal Area was divided into 14 sectors and have commenced with individual sector engagements with registered stakeholders in each sector. Sector engagements take the form of two way dialogues between and amongst sector representatives and the Municipality and are proving to be very effective as it focusses on issues as well as ways and means of resolving issues jointly. It also enables the Municipality to solicit more detailed inputs than it is possible to do in public meetings. During the previous and this financial year, Bergrivier Municipality focused on local economic development and had sector engagements with tourism, agriculture, and SMME empowerment.

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 also ensure that the Audit and Performance Committee meets as legislated and that all aspects required by legislation are submitted at these meetings to ensure that the committees are informed and that recommendations can be made.

- **Risk management**

The Municipality has a Risk 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 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**

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.

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 2019/20. The Chapter also provides an overview of the impact of the lockdown due to Covid-19 on the municipality. The functions of the Municipality are set out in Section 156 of the Constitution of the Republic of South Africa, 1996, read together with 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 Bergrivier 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. SALGA is facilitating these discussions.

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 with the exception of the private Moravian Church Towns. 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. 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 with the exception of Goedverwacht, Wittewater and De Hoek (PPC) which are private towns.

TABLE 21: 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
2017/18	137	90 39	1 746
2018/19	0	9 515	1 988
2019/20	0		1 860

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TABLE 22: WATER SERVICE DELIVERY LEVELS

DESCRIPTION	2017/18 ACTUAL	2018/19 ACTUAL	2019/20 ACTUAL
WATER: (ABOVE MIN LEVEL)			
Piped water inside dwelling	9 039	9 515	9 269
Piped water inside yard (but not in dwelling)	0	0	0
Using public tap (within 200m from dwelling)	137	0	0
Other water supply (within 200m)	9 176	9 515	9 269
Minimum Service Level and Above sub-total	9 039	9 515	9 269
Minimum Service Level and Above Percentage	100 %	100 %	100 %
WATER: (BELOW MIN LEVEL)			
Using public tap (more than 200m from dwelling)	0	0	0
Other water supply (more than 200m from dwelling)	0	0	0
No water supply	0	0	0
Below Minimum Service Level sub-total	0	0	0
Below Minimum Service Level Percentage	0	0	0
Total number of households	8 734	8 937	9 269

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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 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.

TABLE 23: SANITATION IN BERGRIVIER MUNICIPALITY

DESCRIPTION	2017/2018 ACTUAL	2018/2019 ACTUAL	2019/2020 ACTUAL
SANITATION/SEWERAGE: (ABOVE MINIMUM LEVEL)			
Flush toilet (connected to sewerage)	7 404	7 371	7 292
Flush toilet (with septic tank)**	2 092	2 144	2 144
Chemical toilet	0	0	0
Pit toilet (ventilated)	0	0	0
Other toilet provisions (above min. service level)	137	0	0
Minimum Service Level and Above sub-total	9 633	9 515	9 436
Minimum Service Level and Above Percentage	100%	100%	100 %
SANITATION/SEWERAGE: (BELOW MINIMUM LEVEL)			
Bucket toilet	0	0	0
Other toilet provisions (below min. service level)	0	0	0
No toilet provisions	0	0	0
Below Minimum Service Level sub-total	0	0	0
Below Minimum Service Level Percentage	0	0	0
Total number of households	9 633	9 515	9 436

Western Cape SEP 2019

Bergvriër experienced significant progress in household access to sanitation services with the proportion of households with access to acceptable standards of sanitation services increasing from 89.7 % in 2011 to 97.9 % in 2018. The Municipality was able to provide an additional 814 households with access annually; access growing at an average annual rate of 5.0 %.

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

The Municipality was also successful with accessing grant funding (municipal infrastructure grant] from the Department of Cooperative Government for the upgrading of the Waste Water Treatment Works at Porterville to the amount of R 37 million. The project commenced on 1 July 2017 and was commissioned in December 2019. The key challenge applicable to water provision also applies to sanitation.

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 24: ELECTRICITY SERVICE DELIVERY LEVELS

DESCRIPTION	2017/18: ACTUAL	2018/19:ACTUAL	2019/20:ACTUAL
ENERGY: (ABOVE MINIMUM LEVEL)			
Electricity (at least minimum service level)	931	782	680
Electricity - prepaid (minimum service level)	9 034	9 432	9 729
Minimum Service Level and Above sub-total	9 965	10 214	10 592
Minimum Service Level and Above Percentage	100%	100%	100 %

Bergvriër 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 25: OVERVIEW OF ELECTRICITY SERVICES

YEAR	UNITS PURCHASED (kWh)	LOSSES (kWh)	PERCENTAGE (%)	RAND VALUE
2017/18	79 806 013	7 704 397	9.65	R 6 958 612
2018/19	82 365 768	10 174 840	12.34	R 9 824 927
2019/20	81 781 008	6 805 358	8.32	R 7 665 555

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, with the exception of households receiving electricity from Eskom.

The Municipality is responsible for the distribution of electricity in all urban areas with the exception of 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 are also street lighting in all towns.

The Municipality obtained funding (R 6 million) from the Department of Energy to provide electricity for the Electricity Network Upgrade. Highlights of the 2019/2020 financial year is that the municipality managed to

keep their electricity losses at 8.32 %. (Technical and Non-Technical Losses).

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). From the start of COVID-19, the solid waste teams were the biggest risk as they would be dealing directly with solid waste from COVID-19 possible/positive people and households. Additional safety precautions were put in place to ensure that the team is as safe as possible and that the disposal of contaminated waste was disposed in a safe manner. These teams were also responsible for disinfection various open areas, offices, vehicles and stores.

TABLE 26: SOLID WASTE SERVICE DELIVERY LEVELS

DESCRIPTION	2017/18 ACTUAL	2018/19 ACTUAL	2019/20 ACTUAL
SOLID WASTE REMOVAL: (MINIMUM LEVEL)			
Removed at least once a week	9 523	9 515	9 720
Minimum Service Level and Above sub-total	9 523	9 515	9 720
Minimum Service Level and Above percentage	100%	100%	100 %
SOLID WASTE REMOVAL: (BELOW MINIMUM LEVEL)			
Removed less frequently than once a week	0	0	0
Using communal refuse dump	0	0	0
Using own refuse dump	0	0	0
Other rubbish disposal	0	0	0
No rubbish disposal	0	0	0
Below Minimum Service Level sub-total	0	0	0
Below Minimum Service Level percentage	0%	0%	0%
Total number of households	9 523	9 515	9 720

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

Refuse is taken to refuse transfer stations at Piketberg, Velddrif and Porterville from where it is transported to license 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 7 % of the waste generated (excluding green material and building rubble), which contributes to lower dumping and transport costs. The Municipality is in the process of constructing a recycling plant at Piketberg and a weigh bridge at Velddrif in order to accommodate the increasing recycled waste material and to be able to weigh all our waste and recyclables as is required by legislation. NEMWA Act (59 of 2008). One of the highlights is that the municipality is one of a few municipalities that were able to adhere to the said legislation.

The municipality also wrote a business plan to the Federal Government (VVSG) Belgium and is in a Stedeband relationship with Heist–op-den Berg.

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 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 reduction in property rates. Basic level services to households are defined by 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 %.

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 27: HOUSEHOLD ACCESS TO FREE BASIC SERVICES

FINANCIAL YEAR	TOTAL	RATES	ELECTRICITY	WATER	REFUSE	SEWERAGE
2017/18	9 523		681	1 746	1 753	1 534
2018/19	9 515		521	1 992	1 992	1 758
2019/20	9 720		1 438	1 860	1 862	1 635

For the current year, households earning less than the threshold of two state pensions plus 40 % qualified for indigent assistance and applicants have to 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 Municipalities organisational development.1.8.1 THE MUNICIPAL WORKFORCE

The total approved positions on the organogram are 566, as on 30 June 2020, of which 403 positions are funded.

TABLE 28: MUNICIPAL WORKFORCE

MUNICIPAL WORKFORCE	
YEARS	NUMBER OF EMPLOYEES
30-Jun-17	389
30-Jun-18	376
30-Jun-19	385
30-Jun-20	367

1.8.1.1 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.

The Municipal Manager's employment contract was extended on 03 October 2016 and renewed for another five years from August 2017 to August 2022. The Chief Financial Officer resigned and left the service of the municipality on 31 August 2019 and the Director Technical Services also resigned and left the service of the municipality in the previous financial year (30 June 2019). A new Chief Financial Officer and Director Technical

Services were appointed by Council on 25 September 2019 and the commencement date of employment was 01 November 2019.

1.8.1.2 WORKFORCE, TURNOVER AND VACANCIES

The municipality employed 367 employees at the end of June 2020 and the total vacancy rate as on 30 June 2020, (funded positions) was 8.93 % comprising thirty six (36) funded positions. The vacancy rate for funded positions is 8.93 % which is higher than the 4.23 % during the previous 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 8.17 %.

1.8.1.3 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 it normally recruits from the region and the new five (5) year Employment Equity Plan, that was approved by the Mayoral Committee on 12 September 2019, was amended to reflect the demographics of the West Coast District Municipality, instead of the Western Cape Province.

1.8.1.4 HUMAN RESOURCE POLICIES AND PLANS

All policies and plans required by legislation are in place, as well as a number of other policies that are necessary for the maintenance of harmonious labour relations. During the year the Leave Management Policy and Acting Allowance Policy were amended and a new policy on the Prevention and Management of Covid-19 in the workplace was approved by Council.

1.8.1.5 TERMINATIONS, RECRUITMENT, SELECTION AND ABSENTEEISM

There were 30 terminations during the financial year and consisted of the following: Thirteen (13) resignations, eleven (11) retirements, one (1) ill health/incapacity, two (2) deceased and three (3) misconduct. The absenteeism rate decreased from 2.57 in the previous financial year to 1.78 % for 2019/20. The Municipality’s absenteeism rate is higher than the national norm of 1.5 % and needs to be addressed.

TABLE 29: TERMINATIONS FOR JUNE 2020

	JULY '19	AUG '19	SEPT '19	OCT '19	NOV '19	DEC '19	JAN '20	FEB '20	MAR '20	APR '20	MAY '20	JUN '20
Resignations	1	2	2	1	3	1	2	0	0	1	0	0
Retirement	0	0	0	0	3	2	0	0	3	2	1	0
Ill Health/ Incapacity	1	0	0	0	0	0	0	0	0	0	0	0

	JULY '19	AUG '19	SEPT '19	OCT '19	NOV '19	DEC '19	JAN '20	FEB '20	MAR '20	APR '20	MAY '20	JUN '20
Death	1	0	0	0	1	0	0	0	0	0	0	0
Misconduct	0	1	1	0	0	0	0	0	1	0	0	0
TOTAL	3	3	3	1	7	3	2	0	4	3	1	0

TABLE 30: PERMANENT APPOINTMENTS

DIRECTORATE	GENDER		RACE			MONTH OF APPOINTMENT											
	M	F	A	C	W	July '19	Aug '19	Sept '19	Oct '19	Nov '19	Dec '19	Jan '20	Feb '20	Mar '20	Apr '20	May '20	Jun '20
Municipal Manager	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Corporate Services	0	2	0	2	0	0	0	0	0	0	1	1	0	0	0	0	0
Financial Services	1	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0
Community Services	2	2	1	3	0	0	1	0	0	0	0	0	0	0	0	3	0
Technical Services	6	0	0	5	1	0	0	2	2	1	1	0	0	0	0	0	0

1.8.1.6 OCCUPATIONAL HEALTH AND SAFETY

A total of nine (9) incidents occurred and is a decrease from the financial year 2018/2019. Five (5) injuries occurred in Piketberg, three (3) in Velddrif and one (1) in Porterville. No incidents were recorded in the other towns within Bergrivier Municipal area.

1.8.2 CAPACITATING THE MUNICIPAL WORKFORCE

One of Bergrivier’s development priorities is the development of the work force. During the financial year 2019/20, R 987 688.20 (excluding external bursaries) was spent on training and development of employees. The spending consisted of R 120 000 for Water Process Controller Learnerships with grant funding received from the Local Government SETA, R 46 800 was received from the Chemical SETA for Road Construction Learnerships, R61 680 bursaries for employees and a training budget of R 759 208.20. A further R 355 323 that was received from Provincial Treasury, was spent on external bursaries and the municipality also spent R 191 326 on external bursaries that were budgeted for.

1.8.3 MANAGING THE WORKFORCE EXPENDITURE

The Municipality’s employee costs are calculated as a percentage of the Municipality’s operating expenditure. R 130 947 771.00 for 2019/20 was spent on employee costs (excluding remuneration of councillors), which translates to a percentage of 35.59 %. This is slightly lower than the previous year where

employee costs constituted 38.39 % 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.

1.9 FINANCIAL HEALTH OVERVIEW

1.9.1 FINANCIAL PERFORMANCE

1.9.1.1 FINANCIAL PERFORMANCE

The financial position of the Municipality improved year on year, because the annual surplus increased to R 29 977 370 (2019/20) from R 28 366 310 (2018/19). The Net Cash Flow from operating activities also increased to R 64 142 529 (2019/20) from R 31 440 334 (2018/19). Receivables from Exchange Transactions decreased to R 54 026 839 from R 55 115 514 while the Service Charges increased to R 181 434 786 (2018/19) from R 162 921 664 (2018/19).

TABLE 31: INCOME OVERVIEW

DETAILS	ORIGINAL BUDGET 2019/20	ADJUSTMENT BUDGET 2019/20	ACTUAL 2019/20-
	R	R	R
INCOME			
Grants	91 159 000.00	92 599 192.00	80 307 345.34
Taxes, Levies and Tariffs	259 821 729.00	260 253 230.00	255 474 662.90
Other	41 480 000.00	49 281 000.00	62 118 482.23
SUBTOTAL	392 460 729.00	402 133 422.00	397 900 490.47
Less: Expenditure	376 498 007.00	394 279 041.00	367 923 120.47
NET TOTAL	15 962 722.00	7 854 381.00	29 977 370.00

1.9.1.2 FINANCIAL GRANTS

The Municipality received the following grants and transfers:

TABLE 32: FINANCIAL GRANTS

DESCRIPTION	2018/19	BUDGET YEAR 2019/20				
	YEAR-END BALANCE	RECEIVED	YTD OPERATING EXP	YTD CAPITAL EXP	OTHER MOVEMENT	YEAR-END BALANCE
	R	R	R	R	R	R
Provincial Grants	1,121,421.00	14,653,053.45	-7,860,704.94	-5,861,512.27	97,000.00	2,149,257.24

DESCRIPTION	2018/19	BUDGET YEAR 2019/20				
	YEAR-END BALANCE	RECEIVED	YTD OPERATING EXP	YTD CAPITAL EXP	OTHER MOVEMENT	YEAR-END BALANCE
	R	R	R	R	R	R
National Grants	-	68,617,000.00	-51,839,776.61	-14,290,562.21	-	2,486,661.18
Other	-	878,656.58	-414,053.00	-40,736.31	-26 880.00	396,987.27
TOTAL TRANSFERS AND GRANTS	1,121,421.00	84,148,710.03	-60,114,534.55	-20,192,810.79	70,120.00	5,032,905.69

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 asset register and the removal of obsolete or written off assets from the asset register. During the 2019/20 financial year no auction took place.

1.9.1.4 FINANCIAL RATIOS AND INDICATORS

Municipalities make use of a number of 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 33: OPERATING RATIOS

DETAIL	RESTATED 2017/18	RESTATED 2018/19	2019/20
Liquidity Ratio	360.52 %	418.52 %	326.70
Cost coverage Ratio	3.58 times	2.89 times	3.73 times
Outstanding service debtors to revenue	48.80 %	54.75 %	55.96%
Debt coverage	24.81 times	25.78 times	26.72 times
Capital Charges to operating expenditure	3.64 %	3.51 %	3.17%

DETAIL	RESTATED 2017/18	RESTATED 2018/19	2019/20
Employee costs	37.65 %	37.55 %	35.59%
Repairs & maintenance	2.53 %	2.61 %	2.22%

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 is 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 2019/20 was R 51 212 565.00. During the adjustment budget, this amount decreased to R 49 096 163.00. The actual outcome for payment for capital assets was R 40 937 980.00. The total spending was therefore 83.38 %.

TABLE 34: TOTAL CAPITAL EXPENDITURE

DETAIL	2017/18	2018/19	2019/20
	R 000	R 000	R 000
Original Budget	31 320	45 664	51 213
Adjustment Budget	34 211	45 858	49 096
Actual	31 382	41 498	40 938
Percentage of Adjustment Budget:	91.73 %	90.49 %	83.38 %

1.9.3 CASH FLOW MANAGEMENT AND INVESTMENTS

1.9.3.1 CASH FLOW

The Municipality's cash flow deteriorated during 2019/20. 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 6 550 000 during the 2019/20 financial year to finance a long-term 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. Covid -19 has added pressure on the SCM unit yet it was very responsive during the lockdown period and the unit succeeded in the provisioning of goods and services to service delivery departments as well as rendering support necessary to combat Covid -19 and aid with humanitarian relief efforts.

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 Bergvrievier Municipality for 2019/20 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, 2000, (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).
- 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 35: AUDIT OUTCOME HISTORY

OPINION	2016/17	2017/18	2018/19
Unqualified opinion without matters (Clean Audit)	x	x	x
Unqualified opinion with emphasis of matter or other matters			
Qualified opinion			
Adverse opinion			
Disclaimer			

The Audit report for 2018/19 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 2019/20 Annual Report reflects the performance of Bergrivier Municipality for the financial year commencing on 01 July 2019 and ending on 30 June 2020. 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 36: 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</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).

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), 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 Bergrivier Municipality we believe that these three partners must work seamlessly together to produce the best results:

FIGURE 20: COMPOSITION OF A MUNICIPALITY



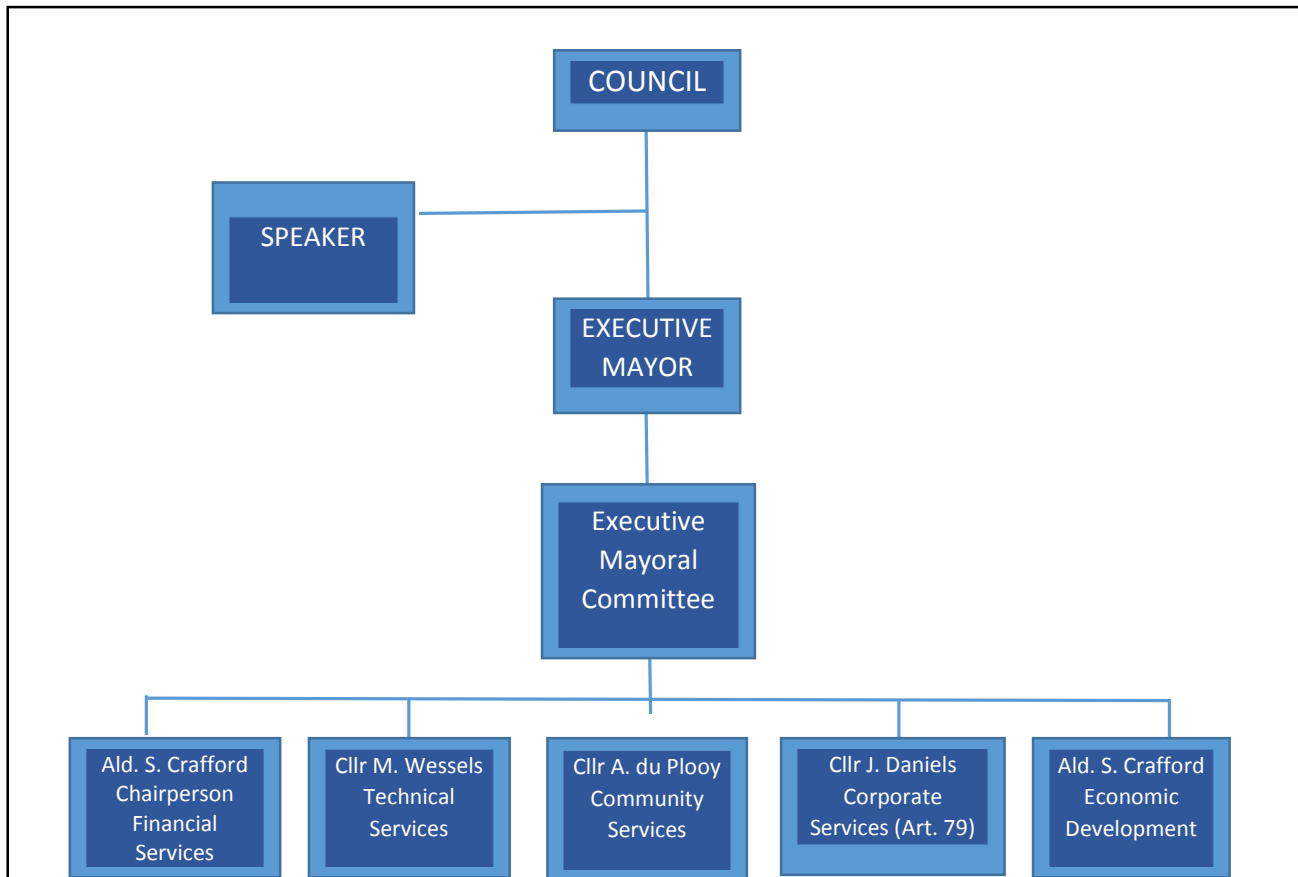
2.2 POLITICAL AND ADMINISTRATIVE GOVERNANCE

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 present executive structure:



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 3 August 2016.

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.

TABLE 37: COUNCILLOR REPRESENTATION

<p>Ald RM van Rooy Executive Mayor</p>  <p>DA (Ward 4)</p>	<p>Ald SM Crafford Deputy Mayor</p>  <p>DA (Ward 7)</p>	<p>Ald A de Vries Speaker</p>  <p>DA (Ward 3)</p>	<p>Cllr J Daniels Ward Councillor</p>  <p>DA (Ward 1)</p>
<p>Cllr M Wessels Councillor</p>  <p>DA (Proportional)</p>	<p>Cllr AJ du Plooy Ward Councillor</p>  <p>DA (Ward 2)</p>	<p>Cllr A Small Ward Councillor</p>  <p>DA (Ward 6)</p>	<p>Cllr J Botha Councillor</p>  <p>DA (Proportional)</p>
<p>Cllr A van Wyk Ward Councillor</p>  <p>DA (Ward 5)</p>	<p>Ald SIJ Smit Councillor</p>  <p>ANC (Proportional)</p>	<p>Cllr S Lesch Councillor</p>  <p>ANC (Proportional)</p>	<p>Cllr D de Bruin Councillor</p>  <p>ANC (Proportional)</p>
<p>Cllr I Adams Councillor</p>  <p>ANC (Proportional)</p>	 <p>Bergrivier Municipality</p>		

Section 37(c) of the Municipal Structures Act requires Municipal Councils to meet quarterly (minimum of 4 meetings). The Bergrivier Municipal Council held a total of 12 meetings (Ordinary and Special meetings) during the course of the financial year. The following tables indicate the Council Meetings that were held and individual attendance.

TABLE 38: COUNCIL MEETINGS

DATES	ATTENDANCE	APOLOGIES	ABSENT
11 July 2019	9	2	2
30 July 2019	12	1	0
27 August 2019	12	1	0
25 September 2019	13	0	0
29 October 2019	13	0	0
26 November 2019	13	0	0
21 January 2020	13	0	0
25 February 2020	11	2	0
26 March 2020	13	0	0
April 2020 (No meeting due to Covid-19)	-	-	-
29 May 2020 (Virtual)	11	2	0
11 June 2020 (Virtual)	13	0	0

TABLE 39: COUNCIL MEETING ATTENDANCE

MEMBERS	SCHEDULED MEETINGS	MEETINGS ATTENDED	APOLOGIES TENDERED	ABSENT
Ald RM van Rooy	12	12	0	0
CLlr J Daniels	12	11	1	0
CLlr AJ du Plooy	12	12	0	0
Ald A de Vries	12	12	0	0
CLlr SS Lesch (Ms)	12	12	0	0
Ald SM Crafford (Mrs)	12	12	0	0
CLlr A Small (Ms)	12	11	1	0
Ald SIJ Smit (Ms)	12	12	0	0
CLlr MA Wessels	12	11	1	0
CLlr JC Botha	12	11	1	0

MEMBERS	SCHEDULED MEETINGS	MEETINGS ATTENDED	APOLOGIES TENDERED	ABSENT
Cllr D de Bruin	12	10	0	2
Cllr AA van Wyk	12	10	0	2
Cllr IS Adams	12	9	3	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 40: COUNCILLOR ALLOCATIONS TO COMMITTEES

COUNCILLORS	FULL TIME /PART TIME	COMMITTEE ALLOCATION	WARD AND/OR PARTY
Ald RM van Rooy	Full-time	Mayoral Committee (Chair) Risk Management Committee (Ex-Officio)	Ward 4 DA
Ald SM Crafford (Ms)	Full-time	Mayoral Committee Financial Services Committee (Chair) Corporate Services Committee Economic Development Committee (Chair) Risk Management Committee Audit- and Performance Committee Budget Steering Committee (Chair)	Ward 7 DA
Ald A. de Vries	Full-time	Economic Development Committee Local Labour Forum Training Committee Audit- and Performance Committee	Ward 3 DA
Cllr MA Wessels	Full-time	Mayoral Committee Financial Services Committee Community Services Committee Technical Services Committee (Chair) Corporate Services Committee Local Labour Forum Training Committee Risk Management Committee Budget Steering Committee	DA
Cllr AJ du Plooy	Full-time	Mayoral Committee Corporate Services Committee Community Services Committee (Chair) Technical Services Committee Economic Development Committee Local Labour Forum Training Committee Risk Management Committee Budget Steering Committee (Ex-Officio)	Ward 2 DA
Cllr J Daniels	Part-time	Mayoral Committee Financial Services Committee Corporate Services Committee (Chair) Local Labour Forum Training Committee Risk Management Committee Budget Steering Committee	Ward 1 DA

COUNCILLORS	FULL TIME /PART TIME	COMMITTEE ALLOCATION	WARD AND/OR PARTY
Cllr A Small (Ms)	Part-time	Technical Services Committee Community Services Committee Oversight Committee Municipal Public Accounts Committee	Ward 6 DA
Cllr J Botha	Part-time	Financial Services Committee Corporate Services Committee Economic Development Committee Oversight Committee Municipal Public Accounts Committee	DA
Cllr AA v Wyk	Part-time	Community Services Committee Technical Services Committee	Ward 5 DA
Ald SIJ Smit (Ms)	Part-time	Financial Services Committee Economic Development Committee Oversight Committee (Chair) Municipal Public Accounts Committee (Chair) Budget Steering Committee	ANC
Cllr SS Lesch (Ms)	Part-time	Corporate Services Committee Economic Development Committee Oversight Committee Municipal Public Accounts Committee	ANC
Cllr D de Bruin	Part-time	Community Services Committee	ANC
Cllr I Adams	Part-time	Technical Services Committee	ANC

2.2.1.2 POLITICAL DECISION-MAKING

The Council delegated most of its executive functions to the Executive Mayor and the Mayoral Committee. A total of 274 Council Resolutions were passed and implemented during the 2019/2020 financial year.

TABLE 41: NUMBER OF ITEMS DISCUSSED FROM 1 JULY 2019 – 30 JUNE 2020

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
11 July 2019	12	Yes	00h30
30 July 2019	48	Yes	02h40
27 August 2019	34	Yes	01h50
25 September 2019	27	Yes	01h25
29 October 2019	28	Yes	01h10
26 November 2019	31	Yes	01h25
21 January 2020	27	Yes	01h30
25 February 2020	32	Yes	02h00
26 March 2020	09	Yes	01h40

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
April 2020 (No meeting due to Covid-19)	-	-	-
29 May 2020 (Virtual)	11	Yes xxx	01h10
11 June 2020 (Virtual)	15	Yes xxx	02h00
Total	274	N/A	17h20

within Covid-19 Regulations

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. Councillors are bound by the Code of Conduct for Municipal Councillors which is contained in Schedule 1 of the Municipal Systems Act.

2.2.1.4 HONORARY TITLE OF ALDERMAN/ALDERLADY

The criteria to qualify for the title of Alderman/Alderlady 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 1 of the Municipal Systems Act) 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 (The Municipal Systems Act, Schedule 1: Code of Conduct, item 7(4)). 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. (The Municipal Systems Act, Schedule 1: Code of Conduct, item 5(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 (The Municipal Systems Act, Schedule 1: Code of Conduct, item 5(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. (The Municipal Systems Act, Schedule 1: Code of Conduct, item 8).

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 (Municipal Systems Act, Schedule 1: Code of Conduct, item 6(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 make a decision one way or the other on any matter;
 - making representations to the Council; and
 - disclosing confidential information (The Municipal Systems Act, Schedule 1: Code of Conduct, item 9);
- Councillors may not disclose confidential information of the Council to people who are not allowed to know it (The Municipal Systems Act, Schedule 1: Code of Conduct, item 10); 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. (The Municipal Systems Act, Schedule 1: Code of Conduct, item 11, (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 of 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). In order 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 42: 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"> (1) identify the needs of the municipality; (2) review and evaluate those needs in order of priority; (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, taking into account any applicable national and provincial development plans; and (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. <p>(c) The executive mayor in performing the duties of office, must—</p> <ol style="list-style-type: none"> (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; (2) evaluate progress against the key performance indicators; (3) review the performance of the municipality in order to improve— <ol style="list-style-type: none"> (i) the economy, efficiency and effectiveness of the municipality; (ii) the efficiency of credit control and revenue and debt collection services; and (iii) the implementation of the municipality's by-laws; (4) monitor the management of the municipality's administration in accordance with the directions of the municipal council; (5) oversee the provision of services to communities in the municipality in a sustainable manner; (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; (7) annually report on the involvement of communities and community organisations in the affairs of the municipality; and (8) Ensure that regard is given to public views and report on the effect of consultation on the decisions of the council. <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	(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.
MAYORAL COMMITTEE MEMBERS	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 79 Committees have no decision making powers and may only make recommendations to the Mayoral Committee.

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 2019/20 (Ordinary and Special Meetings). The following tables indicate the Mayoral Committee Meetings that were held and individual attendance.

TABLE 43: MAYORAL COMMITTEE MEETINGS

DATES	ATTENDANCE	APOLOGIES	ABSENT
11 July 2019	4	0	0
18 July 2019	4	0	0
30 July 2019	4	0	0
15 August 2019	4	0	0
27 August 2019	4	0	0
12 September 2019	4	0	0
25 September 2019	4	0	0
10 October 2019	3	1	0
29 October 2019	3	1	0
11 November 2019	4	0	0
26 November 2019	3	1	0
12 December 2019	4	0	0
21 January 2020	4	0	0
13 February 2020	3	1	0
25 February 2020	4	0	0
06 March 2020	4	0	0
12 March 2020	4	0	0
24 March 2020	4	0	0
26 March 2020	3	1	0
29 May 2020 (virtual)	4	0	0
11 June 2020 (virtual)	4	0	0
25 June 2020 (virtual)	3	1	0

TABLE 44: MAYORAL COMMITTEE MEETING ATTENDANCE

MEMBERS	SCHEDULED MEETINGS	MEETING ATTENDANCE	APOLOGIES TENDERED	ABSENT
Ald RM van Rooy (Inaugurated as Executive Mayor on 20/07/18)	22	21	1	0
Ald SM Crafford (Mrs.)	22	21	1	0
Cllr MA Wessels	22	20	2	0

MEMBERS	SCHEDULED MEETINGS	MEETING ATTENDANCE	APOLOGIES TENDERED	ABSENT
Cllr AJ du Plooy	22	20	2	0

A total of 544 items were discussed at the Mayoral Committee during the 2019/20 financial year. The following table indicates the number of items discussed per meeting.

TABLE 45: ITEMS TABLED 1 JULY 2019 – 30 JUNE 2020

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
11 July 2019	17	Yes	00h45
18 July 2019	32	Yes	02h30
30 July 2019	40	Yes	02h00
15 August 2019	26	Yes	00h20
27 August 2019	32	Yes	02h00
12 September 2019	34	Yes	01h55
25 September 2019	28	Yes	01h00
10 October 2019	33	Yes	01h15
29 October 2019	32	Yes	01h45
11 November 2019	34	Yes	01h25
26 November 2019	24	Yes	01h00
12 December 2019	36	Yes	01h15
21 January 2020	23	Yes	01h05
13 February 2020	32	Yes	02h40
25 February 2020	30	Yes	01h05
06 March 2020	08	Yes	03h30
12 March 2020	23	Yes	00h20
24 March 2020	05	Yes	01h50
26 March 2020	09	Yes	00h30
<i>No meetings took place between 27 March 2020 and 28 May 2020 due to Covid-19</i>			
29 May 2020	14	Yes xxx	01h00
11 June 2020	27	Yes	01h00

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
		xxx	
25 June 2020	05	Yes xxx	00h45
TOTAL	544	N/A	30h55

Within Covid-19 Regulations

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 we have our 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 have the maximum amount of Section 80 committees allowed by law, namely three (3).

In terms of the new approved macro structure, the Municipality reverted back 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 the Deputy Executive Mayor (Alderlady SM Crafford);
- Community Services Committee (Section 80): Chaired by Councillor AJ du Plooy;
- Technical Services Committee (Section 80): Chaired by Councillor MA Wessels;
- Corporate Services Committee (Section 79): Chaired by Councillor J Daniels; and
- Economic Committee (Section 79): Chaired by Deputy Executive Mayor (Alderlady SM Crafford).

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

TABLE 46: PORTFOLIO COMMITTEE MEETINGS

COMMITTEE	COMPOSITION	MEETING DATES
<p>FINANCIAL SERVICES COMMITTEE The Financial Services Committee discusses matters concerning the finances of the Municipality before submission to the Mayoral Committee for approval.</p>	<p>Ald SM Crafford (DA) (Chairperson) (Ms.) Cllr MA Wessels (DA) Cllr J Daniels (DA) Ald RM van Rooy (DA) (ex-officio) Ald SIJ Smit (ANC) (MS) Cllr JC Botha (DA)</p>	<p>10 July 2019 07 August 2019 04 September 2019 12 September 2019 02 October 2019 06 November 2019 04 December 2019 January 2020 (none) 05 February 2020 04 March 2020 April 2020 (No meeting due to Covid-19) May 2020 (No meeting due to Covid-19) June 2020 (No meeting due to Covid-19)</p>
<p>CORPORATE SERVICES COMMITTEE 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>Cllr J Daniels (DA) (Chairperson) Ald SM Crafford (DA) Cllr JC Botha (DA) Cllr MA Wessels (DA) Cllr SS Lesch (ANC) (Ms)</p>	<p>10 July 2019 07 August 2019 04 September 2019 02 October 2019 06 November 2019 04 December 2019 January 2020 (none) 05 February 2020 04 March 2020 April 2020 (No meeting due to Covid-19) May 2020 (No meeting due to Covid-19) June 2020 (No meeting due to Covid-19)</p>
<p>TECHNICAL SERVICES COMMITTEE The Technical Services Committee discusses matters arising from the Technical Services Directorate before submission to the Mayoral Committee for approval.</p>	<p>Cllr MA Wessels (DA) (Chairperson) Cllr A Small (DA) (Ms) Cllr AJ du Plooy (DA) Cllr AA van Wyk (DA) Cllr I. Adams (ANC)</p>	<p>09 July 2019 06 August 2019 03 September 2019 01 October 2019 05 November 2019 03 December 2019 January 2020 (none)</p>

COMMITTEE	COMPOSITION	MEETING DATES
		04 February 2020 03 March 2020 April 2020 (No meeting due to Covid-19) May 2020 (No meeting due to Covid-19) June 2020 (No meeting due to Covid-19)
COMMUNITY SERVICES COMMITTEE The Community Services Committee discusses matters arising from the Community Services Directorate before submission to the Mayoral Committee for approval.	Cllr AJ du Plooy (DA) (Chairperson) Cllr MA Wessels (DA) Cllr AA van Wyk (DA) Cllr A Small (DA) (Ms) Cllr D de Bruin (ANC)	11 July 2019 08 August 2019 September 2019 (none) 03 October 2019 07 November 2019 05 December 2019 January 2020 (none) 06 February 2020 March 2020 (No meeting due to Covid-19) April 2020 (No meeting due to Covid-19) May 2020 (No meeting due to Covid-19) June 2020 (No meeting due to Covid-19)
ECONOMIC DEVELOPMENT COMMITTEE The Economic Development Committee discusses matters arising from the Office of the Municipal Manager and Strategic Services Division relating to Economic Development before submission to the Mayoral Committee for approval.	Ald SM Crafford (DA) (Chairperson) (Ms.) Ald A de Vries (DA) Cllr AJ du Plooy (DA) (Chairperson) Cllr JC Botha (DA) Ald SIJ Smit (ANC) (Ms) Cllr SS Lesch (ANC) (Ms)	15 November 2018 07 February 2019 11 July 2019 08 August 2019 September 2019 (none) 03 October 2019 07 November 2019 05 December 2019 January 2020 (none) 06 February 2020 March 2020 (None) April 2020 (No meeting due to Covid-19) May 2020 (No meeting due to Covid-19) June 2020 (No meeting due to Covid-19)

TABLE 47: CORPORATE SERVICES COMMITTEE NUMBER OF ITEMS DISCUSSED FROM 1 JULY 2019 –30 JUNE 2020

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
10 July 2019	18	Yes	01h30
07 August 2019	17	Yes	02h00
04 September 2019	21	Yes	01h40
02 October 2019	22	Yes	01h55

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
06 November 2019	22	Yes	02h10
04 December 2019	22	Yes	03h20
January 2020 (none)	No meeting	-	-
05 February 2020	23	Yes	02h45
04 March 2020	17	Yes	02h00
April 2020 (none)	(No meeting due to Covid-19)	-	-
May 2020 (none)	(No meeting due to Covid-19)	-	-
June 2020 (none)	(No meeting due to Covid-19)	-	-

TABLE 48: FINANCIAL SERVICES COMMITTEE NUMBER OF ITEMS DISCUSSED FROM
1 JULY 2019 – 30 JUNE 2020

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
10 July 2019	17	Yes	03h05
07 August 2019	19	Yes	03h05
04 September 2019	17	Yes	01h50
04 September 2019	09	Yes	03h05
02 October 2019	22	Yes	02h30
06 November 2019	20	Yes	02h30
04 December 2019	16	Yes	01h20
January 2020 (none)	No meeting	-	-
05 February 2020	18	Yes	02h05
04 March 2020	19	Yes	03h05
April 2020 (none)	(No meeting due to Covid-19)	-	-
May 2020 (none)	(No meeting due to Covid-19)	-	-
June 2020 (none)	(No meeting due to Covid-19)	-	-

TABLE 49: TECHNICAL SERVICES COMMITTEE NUMBER OF ITEMS DISCUSSED FROM
1 JULY 2019 – 30 JUNE 2020

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
09 July 2019	28	Yes	01h40
06 August 2019	23	Yes	01h05
03 September 2019	25	Yes	01h40

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
01 October 2019	26	Yes	01h40
05 November 2019	22	Yes	01h40
03 December 2019	21	Yes	02h20
January 2020 (none)	No meeting	-	-
04 February 2020	22	Yes	01h30
03 March 2020	26	Yes	01h40
April 2020 (none)	(No meeting due to Covid-19)	-	-
May 2020 (none)	(No meeting due to Covid-19)	-	-
June 2020 (none)	(No meeting due to Covid-19)	-	-

TABLE 50: COMMUNITY SERVICES COMMITTEE NUMBER OF ITEMS DISCUSSED FROM 1 JULY 2019 – 30 JUNE 2020

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
09 July 2019	18	Yes	02h40
06 August 2019	18	Yes	02h00
03 September 2019	20	Yes	02h55
01 October 2019	1	Yes	00h20
05 November 2019	20	Yes	02h30
03 December 2019	17	Yes	03h10
January 2020 (none)	No meeting	-	-
04 February 2020	16	Yes	03h10
03 March 2020	17	Yes	02h40
April 2020 (none)	(No meeting due to Covid-19)	-	-
May 2020 (none)	(No meeting due to Covid-19)	-	-
June 2020 (none)	(No meeting due to Covid-19)	-	-

TABLE 51: ECONOMIC DEVELOPMENT COMMITTEE NUMBER OF ITEMS DISCUSSED FROM 1 JULY 2019 – 30 JUNE 2020

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
11 July 2019	15	Yes	01h45
08 August 2019	20	Yes	01h45
September 2019 (none)	No meeting	-	-

DATE OF MEETING	NUMBER OF ITEMS DISCUSSED	OPEN TO PUBLIC	DURATION
03 October 2019	18	Yes	02h20
07 November 2019	17	Yes	02h50
05 December 2019	Meeting was cancelled	-	-
January 2020 (none)	No meeting	-	-
06 February 2020	14	Yes	02h05
March 2020 (none)	No meeting	-	-
April 2020 (none)	(No meeting due to Covid-19)	-	-
May 2020 (none)	(No meeting due to Covid-19)	-	-
June 2020 (none)	(No meeting due to Covid-19)	-	-

2.2.1.9 OTHER COMMITTEES ESTABLISHED BY THE COUNCIL FOR SPECIFIC PURPOSES

2.2.1.9.1 PERFORMANCE 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.”

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

TABLE 52: PERFORMANCE AND AUDIT COMMITTEE COMPOSITION AND ATTENDANCE

MEMBERS	CAPACITY	28 AUG 2019	05 DEC 2019	19 MAR 2020	09 JUN 2020
Mr. Chris De Jager	Chairperson	Apology	Yes	Yes	Yes

MEMBERS	CAPACITY	28 AUG 2019	05 DEC 2019	19 MAR 2020	09 JUN 2020
Ms. Sharon Smith	Member	Yes	Yes	Yes	Yes
Mrs. R Gani	Member	Yes	Apology	Yes	Yes
Mr. Denver Miller	Member	**	Yes	Yes	Yes
Mr. Burton van Staden	Member	Yes	Yes	Yes	Yes

***Mr. Denver Miller was appointed as a Performance and Audit Committee member on 01 November 2019 and attended his first meeting on 05 December 2019.*

The recommendations of the Performance and Audit Committee and the 2019/20 Audits are contained in ANNEXURE 7.

Report by the Chairperson of the Performance and Audit Committee is contained in ANNEXURE 7.

2.2.1.9.2 OVERSIGHT COMMITTEE

Section 127(2) of the Municipal Finance Management Act 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).

MFMA Circular 32 of 2006 prescribes the oversight process and the establishment of the Oversight Committee. The Oversight Committee must be appointed in terms of Sections 33 and 79 of the Municipal Structures Act 1998, (Act 117 of 1998). This means that the Council must determine the functions of the Committee and appoint the Chairperson. The Council may also delegate powers and duties to the Committee, authorise the Committee to co-opt advisory members, and remove a member at any time. The functions of the Oversight Committee are as follows:

- To undertake a detailed analysis and review of the Municipality’s Annual Reports;
- To consider inputs from the Council, Portfolio Committees and Public on the Municipality’s Annual Reports;
- To consider inputs from the Municipality’s Audit Committee and Performance Committees as well as the Auditor General on the Municipality’s Annual Reports, and
- To draft an oversight report on the Municipality’s Annual Report.

TABLE 53: OVERSIGHT COMMITTEE COMPOSITION AND ATTENDANCE

COMMITTEE MEMBER	DATE OF MEETING	IN ATTENDANCE
Mr. Chris de Jager (on behalf of Audit Committee)	4 February 2020	No
Cllr A Small (Ms)	4 February 2020	Yes
Cllr SS Lesch (Ms)	4 February 2020	Yes
Cllr J Botha	4 February 2020	Yes
Ald SIJ Smit (Chairperson of Committee) (Ms)	4 February 2020	Yes
Ald Johan Raats	4 February 2020	Yes
Mr. Chris de Jager (on behalf of Audit Committee)	17 February 2020	Yes
Cllr A Small	17 February 2020	No
Cllr SS Lesch	17 February 2020	Yes
Cllr J Botha	17 February 2020	Yes
Ald SIJ Smit (Chairperson of Committee) (Ms)	17 February 2020	Yes
Alderman Johan Raats	17 February 2020	Yes
Mr. Chris de Jager (on behalf of Audit Committee)	10 March 2020	No
Cllr A Small (Ms)	10 March 2020	No
Cllr SS Lesch 9Ms)	10 March 2020	Yes
Cllr J Botha	10 March 2020	Yes
Ald SIJ Smit (Chairperson of Committee) (Ms)	10 March 2020	Yes
Alderman Johan Raats	10 March 2020	Yes

The 2018/19 Oversight Report was submitted to the Municipal Council on 26 March 2020. An extract from this report containing the recommendations of the Oversight Committee and progress made with the implementation thereof is contained in ANNEXURE 22.

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 Municipal Structures Act, 1998, (Act 117 of 1998) 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 and the members of the MPAC were as follows:

Meeting held on 08 October 2019:

- Ald SIJ Smit (Chairperson)
- Ald J Raats
- Mr C de Jager (Ex Officio as Chairperson of the Audit- and Performance Committee)
- Cllr JC Botha
- Cllr A Small (Me)
- Cllr S Lesch (Me)

The meeting scheduled for 07 April 2020 did not take place due to the COVID 19 pandemic and national lockdown.

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 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 are completed by councillors on an annual basis (Section 54 read with Item 7 of Schedule 1).

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 organizational units:

Office of the Municipal Manager

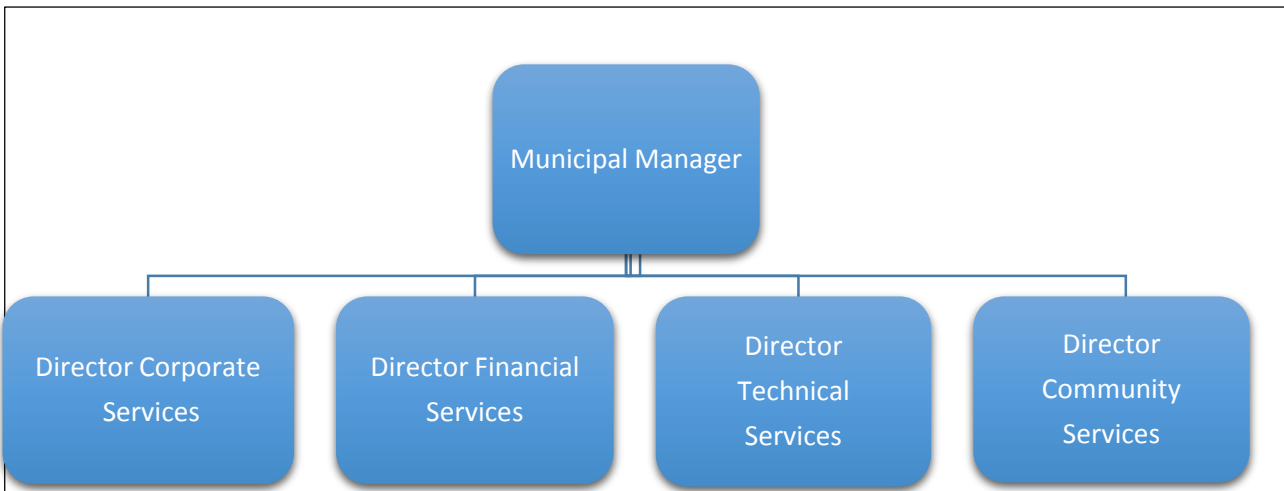
Directorate Corporate Services

Directorate Financial Services

Directorate Technical Services

Directorate Community Services (new directorate since 1 September 2017)

FIGURE 21: 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. Details of the third tier are contained in ANNEXURE 3.

TABLE 54: 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>

TIER	POSITION & INCUMBENT	ROLES AND RESPONSIBILITIES
		<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> <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> <p>1. Manage the provisioning of strategic management support services to the Municipal Manager.</p>

TIER	POSITION & INCUMBENT	ROLES AND RESPONSIBILITIES
		<p>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.</p> <p>3. Manage and facilitate intergovernmental and international relations with various stakeholders.</p> <p>4. Manage the rendering of logistical support to executive management.</p> <p>5. Manage councillor support services.</p> <p>6. Manage the provisioning of a communications service to the municipality.</p> <p>7. Manage financial services in relation to a budget and treasury office (BTO) to ensure financial viability, overall compliance and mandatory reporting.</p> <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>Strategic Services</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"> - Support to vulnerable groups (gender, elderly) - Support to HIV/Aids organisations - Youth development - Co-ordination and implementation of Executive Mayoral Projects - Administration of grant-in-aid funds to organisations in need <p>6. Facilitate community development projects, community development initiatives and special projects.</p> <p>Internal Audit</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>

TIER	POSITION & INCUMBENT	ROLES AND RESPONSIBILITIES
2	Director: Corporate Services Mr. JWA Kotzee	<p>The Corporate Services Directorate renders all administrative functions of the Municipality including:</p> <ol style="list-style-type: none"> 1. Manage the provisioning and administering of town planning and environmental management services. 2. Manage the provisioning of client and administrative services. 3. Manage the provisioning and administering of human resources management services to the municipality 4. Manage the administering and application of departmental GIS processes. <p>Administration</p> <ol style="list-style-type: none"> 1. Manage the provisioning of secretariat and records management services. 2. Provide client and administrative support services. 3. Manage the provisioning of information communication and technology (ICT) services including geographical information system (GIS) applications within the municipality. <p>Human Resource Management</p> <ol style="list-style-type: none"> 1. Manage the rendering of human resources provisioning and employee administration services. 2. Manage the provisioning of human resources training and skills development services. 3. Manage the provisioning of labour relations and employee wellness services 4. Manage the provisioning of occupational health and safety services in terms of the OHSA. <p>Planning and Development</p> <ol style="list-style-type: none"> 1. Manage the compilation and implementation of Spatial Planning and Land Use Management. 2. Manage the compilation and implementation of Environmental Planning Management policies and procedures. 3. Manage the rendering of land use management services and administrative support. 4. Manage the lease and sale of municipal land. 5. Oversee the facilitation of surveying and registration of municipal land
3	Director: Financial Services Mr. F Lötter	<p>The Financial Services Directorate is responsible for all financial functions of the Municipality including:</p> <ol style="list-style-type: none"> 1. Manage the provisioning and administering of expenditure and supply chain management processes. 2. Implement and maintain revenue and credit control policies and procedures to ensure sound revenue management practices and compliance. 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>Revenue Management</p>

TIER	POSITION & INCUMBENT	ROLES AND RESPONSIBILITIES
		<ol style="list-style-type: none"> 1. Manage and administer the debtors of the municipality including banking, reconciliations and billing. 2. Manage and control the application of the Municipality's credit control policies and procedures. 3. Manage and facilitate property valuations and determining of rates. 3. Manage and facilitate property valuations and determining of rates. <p>Expenditure & SCM</p> <ol style="list-style-type: none"> 1. Manage the recording, authorisation and proper execution of expenditure systems, procedures and transactions. 2. Manage supply chain management and asset management processes and systems. <p>Financial Management & Reporting</p> <ol style="list-style-type: none"> 1. Manage the preparation and administering of budgets and financial statements. 2. Manage financial compliance and reporting on financial management. 3. Manage the execution of budget control and control of accounting procedures.
4	<p>Director: Technical Services Mr. C Koch</p>	<p>The Technical Services Directorate is responsible for all technical functions of the Municipality including:</p> <ol style="list-style-type: none"> 1. Manage the provisioning and administering of project management and building control services. 2. Manage the provisioning and control of civil engineering and solid waste management services. 3. Manage the provisioning and control of electrical engineering services. 4. Manage the administering and application of technical related GIS processes. <p>Civil</p> <ol style="list-style-type: none"> 1. Manage overall compliance i.r.t. waste management practices and prescripts 2. Manage the provisioning and maintenance of civil engineering services in the Piketberg Area. 3. Manage the provisioning and maintenance of civil engineering services in the Velddrif Area. 4. Manage the provisioning and maintenance of civil engineering services in the Porterville Area. 5. Manage and coordinate the maintenance of all vehicles and equipment in the Municipality. 6. Manage the provisioning and administering of Bulk Services. 7. Manage internal funded capital projects within the respective regions. <p>Electricity</p> <ol style="list-style-type: none"> 1. Manage the provisioning and maintenance of electrical services in the Piketberg and Redelinghuys Areas. 2. Manage the provisioning and maintenance of electrical services in the Velddrif and Aurora Areas.

TIER	POSITION & INCUMBENT	ROLES AND RESPONSIBILITIES
		<p>3. Manage the provisioning and maintenance of electrical services in the Porterville and Eendekuil Areas.</p> <p>Project Management & Building Control</p> <ol style="list-style-type: none"> 1. Manage the provisioning of a project management unit. 2. Provide building control services to ensure compliance and standards i.r.t. buildings and developments. 3. Render graphic / information services for the unit.
5	<p>Director: Community Services Mr. DA Josephus</p>	<p>The Community Services Directorate is responsible for all community functions of the Municipality including:</p> <ol style="list-style-type: none"> 1. Manage the provisioning and administering of community protection services within the respective areas of the municipality. 2. Manage the provisioning and administering of community facilities. 3. Manage housing administration. <p>Protection Services</p> <ol style="list-style-type: none"> 1. Manage the provisioning of traffic and law enforcement services. 2. Manage the provisioning and administering of disaster management, firefighting and fire prevention services <p>Community Facilities & Resorts</p> <ol style="list-style-type: none"> 1. Manage and co-ordinate libraries and information services including liaising with Museums, Tourism and other stakeholders. 2. Manage the maintenance of parks, cemeteries, sport grounds, swimming pools and other facilities. 3. Provide housing administration support services to address the housing needs in the area. <p>Housing Administration</p> <ol style="list-style-type: none"> 1. Manage the administration processes of housing applications and allocations to ensure proper service delivery to the community. 2. Initiate housing projects and the maintenance of housing rental stock. 3. Research, develop, review, facilitate and implement housing policies, municipal accreditation and development processes. <p>Library Services</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) 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.

2.3.1 INTERNATIONAL INTERGOVERNMENTAL RELATIONS

Bergrivier 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 2021 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 21 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 visiting Bergrivier Municipality during the period under review. Bergrivier Municipality and Heist-op-den-Berg have been re-selected to apply jointly for the

next Federal Programme from 2022 – 2027. We are in the process of evaluation and preparation for the future application.



Waste Ambassadors with the expert from Exchange on the site in Velddrif

2.3.2 NATIONAL INTERGOVERNMENTAL FORUMS

The Municipality participates in the following National Intergovernmental Forums:

TABLE 55: 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)
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 56: 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
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
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 57: PARTICIPATION ON DISTRICT MUNICIPALITY INTERGOVERNMENTAL FORUMS

DIRECTORATE	FORUMS
Councillors, Executive Mayor and Mayoral Committee Members	<p>WCDM IDP Co-ordinating Committee</p> <p>West Coast District Co-Ordinating Forum (DCF)</p> <p>West Coast Economic Development Partnership</p> <p>District Water Monitoring Forum</p> <p>District Evaluation Committee (DEC)</p> <p>West Coast Human Settlements Forum</p> <p>WC Water Monitoring Forum.</p>
Municipal Manager's Office	<p>WCDM District Coordinating Forum (DCF)</p> <p>WCDM District Coordinating Forum Tech (DCF Tech)</p> <p>All JDA/DDM engagements</p> <p>District Water Monitoring Board</p> <p>WCDM IDP/LED Forum</p> <p>WCDM IDP Co-ordinating Committee (IDPCC)</p>
Technical Services Directorate	<p>WCDM Water Quality Forum</p> <p>St Helena Bay Water Quality Forum</p> <p>EPWP District Forum</p>
Corporate Services Directorate	<p>District Air Quality Forum</p> <p>District Regional Tourism Organisation (RTO)</p>
Financial Services Directorate	<p>WCDM District Coordinating Forum Tech (DCF Tech)</p>
Community Services Directorate	<p>West Coast District Advisory Forum</p> <p>District Fire Working Group</p> <p>Disaster Management Co-ordinating Forum</p> <p>Stellenbosch-Saldanha Regional Library Forum</p> <p>West Coast District Road Traffic Co-ordinating Committee</p>

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 18 public town based meetings were held during the year as indicated in the following table:

TABLE 58: PUBLIC MEETINGS – TOWN BASED

TYPE OF ENGAGEMENT	WARD/TOWN	DATE
Town Based Public Meetings	Ward 1 (Porterville)	09 September 2019
	Ward 2 (Porterville)	
	Ward 3 (Piketberg)	16 September 2019
	Ward 4 (Piketberg)	
	Goedverwacht/Wittewater	11 September 2019
	Eendekuil	12 September 2019
	Redelinghuys	18 September 2019
	Aurora	17 September 2019
	Dwarskersbos	10 September 2019
	Velddrif	
	Goedverwacht/Wittewater	29 April 2020 (Lockdown Level 5)
	Porterville	21 April 2020 (Lockdown Level 5)
	Piketberg	22 April 2020 (Lockdown Level 5)
	Dwarskersbos	20 April 2020 (Lockdown Level 5)
	Velddrif	20 April 2020 (Lockdown Level 5)
	Redelinghuys	23 April 2020 (Lockdown Level 5)
	Aurora	15 April 2020 (Lockdown Level 5)
	Eendekuil	16 April 2020 (Lockdown Level 5)

2.4.1.2 COMMUNICATION SECTION

The Municipality has a Communication Section mandated to manage and co-ordinate 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 of Bergrivier Municipality;
- iv. manage the Corporate Wear Initiative within the Municipality;
- v. 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;
- vi. manage all design work for the Municipality;
- vii. drafting and updating of the Communications Policy and Social Media Policy;
- viii. co-ordinate the communication flow as cluster lead for communication on the Bergrivier COVID-19 Group; and
- ix. managing all communication projects.

During the period under review, the Communication Section drafted a Communication Policy and a Social Media Policy to ensure that the Municipality acknowledges the importance of communication as a strategic leadership function and an integral part of its daily functioning. 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.

The municipal emblem and brand as a whole was promoted on several occasions through the designing, production and distribution of quality communication material and promotional items. The brand was further reinforced with newly designed marketing material which featured at all important municipal events, and our website and social media platforms further enhanced all communication efforts. The Communication Section put in a substantial amount of effort to protect the municipal brand.

The Municipality's Facebook page, which was created on 07 May 2018, has experienced significant growth in its following base. The majority of growth was organic, which can be attributed to the authentic, relevant and local content that was shared to the public via this platform. By the end of June 2020, Bergrivier Municipality's Facebook page had 5 521 followers.

The Communication Section continues to strive to communicate in a coordinated and uniform manner and with the highest impact.

Between April and June 2020, the Communication Section had a successful awareness campaign supported by daily information in crisis management to assist Bergrivier Municipality to manage the COVID-19 pandemic. The Head: Communication was part of the local COVID-19 Joint Operation Centre and acted as the distributor

of all communication received by National and Provincial levels to all electronic platforms, to reach our communities.

2.4.1.3 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. The Municipal Council also approved an out of pocket expense fee structure for Ward Committees. Ward Committees meet on a bi-monthly basis and a total of 17 Ward Committee Meetings took place during the year.

TABLE 59: WARD COMMITTEE MEETINGS

TYPE OF ENGAGEMENT	WARD	WARD				
Ward Committee meetings	Ward 1	07 September 2019	21 November 2019	20 February 2020	4 April 2020 Lockdown Level 5	11 June 2020 Lockdown Level 4
	Ward 2	07 September 2019	21 November 2019	20 February 2020	4 April 2020 Lockdown Level 5	11 June 2020 Lockdown Level 4
	Ward 3	07 September 2019	19 November 2019	20 February 2020	4 April 2020 Lockdown Level 5	09 June 2020 Lockdown Level 4
	Ward 4	07 September 2019	20 November 2019	20 February 2020	4 April 2020 Lockdown Level 5	10 June 2020 Lockdown Level 4
	Ward 5	07 September 2019	19 November 2019	20 February 2020	4 April 2020 Lockdown Level 5	09 June 2020 Lockdown Level 4
	Ward 6	07 September 2019	18 November 2019	20 February 2020	4 April 2020 Lockdown Level 5	08 June 2020 Lockdown Level 4
	Ward 7	07 September 2019	18 November 2019	20 February 2020	4 April 2020 Lockdown Level 5	08 June 2020 Lockdown Level 4

The functionality of the ward committee system is on par and regular planned meetings took place during the 2019/20 financial year. All 7 wards have full representation of sectors on these wards.

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 general public informed regarding relevant matters.

2.4.1.4 IDP REPRESENTATIVE FORUM

On 28 August 2012, the Municipal Council approved the establishment of an IDP Representative Forum in terms of Section 15 of the Municipal Planning and Performance Management Regulations. The IDP Representative Forum comprises the following:

- Ward Committee members from each Ward;
- One representative from the West Coast District Municipality;
- The Executive Mayor, Speaker, Portfolio Chairpersons, one Mayoral Committee Member and two additional Councillors from the other parties represented on Council;
- Three officials namely: the Municipal Manager, Strategic Manager, Head: Strategic Services, and
- Three nominees from key sectors within the Municipal Area.

The first meeting of the IDP Representative Forum for 2019/20 was held on the 4th October 2019 and discussed safety as a critical theme for sector leaders. A most successful workshop was held with the Department of Community Safety as the guest speaker.

The following is a photo collage of the IDP Forum meeting that took place:



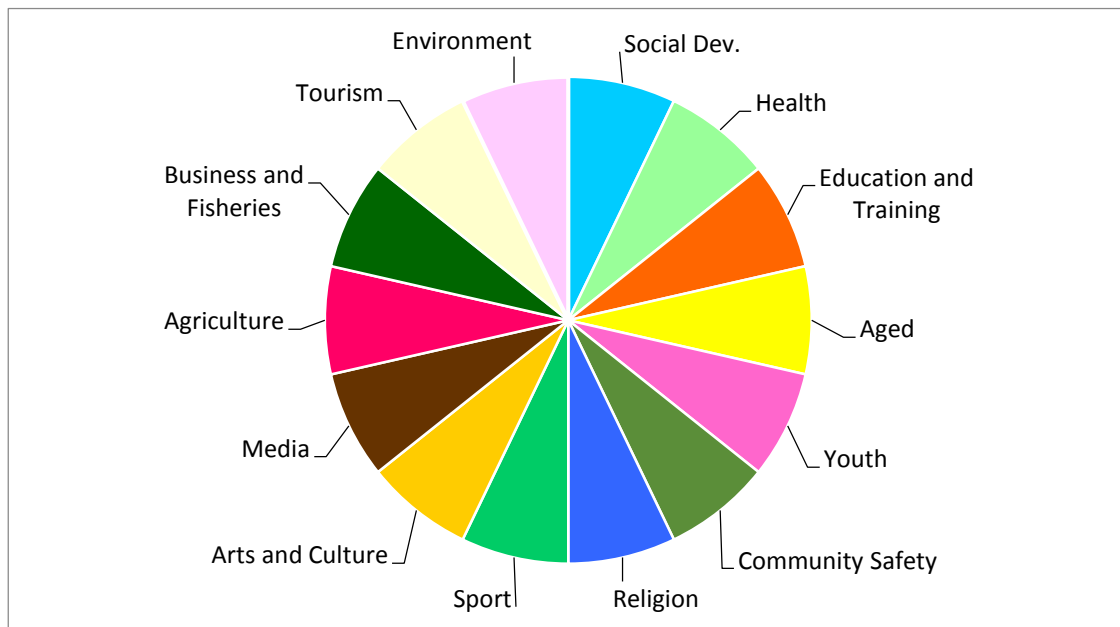
The following is a summary of the IDP Forum meetings held in 2019/20.

TABLE 60: IDP FORUM MEETING

TYPE OF ENGAGEMENT	WARD/TOWN	DATE
IDP Forum meetings	Piketberg - combined	4 October 2019
	Piketberg - combined	08 May 2020 Lockdown Level 4

The format of the IDP Representative Forum Meetings was reviewed in 2013/14 in a bid to improve participation by key community stakeholders. An outcome of this review was a decision to use the forums to involve the different sectors of the Bergrivier Municipal Area. The following diagram illustrates the sectorial division of the Bergrivier Community.

FIGURE 22: SECTORS WITHIN BERGRIVIER MUNICIPALITY



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). In order 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 2016/17 financial year, the Fourth Generation IDP was compiled and approved by Council in May 2017. The compilation of the IDP was done in accordance with the approved Process Plan. The First Review of the Fourth Generation IDP was undertaken during the 2017/18 financial year and the Review was approved by Council in May 2018. The review and amendment for the 2018/19 financial year was approved by Council in May 2018 and the review for the 2019/20 financial year was approved in May 2019. 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 61: 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

IDP PARTICIPATION AND ALIGNMENT CRITERIA	YES/NO	COMMENT WHERE THERE WAS LACK OF ALIGNMENT
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 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; and
 - 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 and Audit Committee meet 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 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 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 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 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

Bergvrievier 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 Policy was reviewed during the 2019/20 financial year and reviewed by the Performance and Audit Committee in March 2020 (OVN020/03/2020) and approved by the Executive

Mayoral Committee in June 2020 (BKN014/06/2020). 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 initiatives workshops are reported quarterly. Councillors and senior management are part of the Risk Committee and participate in discussions and report backs 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

Allegations of fraud and corruption can also be reported anonymously via the West Coast Anti-Fraud and Corruption Hotline. The hotline is available 24/7. Details of the hotline are as follows:

- Telephone number: 0860 004 009 (toll free)
- e-mail: westcoast@behonest.co.za

2.10 BY-LAWS

In terms of the Constitution of the Republic of South Africa (1996) (Section 160 (6)), a municipality may make By-laws which prescribe rules and orders for its internal arrangements, its business proceedings and the establishment, composition, procedures, powers and functions of its committees.

Just like the laws of the country, the Municipality's By-Laws and Policies must also be obeyed. It is important that communities know the content of these by-laws as to ensure an orderly and structured management of the affairs of a town.

Process to pass or amend a by-law

- i. A need for regulatory measures of a municipal responsibility is identified and a by-law is drafted;
- ii. A report detailing the identified need and the draft by-law is submitted through the relevant Committees to Council for principle approval;

- iii. The department that drafted the by-law embarks on a public participation process to invite public comment on the by-law. Any objections received must be considered by Council;
- iv. A final report is submitted to Council for passing of the by-law; and
- v. The approved by-law is promulgated in the Provincial Gazette on which date or a later date as determined in the by-law, it becomes enforceable in the Bergrivier Municipal Area.

By-law enforcement

Each Directorate is responsible for enforcing By-laws regulating matters within its field of responsibility in terms of delegated authority from the Council. The Municipality recently made its By-Laws electronically available, making it easier to navigate through the documents and search for certain words or content.

By-laws can be viewed on the Bergrivier Municipality website www.bergmun.org.za

2.11 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

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 62: 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

DOCUMENTS PUBLISHED ON THE MUNICIPALITY'S WEBSITE		YES / NO
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

2.12 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 so as 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 26 November 2019.

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 their 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 in order 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 in order 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 2019/20 financial year, all services rendered by the Municipality, and the input and initiatives of the Municipality during the Covid-10 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 COVID-19 LOCKDOWN PERIOD

3.2.1 BACKGROUND

The global pandemic of the coronavirus disease 2019 (COVID-19) was first reported on 31 December 2019 by the World Health Organization country office following a cluster of pneumonia cases in Wuhan City, Hubei Province of China. Severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) has been confirmed as the causative virus of COVID-19. To date, COVID-19 has become a global pandemic and it is continuing to spread across the globe.

On 5 March 2020, Minister of Health, Dr. Zweli Mkhize, confirmed the spread of the virus to South Africa, with the first known patient being a male citizen who tested positive upon his return from Italy. The first two deaths to have occurred from the disease were reported on 27 March 2020. On 27 April 2020 the first positive case was reported in Bergrivier Municipality.

On 15 March 2020, the President of South Africa, Mr. Cyril Ramaphosa, declared a national state of disaster, and announced measures such as immediate travel restrictions and the closure of schools from 18 March 2020. On 17 March 2020, the *National Coronavirus Command Council* was established, "to lead the nation's plan to contain the spread and mitigate the negative impact of the coronavirus". On 23 March 2020, a national lockdown was announced, starting on 26 March 2020. President Ramaphosa announced that from 1 May 2020 a gradual and phased easing of the lockdown restrictions would begin, lowering the national alert level to 4 and subsequently to alert level 3, 2 and alert level 1 since 21 September 2020.

3.2.2 COVID-19 IMPLEMENTATION OF DISASTER MANAGEMENT REGULATIONS AND ESSENTIAL SERVICES

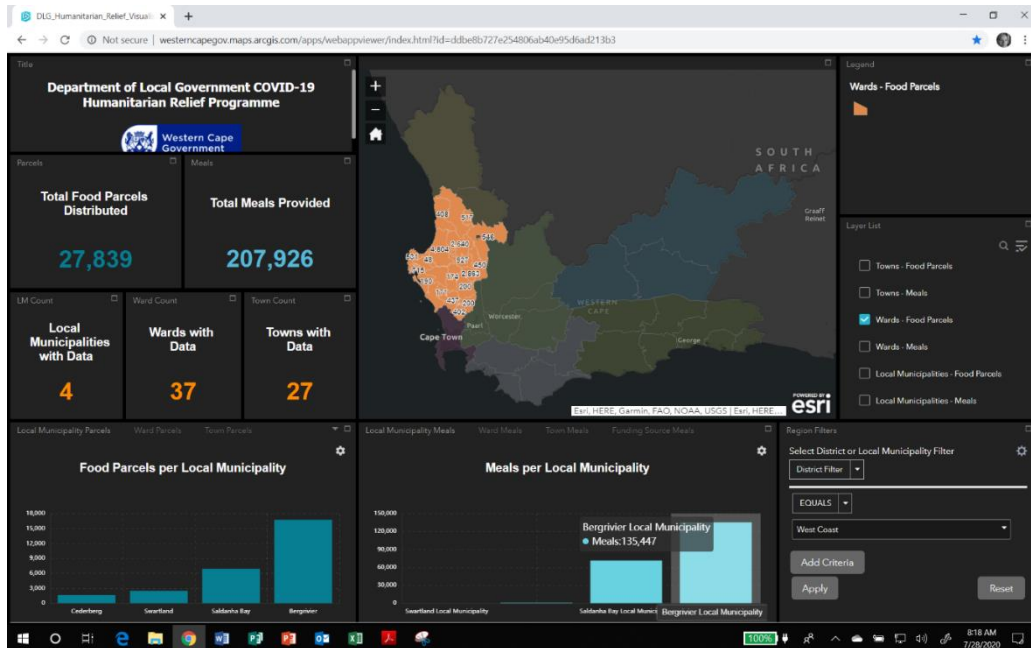
Since the announcement of the State of Disaster and the Lockdown period, the Municipality delivered services with 241 essential services employees. We extend a warm felt thank you to each and every one who placed their own lives in danger to continue to serve our communities through a very difficult year.

Since 4 May 2020 483 employees and Councillors from Bergrivier Municipality were screened for the Covid-19 virus. Of these 356 were male and 127 female. 50 of these staff members were tested for the virus and of the 50, 11 staff members tested positive. Of the eleven (11), seven (7) were male and four (4) female. All of the eleven staff members who tested positive, recovered fully.

3.2.3 HUMANITARIAN RELIEF

During the full duration of the Covid-19 pandemic, lockdown and alert levels 5 – 2, Bergrivier Municipality delivered many services outside of their normal constitutional mandate to assist the Provincial Departments of Social Development and Human Settlements who could not cope with the demand for humanitarian relief induced by the virus and measures to fight the virus.

FIGURE 23: WESTERN CAPE COVID-19 HUMANITARIAN DASHBOARD



The screenshot depicted in Figure 23 above was taken from the Western Cape Covid-19 Humanitarian Dashboard on 28 July 2020. The map and graphs in the screenshot indicated that the 6 Municipalities in the West Coast District distributed 27 839 food parcels to families in need between April and June 2020. The amount of meals provided amounts to 207 926 and were provided over and above the food parcels. These figures only represent the statistics for four Municipalities, namely Bergrivier Municipality, Saldanha Bay Municipality, Swartland Municipality and Cederberg Municipality. Matzikama Municipality did not provide any figures to the web based system coordinated by Provincial Government and operated through an application distributed to all.

The statistics were sent weekly by the Municipal Manager through reports registered on the special application (ArcGis Survey 123). At the time that this screenshot was taken, Bergrivier Municipality registered 328 reports. The statistics were received from the weekly JOC (Joint Operating Centre) Reports provided to Cabinet during the Lockdown and subsequent alert levels 5 – 1. The statistics were verified weekly with the 16 NGO's in our area who distributed the food parcels and meals and includes the meals to the three temporary shelters for the homeless hosted by the Municipality in Porterville, Piketberg and Velddrif.

The link to the provincial web page: <https://westerncapegov.maps.arcgis.com/>

Bergrivier Municipality would like to thank every partner, sponsor, member of the public and employee who diligently worked together to keep all residents of Bergrivier Municipality safe during the pandemic and ensure that all our communities could survive through very challenging times. We salute you!



3.3 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 aforementioned 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'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.

3.3.1. WATER

3.3.1.1 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. 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 with the exception of Goedverwacht, Wittewater and De Hoek (PPC) which are private towns.

The overarching objectives of the WSDP are:

- To provide for the housing 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 two most critical issues addressed in the WSDP are

- The eradication of water backlogs: All households 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 Bergvliet 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 2018/2019 year is standing at 9.4 %.
- The Municipality monitors its water losses on a monthly basis, 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) on a monthly basis;
 - 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.

The Municipality was also successful with accessing grant funding from the Provincial Government from drought relief funds for Goedverwacht and Wittewater with R 1.0 million and R 0.85 million respectively, as well as an Infrastructure Support Grant for Goedverwacht to the amount of R 3 million to increase the supply from the respective water sources and to upgrade the respective water purification systems. The projects were implemented in the 2017/18 financial year. The projects were recently commissioned, though technical difficulties are being experienced in Goedverwacht. A hand over process to the community is under consideration.

3.3.1.2 SERVICE STATISTICS

3.3.1.2.1 ACCESS TO WATER AND SERVICE DELIVERY LEVELS

The Water Services Act, 1997 (Act No 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. All households have access to piped water including the informal houses in Block F, Velddrif (old hostel), which had communal water facilities within 200 m in the previous financial year.

TABLE 63: 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
2017/18	137	9 039	1 746
2018/19	0	9 515	1 988
2019/20	0	9 629	1 860

30 June 2020 Billing Reports

TABLE 64: WATER SERVICE DELIVERY LEVELS

DESCRIPTION	2017/18 ACTUAL	2018/19 ACTUAL	2019/20 ACTUAL
WATER: (ABOVE MIN LEVEL)			
Piped water inside dwelling	9 039	9 515	9 629
Piped water inside yard (but not in dwelling)	0	0	0
Using public tap (within 200m from dwelling)	137	0	0
Other water supply (within 200m)	9 176	9 515	9 629
Minimum Service Level and Above sub-total	9 039	9 515	9 629
Minimum Service Level and Above Percentage	100 %	100 %	100 %
WATER: (BELOW MIN LEVEL)			
Using public tap (more than 200m from dwelling)	0	0	0
Other water supply (more than 200m from dwelling)	0	0	0

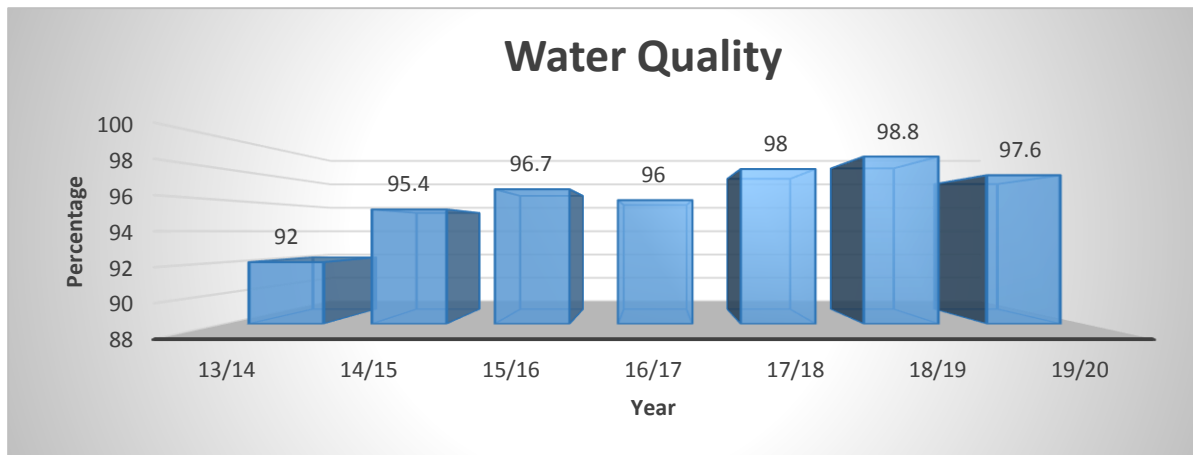
DESCRIPTION	2017/18 ACTUAL	2018/19 ACTUAL	2019/20 ACTUAL
No water supply	0	0	0
Below Minimum Service Level sub-total	0	0	0
Below Minimum Service Level Percentage	0	0	0
Total number of households	8 937	9 515	9 629

30 June 2020 Billing Reports

3.3.1.2.2 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 Municipalities 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 analysed 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 98.8 % for Bergrivier Municipality has been achieved compared to 98 % the previous year. This achievement is above the norm and the figure of 98.8 % represent excellent water quality.

FIGURE 24: WATER QUALITY



Graph indicating water quality since the 13/14 – 2019/20 financial years

Source: Annual Financial Statements

3.3.1.2.3 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 2018/19 financial year were that the Municipality were able to keep their water losses under 10 % (currently at 9.4 %), which is well below the national norm of 37 %. This means that the Municipality on average managed

to save 27 % water for the community of Bergrivier Municipality and simultaneously saved considerable funds to the advantage of our community.

TABLE 65: WATER CONSUMPTION AND LOSSES

YEAR	UNITS PURCHASED (kl)	LOSSES (kl)	%	RAND VALUE (APPROXIMATE)
2017/18	1 715 403	119 818	6.98	636 234
2018/19	1 713 503	161 478	9.4	1 043 148*
2019/20	1 781 302	271 251	13.22	1 752 281

*Water rand value is calculated as the largest amount of losses are in the Velldrif/Dwarskersbos area where treated water is bought at a rate of R6,46/kl. The water bought in the other towns are much cheaper as treatment still needs to be done.

FIGURE 25: WATER LOSSES (From 2008/09 to 2019/20)

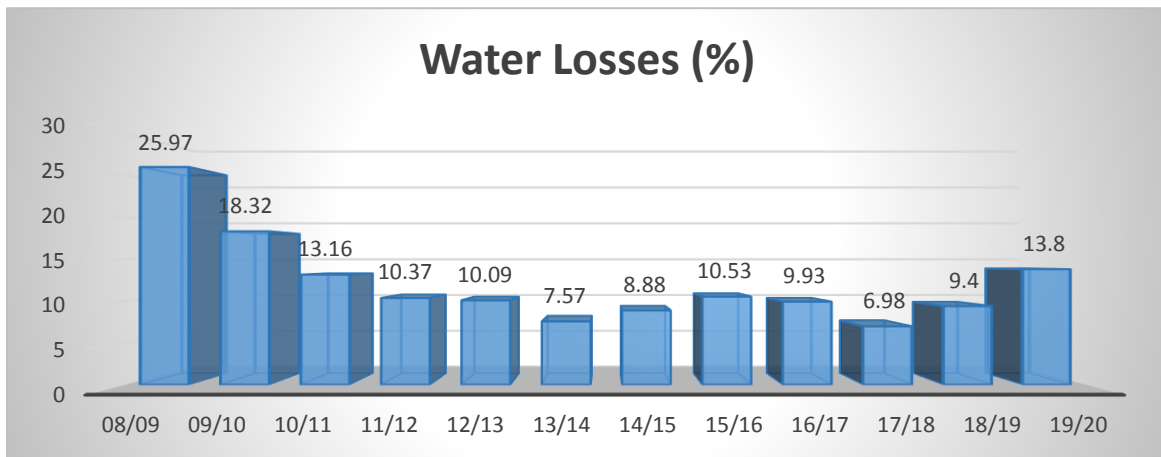


TABLE 66: WATER LOSSES PER NETWORK (%)

YEAR	VELDDRIF	AURORA	PIKETBERG	REDELINGHUYS	PORTERVILLE	EENDEKUIL
2017/18	1.6	15.88	9.9	20.5	6.1	32.1
2018/19	11.6	31.8	-2.7*	27	16.4	19.5
2019/20	16.3	10.3	9.7	31.2	10.1	30

*Currently investigating as to why this figure is in the negative.

The losses in the towns of Aurora, Redelinghuys 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.

3.3.1.2.4 DROUGHT

On 24 May 2017, a provincial state of disaster was declared as a result of the magnitude and severity of the drought affecting the Western Cape. Under section 41(2) of the Disaster Management Act, 2002 (Act 57 of 2002) the Premier issued directions dealing with restrictions on the use of potable water for domestic and

industrial purposes. These directions applied to the Cape Town Metropolitan Municipality and all local municipalities in the Western Cape. For the jurisdiction of Bergvliet Municipality level 6 restrictions were implemented since January 2018, which implied water savings between 40 % and 50 % along with a usage of 50 litres per person per day. Agricultural usage was restricted to a 60 % saving on assigned quotas. The Municipality quickly adapted to circumstances by lodging a very aggressive public awareness program which resulted in excellent cooperation by the public by saving almost 50 % of water normally used.

Due to better rainfall season in 2018 and 2019, the dam levels increased to a level where water restrictions were relieved from level 6B to level 5 as of the 1st of October 2018 and the amount increased to 70 litres per person per day instead of the 50 litres. Industrial and commercial users were restricted by 40 % instead of the 45 % as under Level 6 restrictions.

The Western Cape Water Supply System (WCWSS) has been replenished to levels where as from the 1st of December 2018, water restrictions have been relaxed to level 3 and the amount increased to 105 litres per person per day instead of the 70 litres.

3.3.1.3 HUMAN RESOURCE CAPACITY

The vacancy rate in staff for water services was 0 % as at 30 June 2020. 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 67: HUMAN RESOURCE CAPACITY: WATER SERVICES

NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES%
28	28	0	0.00 %

The relative high level of vacancies is within the worker component and not within management. These values represent number of posts filled versus posts vacant on the organogram approved by council during 2017.

3.3.1.4 FINANCIAL PERFORMANCE

TABLE 68: FINANCIAL PERFORMANCE (OPERATIONAL): WATER SERVICES: DISTRIBUTION & TREATMENT

WATER DISTRIBUTION				
DESCRIPTION	2019/20 BUDGET	2019/20 ADJUSTED BUDGET	2019/20 ACTUAL	VARIANCE
Employees:	4 951 361.00	5 227 361.00	5 485 090.30	-4.93 %
Other:	12 427 421.00	16 443 421.00	12 903 008.80	21.53 %
Repairs & Maintenance:	862 000.00	733 000.00	771 882.80	-5.30 %
Total Operational Expenditure	18 240 782.00	22 403 782.00	19 159 981.90	14.48 %
Total Operational Revenue	-29 436 202.00	-30 352 202.00	-30 870 114.90	-1.71 %

Net Operational Expenditure	-11 195 420.00	-7 948 420.00	-11 710 133.00	-47.33 %
WATER TREATMENT				
DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Employee Related Costs	269 576.00	272 576.00	235 243.60	13.70 %
Other Expenditure	1 916 000.00	1 854 000.00	1 709 569.00	7.79 %
Repairs & Maintenance	71 000.00	71 000.00	67 806.90	4.50 %
Total Operational Expenditure	2 256 576.00	2 197 576.00	2 012 619.50	8.42 %
Total Operational Revenue	-	-	-	-
Net Operational Expenditure	2 256 576.00	2 197 576.00	2 012 619.50	8.42 %

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TABLE 69: FINANCIAL PERFORMANCE (CAPITAL): WATER SERVICES

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Water conservation demand management intervention	4 010 000,00	910 000,00	1 086 238,10	-19.4 %
Replace water meters	180 000,00	180 000,00	229 622,65	-27.6 %
Replace redundant meters	220 000,00	220 000,00	193 810,87	11.9 %
Pumps (standby)	180 000,00	120 000,00	94 916,00	20.9 %
Purchase new borehole pumps	50 000,00	45 000,00	43 021,50	4.4 %
Telemetry: Water	100 000,00	100 000,00	-	100 %
Water Renewals	70 000,00	70 000,00	20 945,79	70.1 %
Furniture & Equipment – Water	10 000,00	10 000,00	8 088,39	19.1 %
Tools	25 000,00	25 000,00	19 301,31	22.8 %
Security at Reservoir/Pump Station	150 000,00	130 000,00	128 503,61	1.2 %
TOTAL	4 995 000,00	1 810 000,00	1 824 448,22	-0.8 %

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3.3.1.5 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;

- Further investment into additional water sources - underground in Piketberg, Aurora and Velddrif. These additional sources will be tested in the 2019/20 financial year; and
- On-going reductions in water losses.

3.3.2 SANITATION

3.3.2.1 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.

3.3.2.2 SERVICE STATISTICS

3.3.2.2.1 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 70: SANITATION SERVICE DELIVERY LEVELS

DESCRIPTION	2017/2018 ACTUAL	2018/2019 ACTUAL	2019/20 ACTUAL
SANITATION/SEWERAGE: (ABOVE MINIMUM LEVEL)			
Flush toilet (connected to sewerage)	7 404	7 371	7 542
Flush toilet (with septic tank)**	2 092	2 144	2 144
Chemical toilet	0	0	0
Pit toilet (ventilated)	0	0	0
Other toilet provisions (above min. service level)	137	0	0
Minimum Service Level and Above sub-total	9 633	9 515	9 686
Minimum Service Level and Above Percentage	100 %	100 %	100 %
SANITATION/SEWERAGE: (BELOW MINIMUM LEVEL)			
Bucket toilet	0	0	0
Other toilet provisions (below min. service level)	0	0	0
No toilet provisions	0	0	0
Below Minimum Service Level sub-total	0	0	0
Below Minimum Service Level Percentage	0	0	0

DESCRIPTION	2017/2018 ACTUAL	2018/2019 ACTUAL	2019/20 ACTUAL
Total number of households	9 633	9 515	9 686

30 June 2020 Billing Reports

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

3.3.2.2.2 WASTE WATER QUALITY

The Municipality’s waste water is of an acceptable quality, comparing with the National Standard SANS 241. The MIG registration processes are completed and approved by Provincial Government and National Government to the amount of R 37 million to upgrade the Waste Water Treatment Works from a capacity of 0.75 MI/d to 1.5 MI/d in Porterville to make provision for future housing projects and other developments.



Upgrading of Porterville Sewerage Works

The MIG funding was depleted by June 2019 and counter funding of R 3 565 000.00 has been allocated to finish the project which had been commissioned in December 2019. A new sewer pipeline in the 2018/9 and 2019/20 financial years have commenced through Monte Bertha, Porterville, as to eliminate the use of the pump station and have sewer gravitate naturally to WWTW. This MIG project was completed at a total project cost of R 5 217 m in November 2019.

3.3.2.3 HUMAN RESOURCE CAPACITY

The vacancy rate for staff members in sanitation services was 0 % as at 30 June 2020. 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 71: HUMAN RESOURCE CAPACITY: SANITATION SERVICES

NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES%
8	8	0	0 %

The relative high level of vacancies is within the worker component and not within management. These values represent number of posts filled versus posts vacant on the organogram approved by Council during 2017.

3.3.2.4 FINANCIAL PERFORMANCE

TABLE 72: FINANCIAL PERFORMANCE (OPERATIONAL): SANITATION SERVICES

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET(INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Employees:	2 190 446.00	2 171 446.00	2 308 761.90	-6 %
Other:	6 821 821.00	6 764 821.00	4 491 212.40	34 %
Repairs & Maintenance:	617 000.00	621 000.00	555 514.50	11 %
Total Operational Expenditure	9 629 267.00	9 557 267.00	7 355 488.80	23 %
Total Operational Revenue	-17 103 000.00	-16 818 000.00	-16 509 628.60	2 %
Net Operational Expenditure	-7 473 733.00	-7 260 733.00	-9 154 139.80	-26 %

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TABLE 73: CAPITAL EXPENDITURE: SANITATION SERVICES

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Sewer Renewals	60 000,00	60 000,00	37 178,53	38.04 %
Telemetry	130 000,00	110 000,00	-	100 %
Switchgear and pumps	200 000,00	200 000,00	194 755,90	2.62 %
Telemetry at pump stations	150 000,00	150 000,00	-	100 %
Sewerage stand by pumps	40 000,00	40 000,00	29 419,57	26.45 %
Furniture & Equipment - Sewerage	8 000,00	8 000,00	-	100 %
Tools	15 000,00	35 000,00	33 157,46	5.26 %
Stablise "Wintervoor" (Flood prevention)	35 000,00	35 000,00	34 771,73	0.65 %
Construction of storm water channels at low cost houses	290 000,00	290 000,00	301 373,36	-3.92 %
Low water bridge: Park Street	15 000,00	15 000,00	14 697,78	2.01 %
Furniture & Equipment: Stormwater Managment	5 000,00	5 000,00	1 511,74	69.77 %
Fencing Sewer Pump Stations	150 000,00	150 000,00	131 700,00	12.20 %
PV Pimpline (MIG)	1 646 201,00	1 236 813,00	1 060 007,02	14.30 %
VD Pumpline and Pumpstation	4 427 562,00	1 674 981,00	1 674 886,81	0.00 %
Refurbishment and upgrade of WWTW(own funding)	2 500 000,00	3 100 000,00	2 861 520,34	7.69 %
Chlorine Scale	20 000,00	17 000,00	16 905,00	0.56 %

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Upgrading of existing stormwater network at low cost housing	2 639 183,00	2 734 144,00	2 963 672,48	-8.39 %
Inlet Works (Green Drop Requirement)	-	345 000,00	-	100 %
TOTAL	12 330 946,00	10 205 848,00	9 355 557,72	8.33 %

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3.3.2.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

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;
- The high cost of providing bulk services for future developments and low costs housing projects;
- Oxidation ponds for Aurora and Redelinghuys; and
- Finish full scope of approved upgrades of the Porterville Waste Water Treatment Works to accommodate future low cost housing developments.

3.3.3 ELECTRICITY AND STREET LIGHTING

3.3.3.1 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.

3.3.3.2 SERVICE STATISTICS

3.3.3.2.1 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 74: ELECTRICITY SERVICE DELIVERY LEVELS

DESCRIPTION	2017/18: ACTUAL	2018/19:ACTUAL	2019/20:ACTUAL
ENERGY: (ABOVE MINIMUM LEVEL)			
Electricity (at least minimum service level)	931	782	680

DESCRIPTION	2017/18: ACTUAL	2018/19:ACTUAL	2019/20:ACTUAL
Electricity - prepaid (minimum service level)	9 034	9 432	9 729
Minimum Service Level and Above sub-total	9 965	10 214	10 409
Minimum Service Level and Above Percentage	100 %	100 %	100 %

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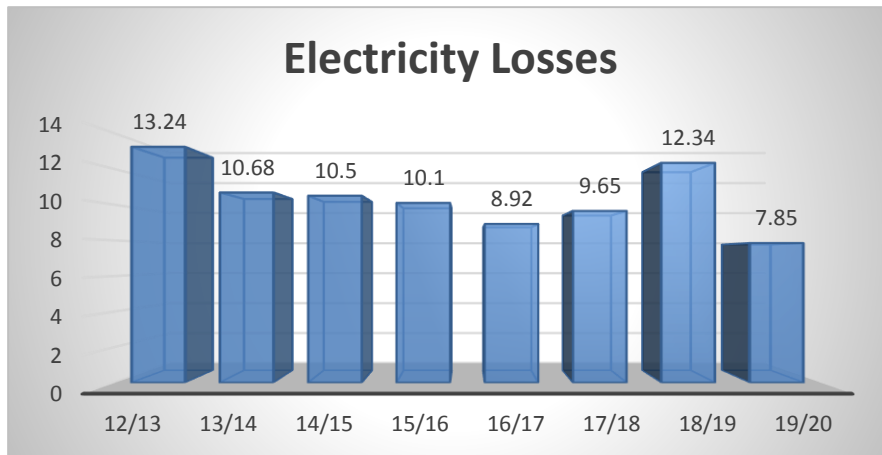
3.3.3.2.2 ELECTRICITY CONSUMPTION AND LOSSES

The municipality strives to keep their electricity losses below 10 %, in the 2019/20year the losses were 7.85 %. The figure is significant lower than the national norm of 17 %. (Technical and Non-Technical Losses). Bergvriervier 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 75: OVERVIEW OF ELECTRICITY SERVICES

YEAR	UNITS PURCHASED (kwh)	LOSSES (kwh)	PERCENTAGE (%)	RAND VALUE
2017/18	79 806 013	7 704 397	9.65	R 6 958 612
2018/19	82 365 768	10 174 840	12.34	R 9 824 927
2019/20	81 781 008	6 805 358	8.32	7 665 555

FIGURE 26: ELECTRICITY LOSSES



3.3.3.3 HUMAN RESOURCE CAPACITY

The vacancy rate for electrical services was 0 % as at 30 June 2020.

TABLE 76: HUMAN RESOURCE CAPACITY: ELECTRICITY SERVICES

NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
22	22	0	0 %

The relative high level of vacancies is within the worker component and not within management. These values represent number of posts filled vs. posts vacant on the organogram approved by Council during 2017.

3.3.3.4 FINANCIAL PERFORMANCE

TABLE 77: FINANCIAL PERFORMANCE (OPERATIONAL): ELECTRICITY and STREET LIGHTING

ELECTRICITY				
DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Employees:	7 993 065.00	8 233 065.00	8 409 910.50	-2 %
Other:	101 263 294.00	100 781 806.00	100 248 936.00	1 %
Repairs & Maintenance:	2 021 900.00	1 638 900.00	2 366 051.30	-44 %
Total Operational Expenditure	111 278 259.00	110 653 771.00	111 024 897.80	0 %
Total Operational Revenue	-130 665 458.00	-130 823 459.00	-121 225 369.30	7 %
Net Operational Expenditure	-19 387 199.00	-20 169 688.00	-10 200 471.50	49 %
STREETLIGHTS				
DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Employees:	842 396.00	867 396.00	889 096.70	-3 %
Other:	85 000.00	26 000.00	18 856.90	27 %
Repairs & Maintenance:	233 000.00	212 000.00	180 535.60	15 %
Total Operational Expenditure	1 160 396.00	1 105 396.00	1 088 489.20	2 %
Total Operational Revenue				
Net Operational Expenditure	1 160 396.00	1 105 396.00	1 088 489.20	2 %

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TABLE 78: FINANCIAL PERFORMANCE (CAPITAL): ELECTRICITY AND STREET LIGHTING

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Bulk meter replacement	60 000,00	25 000,00	24 408,77	2.36 %
Replacing conventional electricity meters with prepaid	750 000,00	750 000,00	721 365,10	3.82 %
Furniture & Equipment - Electricity	60 000,00	135 000,00	156 678,75	-16.06 %
Meter streetlights	30 000,00	30 000,00	-	100 %

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Replace street lights	140 000,00	140 000,00	136 015,50	2.85 %
Network Renewals	750 000,00	150 000,00	149 803,86	0.13 %
Mid block lines	340 000,00	340 000,00	337 941,21	0.61 %
Replace Dwarskersbos O/H lines with Cables	600 000,00	600 000,00	589 868,62	1.69 %
Replace O/H feeder to Monte Bertha	600 000,00	600 000,00	296 614,64	50.56 %
Replace streetlights - EEDSM	1 000,00	1 000,00	-	100 %
Replace Switchgear C/O Lang and Kloofstreet PB	400 000,00	400 000,00	244 392,00	38.90 %
VD Bulk Upgrading switching statin and feeders	5 217 391,00	5 217 391,00	2 020 203,91	61.28 %
Radios	49 000,00	49 000,00	48 335,00	1.36 %
Blackout Projects	1 000,00	1 000,00	-	100 %
Network Renewals	-	600 000,00	597 959,79	0,34 %
TOTAL	8 998 391,00	9 038 391,00	5 323 587,15	41.10 %

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3.3.3.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Performance highlights for the year include:

- A constant supply of good quality electricity to consumers despite limited resources; and
- Manage to keep electricity losses below the 17 % National norm.

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 %.

The team also received a grant from the Department of Energy of R 6 million that was used to construct a new switching station in Velddrif to improve the supply to low cost housing and the industrial area.





3.3.4 WASTE MANAGEMENT

3.3.4.1 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, Redelinghuys and Velddrif are estimated to cost an estimated R 84 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. After all options were taken into consideration, the most economic viable option was to transport the waste of Bergrivier Municipality to Malmesbury Highlands Waste Site. Because of the high transport costs, the objective for Bergrivier Municipality was to reduce those costs 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. Bergrivier Municipality, with the assistance of the Department of Environmental Affairs and Development Planning (DEA & DP), has obtained closure permits for all the landfill sites.

The first step in implementing the "separation at source"-principle was to identify two areas on each of the landfill sites to dump the green waste and building rubble so that they could be disposed of in different manners. During the public awareness campaign the community was informed regarding the importance of recycling. After investigating and analysing the content of the refuse bags, it was found that it included a large amount of green waste. Bergrivier Municipality decided then to also implement a green refuse bag system to further reduce the number of black refuse bags that have to be transported to the disposal sites. The three-bag system now ensures that separation at source is done at a much higher rate, assisting with deviation from

landfills. Further investigations are being done to further deviate waste from our transfer stations and eventually landfill sites.

The 4th generation Integrated Waste Management Plan (IWMP) has been compiled and will be submitted later in 2019. All recyclables from Porterville, Redelinghuys 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 and Aurora. Licences for the recycling facilities in Piketberg and Velddrif were issued by DEA&DP.

All the above actions resulted in a total turnaround regarding the appearance of the landfill sites. The way forward is to obtain financial assistance for the rehabilitation of the landfill sites, and to enter into discussions with PPC for the incineration of all the waste (in accordance with PPC norms and standards) in Bergrivier, which will further reduce costs. The Municipality is also forced by legislation (NEMWA Act 59 of 2008) to install weighbridges in order to adhere to reporting procedures in terms of the said legislation.



Photo of weighbridge

The Municipality is also in the final stages of finishing a recycling plant in Piketberg to increase the recycling volumes and decrease the transporting cost of waste.



Photo of recycling plant: Piketberg

A Business Plan was approved by the Federal Government in Belgium to implement projects in Monte Bertha Porterville, Ward 4 Piketberg and Noordhoek, Velddrif, to appoint and train waste ambassadors to assist in

cleaning the respective areas, and also train the waste ambassadors in various disciplines regarding waste management and public awareness campaigns, with the goal to create a cleaner and healthier environment. It is a multiyear program which started in 2017, and we are currently in the second year of the program. The vision of the program is to turn waste into prosperity. By doing that the Municipality also plans to use Green Cape to assist in reaching the vision of the project. 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 in order to be self-sustainable, where the team in Veldrif have produced the first volumes of good compost in middle 2019;
- Transfer of skills in terms of the recycling processes from the collecting stage until marketing stage and managing the finance management side thereof in order to be self-sustainable;
- How to make profit from building rubble – brick manufacturing, filling material, sub base etc.;
- Investigate Waste to Energy initiatives; and
- Incineration in collaboration with PPC – Standards and requirements for waste in order to adhere to the standards for the incineration processes.

The funds allocated is indicated in the table below.

TABLE 79: FUNDS ALLOCATED FOR WASTE

OUTCOME	YEAR	CAPITAL	OPERATIONAL	PERSONNEL	TOTAL	NEW SCENARIO TOTAL	CAPITAL	OPERATIONAL	PERSONNEL	TOTAL
SD1: Stede- band BERG- RIVIER	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
	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
	Total	93 332	56 000	130 668	280 000	180 000	60 000	44 000	76 000	180 000

3.3.4.2 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 80: SOLID WASTE SERVICE DELIVERY LEVELS

DESCRIPTION	2017/18 ACTUAL	2018/19 ACTUAL	2019/20 ACTUAL
SOLID WASTE REMOVAL: (MINIMUM LEVEL)			
Removed at least once a week	9 523	9 515	9 720
Minimum Service Level and Above sub-total	9 523	9 515	9 720
Minimum Service Level and Above percentage	100%	100 %	100 %
SOLID WASTE REMOVAL: (BELOW MINIMUM LEVEL)			
Removed less frequently than once a week	0	0	0
Using communal refuse dump	0	0	0
Using own refuse dump	0	0	0
Other rubbish disposal	0	0	0
No rubbish disposal	0	0	0
Below Minimum Service Level sub-total	0	0	0
Below Minimum Service Level percentage	0%	0%	0 %
Total number of households	9 523	9 515	9 720

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3.3.4.3 HUMAN RESOURCE CAPACITY

The vacancy rate for Waste Management Services was 2.38 % as at 30 June 2020. Management assigned to the function are responsible for all aspects of service delivery.

TABLE 81 HUMAN RESOURCES: WASTE MANAGEMENT SERVICES

NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
42	41	1	2.38 %

The relative high level of vacancies is within the worker component and not within management. These values represent number of posts filled versus posts vacant on the organogram approved by Council during 2017.

3.3.4.4 FINANCIAL PERFORMANCE

TABLE 82: FINANCIAL PERFORMANCE (OPERATIONAL): SOLID WASTE REMOVAL

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Employees:	8 100 087.00	7 650 087.00	7 511 986.00	2 %
Other:	16 278 792.00	19 722 593.00	21 943 074.00	-11 %
Repairs & Maintenance:	653 000.00	641 000.00	654 249.10	-2 %
Total Operational Expenditure	25 031 879.00	28 013 680.00	30 109 309.10	-7 %
Total Operational Revenue	-28 461 000.00	-27 827 500.00	-27 344 271.40	2 %
Net Operational Expenditure	-3 429 121.00	186 180.00	2 765 037.70	

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TABLE 83: FINANCIAL PERFORMANCE (OPERATIONAL): STREET CLEANING

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Employees:	1 448 405.00	1 439 405.00	1 511 661.10	-5 %
Other:	66 000.00	66 000.00	30 417.40	54 %
Repairs & Maintenance:	21 000.00	11 000.00	10 979.20	0 %
Total Operational Expenditure	1 535 405.00	1 516 405.00	1 553 057.70	
Total Operational Revenue	-	-	-	-
Net Operational Expenditure	1 535 405.00	1 516 405.00	30 417.40	-2 %

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TABLE 84: CAPITAL FINANCIAL PERFORMANCE (CAPITAL): WASTE MANAGEMENT SERVICES

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Fence at Transfer Station	250 000,00	250 000,00	245 469,87	1.81 %
Establish composting facility (VD/PB)	200 000,00	200 000,00	194 881,54	2.56 %
Enlarge recycling building (VD/PB)	400 000,00	400 000,00	218 613,37	45.35 %
Refuse Bins and stands	30 000,00	30 000,00	27 092,91	9.69 %
Furniture & Equipment - Refuse Removal	6 000,00	6 000,00	5 217,39	13.04 %
Tools	6 000,00	6 000,00	599,04	90.02 %

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Trailers x 2	85 000,00	75 000,00	74 000,00	1.33 %
Heist op den Berg Visual Awareness Campaign	-	50 000,00	40 736,31	18.53 %
TOTAL	977 000.00	1 017 000.00	806 610,43	20.069 %

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3.3.4.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

The following challenges and highlights have been experienced in the financial year:

- All landfill sites are closed for dumping of household and business refuse. Only building rubble and garden refuse are accepted which are then used for covering and composting material on the landfill sites;
- Improving recycling volumes in order to lower transport cost;
- The stedeband program with Heist-op-den-Berg and the Federal Government of Belgium (VVSG);
- Bergrivier Municipality installed 2 of the 7 weighbridges installed in the Western Cape Region and is one of the municipalities adhering to legislation in terms of the NEMWA 2008 (Act 59 of 2008); and
- Finishing of the new recycling facility at Piketberg.

Challenges that still need to be addressed include:

- The reduction of all types of refuse (at source);
- The roll out of an aggressive and effective recycling program;
- Rehabilitation of closed waste disposal sites;
- Implementation of waste to energy programmes;
- Composting of organic waste;
- Processing of clean building rubble into feasible projects; and
- The successful roll out and strict administration and reporting procedures of the Heist-op-den-Berg project.

3.3.5 HUMAN SETTLEMENTS (HOUSING)

3.3.5.1 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.

3.3.5.2 SERVICE STATISTICS

In terms of the Department of Human Settlements Circular C10 of 2015, dated 20 May 2015, from the Western Cape Department of Human Settlements, “Age-based prioritisation” has been introduced as a new element of the Provincial Framework Policy for the Selection of Housing Beneficiaries in the ownership-based subsidy projects. According to the Socio-Economic Profile of 2019 states that 71 518 people reside in Bergrivier Municipal Area with a population growth of an estimated 0.2 % per year of which 7.9 % are registered on our Housing database.

A number of key challenges remain, amongst other the scarcity of suitable land for housing and the high cost of bulk and service infrastructure. The Municipality was able to commence with the implementation of its Housing Pipeline that was approved in the 2014/15 financial year, and is continuously revising the infrastructure and housing pipeline on a yearly basis. A new Housing Pipeline is to be approved in principle in the 2019/20 financial year.

The remaining 59 units of the 107–project in Velddrif is under construction and 30 units was completed on 30 June 2019 and title deeds are registered in the beneficiary’s name. The remaining 59 units will in all likelihood be completed in the new financial year. Three projects was approved for 2020/2021 – (171 Porterville, 156 Piketberg and 40 Eendekuil). A Professional Resource Team is appointed and busy with the planning stage of the three projects (156 PB, 171 PV, and 40 EK).

The municipality is also seeking to implement a viable GAP–project that will be addressed by the Finance Linked Individual Subsidy Programme on two separate erven N7 which yield 46 plots and Watsonia which yield 45 plots in Piketberg. Planning application was submitted to the Department of Human Settlements in process for consideration for the following projects :

- 137 – Velddrif;
- N7 GAP- Piketberg;
- Watsonia GAP – Piketberg;
- Land purchase (Piketberg & Porterville);
- Trajekte Kamp (x2) Piketberg;
- Self-Catering for the Aged/Disabled (x2) Piketberg;
- Pre 1994 Toilet Project; and
- Upgrading Sand Street Piketberg

The following figure provides an overview of the Municipality’s housing needs as at 30 June 2020.

TABLE 85: BERGRIVIER MUNICIPALITY HOUSING WAITING LIST AS AT 30 JUNE 2020

	UNDER 35yr	35-59yr	60 YR & OLDER	TOTAL
AURORA	12	59	9	0

	UNDER 35yr	35-59yr	60 YR & OLDER	TOTAL
EENDEKUIL	30	202	40	0
GOEDVERWAGHT	3	16	4	0
PIKETBERG	191	1 832	249	0
PORTERVILLE	100	1 066	150	0
REDELINGHUYS	27	200	27	0
VELDDRIF	186	869	53	0
WITTEWATER	0	10	3	0
OTHER	2	20	3	0
TOTAL	549	4 254	535	0

The table above categorizes the Bergrivier Municipalities database into ages in order to have a bird’s eye view on the applicants per age group. The largest increase in applicants was in Piketberg with 193 in the age group of (35–59), Porterville with 170 in the age group of (35-59) and Velldrif with 105 in the age group of (35-59). The growth in the database applicants in Piketberg and Porterville can be attributed to the visible growth in local job opportunities and the housing department visits all towns annually to upgrade applicant information and register new applicants. Velldrif’s lower growth is attributed to the 278 housing opportunities of the past three years. The growth in our database corresponds to the general population growth in Bergrivier Municipal area.

TABLE 86: BACK YARD DWELLERS IN BERGRIVIER MUNICIPAL AREA

BACK YARD DWELLERS 2019/2020	TOTAL
PIKETBERG	404
PORTERVILLE	105
REDELINGHUYS	17
VELDDRIF	616
EENDEKUIL	28
AURORA	2
TOTAL	1 172

The increase on people on our waiting list in Velldrif, indicates that the applicants move to the area after our annual count. This figure will change by the next count in spring / summer.

Both within Bergrivier Municipality and nationally, it is recognised that backyard dwellings play a significant

role in addressing housing needs. Backyard dwellings provide an affordable and accessible alternative form of accommodation/ shelter to mainly the poorer sectors of the community or serve as an alternative form of housing where other forms of housings are not available/accessible. There are two distinct aspects to the backyard dwelling phenomenon that are important to be recognised:

- Back yard dwellings form part of the housing rental stock, but do not promote security of tenure; and;
- Back yard dwellings vary in terms of the quality of accommodation and access to basic services is in many cases inadequate and very expensive.

Bergrivier Municipality is currently experiencing a huge problem with the influx and growing of back yard dwellers within the municipal area, especially in Piketberg and Velddrif. The fastest growth in back yard dwellers is currently in Velddrif due to the work potentially offered by the IDZ in Saldanha Bay to a younger workforce of which a great percentage is black South Africans. Not all of those back yard dwellers meet the criteria to register on the database. The housing department conducts an annual survey of backyard residents in the Bergrivier Municipal Area.

3.3.5.3 HUMAN RESOURCE CAPACITY

The vacancy rate for Human Settlements was 0 % as at 30 June 2020. Management assigned to the function are responsible for all aspects of service delivery.

TABLE 87: HUMAN RESOURCES: HUMAN SETTLEMENT (HOUSING)

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

3.3.5.4 FINANCIAL PERFORMANCE

TABLE 88: FINANCIAL PERFORMANCE (OPERATIONAL): HUMAN SETTLEMENTS (CORE)

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Employees:	1 358 750.00	1 371 750.00	1 404 830.70	-2 %
Other:	139 960.00	270 570.00	210 160.50	22 %
Repairs & Maintenance:	21 500.00	20 500.00	16 431.80	20 %
Total Operational Expenditure	1 520 210.00	1 662 520.00	1 631 424.00	2 %
Total Operational Revenue	-45 000.00	-45 000.00	-	100 %
Net Operational Expenditure	1 475 210.00	1 617 820.00	1 631 423.00	-1 %

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TABLE 89: FINANCIAL PERFORMANCE (OPERATIONAL): HUMAN SETTLEMENTS (NON CORE)

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Housing Core	1 475 210.00	1 617 820.00	1 631 423.00	
Employees:	1 358 750.00	1 371 750.00	1 404 830.70	-99.18 %
Other:	139 960.00	270 570.00	210 160.50	0.00 %
Repairs & Maintenance:	21 500.00	20 500.00	16 431.80	-99.17 %
Total Operational Expenditure	1 520 210.00	1 662 820.00	1 631 423.00	-100.00 %
Total Operational Revenue	-45 000.00	-45 000.00		-7.99 %
Net Operational Expenditure	1 475 210.00	1 617 820.00	1 631 423.00	

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TABLE 90: CAPITAL FINANCIAL PERFORMANCE (CAPITAL): HUMAN SETTLEMENTS

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Furniture & Equipment - Housing	8 000,00	7 400,00	7 328,93	0.96 %
Cabinets	20 000,00	19 300,00	19 300,00	0,00 %
TOTAL	28 000.00	26 700.00	26 628,93	0.27 %

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3.3.5.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Performance highlights include:

- The construction and hand over of 30 houses and finalization of title deeds in the 107 – project Velldrif
- The appointment of the Professional Resource Team for the three (3) projects in Porterville, Eendekuil, Piketberg;
- Transfer of old municipal stock in Piketberg by title deed to beneficiaries;
- Registering the military veterans in Porterville and Piketberg on the database;
- Housing Consumer Education was done for beneficiaries of the 107 – project Velldrif;
- The establishing of a Project Housing Committees in the three project town (Porterville, Eendekuil, Piketberg) at housing meetings;
- Conducting of jamborees (updating existing and registering new applicants) in Velldrif, Piketberg and Porterville in November 2019;
- Submitting Housing Business Plan and application for consideration to Department of Human Settlements for 12 projects; and
- Facilitate the visit of Minister Tertius Simmers to Bergrivier Municipality on 18 August 2020 to discuss Bergrivier Municipality's business plan and proposed projects.

Challenges that still need to be addressed include:

- Staff shortages (only 3 full time employees in the housing department);
- Safety of housing officials and their families in general and also when there is community upraise;
- Cost of bulk services and the back log of engineering infrastructure;
- The effect and cost of the provision of (IRDP) Integrated Residential Development Programme housing (low cost – indigent) on the municipal budget and resources;
- Lack of suitable and available land for housing – the municipality does not have enough land available;
- The high cost of private owned land in certain towns – the only big pieces of land is available from surrounding farmers and it is costly because of the scarcity of available land;
- The influx of homeless people causing strain on municipal resources;
- Growing demand for housing;
- To always stay alert to prevent and avoid illegal land invasions by backyard dwellers;
- To provide sustainable housing opportunities to backyard dwellers;
- High development and construction-cost in our municipal area (it's fairly remote from the major urban centres); and
- The optimal utilization of vacant land for infill-housing.



Construction of 30 houses in Velddrif



Handover of keys to Ms Lene le Fleur (78 yrs old)



Housing Consumer sessions in Velddrif



Signing of Purchase agreements to finalise Title Deeds



Executive Mayor Ray van Rooy, Portfolio Chair for Housing, Cllr du Plooy and Mr. David Carolissen handover title



Messrs. Abelia Lawrence and Abegail Barry ready for Jamboree Day



Jamboree Day in Porterville with Portfolio Chairperson, Cllr du Plooy and an official of DoHS, Miss Carmen Wes



Jamboree Day in Velddrif



Community meeting in Eendekuil



Community Meeting in Piketberg

3.3.6 FREE BASIC SERVICES AND INDIGENT SUPPORT

3.3.6.1 INTRODUCTION

The Municipality is required to use its equitable share which it receives from 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 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 %.

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 R15 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.

3.3.6.2 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 91: 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
2017/18	9 523	1 746	1 534	681	1 753
2018/19	9 515	1 992	1 758	521	1 992
2019/20	9 720	1 860	1 635	1 439	1 862

30 June 2020 Billing Reports (*Figure excludes septic tank users)

3.3.6.3 FINANCIAL PERFORMANCE

TABLE 92: COST TO MUNICIPALITY OF FREE BASIC SERVICES DELIVERED

SERVICES DELIVERED	2017/18 ACTUAL	2018/19 ACTUAL	2019/20 ACTUAL
Property Rates	1 886 840	1 258 518	2 969 904
Waste Management (Solid waste)	3 875 234	4 448 551	5 040 058
Waste Water (Sanitation)	2 572 211	2 954 401	3 370 660
Water	1 602 395	1 908 529	2 112 350
Electricity	749 743	373 211	738 835
TOTAL	10 686 423.00	10 943 210	14 231 807

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3.3.6.4 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 2019/20 financial year 1 862 households qualified for indigent grants and the Municipality has stringent control measures and monitoring of indigents registered with the Municipality.

3.4 ROADS AND STORM WATER

3.4.1 ROADS

3.4.1.1 INTRODUCTION

Road services are rendered by the Technical Services Directorate. The Municipality has 200 km of road of which 179 kilometres are paved/hardened and 21 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 Redelinghuys and Aurora and Bergrivier Municipality has invested in a Pavement Management System to facilitate road maintenance.

3.4.1.2 SERVICE STATISTICS

TABLE 93: 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
2016/17	19.7	0	2.0	19.7

FINANCIAL YEAR	TOTAL KM GRAVEL ROADS	KM NEW GRAVEL ROADS CONSTRUCTED	KM GRAVEL ROADS UPGRADED TO TAR/ PAVED	KM GRAVEL ROADS GRADED/MAINTAINED
2017/18	18.2	0	1.5	18.2
2018/19	20.4	0	0.6	17.6
2019/20	20	0	0.4	20

TABLE 94: 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
2017/18	169.8	0	1.5	18.2
2018/19	179.6	0	0.6	6.1
2019/20	180	0	0.4	9.6

3.4.1.3 HUMAN RESOURCE CAPACITY

The vacancy rate in the Roads and Stormwater Section was 15.72 % as at 30 June 2020. Management assigned to the function are also responsible for other functions.

TABLE 95: HUMAN RESOURCES: ROADS

NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
70	59	11	15.72 %

The relative high level of vacancies is within the worker component and not within management. These values represent number of posts filled vs. posts vacant on the organogram approved by Council during 2017.

3.4.1.4 FINANCIAL PERFORMANCE

TABLE 96: FINANCIAL PERFORMANCE (OPERATIONAL): ROAD SERVICES

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Employees:	20 073 342.00	20 858 342.00	19 421 403.30	7 %
Other:	7 130 012.00	7 311 512.00	6 214 066.70	15 %
Repairs & Maintenance:	1 702 000.00	1 548 000.00	1 421 763.20	8 %
Total Operational Expenditure	28 905 354.00	29 717 854.00	27 057 233.20	9 %
Total Operational Revenue	1 684 000.00	-1 556 000.00	-1 547 648.10	1 %
Net Operational Expenditure	27 221 354.00	28 161 854.00	25 509 585.10	9 %

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TABLE 97: FINANCIAL PERFORMANCE (CAPITAL): ROAD SERVICES

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Construction/Design of roads	200 000,00	35 000,00	34 380,58	1.77 %
Construction/Design of roads	200 000,00	17 000,00	15 894,53	6.50 %
Traffic calming measures (Speed bumps)	249 000,00	132 660,00	246 933,64	-86.14 %
Harden pavements (Wards 3 & 4)	200 000,00	200 000,00	224 467,85	-12.23 %
Pave sidewalks (PV - 150 & VD - 200)	400 000,00	400 000,00	375 303,91	6.17 %
Construction of roads: RDP Houses	300 000,00	300 000,00	237 943,47	20.69 %
Cement ditches in Aurora	60 000,00	76 340,00	80 257,17	-5.13 %
Furniture & Equipment - Roads	10 000,00	10 000,00	1 528,92	84.71 %
Tools	80 000,00	80 000,00	62 268,68	22.16 %
Vehicle Replacement	1 750 000,00	1 750 000,00	1 720 225,34	1.70 %
Hardening of Pavements - Walking Routes	-	50 000,00	-	100 %
Municipal Service Development	1 000,00	1 000,00	-	100 %
Reseal/Construction of streets	2 000 000,00	2 000 000,00	1 835 284,93	8.24 %
Upgrade of roads and stormwater	1 130 435,00	2 385 886,00	2 385 886,00	0.00 %
Upgrade of roads and stormwater	1 304 348,00	1 344 710,00	1 344 710 01	0.00 %
Upgrade of roads and stormwater	869 271,00	2 640 556,00	2 640 555,99	0.00 %
Purchase of water truck	900 000,00	960 000,00	-	100 %
TOTAL	9 654 054.00	12 383 152.00	11 205 641,02	9.51 %

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3.4.1.5 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 (36 859 m²);
- Regular grading of gravel roads; and
- Construction of roads at low cost housing Piketberg.

Challenges that still need to be addressed include:

- The upgrading of all gravel roads to paved/hardened standard, especially in our smaller towns. MIG projects have started with the upgrading of these roads in the towns of Aurora, Redelinghuis and

Eendekuil.

- Replacing ageing fleet (construction machines and vehicles) to maintain and upgrade existing road network.



Upgrade of gravel road - Aurora

3.4.2 STORM WATER

3.4.2.1 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.

3.4.2.2 SERVICE STATISTICS

TABLE 98: STORM WATER INFRASTRUCTURE

FINANCIAL YEAR	TOTAL KM STORM WATER MAINTAINED	KM NEW STORM WATER MEASURES
2017/18	41.8	0
2018/19	41.8	1.7
2019/20	43.5	1.2

3.4.2.3 FINANCIAL PERFORMANCE

TABLE 99: FINANCIAL PERFORMANCE (OPERATIONAL) STORM WATER SERVICES

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Employees:	355 235.00	354 235.00	178 693.50	50 %
Other:	437 000.00	550 000.00	458 170.80	17 %
Repairs & Maintenance:	24 000.00	16 000.00	6 453.50	60 %
Total Operational Expenditure	816 235.00	920 235.00	643 317.80	30 %
Total Operational Revenue	-	-	-	-
Net Operational Expenditure	816 235.00	920 235.00	643 317.80	30 %

TABLE 100: FINANCIAL PERFORMANCE (CAPITAL): STORM WATER SERVICES

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Stabilise "Wintervoor" (Flood prevention)	35 000,00	35 000,00	34 771,73	0.65 %
Construction of storm water channels at low cost houses	290 000,00	290 000,00	301 373,36	-3.92 %
Low water bridge: Park Street	15 000,00	15 000,00	14 697,78	2.01 %
Furniture & Equipment - Stormwater Management	5 000,00	5 000,00	1 511,74	69.77 %
Upgrading of existing stormwater network at low cost housing	2 639 183,00	2 734 144,00	2 963 672,48	-8.39 %
TOTAL	2 984 183.00	3 424 144,00.00	3 316 027,09	3.16 %

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3.4.2.4 HUMAN RESOURCE CAPACITY

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

3.4.2.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Performance highlights for the year include:

- Alleviate storm water problems in Ward 4;
- Partial completion of 575 m of new stormwater pipes in Ward 4..



Storm water channel automatic overflow



Newly design storm water inlets in steep areas

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. Applications for external funding to address the full scope of the challenges were unsuccessful to date.
- Ongoing storm water issues and in various wards especially ward 4, Piketberg.

3.5 PLANNING AND DEVELOPMENT

3.5.1 PLANNING AND DEVELOPMENT (SPATIAL PLANNING)

3.5.1.1 INTRODUCTION

Spatial Planning and Land Use Management services are rendered by the Corporate Services Directorate and 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, Planning and Development include all aspects pertaining to the management of municipal immovable property (land).

3.5.1.2 SERVICE STATISTICS

The following table indicates the various planning applications that were finalised during the 2019/20 financial year compared to the statistics of the previous 2018/19 financial year. Overall less applications have been processed during this financial year compared to the previous year.

TABLE 101: APPLICATIONS FOR LAND USE DEVELOPMENT

DETAIL	TOWN	SUBDIVISIONS		REZONINGS		CONSENT USES		DEPARTURES		REMOVAL OF RESTRICTIONS		TOTALS	
		2019/20	2018/19	2019/20	2018/19	2019/20	2018/19	2019/20	2018/19	2019/20	2018/19	2019/20	2018/19
Planning applications received	TOTAL	8	17	10	17	13	25	20	25	1	17	51	101
	Piketberg	3	9	4	7	6	11	6	10	1	4	20	41
	Porterville	1	0	1	3	3	5	8	1	0	0	13	9
	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	2	3	1	1	1	1	2	1	0	3	6	9
	Laaiplek	0	3	0	4	0	4	2	9	0	8	2	28
	Dwarskersbos	0	0	1	1	1	2	1	4	0	1	3	8
	Redelinghuys	0	1	0	0	1	0	0	0	0	0	1	1
	Farm	2	1	3	1	1	2	1	0	0	1	6	5
Applications finalised/resolved	TOTAL	11	12	13	14	16	33	23	26	9	13	72	98
	Piketberg	5	7	7	8	11	23	9	14	2	5	34	57
	Porterville	0	1	0	2	1	4	5	3	0	0	6	10
	Aurora	0	1	0	0	0	1	0	0	0	0	0	2
	Eendekuil	0	0	0	0	0	1	0	0	0	0	0	1
	Velddrif	3	1	2	2	2	0	2	3	2	2	11	8
	Laaiplek	1	2	2	2	0	2	4	4	4	6	11	16
	Dwarskersbos	0	0	1	0	1	0	3	0	1	0	6	0
	Redelinghuys	1	0	0	0	0	0	0	0	0	0	1	0
	Farm	1	0	1	0	1	2	0	2	0	0	3	4
Applications withdrawn	TOTAL	0	0	0	0	1	1	0	0	0	0	4	1
	Piketberg	0	0	0	0	0	1	0	0	0	0	0	1

DETAIL	TOWN	SUBDIVISIONS		REZONINGS		CONSENT USES		DEPARTURES		REMOVAL OF RESTRICTIONS		TOTALS	
		2019/20	2018/19	2019/20	2018/19	2019/20	2018/19	2019/20	2018/19	2019/20	2018/19	2019/20	2018/19
	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	1	0	1	0	1	0	0	0	3	0
	Laaiplek	0	0	0	0	0	0	1	0	0	0	1	0
	Dwarskersbos	0	0	0	0	0	0	0	0	0	0	0	0
	Redelinghuys	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	TOTAL	4	10	6	6	5	10	4	11	0	7	19	44
	Piketberg	0	5	1	2	1	5	1	5	0	1	3	18
	Porterville	1	0	1	1	1	0	1	0	0	0	4	1
	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	1	2	0	0	0	1	0	1	0	1	1	5
	Laaiplek	0	1	0	2	0	2	1	3	0	4	1	12
	Dwarskersbos	0	0	1	0	1	0	1	2	0	0	3	2
	Redelinghuys	0	1	0	0	1	0	0	0	0	0	1	1
	Farm	2	1	3	1	1	2	0	0	0	1	6	5

3.5.1.3 HUMAN RESOURCE CAPACITY

The Department Planning and Environmental Management has 3 Planning Officials, 1 Administrative Support Staff Member and 1 Environmental Official. There were no vacancies in the Department Planning and Environmental Management as at 30 June 2020.

TABLE 102: HUMAN RESOURCES: PLANNING AND DEVELOPMENT SERVICES

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

3.5.1.4 FINANCIAL PERFORMANCE

TABLE 103: FINANCIAL PERFORMANCE (OPERATIONAL): PLANNING AND DEVELOPMENT SERVICES

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/12 ACTUAL	VARIANCE
Employees:	3 412 686.00	3 430 686.00	3 443 730.90	0 %
Other:	1 183 250.00	1 031 728.00	678 030.50	34 %
Repairs & Maintenance:	3 000.00	3 000.00	670.20	78 %
Total Operational Expenditure	4 598 936.00	4 465 414.00	4 122 431.60	8 %
Total Operational Revenue	-4 972 000.00	-4 822 000.00	-4 242 075.70	12 %
Net Operational Expenditure	-373 064.00	-356 586.00	-119 644.10	66 %

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TABLE 104: FINANCIAL PERFORMANCE (CAPITAL): PLANNING AND DEVELOPMENT SERVICES

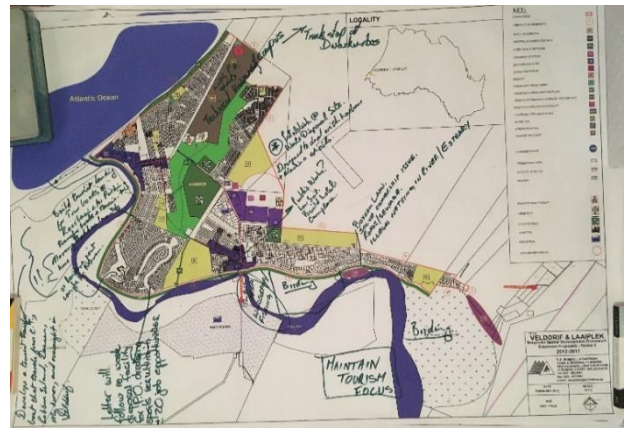
DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Regional Socio Projects (Porterville)	2 500 000,00	2 100 000,00	1 741 970,81	17.05 %
Regional Socio Projects (Piketberg)	2 000 000,00	2 400 000,00	2 298 543,72	4.23 %
Coastal Protection (By-Law Implementation)(Environmental)	50 000,00	50 000,00	49 934,40	0.13 %
Public Launch Site Boom Gate and Fence DKB (Environmental)	10 000,00	10 000,00	9 844,17	1.56 %
Public Launch Site Parking Bay Allocation DKB (Environmental)	10 000,00	10 000,00	9 945,37	0.55 %
Felt Notice/Info Board + File Cabinets (Planning)	32 000,00	31 514,00	30 931,67	1.85 %
Printer/Scanner (Colour A4/A3)(Planning)	5 000,00	2 985,00	2 985,00	0.00 %
TOTAL	4 607 000,00	4 604 499,00	4 144 155,14	9.99 %

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3.5.1.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Performance highlights for the year include:

- The Bergrivier Municipal Spatial Development Framework, 2019 - 2024 (MSDF) has been compiled in terms of the provisions of the Municipal Systems Act, 2000 (MSA, Act 32 of 2000), the Spatial Planning and Land Use Management Act, 2013 (SPLUMA, Act 16 of 2013), the Western Cape Land Use Planning Act, 2014 (LUPA, Act 3 of 2014) and the Bergrivier Municipal By-Law Relating to Municipal Land Use Planning (the By-Law, as per PN 7910 of 6 April 2018). Approval of the Bergrivier MSDF was adopted by Council during their meeting held on 26 February 2019 in terms of the By-Law and approved as part of the Municipal IDP on 26 March 2019.



Public participation session and example of public input.

- Bergrivier Municipality is part of the Western Cape Government Regional Socio-Economic Project (RSEP)



Official opening of the Outdoor Gym

Programme and obtained a funding allocation to the value of R 6.5 million through the programme over a three year period. During the 2017/18 financial the Municipality received R 1 million for the extension of Calendula Street through a former buffer area, which segregated residential neighbourhoods in Piketberg. During the 2018/19 financial year the second amount of R 1 million was transferred to the Municipality for the construction of an addition sidewalk at the Calendula Street extension as well as the establishment of an outdoor gym and paved pedestrian walkway within the integration zone that was identified in Piketberg. All projects were successfully completed. The remaining amount of R 4.5 million was allocated for further integration projects envisaged in the towns of Piketberg and Porterville during the 2019/20 financial year.

Performance challenges include:

- The department's biggest challenge is to obtain funding for the implementation of the development proposals made in the spatial planning documents.

3.5.2 BUILDING CONTROL

3.5.2.1 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 m² are attended to within 30 days (if there are no delays such as heritage approval) and building plans for structures exceeding 500 m² 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 Engineer: Project Management.

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 in order to enable that owners to comply with prescribed application procedures. All customers of Bergrivier Municipality are encouraged to use the opportunity where applicable. Amnesty was lifted and residents were well informed of the approved new processes for informal structure applications.

3.5.2.2 SERVICE STATISTICS

The following building plans were submitted during the financial year:

TABLE 105: BUILDING PLANS SUBMITTED DURING THE YEAR

TOWN	BUILDING PLANS APPROVED 2018/19			BUILDING PLANS APPROVED 2019/2020		
	RESIDENTIAL	BUSINESS / INDUSTRIAL	TOTAL	RESIDENTIAL	BUSINESS / INDUSTRIAL	TOTAL
Velddrif/Aurora/ Dwarskersbos	215	30	245	209	5	214
Piketberg	123	12	135	18	3	21
Porterville	94	0	94	35	3	38
Redelinghuys	5	0	5	3	0	3
Eendekuil	20	1	21	2	0	2
Piketberg Rural Area	0	6	6	6	0	6

TOWN	BUILDING PLANS APPROVED 2018/19			BUILDING PLANS APPROVED 2019/2020		
	RESIDENTIAL	BUSINESS / INDUSTRIAL	TOTAL	RESIDENTIAL	BUSINESS / INDUSTRIAL	TOTAL
Goedverwacht	14	0	14	6	0	6
Wittewater	3	0	3	4	0	4
Porterville Rural Area	0	5	5	4	0	4
TOTAL	474	54	528	287	11	298

3.5.2.3 HUMAN RESOURCES

The table below reflects the Building Control Officers, but excludes the Engineer Project Management as he also deals with other aspects of project management within the Technical Services Directorate. There are currently no vacancies.

TABLE 106: HUMAN RESOURCES: BUILDING CONTROL

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

3.5.2.4 FINANCIAL PERFORMANCE

TABLE 107: FINANCIAL PERFORMANCE (OPERATIONAL): BUILDING CONTROL

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Employees:	1 909 180.00	1 920 180.00	1 896 597.10	1 %
Other:	185 600.00	144 600.00	96 540.10	33 %
Repairs & Maintenance:	1 000.00	1 000.00	388.80	61 %
Total Operational Expenditure	2 095 780.00	2 065 780.00	1 993 526.00	3 %
Total Operational Revenue	-902 000.00	-1 001 000.00	-989 098.30	1 %
Net Operational Expenditure	1 193 780.00	1 064 780.00	1 004 427.70	6 %

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TABLE 108: FINANCIAL PERFORMANCE (CAPITAL): BUILDING CONTROL

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Furniture & Equipment - Building Control	8 000,00	8 000,00	7 705,00	3.69 %
TOTAL	8 000.00	8 000.00	7 705,00	3.69 %

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3.5.2.5 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.
- Building Deposits, including deposits for plans, that are not claimed timeously, remain a challenge.

3.5.3 LOCAL ECONOMIC DEVELOPMENT (LED)

3.5.3.1 INTRODUCTION

Local economic development includes the attraction of investments into the municipal area, stimulation of small, medium and macro 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 focussed on in all aspects of service delivery and development.

The impact of the initiatives undertaken over the last years led to 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 agriprocessing, tourism, manufacturing and the development of small and medium enterprises. Various programmes have been developed to address these pillars as catalysts for economic growth.

3.5.3.2 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. 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 is based on Labour Intensive Methods of Construction (LIC) by contractors which will also enhance skills development. The Municipality created 617 work opportunities and 91 full-time equivalent 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 2019/20 financial year for which period a grant amounting to R 1 422 m was received from the Department of Public Works.

TABLE 109: EXPANDED PUBLIC WORKS PROGRAMME: JOBS CREATED

QUARTER	DATES	FTE	WO
Q1	01 July 2019 – Sept 2019	36	293
Q2	01 October 2019 – December 2019	50	131
Q3	01 January 2020 – March 2020	54	163
Q4	01 Apr 2020 – June 2020	2	30
	TOTAL	142	617

3.5.3.3 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
- Porterville: 22 trading rooms are provided

A process to further identify land and facilities for informal traders also commenced in Porterville, Velddrif (Noordhoek) and Ward 4 of Piketberg. The area is Velddrif (Noordhoek) is situated at the taxi rank and the taxi rank and part of the informal trading area have already been built. 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 will be located on the corner of Jakkalskloof and Voortrekker Road where the major pedestrian traffic is between Monte Bertha and the Central Business District.

3.5.3.4 TOURISM

The Bergrivier Municipality has prioritised Tourism as one of the key drivers of the economy within the broader wholesale and retail sector. Tourism has been identified as one of the largest sources of employment in the country and absorbs a high rate of unskilled labour.

Bergrivier Tourism Organisation (BTO) has been given the mandate to grow the tourism sector in the region by promoting Bergrivier as the destination of choice both to Domestic and International Visitors. For Tourism to be successful, the focus should be placed on Responsible Destination Marketing that seeks to protect the environment while providing sustaining livelihoods to surrounding communities. We employ competitive Marketing Strategies that promote the destination through extensive brand presence; leveraging existing Provincial and National platforms provided by South African Tourism (SAT) and National Department of Tourism (NDT).

While we market to both markets, Domestic Markets have become our main focus over the years for the mere reason that we are an easy self-drive weekend destination. Locals from the Western Cape find it easier to

travel within their local areas for quick affordable weekend breaks. Our products are highly suited for the domestic market as we boast with rich nature and adventure spaces. Visitors are spoiled with hidden gems in our mountains and valleys that have crisp clean air with very low carbon emissions. Visitors come here for our niche and rural based products and activities.

Our local events are a big conduit in growing visitor numbers and the economy. It is estimated that the Bergrivier Canoe Festival alone 9 000 visitors to Velddrif in 2019 contributing in excess of 5 million for the weekend alone. The development and improvement of public and private tourism infrastructure is critical for sustainable growth. The standard of facilities, comfort, convenience and points of interest are vital to persuade the traveller to spend time and money in the Municipal Area rather than just passing through.

3.5.3.5 LED INITIATIVES

The following initiatives were undertaken by the Office of the Municipal Manager:

- **Redrafting of the Economic Development Strategy for Bergrivier Municipality**

A new Economic Development Strategy was drafted and approved by Council. The main pillars of economic development remain agriculture, tourism, manufacturing and SMME development. An implementation plan was also compiled for easy of monitoring and evaluation.

- **Development of Porterville as a Tourism Destination**

The development of Porterville as a tourism destination of choice is an ongoing programme. The process commenced with the ward committees of Wards 1 and 2 visiting Franschoek in October 2017 to learn more about the development of Franschoek as a successful best practise 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 amphitheatre. Business plans have been drafted in concept, but due to Covid-19, none of the business plans could be submitted to potential funders.

One of the projects that started in the financial year, was the planning of the mosaic project in Ward 2. A working committee consisting out of the museum, the mosaic house, ward councillors, team leader of the mosaic team and the municipality started identifying the route and the historical sites. Each member of the working committee has a specific task and once funding has been finalized, the implementation of the programme will commence.

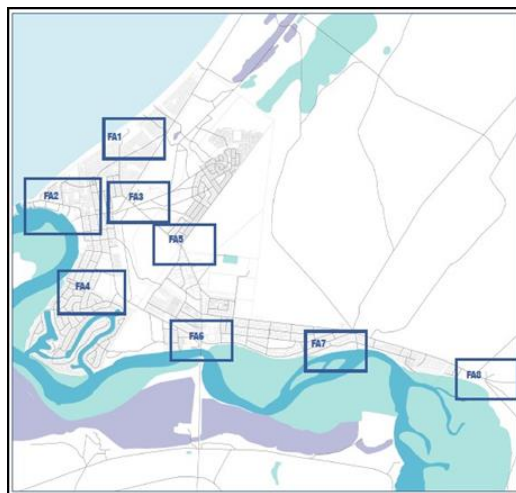
The Annual Arts Festival in Porterville also took place in October 2019 and 11 venues were used to exhibit the works of professional artists. It was a successful event and will be an annual event on the calendar of Bergrivier Municipality.

- **Velddrif Precinct Plan**

A Precinct Plan for Velddrif has been approved a considerable period ago and the plan aims at “transforming Velddrif/Laiplek into a vibrant, well managed and attractive town which offers safe,

integrated open space, streets and amenities, where the unique landscape, cultural and social assets of the town create opportunities for residents and attract tourists”. The plan identified 8 nodal developments that need to focus on establishing a connected system of destinations, reinforcing these destinations through investment in public space and landscape while guiding investment to respond appropriately. The following figure is an overview of the nodal developments:

FIGURE 27: 8 PRIORITY AREAS IN VELDDRIF PRECINCT PLAN



8 Nodal areas

1. Pelikaan Beach Node
2. Laaiplek Harbour
3. Lofdal Intersection Node
4. Voortrekker Road River Gateway
5. Noordhoek Community Node
6. Velddrif Gateway
7. Bokkomlaan
8. De Plaat Gateway

One of the nodal development areas is Bokkomlaan on Erf 486. Bokkomlaan’s history dates from middle 18th century when salted fish (bokkoms) were supplied to Dutch VOC. It was also the staple diet of slaves. Bokkomlaan consists of 12 fisherman structures known as “vishuise”, which have been constructed of crushed shells and clay. The “vishuise” have been used for the production of “bokkoms” which is now being considered a delicatessen. The Municipality is developing a Heritage Conservation Management Plan for Bokkomlaan to provide guidelines for the preservation and enhancement of the character of Bokkomlaan and its historical significance. Bokkomlaan is in essence a living museum. Bokkomlaan has been declared a Heritage Site in 2018 and has been graded as a Grade III Heritage Site with local significance. It must therefore be protected on a local level. The importance of Bokkomlaan as a stimulus for economic development is important as the “vishuisies” are being let out and it was clear that the community regards Bokkomlaan as a place of heritage



and that it should be utilised to stimulate economic development, with specific reference to tourism and small business development.

o **Investment in agriculture**

The agricultural programme as initially developed had a slow pace in the financial year due to the process to secure funding and due to Covid-19. During Covid-19 lockdown period, a significant amount of sweet potatoes were purchased from the small scale farmers in Goedverwacht after they have received a considerable number of sweet potato ranks.



Sweet potatoes from Goedverwacht being delivered to the POP Centre in Porterville for the feeding scheme



Record size sweet potatoes from Goedverwacht

Part of the programme include the establishment of vegetable gardens for families in their own yards. The first 35 food garden units were delivered to families in Piketberg and 30 families in Porterville and was received from the Department of Agriculture. The interns of the Department of Agriculture that was negotiated by the municipality and Creating Hope Africa act as the mentors for the vegetable gardeners. This programme will be expanded in 20 21 with the securing of funding.



Parallel to this programme, the Waste Ambassadors in the 3 major towns will be gradually changed into business and to ensure the empowerment of the waste ambassadors, the compost they make on the various landfill sites, will be sold to the small scale farmers. The Belgium Exchange Programme is also directly involved in ensuring that all the green waste of Bergrivier Municipality gets processed into the right quality compost. Due to Covid-19 little progress was made in 2020, but will get momentum again in the 2020/21 financial year





Compost from the landfill site in Velddrif

○ **Empowerment of Small, Medium and Micro Enterprises (SMME's)**

Bergrivier Municipality enjoys a constructive relationship with the West Coast Business Development Centre (WCBDC) and regular training of SMME's through the West Coast Business Development Centre is being conducted to ensure capacity building and empowerment. 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 on the database of the WCBDC. Systems to monitor the use of local small businesses are currently being designed. A matter of concern is the closure of the office of the West Coast Business Development Centre in Piketberg and the need to ensure that the same services can be delivered to the SMME's in the Bergrivier Municipal Area.

3.5.4 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. Learners from Heist-op-den-Berg were to visit Bergrivier Municipal Area in 2020, but due to Covid-19 internationally, the programme has been postponed until 2022.

The work of the Initiative for Community Advancement, a youth-focussed NGO, needs to be recognized for the extensive work being done in the Bergrivier Municipal Area. A Youth Forum has been elected from the various towns in Bergrivier Municipality and the Council recognized the Forum as the platform to work with the youth.

3.5.5 SOCIAL DEVELOPMENT

The Municipality does not have a dedicated division with an allocated budget for social development, but works jointly with other organs of state and the West Coast District Municipality to promote social development

within the Municipal Area. A Memorandum of Agreement has also been signed between Bergrivier Municipality and the Department of Social Development for the co-ordination of social programmes. The following social programmes were rolled out during the financial year:

3.5.5.1 EARLY CHILDHOOD DEVELOPMENT FORUMS

The Municipality participated in the co-ordination and support of early childhood development in the Bergrivier Municipal Area and attended the regular forum meetings. Municipal departments such as Fire and Rescue Services and the Town Planning unit assisted the early childhood centres with their applications for rezoning and compliance matters.

3.5.5.2 LOCAL DRUG ACTION COMMITTEE (LDAC)

The Local Drug Action Committee functionality for the year was extremely challenging and little progress was made with the structures in the towns. However it did not stop the Bergrivier Municipality and the local NGO's to proceed with interventions by planning awareness drives and reaching the young and high risk community members.



Various activities were undertaken during holidays to teach the children about drug abuse
Photos supplied by Strategic Services

3.5.5.3 YOUTH CAFÉ

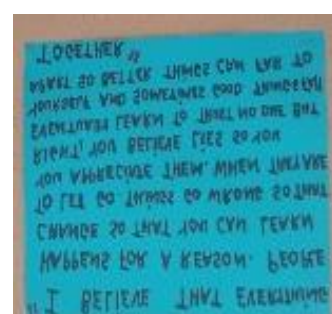
The establishment of the Youth Café in Noordhoek, Velddrif made significant impact in the community and good success stories can be told. Bergrivier Municipality and the Western Cape Provincial Department of Social Development continued the relationship through the Youth Café in Noordhoek, Velddrif that has been in operation since December 2017. Several programmes are being offered by the Youth Centre with a specific focus on the youth at risk within the municipal area. The centre is managed by a NGO, Mfesane, and they have an agreement with the Department of Social Development.



Photos supplied by Mfesane

3.5.5.4 NGO ACTIVITIES IN BERGRIVIER

The local NGOs in co-ordination with Bergrivier Municipality held a Youth and Mandela Day during 16 June and 18 July 2019.



3.5.5.5 FREE DENTAL CLINIC

The annual free dental clinic by Dr Joshua continued in the 2019/20 financial year and the annual free dental clinic that took place in Noordhoek, Velddrif.

A large number of community members made use of the opportunity to be assisted. Bergrivier Municipality assisted with the logistic arrangements and the avail of a venue for the project.



Photos supplied by Dr Joshua

3.5.5.6 TOY LIBRARIES

The establishment of Toy Libraries in the Bergrivier Municipal Area took momentum with the roll-out of the 1st Toy Library opening in Laaiplek, Velddrif and the POP Centre in Porterville. Bergrivier municipality and Early Year Services combined the energy to setting up these libraries. The Toy Libraries are fully funded by Early Year Services. A Toy library was opened in Eendekuil in the 2019/2020 financial year and the facility is optimally used by the community.



Photos supplied by: Early Years Services

3.5.5.7 COMMUNITY WORKS PROGRAMME

The Community Works Programme funded by the National Department, COGTA, was implemented in 2017/2018 financial year in the Bergrivier Municipal area. Since then the programme grew from strengths to strength since inception and the total participants reach a record high of 550 in 2019/2020 financial year. The programme provides much relief to the most vulnerable members of the Bergrivier communities. The programme also brings much relief to service delivery to the communities.

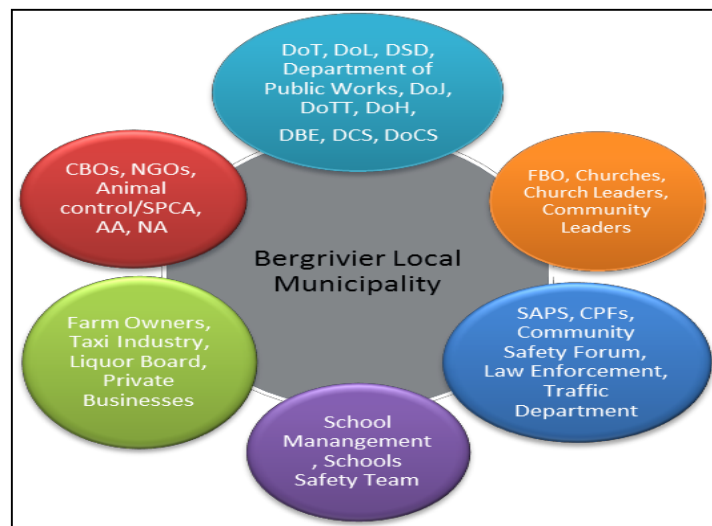




Photos supplied by: Joniff Titus CWP Site Manager – Bergrivier Municipality

3.5.6. COMMUNITY SAFETY PLAN

Bergrivier Municipality partnered with the Centre for Justice and Crime Prevention to develop a comprehensive safety plan for the local municipality to better respond to the crime and safety-related issues affecting the municipal area. The key to social crime prevention is to have a strong collaboration of government and non-state organisations. The graph below depicts all the stakeholders needed to adequately implement and monitor the implementation of the safety plan:



3.6 COMMUNITY SERVICES

3.6.1 LIBRARY SERVICES

3.6.1.1 INTRODUCTION

Bergrivier Municipality, in collaboration with the Provincial Library Service of the Western Cape, provides a comprehensive library service to the people in the area. The Library Service strives to improve the quality of life of all inhabitants, change and uplift communities and promote literacy. The Library Service endeavours to promote awareness of the benefits of library use within the whole community and continuously promotes a reading and learning culture with free access to information. The Municipality manages 14 community libraries on their behalf. Libraries are a very important community service because there are limited recreational facilities in our towns. Libraries therefore form an essential part of people’s daily or weekly schedule. The library is also used extensively by school learners. We also provide services to old age homes and service centres for the elderly. The internet that is now available in thirteen (13) of the libraries, is a highly

efficient tool especially for people who cannot afford their own personal computers and internet service. The usage of such facilities is free and costs are covered by the Provincial Library Services.

The new management system for libraries is called SLIMS (SITA Library Information Management System), and distributed in South Africa by SITA (State Information Technology Agency). SLIMS is based on the Brocade Library Management System. Thirteen of the fourteen libraries of Bergrivier Municipality use the electronic system, Slims, to issue library material.

3.6.1.2 SERVICE STATISTICS

Statistics listed below are only for books issued for this financial year and does not reflect the number of visitors to the library. There are still many people who visit the libraries to make use of the photocopying, internet and computer facilities, to do research or for information purposes or reading the in house newspaper and magazines and do not necessarily borrow books. The decline in the issuing of books can be attributed to changing technology, such as that people can electronically purchase and read books, magazines and newspapers on their cell phones and computers.

TABLE 110: LIBRARY BOOKS ISSUED PER ANNUM

LIBRARY	2019/2020	2018/2019	2017/18
Aurora	5 801	5 697	5 366
Bettie Julius	8 948	12 453	11 622
Berghoff	3 238	2 605	2 915
Dwarskersbos	6 659	8 780	6 642
Eendekuil	3 259	5 176	6 794
Goedverwacht	6 637	10 410	15 247
LB Wernich	14 176	24 418	25 919
Noordhoek	7 669	17 191	18 267
Piketberg	31 505	42 196	46 936
Porterville	20 791	30 567	29 778
Redelinghuis	2 224	4 223	9 642
Velddrif	36 036	55 707	52 159
Versfeld	7 593	11 493	12 086
Wittewater	9 868	19 458	21 853
TOTAL	164 404	250 374	265 226

Users of computer facilities at the undermentioned libraries were recorded from the 1 July 2019 – 30 June 2020:

TABLE 111: COMPUTER USERS

COMPUTER USERS	2019/ 2020												
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Aurora	0	14	35	19	0	0	10	4	0	0	0	0	82
Bettie Julius	116	114	118	13	104	52	124	147	90	0	0	0	878
Berghoff	2	5	14	155	15	0	0	14	13	0	0	0	185
Dwarskersbos	9	7	11	16	0	0	0	16	0	0	0	0	59
Eendekuil	4	5	4	3	6	7	4	0	0	0	0	0	33
Goedverwacht	62	116	125	165	101	53	71	79	101	0	0	0	873
LB Wernich	1018	1002	790	532	331	173	173	322	263	0	0	0	4 606
Noordhoek	63	112	26	23	7	15	0	0	0	0	0	0	246
Piketberg	313	346	234	254	229	115	321	254	154	0	0	0	2 220
Porterville	104	177	148	144	96	50	127	73	69	0	0	0	988
Redelinghuis	0	0	0	0	0	0	0	15	6	0	0	0	21
Velddrif	182	161	143	96	109	62	99	142	0	0	0	0	994
Versfeld	0	0	0	0	0	0	0	0	0	0	0	0	0
Wittewater	0	98	96	187	96	115	35	0	45	0	0	0	672
TOTAL	1 873	2 157	1 744	1 574	1 094	642	964	1 066	741	0	0	0	11 855

Versfeld does not have any computers for public use.

3.6.1.3 HUMAN RESOURCES

There were five vacancies in the Library Services Section as at 30 June 2020.

TABLE 112: 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	3	2	1	0
Berghoff	1	0	1	1

LIBRARY	TOTAL NO. OF PERMANENT POSTS (EXCLUDING CONTRACT WORKERS)	TOTAL NUMBER PERMANENT OF EMPLOYEES	NO. OF VACANCIES	CONTRACT WORKERS
Dwarskersbos	0	0	0	1
Eendekuil	1	1	0	0
Goedverwacht	2	1	1	1
LB Wernich	3	2	1	0
Piketberg	5	4	1	1
Porterville	4	4	0	0
Noordhoek	3	3	0	0
Redelinghuis	1	1	0	0
Velddrif	4	4	0	0
Versfeld	1	1	0	0
Wittewater	1	1	0	0
TOTAL	30	25	51	4
	30	25	5	16%

3.6.1.4 FINANCIAL PERFORMANCE

TABLE 113: FINANCIAL PERFORMANCE (OPERATIONAL): LIBRARY SERVICES

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Employees:	5 843.323.00	5 866 815.00	5 516 909.80	6 %
Other:	1 605 492.00	1 495 912.00	895 180.70	40 %
Repairs & Maintenance:	113 300.00	118 880.00	113 684.90	4 %
Total Operational Expenditure	7 562 115.00	7 481 607.00	6 525 775.40	13 %
Total Operational Revenue	-7 563 000.00	-8 527 192.00	-6 985 823.60	18 %
Net Operational Expenditure	-885.00	-1 045 585.00	-460 048.20	56 %

Annual Financial Statements 2019/20

TABLE 114: FINANCIAL PERFORMANCE (CAPITAL): LIBRARY SERVICES

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Shelves/Tables/Office furniture for libraries	100 000,00	94 118,00	85 552,84	9.10 %
Upgrading of Noordhoek Library	400 000,00	1 359 192,00	431 661,50	68.24 %
Replacement of photocopiers	100 000,00	105 882,00	105 881,94	0.00 %

Vehicles	-	200 000,00	173 600,00	13.20 %
TOTAL	600 000.00	1 759 192.00	796 696,28	54.71 %

Annual Financial Statements 2019/20

3.6.1.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

HIGHLIGHTS

- 6 of our Library staff are busy with UKS Library assistant training;
- Bergrivier Municipality had an all day training and information day for all library staff with facilitators from TASK, Provincial library and Bergrivier Municipality;
- 6 staff members attended the meeting of the Stellenbosch/ Saldanha Library forum at Groenendal, Franschhoek;
- 4 Libraries (L.B. Wernich, Porterville. Goedverwacht, Velddrif and Noordhoek) were identified by the Department of Economic Development & Tourism (DEDAT) to be part of the I-CAN-LEARN computer training program for the public; 12 of the library staff did a 2 day training to introduce the project and train staff how to assist the public;
- Maintenance and upgrading of libraries were done by our Handyman: (replacing of blinds, fixing roofs, ceilings, replacing and fixing toilets, installing doors and safety door at library building and extending book shelves at Wittewater, Dwarskersbos, Eendekuil and Porterville);
- Thirteen (13) of the fourteen (14) libraries (excluding Versfeld Library) have free internet;
- Porterville and Bettie Julius Libraries in partnership with Badisa, ACVV, SAPD and Jan Danckaert Museum do special and holiday programmes and uplifting community events such as handing parcels to school girls and the elderly on different occasions;
- All libraries help and assist children with tasks and information needed and some libraries help children with homework and expanding their vocabulary;
- The libraries support and organised different reading/ book clubs for adults;
- Aurora library started a Reading club for grade 4 and had weekly fun sessions;
- Visited old age homes and clubs for the elderly to exchange books on a weekly basis;
- Regular visits to our libraries, to take out books, from aftercare groups;
- A parcel with a ruler, pen, pencil, something to eat, a prayer and notes of encouragement, were handed to every matric learner in the Bergrivier Municipal area before the final matric exams of 2019;
- All Library staff with museum staff contributed their time on Mandela day; and
- On READ-ALOUD-DAY library staff visited as many schools possible for a storytelling session and to invite the children and schools to join any of our libraries for more stories.

CHALLENGES

- High cost of maintenance of library buildings – old electrical light fittings, air conditioners, etc;

- Bergrivier Municipality have 4 libraries which is not on Bergrivier Municipality property and they pay rent to external parties for 1 library;
- Getting farm workers and their children to the libraries;
- Distance between libraries make regular visits a challenge;
- The libraries do not have their own transport therefore it was difficult to get personnel to and from training and library meetings.



Library staff during training at Dwarskersbos

HOLIDAY FUN



Arts & Crafts: Board games & Colouring



Cleaning Day



Health Education

LIBRARY PROGRAMS



Aurora library started a bookclub enjoys building puzzles and lego grade 4 Piketberg Leeskring Zoom



FRUGBY WORLD CUP fever at Piketberg library



Porterville library Meeting during lockdown



“Keep a girl child in school” @ POP Centre with Porterville Stakeholders (ACVV, BADISA, GEMKOR, POP Centre, MOD Centre, Museum, Libraries)



Handed out 80 care packs to children (carepack consisted of toothbrush, toothpaste, face cloth & soap, sweets)

Mandela Day



Enjoyed tea & muffins with residents of Huis Nerina in collaboration with SAPS & Working on Fire

Drug Awareness Evening



SAPS Kaptein Lesch



Guest Speaker: Hendrik Jaars



World Hunger Day @ Porterville Clinic – Serving coffee, tea & sandwiches to patients

DISPLAYS



Read and Grow



Stories for Afrika



BLUE



Mandela day



Dinosaurs

COVID 19



Dwarskersbos Library



Versfeld Library

3.6.2 MUSEUMS

3.6.2.1 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 R 256 500.00 for the year. The municipality also gave an amount of R 27 000.00 as 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, similar to all other institutions, their existence are 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 spin-offs. Arts and culture which play an inherent part in a diverse community, always uplifts a society; it is a reflection of its history and where it stands in today's demographics. A museum should be integral to any community and has the ability to help bind a community.

3.6.2.2 SERVICE STATISTICS

TABLE 115: MUSEUM VISITS: 2019/2020

MUSEUM	JULY19	AUG19	SEPT19	COT19	NOV 19	DEC19	JAN20	FEB 20	MAR20	APR 20	MAY 20	JUNE 20	TOTAL
Jan Danckaert (Porterville)	144	210	334	334	196	531	246	403	22	0	0	0	2 420
Piketberg Museum	93	27	105	61	103	5	70	83	4	0	0	0	551
SA Fisheries Museum (Velddrif)	331	505	782	86	128	218	224	211	100	0	0	0	2 585
TOTAL	568	742	1221	481	427	754	540	697	126	0	0	0	5 556

3.6.2.3 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Performance highlights are contained in each of the museums' annual reports.

Challenges:

The future of museums is becoming a balancing act between surviving the devastating consequences of funding cuts and striving to make the best of the creative minds working in the sector. The recession affected the museums in general negatively as it reduced their annual memberships, donations, and more importantly reduced, or in some cases completely removed government funding. Museums must also continue to reach consumer markets that they haven't been able to tap into, such as perhaps a younger market. We have come to realise that other avenues of funding will have to be envisaged due to the urgency of the repairs needed at Porterville and Piketberg museum buildings. Due to budget constraints, these buildings have been neglected and have now become a matter of necessity.

JAN DANCKAERT MUSEUM

This financial year has been a very challenging yet a very exciting period. With that said it has been very insightful working with a hands-on Board of Trustees with a love for our history, heritage and culture. We are very proud that Jan Danckaert has become a household name as one of the most active stakeholders in the community. We trust that this relationship with our local community can be groomed into something more special as we encourage the locals to become custodians of their own local history. The Jan Danckaert Museum has found its place on the calendar of our local schools for education programmes, so much so, that teachers are booking their spot at the start of the academic year.

During this year we have also hosted a number of inclusive outreach programmes in an effort to promote social cohesion and invest in an equal society. We have had to get used to a new normal during the Corona Virus pandemic, and it continues to be a learning curve, however we now find ourselves in a well adjusted position. This pandemic has not stopped us from engaging with our community. We have used social media and other online communication applications such as Zoom and Microsoft Teams to promote the Jan Danckaert Museum as a cultural hub for the preservation of all histories.

The following is an overview of some of the activities we have hosted and supported during this financial year:



Visit Nu Hoop Primary School



Visit Brandenburg Primary School



Holiday programme at museum

Piketberg Museum

Piketberg Museum had a very challenging year - not only because of finances, but also the Covid-19 pandemic, community involvement and full school programs. Consequently, 'thinking outside the box' became the norm. The pandemic put a stop to many of the plans and events such as the annual Story-telling mornings and the Women's Month exhibition were cancelled. The support of the Friends of the Museum can still be relied upon. Close collaboration with Piketberg Tourism contributes to new ideas and plans, as the N7 highway carries many of our 'feet' away. Tourism in Piketberg is still a big challenge.

Greater emphasis could, however, be placed on other important museum tasks such as conservation, maintenance and research. The collection continues to grow and is something the committee and staff are very proud of. Marketing on social media and in our local newspaper could also get more attention. Research done for the articles is published in the archive section of our website

Piketberg Museum personnel hands out soup and bread as part of the Mandela Day celebrations in 2019. Museum personnel help out at various Piketberg Tourism events. The museum is often used as a venue for other community projects.



The Museum page in our local newspaper is very popular and gets a lot of positive feedback. Various subjects are covered depending on the month, local happenings and even world-wide events.

SA Fisheries Museum

What a challenging year it has been. As can be seen from the stats we were well on the way until Covid-19 hit us in March. At present we are still waiting to receive the official permission to open our doors to the public. We are completely ready and geared with all necessary precautions in place. This situation will put numerous constraints on our economic position going forwards.

However, we continued working on our marketing during lockdown by improving the museum's website and presenting features on our face book page. Website: www.safisheriesmuseum.co.za

We are also broadening our exhibition space to an outside annex on the museum grounds to create a memorial exhibition for all the historic trawlers and fisherman of the past in our area. We intend to exhibit over 40 (at present) trawler name boards, artefacts, photos and historic information on each boat in the annex. We will also exhibit a working Deutz trawler engine.

We carried out charitable outreaches during the lockdown helping the local soup kitchens with products and soup in collaboration with the ATKV and the Laaipek NG Church. We have an enthusiastic knitting and crocheting group of ladies who also kept their hands busy knitting caps, scarves and jerseys for underprivileged kiddies in the community. They were entertained the museum on Women's day as a thank you for their continued efforts.

Highlights:



School visitors a museum treasure hunt



Knitting Group Tea at the museum on Women's Day 2019



German Tour group first visit in February 2020



Morris Minor Club of South Africa Bokkomlaan



SA Fisheries Museum Velddrif, together with the ATKV branch, gives helping hand during Covid-19 Soup kitchens and children in need

3.6.3 COMMUNITY FACILITIES: OPEN PARKS AND OPEN SPACES

3.6.3.1 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.

3.6.3.2 HUMAN RESOURCES CAPACITY

TABLE 116: HUMAN RESOURCES: COMMUNITY SERVICES

NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
5	4	1	20.00 %

3.6.3.3 FINANCIAL PERFORMANCE

TABLE 117: FINANCIAL PERFORMANCE (OPERATIONAL): COMMUNITY HALLS

COMMUNITY HALLS				
DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Employees:	1 393 602.00	1 396 602.00	1 534 838.00	-10 %
Other:	434 900.00	225 830.00	179 141.10	21 %
Repairs & Maintenance:	101 000.00	91 000.00	84 602.10	7 %
Total Operational Expenditure	1 929 502.00	1 713 432.00	1 798 581.20	-5 %
Total Operational Revenue	-212 000.00	-200 000.00	-195 965.90	2 %
Net Operational Expenditure	1 717 502.00	1 513 432.00	1 602 615.30	-6 %

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TABLE 118: FINANCIAL PERFORMANCE (CAPITAL): COMMUNITY HALLS

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Upgrading of Community Halls	100 000,00	119 600,00	119 600,00	0.00%
Furniture & Equipment Community Hall	50 000,00	45 300,00	45 286,95	0.03%
TOTAL	150 000.00	164 900,00	164 886,95	0.01%

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3.6.3.4 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Performance highlights include:

One community hall was upgraded in Aurora. Renovation included new kitchen cupboards, tiling and replacement of doors at ablution facilities.



Pictures of upgraded Community hall

Challenges that still need to be addressed, include:

- Vandalism

3.6.4 CEMETERIES

3.6.4.1 INTRODUCTION

The cemeteries are well maintained in accordance with a maintenance programme that includes weed control and general cleaning. A Cemetery Master Plan is in place to ensure that the capacity and life span of cemeteries can be monitored. Graves must be paid before an allocation can be made and the grave will be prepared at least 24 hours before the church service commences.

3.6.4.2 SERVICE STATISTICS

The Municipality has 14 cemeteries and a total of 395 burials took place in 2019/20. We have commissioned new cemeteries in Piketberg and Porterville in order to cater for longer term needs. The new cemetery in Porterville is slowly filling up and we have commissioned for extra land to extent the cemetery.

TABLE 119: CEMETERIES PER TOWN

TOWN	CEMETERIES	BURIALS 2016/17	BURIALS 2017/18	BURIALS 2018/19	BURIALS 2019/20
Piketberg	4	149	140	118	152
Aurora	1	3	4	2	1
Velddrif	3	60	56	34	69

TOWN	CEMETERIES	BURIALS 2016/17	BURIALS 2017/18	BURIALS 2018/19	BURIALS 2019/20
Redelinghuis	2	10	15	17	8
Eendekuil	2	22	26	13	55
Porterville	2	129	101	82	110
TOTAL	14	373	342	266	395

3.6.4.3 HUMAN RESOURCE CAPACITY

There are one full time staff members in the Velddrif Cemetery and one in the Piketberg Cemetery. Maintenance and development of the other cemeteries are done by the Parks teams of each town.

TABLE 120: HUMAN RESOURCES: CEMETERIES

NO OF POSTS.	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
2	2	0	0.00%

3.6.4.4 FINANCIAL PERFORMANCE

TABLE 121: FINANCIAL PERFORMANCE (OPERATIONAL): CEMETERIES

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Employees:	513 945.00	516 945.00	440 986.50	15 %
Other:	277 830.00	242 540.00	210 396.80	13 %
Repairs & Maintenance:	16 300.00	17 300.00	15 341.20	11 %
Total Operational Expenditure	808 075.00	776 785.00	666 724.50	14 %
Total Operational Revenue	-366 000.00	-366 000.00	-409 444.80	-12 %
Net Operational Expenditure	442 075.00	410 785.00	257 279.70	37 %

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TABLE 122: FINANCIAL PERFORMANCE (CAPITAL): CEMETERIES

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Gravel access roads - cemetery	100 000,00	99 900,00	99 888,70	0.01 %
Fence - New cemetery	175 000,00	185 000,00	185 000,00	0.00 %
Furniture & Equipment - Cemeteries	10 000,00	5 000,00	4 991,31	0.17 %
Tools	10 000,00	7 574,00	7 574,00	0.00 %
Toilets & Store PV	100 000,00	85 100,00	85 017,48	0.10 %
Expansion of cemetery - PB	100 000,00	87 000,00	86 956,52	0.05 %
TOTAL	495 000,00	469 574,00	469 428,01	0.03 %

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3.6.4.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Performance highlights include:

- Fencing of the new cemetery in Porterville.



Challenges that still need to be addressed, include:

- Layout of the graves at the new Cemetery for Piketberg;
- Construction of ablution facilities at Piketberg and Porterville Cemeteries
- Illegal dumping
- Improved cemetery maintenance; and
- Vandalism at cemeteries.

3.7 ENVIRONMENTAL MANAGEMENT

3.7.1 POLLUTION CONTROL

All pollution control matters are dealt with by use of complaint and response system from the Municipality and by implementation of the respective municipal by-laws. Water and soil pollution are dealt with in terms of our Water Services Development Plan and Integrated Waste Management Plans. Noise pollution is dealt with by the Traffic Department which includes Law Enforcement officers who are also responsible for the control of public nuisances. By-laws such as Air Pollution; Prevention of Public Nuisance; Solid Waste Disposal; Water Supply, Sanitation and Industrial Effluent and Stormwater Management are being implemented.

Bergrivier Municipality attends the quarterly West Coast Air Quality Working Group meetings where industries are present. Bergrivier Municipality is also part of the Joint Municipal Air Quality Working Group. West Coast Air Quality Working Group (WCAQWG):

This working group is chaired by the West Coast District Municipality (WCDM) Air Quality Manager and is attended by representatives of all listed activities and municipal officials from the local municipalities within the area of jurisdiction of the West Coast District Municipality.

Joint Municipal Air Quality Working Group (JMAQWG):

This communication platform was established on 17 February 2015 to improve communication and cooperation between District and Local Municipal Air Quality Officers. A memorandum of understanding (MOU) is in place.

The Environmental Planning Management Officer was appointed as the Air Quality Officer on the 31st July 2018 for Bergrivier Municipality. The Air Pollution Control By-law was revised and presented for Public participation from 28 January to 28 February 2020. The by-law was renamed and all comments were addressed and the necessary comments were included. The Bergrivier Municipality Air Quality By-law was adopted by Council on 11 June 2020 and published and promulgated in the Provincial Gazette, No. 8261 on Friday, 3 July 2020. The Environmental Planning Management Officer represents Bergrivier Municipality at these meetings. An Air Quality Monitoring Station was installed and funded by the West Coast District Municipality (WCDM) in Velddrif to the value of R 598 847.42 to monitor air quality in Velddrif.



Air Quality Monitoring station at Velddrif

3.7.2 BIODIVERSITY AND CLIMATE CHANGE

3.7.2.1 BIODIVERSITY

Bergrivier Municipality was part of the Local Action on Biodiversity (LAB) Pioneer Programme, Phase II. The 2011 Local Biodiversity Strategy and Action Plan for the Bergrivier Municipality was developed as part of the LAB Pioneer Programme. LAB is run by ICLEI – Local Governments for Sustainability's Global Biodiversity Centre, in partnership with International Union for Conservation of Nature (IUCN).

The Municipality also commissioned a Biodiversity Report in 2010 that unequivocally states that the Municipality's biodiversity is under threat from human occupation and activity. The Bergrivier Municipality: Invasive species monitoring, control and eradication plan, June 2020, was approved and adopted by Mayco on 11 June 2020. Critical challenges facing the Municipality in the conservation of its biodiversity are:

- Integration of biodiversity into municipal planning frameworks and processes;
- Conservation and management of freshwater aquatic biodiversity;
- Conservation, management and development of the Berg Estuary;
- Conservation and management of terrestrial biodiversity;
- The impact of waste and pollution on biodiversity;
- Lack of biodiversity awareness; and

- Mainstreaming biodiversity into local economic development.

The Municipality rolled out various community programmes in co-operation with other organs of state such as rain water harvesting initiatives. Part of the Municipality's obligations in terms of this programme included the development of a Local Biodiversity Strategic and Action Plan (LBSAP) for implementation. Objectives and Strategies within the LBSAP are defined as follows:

Objectives:

- Full integration of biodiversity conservation into the institutional and planning frameworks, governance and regulatory processes and policies of Bergrivier Municipality;
- Management, conservation and sustainable utilisation of Bergrivier Municipality's aquatic and terrestrial biodiversity assets;
- Community appreciation and active participation in the conservation of Bergrivier Municipality's biodiversity; and
- Enhanced human well-being and poverty reduction through the mainstreaming of biodiversity conservation into the local economy.

Strategies:

- Develop the capacity of Bergrivier Municipality to effectively manage its biodiversity and broader environmental issues;
- Integrate biodiversity considerations into municipal planning, policies and by-laws;
- Eradicate alien and invasive species that are impacting negatively on Bergrivier Municipality's biodiversity;
- Conserve freshwater aquatic ecosystems through sustainable use and management of water resources;
- Reduce the impact of waste and pollution on biodiversity;
- Engage actively and implement measures to facilitate private conservation of Bergrivier's biodiversity;
- Clean and green urban areas to promote biodiversity;
- Create an awareness of the importance of conserving biodiversity through targeted awareness programmes;
- Facilitate international conservation status for the Berg Estuary through active participation on the Berg Estuary Advisory Forum (BEAF); and
- Link biodiversity conservation to job creation and entrepreneurship

- **Coastal and estuarine management**

According to the Demarcation Board of South Africa, the extent of the Bergrivier Municipality coastline is 46 km. The Berg River Estuary is an imperative part of the Bergrivier Municipal Area. As stated within the Berg River Estuarine Management Plan (Final Draft 2017); the Berg River estuary is one of 279 functional estuaries in South Africa and one of four permanently open estuaries on the West Coast. Based on the extent of tidal influence, the estuary is estimated to be 65 km long, although seawater does not penetrate this far upstream. The main channel at Velddrif is about 100 - 200 m wide, becoming progressively narrower and shallower upstream. It is the one of the largest estuaries in the country, with a total area of 61 square kilometers. The estuary is one of the most important in the country in terms of its conservation value. The extensive floodplain that surrounds the middle and upper reaches of the system makes it unique in the South-Western Cape. It has also been identified as an Important Bird Area.

These are valuable resources that contribute significantly to the local economy, especially the tourism and fishing sub sectors. 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 a number of 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.

The West Coast District Municipality (WCDM) adopted an Integrated Coastal Management Plan (ICMP) in 2013 and has also developed one for the Bergrivier Municipality in the same period which was adopted by the Municipal Council in 2013/2014. Bergrivier Municipality, supported by the West Coast District Municipality (WCDM), has reviewed and updated its 2013 Coastal Management Programme (CMP) in line with the requirements of the Integrated Coastal Management Act (ICMA) and in support of the implementation of the National CMP (2015) and the Western Cape CMP (2016). This updated Bergrivier Municipality 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 Local 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.

Berg River Estuarine Management Plan as part of the Western Cape Estuary Management Framework and Implementation Plan was compiled for the client Western Cape Government, Department of Environmental Affairs & Development Planning by Anchor Environmental (2008- version 1) and Royal Haskoning DHV (2017- version 2).

This document is a Management Plan for the Berg River estuary. It was originally developed under the auspices of the Cape Action Plan for the Environment (C.A.P.E.) Estuaries Management Programme. The main aim of this programme was to develop a conservation plan for the estuaries of the Cape Floristic Region (CFR), and to prepare individual management plans for as many estuaries as possible. 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 National Department of Environmental Affairs: Oceans and Coasts in 2014, to ensure compliance with the minimum requirements for estuary management plans as per the Protocol. The Berg River Estuarine Management Plan, once in its final state, will be presented to Council for approval.

Bergrivier Municipality commenced this year with a by-law relating to the management and use of the Bergrivier Estuary. The purpose of this by-law is to implement the municipality's constitutional mandate to ensure a healthy and safe environment for its residents as provided in terms of the National Environmental Management Act, 1998 (Act 107 of 1998), Integrated Coastal Management Act, 2008 (Act 24 of 2008) as well as the "National Estuarine Management Protocol" published in Government Gazette No 341 of 10 May 2013. In particular, a legal framework must be provided for the management and use of the Berg River estuary and control of the use of boats and vessels for sports, recreational or commercial purposes on the river. This By-law applies to all recreational activities and boats or vessels used for sports, recreational or commercial purposes on the river. Progress towards implementation of the by-law include:

- i. The Bergrivier Municipality: By-law relating to the Management and Use of the Berg River Estuary was approved by Council on 26 March 2019 and published by means of Provincial Gazette Extraordinary No. 8124 on Friday, 5 July 2019;
- ii. Boat permit application form and stickers are available from the three approved Boat Permit Outlets. This was approved by Council in June 2019:
 - o Riviera Hotel;
 - o Kliphoek River Resort; and
 - o Port Owen Marina Authority.

There is a memorandum of agreement in place with each Boat permit outlet and Bergrivier Municipality.

- iii. 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.
- iv. There is a memorandum of agreement in place with CapeNature and Bergrivier Municipality pertaining to the appointment of Marine Rangers to ensure law enforcement actions taken and compliance to

the Bergrivier Municipal By-law as mentioned above and further relevant legislation and further duties as agreed upon in the agreement.

3.7.2.2 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.

Bergrivier Municipality commented on the circular provided by the South African Local Government Association (SALGA) on the Draft National Climate Change Adaptation Strategy.

3.8 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 all fell within Community Services Directorate.

3.8.1 TRAFFIC AND LAW ENFORCEMENT SERVICES

3.8.1.1 INTRODUCTION

Bergrivier Municipality has a Traffic and Law Enforcement Division which deals with law enforcement and licensing in the Municipal Area. The Traffic Section is responsible for traffic and law-enforcement which include control of animals and addressing of public nuisances. The Licensing Section is responsible for Vehicle Registration, Vehicle- and Driver testing. The Traffic and Law Enforcement Division is managed by a Chief Traffic Officer and there are 15 officers (11 Traffic Officers and 4 Law Enforcement Officers), 4 EPWP Law Enforcement Officers, 9 Temporary Law Enforcement Officers, 5 Chrysalis students, 4 Vehicle licensing officials as well as a number of support staff. The aim of the service is to provide a safe and healthy environment for the community.

The three top service delivery priorities are:

- The safe use of public roads by all road users;
- The enforcement of the National Road Traffic Act; and
- The enforcement of the Municipal By-Laws.

The Traffic Department is also responsible for Licensing (vehicles and drivers). This is a function of the Department of Transport and Public Works, 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 managing and monitoring of the Informal Trading Industry which consists of 32 informal trading facilities in Piketberg and 22 in Porterville. There are no informal trading facilities in Velddrif.

3.8.1.2 SERVICE STATISTICS

TABLE 123: TRAFFIC AND BY-LAW INFRINGEMENTS

DETAILS	2018/2019	2019/2020
Number of by-law infringements attended	5 041	3 950
Number of Traffic and Law enforcement officers in the field on an average day	26	27
Number of Traffic and law enforcement officers on duty on an average day	32	34

TABLE 124: LICENSING TRANSACTIONS

TRANSACTION	2018/2019	2019/2020
Drivers license Transactions.	11 703	11 703
Motor vehicle Registration Transactions.	53 566	48 037

3.8.1.3 HUMAN RESOURCE CAPACITY

There was no funded vacancies in the Traffic, Law Enforcement, Vehicle Licensing and Testing Section as at 30 June 2020.

TABLE 125: HUMAN RESOURCES: TRAFFIC, LAW ENFORCEMENT AND LICENSING

	NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
Traffic and Law Enforcement	16	16	0	0 %
Vehicle Licensing	4	4	1	0 %
Support Staff	5	5	1	0 %

3.8.1.4 FINANCIAL PERFORMANCE

TABLE 126: FINANCIAL PERFORMANCE (OPERATIONAL): TRAFFIC, LAW ENFORCEMENT

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Employees:	8 858.323.00	9 628 619.00	9 818 875.50	-2 %
Other:	13 345 599.00	18 002 500.00	15 815 934.60	12 %
Repairs & Maintenance:	156 000.00	220 200.00	193 338.10	12 %
Total Operational Expenditure	22 359 922.00	27 851 319.00	25 828 148.20	7 %
Total Operational Revenue	-12 458 000.00	-16 297 000.00	-17 130 750.90	-5 %
Net Operational Expenditure	9 901 922.00	11 554 319.00	8 697 397.30	25 %

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TABLE 127: FINANCIAL PERFORMANCE (OPERATIONAL) ROADS AND TRAFFIC REGULATION

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Employees:	1 097 286.00	1 104 286.00	1 109 511.40	0 %
Other:	456 500.00	430 600.00	371 467.60	14 %
Repairs & Maintenance:	11 900.00	11 900.00	6 195.30	48 %
Total Operational Expenditure	1 565 686.00	1 546 786.00	1 487 174.30	4 %
Total Operational Revenue	-4 413 000.00	-4 464 000.00	-3 676 807.70	18 %
Net Operational Expenditure	-2 847 314.00	-2 917 214.00	-2 189 633.40	25 %

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TABLE 128: FINANCIAL PERFORMANCE (CAPITAL)

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Driver's Licence Test Yard for Piketberg	600 000.00	507 200.00	507 135.13	0.01 %

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Furniture & Equipment - Traffic Department	30 000.00	15 300.00	15 260.79	0.26 %
Daantjie Kat Costume	30 000.00	17 250.00	17 250.00	0.00 %
Road marking machines	60 000.00	130 000.00	130 000.00	-0.00 %
Vehicles: Law Enforcement	300 000.00	316 000.00	316 308.78	-0.10 %
TOTAL	R 1 020 000.00	R 985 750.00	R 985 954.70	-0.02 %

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3.8.1.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Performance highlights for the year included:

- i. The increasing of patrols, random breath testing operations and visibility in all towns by means of regular road blocks and integrated operations with our partners, the SAPS, Fire, EMS, Swartland Municipality, Saldanha Municipality, Neighbourhood watches and Provincial Traffic.



Random Breath Testing operations with SAPS and Provincial Traffic in Velddrif



K78 Roadblock for the collection of outstanding Fines



Assistance with service delivery Protest Actions



Opening of the Junior Traffic Training Centre at Steynville Primary School, Piketberg



The opening of registering authority in Piketberg on the last Saturday of each month



New Road Marking machine will contribute to better service delivery



The upgrading of road signage and markings in all the different areas of Bergrivier Municipality.

- ii. Training and education of scholars and pre-school learners in the safe use of our roads.



- iii. 7 Awareness programs in cooperation with the Road Safety Education Department’s Danny Cat program were held in Piketberg, Redelinghuis, Porterville and Eendekuil holiday programs and Youth Day festivities in Piketberg, Porterville and Velddrif.



- iv. Bergrivier Municipality in cooperation with the Danie Nel presented a training course with regards to the extended powers of Law Enforcement Officers



- v. Animal Clinics were held as follows:

Velddrif	-	7
Aurora	-	7
Redelinghuis	-	8
Eendekuil	-	8
Porterville	-	8
Piketberg	-	8

Challenges that still need to be addressed include:

- Control and lack of specialised knowledge and equipment on noise control;

- Extended service in Motor Registration and Licencing over weekends in other towns;
- Shortage of sufficient equipment and resources to address the afterhours speeding challenges;
- The establishment of an Informal Trading Facility for Velddrif;
- The after hour control of vagrants;
- The extension of licencing services to the smaller towns;
- Unfunded vacancies on the Organogram to improve service delivery;
- The control and influx of seasonal workers causing a nuisance in public open spaces over weekends; and
- Patrol vehicle shortages.

3.8.2 FIRE SERVICES AND DISASTER MANAGEMENT

3.8.2.1 INTRODUCTION

The Disaster Management Act No.57 of 2002 requires municipalities to establish functional Disaster Management Centres in their areas of jurisdiction. Bergrivier Municipality is in full compliance with this legislation as the disaster management section was established to serve the people and communities of Bergrivier. The Disaster Management offices moved from the traffic offices during early 2019 to the old ambulance station situated in Kerk Street, Piketberg.

The following interventions have been undertaken:

- The Council took note of the Disaster Management Annual Plan on 25 August 2020;
- An emergency evacuation plan was compiled for the Piketberg municipal offices. The mayoral committee took note of the plan on 12 September 2019;
- The summer season preparedness plan 2019/20 was approved by the Council of Bergrivier Municipality in September 2019; and
- Eskom Total Black-Out plan was approved by the Council of Bergrivier Municipality in June 2019.

3.8.2.2 SERVICE STATISTICS

The following table shows the incidence of different types of fires in the Municipal Area:

TABLE 129: FIRE STATISTICS

BUSH AND GRASS FIRES												
DESCRIPTION	JUL 19	AUG 19	SEPT 19	OCT 19	NOV 19	DEC 19	JAN 20	FEB 20	MAR 20	APR 20	MAY 20	JUN 20
Aurora	-	-	-	-	-	-	-	-	-	-	-	-
Eendekuil	-	-	-	-	-	4	-	1	-	-	-	-
Piketberg	-	-	-	3	8	4	1	5	-	1	-	-

Porterville	-	-	-	-	-	1	2	-	-	-	-	-
Velddrif	3	-	-	-	1	1	1	-	-	-	-	-
Redelinghuis	-	-	-	-	-	-	-	-	-	-	-	-
SUBTOTAL	3	0	0	3	9	10	4	6	0	1	0	0
STRUCTURE FIRES												
DESCRIPTION	JUL 19	AUG 19	SEPT 19	OCT 19	NOV 19	DEC 19	JAN 20	FEB 20	MAR 20	APR 20	MAY 20	JUN 20
Aurora	-	-	-	-	-	-	-	-	-	-	-	-
Eendekuil	-	-	-	-	-	-	-	-	-	-	-	-
Piketberg	1	-	1	1	1	2	1	4	1	-	-	1
Porterville	1	2	-	-	1	-	2	-	-	-	-	-
Velddrift	1	-	-	3	-	-	-	3	1	-	-	-
Redelinghuis	-	-	-	-	-	-	-	-	-	-	-	-
SUBTOTAL	3	2	1	4	2	2	3	7	2	0	0	1
INSPECTIONS												
DESCRIPTION	JUL 19	AUG 19	SEPT 19	OCT 19	NOV 19	DEC 19	JAN 20	FEB 20	MAR 20	APR 20	MAY 20	JUN 20
Aurora	-	-	-	-	-	-	-	-	-	-	-	-
Eendekuil	-	-	-	-	-	-	-	-	-	-	-	1
Piketberg	1	-	-	-	-	-	2	-	-	-	-	11
Porterville	2	-	-	-	-	-	-	-	-	-	-	1
Velddrif	-	-	-	-	-	-	-	-	-	-	-	4
Redelinghuis	-	-	-	-	-	-	-	-	-	-	-	-
SUBTOTAL	3	0	0	0	0	0	2	0	0	0	0	17

The statistics have decreased from July 2019 – Jun 2020 the previous year.

TABLE 130: FIRE SAFETY INSPECTIONS FOR THE YEAR UNDER REVIEW 2019/2020.

INSPECTION TYPE	PBERG	PVILLE	VDRIF	AURORA	E/KUIL	R/HUYS	TOTAL
Businesses	5	0	1	1	0	1	8
Fuel storage	1	0	0	0	0	0	1
Festival areas	2	1	3	0	0	0	6

INSPECTION TYPE	PBERG	PVILLE	VDRIF	AURORA	E/KUIL	R/HUYS	TOTAL
Flammable storage	0	0	2	0	0	0	2
Building plants	1	1	4	0	0	0	6
Fire permits	17	37	0	1	0	3	58

3.8.2.3 HUMAN RESOURCE CAPACITY

The Disaster Management Centre is fully functional. The position Head: Disaster Management was filled in June 2019 by Mr. Daine Jones (B-Tech). Mr Daine Jones resigned in January 2020, with Mr Harry Benson currently acting in the position. There are no other permanent personnel. The following people assisted with the function for the year 2019-20:

- 11 x Expanded Public Works Personnel (EPWP) on a 12 (twelve) month contract;
- 1 x Bergrivier contract;
- 3 x Chrysalis students; and
- 10x Full-time personnel doing stand-by duties.

Currently Porterville and Velddrif delivered a 07:30 – 16:30 function with the standby personnel on standby from 16:30 to 07:30 and over weekends. Piketberg delivers a 24/7 service to the public. Since the 2nd April 2020 the service was extended to Eendekuil and Redelinghuis with two persons per town providing an active service after they were trained in Basic Firefighting. Many of the municipal volunteers (EPWP) have been active members of the fire and disaster management section for many years and are proud to be of service to the communities of Bergrivier. They are cross-trained and receive training in various aspects such as Fire Fighter 1 and Fire Fighter 2, Hazmat Awareness and Operations, first aid, basic fire-fighting, command and control, community awareness training, Peace officer etc.

Staff limitations

Bergrivier Municipality's disaster management department is limited in carrying out its functions according to the Disaster Management Act (57 of 2002) due to the lack of suitably qualified and skilled personnel and budget limitations. 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.

3.8.2.4 FINANCIAL PERFORMANCE

The cost of the fire service can vary dramatically from year to year depending on the number of incidents. Provision is always made for the worst case scenario.

TABLE 131: FINANCIAL PERFORMANCE
(OPERATIONAL): FIRE SERVICES AND DISASTER MANAGEMENT

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Employees:	737 285.00	751 285.00	397 395.50	47 %

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Other:	689 500.00	784 500.00	608 002.00	22 %
Repairs & Maintenance:	57 400.00	51 200.00	20 440.60	60 %
Total Operational Expenditure	1 484 185.00	1 586 985.00	1 025 838.10	35 %
Total Operational Revenue	-835 000.00	-835 000.00	-821 171.10	2 %
Net Operational Expenditure	649 185.00	751 985.00	204 667.00	73 %

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TABLE 132: FINANCIAL PERFORMANCE (CAPITAL): FIRE AND DISASTER MANAGEMENT

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Computer Equipment & Printers	70 000.00	60 300.00	60 201.00	0.16 %
Furniture & Equipment - Fire	10 000.00	8 500.00	8 478.27	0.26 %
Fire fighting equipment	65 000.00	65 000.00	60 251.15	7.31 %
Radio network for Disaster Management & Traffic Services	40 000.00	24 100.00	18 900.00	21.58 %
Upgrade Fire House	150 000.00	-	-	-
4x4 Fire Fighting Vehicle (grant funded)	830 000.00	830 000.00	820 261.46	1.17 %
TOTAL	R 1 165 000.00	R 979 400.00	R 959 613.61	2.01 %

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3.8.2.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Performance highlights for the year include:

- Bergrivier Municipality received a grant of R830 000 from the Western Cape Provincial Fire Services for the purchase of firefighting vehicles. Three new Nissan NP 300 4x4 vehicles with skid units were purchased and will be divided amongst Piketberg, Eendekuil, and Redelinghuis;
- 81 x fire prevention inspections were performed throughout the municipal area;
- Training of municipal staff in basic firefighting techniques;
- 7 x EPWP personnel were assisted to obtain their Law Enforcement certification;
- 2 x EPWP fire fighters successfully completed the Fire fighter 1 course;
- 1 x EPWP fire fighters successfully completed the Swift River Rescue course; and
- Fire safety and emergency evacuation talks were arranged throughout the year at various schools, businesses and institutions.

Challenges that still need to be addressed include:

- The lack of dedicated qualified 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 station buildings to facilitate vehicles, equipment and personnel.

PHOTO GALLERY 2019/20



Protests at Velddrif



Members assist at an accident scene



Fire at soup kitchen, Velddrif



Fire at soup kitchen, Velddrif



Field fire, Porterville



Members cleaning PPE



Staff members trained by WCDM in Basic Fire Fighting



Members trained in Fire Fighting
2



3 new fire fighting vehicles for Eendekuil, Redelinghuis, and Aurora

3.9 COMMUNITY SERVICES

3.9.1 COMMUNITY SERVICES (PARKS AND OPEN SPACES)

3.9.1.1 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.

3.9.1.2 SERVICE STATISTICS

TABLE 133: PARKS AND OPEN SPACES

TOWN	PARKS AND OPEN SPACES (HA)	PLAY PARKS (NO)
Piketberg	26.4	7
Aurora	1.4	1
Dwarskersbos	0.5	0
Velddrif	19.9	2
Redelinghuis	0.1	1
Eendekuil	0.5	2
Porterville	4.8	2
TOTAL	53.6	15

3.9.1.3 HUMAN RESOURCE CAPACITY

TABLE 134 HUMAN RESOURCES: COMMUNITY PARKS

NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
25	24	1	4.00 %

3.9.1.4 FINANCIAL PERFORMANCE

TABLE 135: FINANCIAL PERFORMANCE (OPERATIONAL): PARKS AND OPEN SPACES

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Employees:	7 210 340.00	7 100 247.00	6 825 946.60	4 %
Other:	1 268 978.00	1 548 198.00	1 014 039.10	35 %
Repairs & Maintenance:	244 800.00	266 200.00	241 554.70	9 %
Total Operational Expenditure	8 724 118.00	8 914 645.00	8 081 540.40	9 %
Total Operational Revenue	-186 000.00	-186 000.00	-	100 %
Net Operational Expenditure	8 538 118.00	8 728 645.00	8 081 540.40	7 %

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TABLE 136: FINANCIAL PERFORMANCE (CAPITAL): PARKS AND OPEN SPACES

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Seating benches - open spaces	R 20 000	19 027.00	19 026.09	0.00 %
Furniture & Equipment - Community Parks	R 9 000	4 573.00	4 548.45	0.54 %
Lawn mowers	R 100 000	133 950.00	133 870.00	0.06 %
Brush Cutter	R 60 000	29 300.00	26 760.00	8.67 %
Toilet (PV Dam)	R 60 000	84 300.00	61 321.22	27.26 %
Upgrading of community parks	R 200 000	171 700.00	171 663.86	0.02 %
Fencing	R 200 000	208 300.00	208 225.44	0.04 %
Tractor (PB & PV)	R 600 000	499 790 .00	499 790.00	0.00 %
4 Ton Tipper (PV)	R 200 000	-	-	-
TOTAL	R 1 449 000.00	R 1 150 940.00	R 1 125 205.06	2.24 %

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3.9.1.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Challenges that still need to be addressed, include:

- The vandalism of play equipment in parks;
- Posts on organogram not funded;
- Shortage of staff in all towns; and
- Shortage and poor quality of machinery and equipment.

Highlights:

- Three play parks have been upgraded, one in Redelinghuis and 2 in Piketberg. The upgrade of the play parks included the planting of trees, signage, new play equipment and seating benches. Play parks was equipped with wooden as well as steel equipment.





Play park in Redelinghuis



Play park in Piketberg



Trees planted at play parks

3.9.2 SPORT FIELDS AND SWIMMING POOLS

3.9.2.1 INTRODUCTION

Bergrivier Municipality has 3 swimming pools, namely one in Porterville and 2 in Piketberg. All 3 swimming pools are seasonally operated which is during the summer months. The swimming pool facilities is for the benefit of residents within the area of Bergrivier.



3.9.2.2 FINANCIAL PERFORMANCE

TABLE 137: FINANCIAL PERFORMANCE (OPERATIONAL): SWIMMING POOLS

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
SWIMMING POOLS				
Employee Related Costs	421 116.00	423 698.00	417 058.20	2 %
Other Expenditure	272 700.00	245 480.00	221 665.90	10 %
Repairs & Maintenance	47 000.00	45 000.00	37 412.70	17 %
Total Operational Expenditure	780 816.00	714 178.00	676 136.80	5 %
Total Operational Revenue	-37 000.00	-24 000.00	-23 927.90	0 %
Net Operational Expenditure	703 816.00	690 178.00	652 208.90	6 %

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TABLE 138: FINANCIAL PERFORMANCE (CAPITAL) SWIMMING POOLS

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Swimming Pool Renewals	R 50 000	13 600.00	-	100 %
Replace pumps at swimming pools	R 40 000	32 900.00	-	100 %
Swimming Pool Repairs (Acacia)	-	-	-	100 %
TOTAL	R 90 000	46 500.00	-	100 %

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3.9.2.3 PERFORMANCE HIGHLIGHTS AND CHALLENGES

The swimming pools provided welcome respite during the dry summer months. An enduring challenge remains the water scarcity.

3.9.3 SPORT DEVELOPMENT

3.9.3.1 INTRODUCTION

Porterville, Piketberg, Velddrif, Redelinghuis, Eendekuil, Aurora, Goedverwacht and Wittewater have Local Sports Councils respectively that manage the local sport facilities and are responsible for sport development. The Municipality supports these Sports Councils through an annual grant and by maintaining and upgrading the facilities on an on-going basis.

3.9.3.2 SERVICE STATISTICS

The following table indicates the sports facilities /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 are municipal property, but maintained by the respective golf clubs).

TABLE 139: SPORT FACILITIES AND CODES

TOWN	FACILITY
Piketberg	Tennis /Rugby/ Athletics/Soccer/ Netball / Pistol Shooting / 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
Eendekuil	Rugby / Soccer / Tennis / Netball / Athletics
Porterville	Rugby / Soccer / Athletics / Tennis / Netball / Golf / swimming
Goedverwacht	Rugby

3.9.3.3 FINANCIAL PERFORMANCE

TABLE 140: FINANCIAL PERFORMANCE (OPERATIONAL): SPORT FIELDS

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
SPORTS GROUNDS AND STADIUMS				
Employee Related Costs	1 930 610.00	2 337 945.00	2 243 203.80	4 %
Other Expenditure	1 411 108.00	1 287 308.00	727 742.50	43 %
Repairs & Maintenance	325 700.00	468 750.00	411 779.80	12 %

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Total Operational Expenditure	3 667 418.00	4 094 003.00	3 332 726.00	17 %
Total Operational Revenue	-250 000.00	-250 000.00	-204 040.00	18 %
Net Operational Expenditure	3 417 418.00	3 844 003.00	3 178 686.10	17 %

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TABLE 141: FINANCIAL PERFORMANCE (CAPITAL) SPORT FIELDS

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Furniture & Equipment – Sport facilities and Swimming	5,000.00	-	-	
Tools	30,000.00	47,440.00	43,967.74	
Upgrade of New Buildings (Goldsmidt Sportveld)	300 000,00	166 000,00	114 790,13	30.85 %
Upgrading of Buildings	50 000,00	106 650,00	106 650,00	0.00 %
Upgrading of cricket field	250 000,00	250 000,00	204 040,00	18.38 %
Security Measures	600 000,00	427 800,00	-	100 %
Vehicles (PV & VD)	600 000,00	533 300,00	533 242,00	0.01 %
TOTAL	R 1 835 000,00	R 1 531 190.00	R 1 002 689.87	34.52 %

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3.9.3.4 PERFORMANCE HIGHLIGHTS

Performance highlights of the year include:

3.9.3.4.5 GOLDEN GAMES- TRAINING: 15 JULY 2019- PIKETBERG

On the 15th July 2019, Mr Abba Smith, a coordinator of the Golden Games, presented a training day for the technical officials that worked at the games on the 25th July 2019.



3.9.3.4.6 GOLDEN GAMES- TSHIRT HANDOVER: 24 JULY 2019- PIKETBERG

On the 24th July 2019, the Mayor and Councillor Adam Du Plooy gave words of motivation and hand over T-shirts to the Bergrivier Team that will be participating in the different events on the 25th July 2019.



3.9.3.4.7 GOLDEN GAMES: 25 JULY 2019- PIKETBERG

The aim of the Golden Games is to promote older people that are active in sport. Golden Games serves to provide a space for senior citizens to socially interact with another and to participate in lively recreational activities, all contributing to living an active lifestyle. These games aim to enhance the quality of life of older persons, improve their health and encourage them to embrace 'active ageing'.



3.9.3.4.8 WEST COAST CHOIR: 27 JULY 2019- VREDENBURG

The Western Cape Department of Cultural Affairs and Sport (DCAS) in partnership with Cape Town Opera CTO and the Western Cape Choral Music Association (WECCMA) hosted a series of choral workshops and art administration workshops as part of choral development in the province. It is the mandate of the Government that these workshops are inclusive. All singers from soloists, church choirs, community choirs and school and institutional choirs were all invited to take part in the project.

Numerous training sessions took place during weekends, every month leading to the main event of the West Coast Choir Festival that was held on the 27th July 2019 in Saldanha



3.9.3.4.9 RURAL DEVELOPMENT GAMES: 24 AUGUST 2019- VELDDRIF SMIT PARK

The Rural Sport Development Programme has been conceptualized out of a realization that, notwithstanding the efforts made by Government to promote sport in the country, the state of sport and availability of sport infrastructure and participation in sport activities mirrors the societal disparities experienced today.

Most disadvantaged communities, particularly in the rural areas and areas under traditional leadership still require a structured focussed sport development programme. The Rural Sport Development Programme is therefore one such programme aimed at uplifting sport in the rural as well as farming communities.

The aim of the games is to:

- Revive the interest of sport in farm areas.
- Enhance the level of performance of talented athletes and coaches by creating a platform for continuous participation in the sport development pipeline.
- Ensure that quality coaching is provided to talented athletes.

This is the reason that games are held annually and a great deal is put in the games.

On the 24th August 2019, Bergrivier Municipality together with local stakeholders from the farmers Union for sports hosted the intra-play which ensured that over 250 participants from different farms within Bergrivier areas participated.



3.9.3.4.10 RURAL DEVELOPMENT GAMES: 28 SEPTEMBER 2019- VELDDRIF SMIT PARK

The Rural Sport Development Programme has been conceptualised out of the mandate that was made by the Government to promote sport in the country. The Government emphasized that there should be availability of sport infrastructure to promote participation in sport activities. This guideline is expected to mirror the societal disparities experienced today. The Rural Sport Development Programme is therefore one such programme aimed at uplifting sport in the rural as well as farming communities.

The Development Programme took place on the 28 September 2019 in Velldrif, Smit Grounds. Participants took part in one of the following sporting codes: Athletics (Cross Country), Netball, Rugby and soccer. The age group ranged between u/13 and u/15 boys and girls.



3.9.3.4.11 COMMUNITY CYCLE RACE: 7 OCTOBER 2019- PIKETBERG

The Community Development Cycle Race started in 2005 with Nedbank becoming a partner and endorsing Cycling South Africa. The Sports Trust is a NPO and Trust that implements sports development programs.

The trust practices good corporate governance and has made a meaningful impact by changing the lives of those less fortunate and implementing programs and sports equipment in schools and communities by 'enhancing education through sport'.

The 4th annual community cycling event took place at the Tollie Adams Piketberg Cricket grounds on the 13th October 2019. The Cycling race was hosted by Bergrivier Municipality in conjunction with Steynville Senior Secondary School, and was supported by The Sports Trust and Nedbank. The Speaker, Mr Riaan De Vries attended the event on behalf of the Executive Mayor Ray van Rooy who couldn't attend due to other commitments. As part of the community upliftment, the Bergrivier Municipality has invested in this event.



3.9.3.4.12 BETTER TOGETHER GAMES: 11 OCTOBER 2019- VREDENBURG

Annually government officials in the various districts of the province as well as in the metropole try their hand at soccer, mini-cricket, volleyball, tug of war, chess, athletics and many other codes at the Better Together Games (BTG) for government officials. The BTG is hosted by Sport and Recreation Services of the Western Cape Department of Cultural Affairs and Sport.

The games took place on the 11th October 2019 at Saldanha sports Complex. Bergrivier Municipality took third place in the ladies Netball team and 1st place for the Tag Rugby team.



3.9.3.4.13 FISH FACTORY GAMES: 25 & 26 OCTOBER 2019- VELDDRIF

The 32st edition of the SA Fish Industries tournament kicked off at the Smit Sports Grounds in Velddrif on the West Coast on Friday 25 October 2019 and Saturday, 26 October 2019 where 16 teams from the surrounding fish factories battled it out for top honors in the annual event.

The competition, which was the brainchild of the late Dr Danie Craven, former Springbok center Ian Kirkpatrick and former Proteas skipper Dougie Dyers, was first held in Saldanha in 1987, with the objective of offering players working in the fishing industry an opportunity to participate in sport and to wear the colors of their employers.

The tournament features four pools of four teams, who will each play two round-robin matches of 30 minutes on Friday and one on Saturday before the top teams go head-to-head in the knock-out stages. The top two teams will battle it out in the Final.



3.9.4 RECREATIONAL RESORTS

3.9.4.1 INTRODUCTION

The Municipality has 3 beach/recreational resorts, namely Stywelyne (Laaiplek), Dwarskersbos and Pelican Holiday Resort (Laaiplek). Pelican holiday resort will be developed into a public beach. The Municipality manages the resorts itself and strives to maintain a high standard at all times as these resorts contribute significantly to the tourism sector.

3.9.4.2 SERVICE STATISTICS

The Municipal recreational resorts are well utilised during summer months. Visitor statistics are derived from the Resort Management System and is contained in the table below.

TABLE 142: UTILISATION OF RECREATION RESORTS (VISITORS PER MONTH)

BOOKINGS	JUL 19	AUG 19	SEPT 19	OCT 19	NOV 19	DEC 19	JAN 20	FEB 20	MAR 20	APR 20	MAY 20	JUN 20	TOTAL
STYWELYNE													
Sea View (7)	380	337	376	318	205	754	597	347	380	0	0	0	3 694
Flats (6)	176	315	227	142	312	552	317	266	181	0	0	0	2 488
Camping Sites (52)	238	132	276	173	149	2802	893	153	246	0	0	0	5 062
DWARSKERSBOS													
Cottages (5)	64	160	115	141	159	390	178	134	121	0	0	0	1 462
Flats (12)	194	591	214	405	505	1021	793	392	288	0	0	0	4 403
Camping Sites (124)	95	819	469	762	1019	9631	2971	1744	1263	0	0	0	18 773
TOTAL	1147	2354	1677	1941	2349	15150	5749	3036	2479	0	0	0	35 882

3.9.4.3 HUMAN RESOURCE CAPACITY

TABLE 143: HUMAN RESOURCES: RECREATION RESORTS

NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
23	22	1	20.00%

3.9.4.4 FINANCIAL PERFORMANCE

TABLE 144: FINANCIAL OPERATING BUDGET – RECREATION RESORTS

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
HOLIDAY RESORTS				
Employee Related Costs	3 447 519.00	3 433 919.00	3 360 560.60	2 %

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Other Expenditure	2 215 512.00	1 998 092.00	1 086 908.80	46 %
Repairs & Maintenance	310 000.00	327 250.00	298 055.10	9 %
Total Operational Expenditure	5 973 031.00	5 759 261.00	4 745 524.50	18 %
Total Operational Revenue	-4 924 000.00	-3 245 000.00	-3 621 343.30	-12 %
Net Operational Expenditure	1 049 031.00	2 514 261.00	1 124 181.20	55 %
DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
HOLIDAY RESORTS PW KOORTS				
Employee Related Costs	-	-	-	-
Other Expenditure	20 645,00	14 045.00	-	100 %
Repairs & Maintenance	7 600.00	5 600.00	5 238.60	6 %
Total Operational Expenditure	28 245.00	19 645.00	5 238.60	73 %
Total Operational Revenue	-15 000.00	-1 000.00	-130.40	87 %
Net Operational Expenditure	13 245.00	18 645.00	5 108.20	73 %

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TABLE 145: FINANCIAL PERFORMANCE (CAPITAL) RECREATION RESORTS

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Furniture & Equipment – Holiday Resorts	R 100 000	85 900.00	85 872.91	0.03 %
Paving at ablution facilities at Beach Resorts	R 20 000	17 400.00	17 362.61	0.21 %
Furniture & Equipment – Resort Halls	R 50 000	-	-	-
Tools and Equipment	R 30 000	25 666.00	24 898.24	2.99 %
TOTAL	R 200 000	R 128 966	R 128 133.76	0.65 %

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3.9.6.5 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Performance highlights for the year include:

- Paving of ablution facilities;
- Replacement of cupboards in the chalets;
- Replacement of outdated furniture in all chalets; and

- Burglar bars at sea view houses.



Paving at Stywelyne beach resort

Challenges:

- Break ins and vandalism

3.10 EXECUTIVE, CORPORATE AND FINANCIAL SERVICES

3.10.1 EXECUTIVE AND COUNCIL

3.10.1.1 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)

3.10.1.2 HUMAN RESOURCES

There were no employee or Councillor vacancies as at 30 June 2020.

TABLE 146: HUMAN RESOURCES: THE EXECUTIVE AND COUNCIL

	NO OF POSTS	NO OF EMPLOYEES / COUNCILLORS	NO OF VACANCIES	VACANCIES %
Employees	2	2	0	0%
Councillors	13	13	0	0%

3.10.1.3 FINANCIAL PERFORMANCE

There was no capital expenditure for the Council and Executive. The Municipality’s equitable share is included as part of the income.

TABLE 147: FINANCIAL PERFORMANCE (OPERATIONAL): THE EXECUTIVE AND COUNCIL

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Employee Related Costs	1 230 042.00	946 159.00	967 580.60	-2 %
Other Expenditure	8 542 078.00	8 467 935.00	8 084 752.20	5 %

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Total Operational Expenditure	9 772 120.00	9 414 094.00	9 052 332.80	4 %
Total Operational Revenue	-2 804 000.00	-2 804 000.00	-2 804 000.00	0 %
Net Operational Expenditure	6 968 120.00	6 610 094.00	6 248 332.80	5 %

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TABLE 148: FINANCIAL PERFORMANCE (CAPITAL): THE EXECUTIVE AND COUNCIL

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
Diverse office furniture and equipment	50 000,00	50 000,00	49 678,31	0.64 %
Furniture and equipment - MM Office	11 000.00	17 001.00	16 822.69	1.05 %
Corel Draw Graphics 2018 (Software)	20 000.00	13 999.00	13 998.26	0.01 %
TOTAL	R 81 000.00	R 81 000.00	R 80 499.26	0.62 %

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3.10.2 FINANCIAL SERVICES

3.10.2.1 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).

3.10.2.2 HUMAN RESOURCES

There were 7 vacancies in the Financial Services Directorate as at 30 June 2020.

TABLE 149: HUMAN RESOURCES: FINANCIAL SERVICES

NO OF POSTS.	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES%
48	42	6	12.50 %

3.10.2.3 FINANCIAL PERFORMANCE

TABLE 150: FINANCIAL PERFORMANCE (OPERATIONAL): FINANCIAL SERVICES

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Employees:	10 986 444.00	10 581 444.00	9 864 505.60	7 %
Other:	14 385 000.00	20 125 174.00	17 979 500.00	11 %
Repairs & Maintenance:	61 000.00	61 000.00	48 004.20	21 %
Total Operational Expenditure	25 432 444.00	30 767 618.00	27 892 009.80	9 %
Total Operational Revenue	-84 443 069.00	-90 517 069.00	-98 232 539.20	-9 %

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
Net Operational Expenditure	-59 010 625.00	-59 749 451.00	- 65 340 529.40	- 18 %

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TABLE 151: CAPITAL EXPENDITURE: FINANCIAL SERVICES

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
VESTA - PHOENIX	652 174,00	236 000,00	200 640,00	14.98 %
Furniture & Equipment - Finance	20 000.00	20 000.00	19 070.95	4.65 %
TOTAL	R 672 174.00	R 256 000.00	R 219 710.95	14.18 %

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3.10.3 HUMAN RESOURCE SERVICES

3.10.3.1 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).

3.10.3.2 HUMAN RESOURCES

There were only one vacancy in this financial year. The Administrative Officer: Benefits Administration post was filled from 01 January 2020.

TABLE 152: 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 48 047.00 for the 2019/2020 financial year of which R 47 571.89 was spent, which results in a 99.01 % spending.

3.10.4 ADMINISTRATION AND INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

3.10.4.1 INTRODUCTION

Administrative Services are the responsibility of the Administrative Services Department of the Corporate Services Directorate. The Department Administration comprises of Information and Communication Technology Section, The Client Services section and Records and Secretariate sections.

The Information and Communication Technology section ensures the continuous operation and efficiency of the municipal systems, computer networks architecture and data security, in order to achieve consistency and reliability of hardware, and software, data archiving and offsite disaster recovery management consequently enabling Municipal service delivery.

The Records and Secretariate section renders a comprehensive and effective administrative support function regarding committee services and Records and Archiving services to ensure a sound support service within the Municipality.

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 a office cleaning team who provides friendly service while assisting with the tidiness of Municipal buildings

3.10.4.2 HUMAN RESOURCES

There were two vacancies in the Administrative Services Department as at 30 June 2020.

TABLE 153: HUMAN RESOURCES: ADMINISTRATION AND INFORMATION & COMMUNICATION TECHNOLOGY SERVICES

SECTION	NO OF POSTS	NO OF EMPLOYEES	NO OF VACANCIES	VACANCIES %
Administration & IT	22	16	6	27.27 %

3.10.4.3 FINANCIAL PERFORMANCE

TABLE 154: FINANCIAL PERFORMANCE (OPERATIONAL): ADMINISTRATION AND ICT SERVICES

DESCRIPTION	2019/20 BUDGET	FINAL 2019/20 BUDGET (INCL ADJUSTMENT & VERIMENTS)	2019/20 ACTUAL	VARIANCE
ADMINISTRATIVE AND CORPORATE SUPPORT				
Employee Related Costs	5 469 603.00	5 140 103.00	4 363 979.10	15 %
Other Expenditure	2 867 250.00	2 663 688.00	2 019 934.20	24 %
Repairs & Maintenance	65 000.00	125 400.00	108 059.60	14 %
Total Operational Expenditure	8 401 853.00	7 929 191.00	6 491 972.90	18 %
Total Operational Revenue	- 3 000.00	-3 000.00	-2 938.20	2 %
Net Operational Expenditure	8 398 853.00	7 926 191.00	6 489 034.70	18 %
INFORMATION TECHNOLOGY				
Employee Related Costs	1 645 230.00	1 733 230.00	1 686 751.30	3 %
Other Expenditure	2 210 600.00	2 431 600.00	1 902 350.00	22 %
Repairs & Maintenance	21 500.00	41 500.00	37 311.30	10 %
Total Operational Expenditure	3 877 330.00	4 206 330.00	3 626 412.60	14 %
Total Operational Revenue	-	-	-	-
Net Operational Expenditure	3 877 330.00	4 206 330.00	3 626 412.60	14 %

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TABLE 155: FINANCIAL PERFORMANCE (CAPITAL): ADMINISTRATION AND ICT SERVICES

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL	VARIANCE
IT System Upgrade (Findings of SITA report : Disaster Recover	640 000,00	591 322,00	574 589.69	2.83 %
Furniture & Equipment - Human Resources	30 000.00	30 000.00	29 524.89	1.58 %
Replacement of computers	250 000.00	293 653.00	289 128.00	1.54 %
Furniture & Equipment - Corporate Services	30 000.00	25 000.00	23 981.06	4.08 %
Furniture and Equipment - Director Corporate services	40 000.00	64 501.00	53 925.05	16.40 %
Portable Meeting Recorder	30 000.00	18 047.00	18 047.00	0.00 %
Photocopier machine for new office building	150 000.00	96 300.00	96 205.05	0.10 %
Sedan Vehicle	190 000.00	221 838.00	221 818.37	0.01 %
TOTAL	R 1 360 000.00	R 1 340 661	R 1 307 219.11	2.49 %

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3.10.4.4 PERFORMANCE HIGHLIGHTS AND CHALLENGES

Performance highlights include:

- Extension and upgrading of ICT Infrastructure ;
- Roll out of Video Conference facilities;
- Replacement of Desktop Computers and Laptops;
- The development of a departmental strategic plan;
- Strategic Session;
- Timeously distribution of all agendas electronically via a link for all meetings of council;
- Purchase of new Sedan Vehicle ;
- Finalizing minutes within three days after the meeting was held; and
- The following administrative policies were developed and reviewed by the various departments during the 2019/20 financial year:

TABLE 156: POLICIES ADOPTED DURING 2019/20

POLICY	RESOLUTION	DATE OF ADOPTION
Sport and Recreation	RVN044/07/2019	30 July 2019
House Shop	RVN014/08/2019	17 August 2019
Cost Containment Policy	RVN019/08/2019	17 August 2019

POLICY	RESOLUTION	DATE OF ADOPTION
Revision of Policy on Protective Clothing	BKN011/11/2019	11 November 2019
Acting Policy	BKN012/11/2019	11 November 2019
Leave Management Policy	BKN025/12/2019	12 December 2019
Ordereëls	RVN016/02/2020	25 February 2020
Ordereëls Vir Virtuele Vergaderings	RVN004/05/2020	29 May 2020
Asset Management Policy	RVN008/05/2020	29 May 2020
Borrowing Policy	RVN008/05/2020	29 May 2020
Cash Management and Investment Policy	RVN008/05/2020	29 May 2020
Credit Control and Debt Collection Policy	RVN008/05/2020	29 May 2020
Property Rates Policy	RVN008/05/2020	29 May 2020
Tariff Policy	RVN008/05/2020	29 May 2020
Virement Policy	RVN008/05/2020	29 May 2020
Supply Chain Management Policy	RVN008/05/2020	29 May 2020
Funding Reserves and Long Term Financial Planning Policy	RVN008/05/2020	29 May 2020
Budget Implementation and Monitoring Policy	RVN008/05/2020	29 May 2020
Petty Cash Policy	RVN008/05/2020	29 May 2020
Creditors councilors and staff payment policy	RVN008/05/2020	29 May 2020
Preferential Procurement Policy	RVN008/05/2020	29 May 2020
Review Of Anti-Fraud And Corruption Policy	BKN014/06/2020	11 June 2020
Amendment Of The Communication Policy And Social Media	BKN019/06/2020	11 June 2020
Risk Management Policies review 2019/2020	BKN022/06/2020	11 June 2020

Performance challenges include:

- Unfunded Vacant Posts;
- Non compliance to Covid-19 protocols;
- Decentralized ICT Budget, Resources and Risk Management;
- Decentralized management of ICT Applications;
- Manual Business Processes;
- Lack of Business information / intelligence;

- Ad-hoc technology decisions;
- Process to fill vacancies;
- Lack of system and Data integration;
- Outdated IT network equipment;
- Disaster recovery facilities for ICT; and
- Shortage of Human resources in IT Section.

3.11 DETAILED ANNUAL PERFORMANCE REPORT

3.11.1 INTRODUCTION

This report comprises the Annual Performance Report of Bergrivier Municipality for 2019/20 which has been compiled in accordance with Section 46 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000).

3.11.2 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.”

3.11.3 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 quarterly high level service delivery targets. It is a public document which was approved by the Executive Mayor on 21 June 2019, amended in February 2020 through the Section 72 report and amended again in May 2020 due to Covid-19 impact on budget spend. Reporting on the Top Layer SDBIP is done to the Mayoral Committee and Council on a quarterly (Section 52) Report, 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 2020, as well as the adjustment budget in May 2020.

The Performance Report of the Municipality is presented according to the Strategic Objectives of the Municipality as contained in the 4th Generation Integrated Development Plan (IDP).

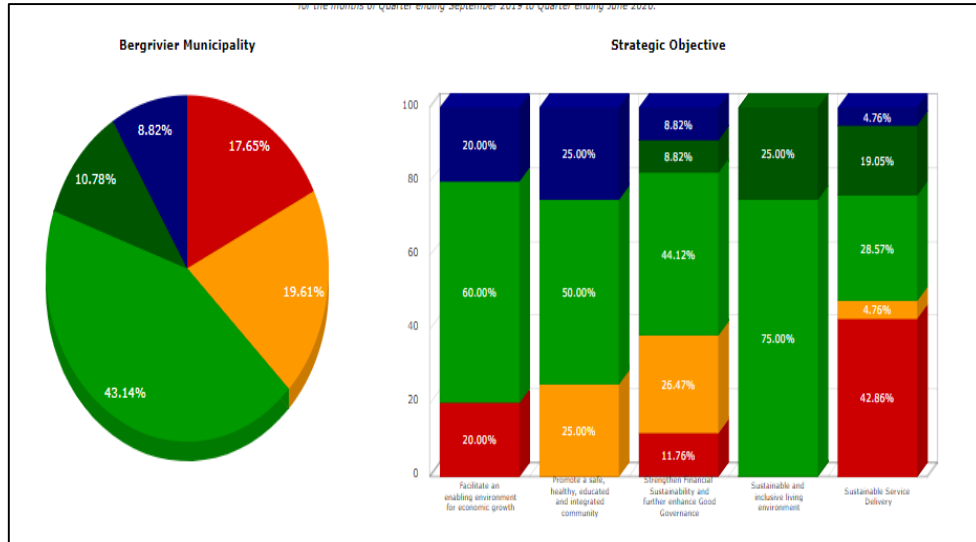
The strategic objectives of the Municipality are:

1. *To budget strategically, grow and diversify our revenue and ensure value for money services;*
2. *To create an effective, effective and accountable administration;*
3. *To provide a transparent and corruption free municipality;*
4. *To communicate effectively with the public;*
5. *To develop and provide bulk infrastructure;*
6. *To maintain existing bulk infrastructure and services;*
7. *To be responsive to the developmental needs of the community;*
8. *To improve the regulatory environment for ease of doing business;*
9. *To facilitate an environment for the creation of jobs;*
10. *To improve transport systems and enhance mobility of poor isolated communities in partnership with sector departments;*
11. *To alleviate poverty;*
12. *To promote healthy life styles through the provision of sport and other facilities and opportunities;*
13. *To promote a safe environment for all who live in Bergrivier;*
14. *To create innovative partnerships with sector departments for improved education outcomes and opportunities for youth development;*
15. *To develop, manage and regulate the built environment;*
16. *To conserve and manage the natural environment and mitigate the impacts of climate change.*

3.11.4 PERFORMANCE AS MEASURED AGAINST THE MUNICIPALITY’S STRATEGIC OBJECTIVES

3.11.4.1 PERFORMANCE OVERVIEW

The following graph provides an overview of the Municipality’s overall performance for the 2019/20 financial year.



	Bergrievier Municipality	Strategic Objective					
		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
Not Yet Applicable	-	-	-	-	-	-	-
Not Met	18 (17.65%)	1 (20.00%)	-	8 (11.76%)	-	9 (42.86%)	-
Almost Met	20 (19.61%)	-	1 (25.00%)	18 (26.47%)	-	1 (4.76%)	-
Met	44 (43.14%)	3 (60.00%)	2 (50.00%)	30 (44.12%)	3 (75.00%)	6 (28.57%)	-
Well Met	11 (10.78%)	-	-	6 (8.82%)	1 (25.00%)	4 (19.05%)	-
Extremely Well Met	9 (8.82%)	1 (20.00%)	1 (25.00%)	6 (8.82%)	-	1 (4.76%)	-
Total:	102	5	4	68	4	21	-
	100%	4.90%	3.92%	66.67%	3.92%	20.59%	-

Bergrivier Municipality

Draft Annual Performance Report 2019/20

Facilitate an enabling environment for economic growth

Responsible Directorate	Strategic Objective	KPI Name	Description of Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Revised Annual Target	Past Year Performance	Target Type	Departmental KPI: Corrective Measures	Overall Performance for Quarter ending September 2019 to Quarter ending June 2020			
											Original Target	Target	Actual	R
Office of the Municipal Manager	Facilitate an enabling environment for economic growth	Develop a Local Economic Development Strategy to create active partnerships with government and private sector investors to enable economic growth and employment and submit to Economic Portfolio Committee by 31 August 2019	No of Local Economic Development Strategies to create active partnerships with government and private sector investors to enable economic growth and employment and submit to Economic Portfolio Committee by 31 August 2019	0	Carry Over	1	1		Number		1	1	1	G
Corporate Services	Facilitate an enabling environment for economic growth	Develop a strategy to provide preference to indigent households registered on the unemployment database of the municipality and submit to EMC by 30 November 2019	Number of strategies developed to provide preference to indigent households on the unemployment database of the municipality and submitted to EMC by 30 November 2019	0	Carry Over	1	1		Number		1	1	1	G
Technical Services	Facilitate an enabling environment for economic growth	Create full time equivalents (FTE's) in terms of the EPWP programme by 30 June 2020	Number of FTE's created by 30 June 2020	61	Accumulative	61	61	142	Number	[D361] Director: Technical Services: None needed (June 2020)	61	61	142	B
Technical Services	Facilitate an enabling environment for economic growth	Develop a strategy to provide preference to indigent households registered as EPWP workers and submit to EMC by 30 June 2020	Number of strategies developed to provide preference to indigent households as EPWP workers and submitted to EMC by 30 June 2020	0	Carry Over	1	1		Number	[D372] Director: Technical Services: Will be done in 2020/21 (June 2020)	1	1	0	R
Community Services	Facilitate an enabling environment for economic growth	Monitor the performance of Bergrivier Tourism Organisation in accordance with the SLA by 30 June 2020	Number of reports submitted from BTO to Portfolio Committee by 30 June 2020	0	Accumulative	4	3	4	Number		4	3	3	G

Summary of Results: Facilitate an enabling environment for economic growth

N/A	0
R	1
O	0
G	3
G2	0
B	1
	5

Promote a safe, healthy, educated and integrated community

Responsible Directorate	Strategic Objective	KPI Name	Description of Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Revised Annual Target	Past Year Performance	Target Type	Quarter ending June 2020	Overall Performance for Quarter ending September 2019 to Quarter ending June 2020			
										Departmental KPI: Corrective Measures	Original Target	Target	Actual	R

Community Services	Promote a safe, healthy, educated and integrated community	95% spent of library grant by 30 June 2020 i.t.o approved business plan [(Actual amount spent/Total allocation received)x100]	% of library grant spent by 30 June 2020	95.00%	Last Value	95.00%	95.00%	92.28%	Percentage	[D488] Head Library Services: Target not reached due to Covid-19 pandemic. The building contractor couldn't continue with the building process because the Regulations did not allow the building industry to continue working. All libraries are currently closed due to the pandemic and are not in operation. The Municipality will apply for a roll-over of the funds. (June 2020)	95.00%	95.00%	82.12%	O
Community Services	Promote a safe, healthy, educated and integrated community	Collect 95% of budgeted income by 30 June 2020 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 2020	95.00%	Last Value	95.00%	95.00%	159.70%	Percentage		95.00%	95.00%	198.92%	B
Community Services	Promote a safe, healthy, educated and integrated community	Facilitate the upgrading of at least 2 play parks in the municipal area by 30 June 2020	Number of play parks upgraded in municipal area by 30 June 2020	0	Accumulative	2	2	2	Number		2	2	2	G
Community Services	Promote a safe, healthy, educated and integrated community	Develop a Disaster Management Contingency Plan and submit to Portfolio Committee by 30 June 2020	Number of Disaster Management Contingency Plans developed and submitted to Portfolio Committee by 30 June 2020	0	Carry Over	1	1	1	Number		1	1	1	G

Summary of Results: Promote a safe, healthy, educated and integrated community

N/A	0
R	0
O	1
G	2
G2	0
B	1
	4

Strengthen Financial Sustainability and further enhance Good Governance

Responsible Directorate	Strategic Objective	KPI Name	Description of Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Revised Annual Target	Past Year Performance	Target Type	Quarter ending June 2020	Overall Performance for Quarter ending September 2019 to Quarter ending June 2020			
										Departmental KPI: Corrective Measures	Original Target	Target	Actual	R
Office of the Municipal Manager	Strengthen Financial Sustainability and further enhance Good Governance	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	1.00%	Stand-Alone	100.00%	100.00%	100%	Percentage	[D569] Municipal Manager: None required. (June 2020)	100.00%	100.00%	100.00%	G

Office of the Municipal Manager	Strengthen Financial Sustainability and further enhance Good Governance	Improve staff productivity & responsiveness through quarterly leadership development meetings and/or initiatives	Number of Leadership Forum Meetings and/or other leadership initiatives	4	Accumulative	4	4	29	Number	[D570] Municipal Manager: None required. (June 2020)	4	4	11	B
Office of the Municipal Manager	Strengthen Financial Sustainability and further enhance Good Governance	Effectively manage and ensure compliance on a quarterly basis of all TL SDBIP KPI's in respect of accountable levels of management in accordance with the performance management policy	% of quarterly compliance with all TL SDBIP KPI's in respect of accountable levels of management in accordance with the performance management policy	0.00%	Stand-Alone	95.00%	90.00%	100%	Percentage	[D571] Municipal Manager: [D571] Municipal Manager: This target can only be finalised after the Section 52 report has been generated by the Ignite System for April 2020 - June 2020. The Section 52 Report will be submitted to Council on 28 July 2020. The Section 72 Report submitted to Council on 21 January 2020 indicated that out of a 105 approved KPI's, 35 were not measured during quarter 1 and 2, while 90% of the remaining 70 KPI's were met and extremely well met. The original target of 95% were adapted downwards to 75% due to the COVID pandemic making it impossible to comply. (June 2020). The target could not be reached due to the more severe impact of Covid-19 than expected. As soon as the situation is under control, the believe is that we will reach the target again, like in the past. (June 2020)	95.00%	90.00%	87.62%	O
Office of the Municipal Manager	Strengthen Financial Sustainability and further enhance Good Governance	Develop a Standard Operating Procedure to ensure that budget processes are aligned with the IDP and submit to EMC by 30 December 2019	Number of SOP's developed to ensure that the budget process is aligned with the IDP and submitted to EMC by 30 December 2019	0	Carry Over	1	1		Number		1	1	1	G
Office of the Municipal Manager	Strengthen Financial Sustainability and further enhance Good Governance	Cascade of the performance management system to T12 by completing the Departmental SDBIP and generate performance contracts by 30 September 2019	% of performance contracts generated by 30 September 2019	0.00%	Last Value	100.00%	100.00%		Percentage		100.00%	100.00%	100.00%	G

Office of the Municipal Manager	Strengthen Financial Sustainability and further enhance Good Governance	Update the Eunomia system on a monthly basis to ensure that there is adherence to the regulatory and statutory requirements of all relevant legislation and regulations and submit to EMC on a monthly basis in the month following the month of reporting.	Number of Eunomia reports submitted to EMC to ensure the adherence to the regulatory and statutory requirements of all relevant legislation and regulations; provided that the monthly Eunomia Reports from February 2020 until June 2020 will not be submitted to EMC due to the National Lockdown	0	Accumulative	12	6		Number	[D572] Municipal Manager: None required (June 2020)	12	6	10	B
Office of the Municipal Manager	Strengthen Financial Sustainability and further enhance Good Governance	MFMA Section 131(1): Ensure that any issues raised by the Auditor General in an Audit Report are addressed by 30 June 2020	% of issues raised by the Auditor General in an audit report addressed.	1.00%	Carry Over	100.00%	100.00%	100%	Percentage	[D573] Head Internal Audit: Most of the findings could be implemented during the year however one finding pertaining to the IA department could not be implemented as it relates to an external evaluation and we need to budget for it first. The budget have been approved for the 2020/2021 financial year hence the evaluation will take place in the new financial year. The rest of the findings will be addressed when we compile our draft annual financial statements. (June 2020)	100.00%	100.00%	100.00%	G
Office of the Municipal Manager	Strengthen Financial Sustainability and further enhance Good Governance	Develop a risk based audit plan with an internal audit plan (RBAP) (MFMA - Section 165(2)(a)) & submit to Audit Committee by 30 June 2020; provided that the Audit Committee takes place during June 2020 due to COVID-19	RBAP with internal audit programme submitted to the Audit Committee by 30 June 2020	1	Carry Over	1	1	1	Number		1	1	1	G
Office of the Municipal Manager	Strengthen Financial Sustainability and further enhance Good Governance	Convene a Councillor & Senior Management strategic planning session for IDP & budget process by 30 November 2019	Strategic planning session held by 30 November 2019	1	Carry Over	1	1	1	Number		1	1	1	G
Office of the Municipal Manager	Strengthen Financial Sustainability and further enhance Good Governance	Communicate with the public on a regular basis through printed media	Number of editions and/ or communications	16	Accumulative	16	16	82	Number	[D574] Head: Communication: None required. (June 2020)	16	16	69	B

Office of the Municipal Manager	Strengthen Financial Sustainability and further enhance Good Governance	Regular ward committee meetings and/or engagements	Number of ward committee meetings and/or engagements	21	Accumulative	35	21	42	Number	[D535] Head: Strategic Services: Head:Strategic Services: Ward committee meetings as per yearly planners could not be held due to the national lockdown period in the country. Council took a resolution to this effect. However, a new strategy on public participation is to be drafted and followed to allow the full functioning of the ward committee meeting system. (June 2020) (June 2020)	35	21	14	R
Office of the Municipal Manager	Strengthen Financial Sustainability and further enhance Good Governance	Develop a well-functioning communications department by submitting a crisis communication guideline to EMC by 30 June 2020	A crisis communication guideline submitted to EMC by 30 June 2020; provided that an EMC for non-essential matters will be held by 30 June 2020, otherwise submitted to the EMC within 3 months after normal EMC's takes place	1	Carry Over	1	1	1	Number	[D561] Head: Communication: None required. (June 2020)	1	1	1	G
Office of the Municipal Manager	Strengthen Financial Sustainability and further enhance Good Governance	100% of all Selection and Recruitment Requisitions submitted to HR within 30 days of vacancy occurring.	% of Selection and Recruitment Requisition submitted to HR within 30 days of vacancy occurring	100.00%	Stand-Alone	100.00%	100.00%	100%	Percentage	[D575] Municipal Manager: None required. (June 2020)	100.00%	100.00%	75.00%	O
Office of the Municipal Manager	Strengthen Financial Sustainability and further enhance Good Governance	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	1.00%	Stand-Alone	100.00%	100.00%	100%	Percentage	[D576] Municipal Manager: None required. (June 2020)	100.00%	100.00%	100.00%	G
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	The percentage of the Corporate Services capital budget excl grant funding actually spent on capital projects as at 30 June 2020 (Actual amount spent on capital projects/ Total amount budgeted for capital projects) X100	% of Capital budget excl grant funding spent as at 30 June 2020 [(Actual amount spent on capital projects/ Total amount budgeted for capital projects) X 100]	95.00%	Last Value	95.00%	95.00%	158.30%	Percentage		95.00%	95.00%	97.63%	G2
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	Revise the organisational structure to be aligned with the "Dienstaat"-Policy BR 762 31/03/2009 and submit to Municipal Manager by 30 June 2020	Number of organisational structure revisions to be aligned with the "Dienstaat"-policy BR 762 31/03/2009 and submitted to MM by 30 June 2020	0	Carry Over	1	1		Number		1	1	1	G

Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	The development and approval of at least 1 SOP per quarter for Human Resources	Number of SOP's for Human Resources developed and approved by the Municipal Manager	4	Accumulative	4	4	4	4	Number	The draft SOP for the appointment of temporary workers was on the request of the MM submitted to an Informal on 23 March 2020, before approval by her. The SOP was discussed and it was decided that the amendments as identified, should be made and the draft SOP be submitted to the formal Directors meeting on 30 March 2020 for approval. This meeting did not take place due to the national lock down. The SOP will be submitted to the formal Directors meeting once the lock down is over.	4	4	3	O
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	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	1.00%	Stand-Alone	100.00%	100.00%	100%	100%	Percentage		100.00%	100.00%	100.00%	G
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	Monitor the process to enable interfacing between the Vesta Financial System and sub-systems on a regular basis to ensure all requirements are met in accordance with the ITC policy	At least 4 reports submitted to Portfolio Committee	4	Accumulative	4	3	4	4	Number		4	3	3	G
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	95% of training budget spent by 30 June 2020 to implement the Work Place Skills Plan (Total amount spent on training/Total amount budgeted)x100)	% of the training budget spent by 30 June 2020 to implement the Work Place Skills Plan	95.00%	Last Value	95.00%	95.00%	93.53%	93.53%	Percentage	D91] Human Resource Officer: Training & Development: The following training had to be cancelled due to the COVID-19 pandemic. 1. Basic Fire Fighting 2. Supervisory Skills 3. MS Office 4. Performance Management for Councillors 5. Conflict Management 6. Code 14 driving license (June 2020)	95.00%	95.00%	90.62%	O
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	Develop an annual departmental strategy for Human Resources and submit to Portfolio Committee by 15 December 2019	No of strategies submitted to Portfolio Committee by 15 December 2019	0	Carry Over	1	1	1	1	Number		1	1	1	G
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	Develop an annual departmental strategy for Planning and Development and submit to Portfolio Committee by 15 December 2019	No of strategies submitted to Portfolio Committee by 15 December 2019	0	Carry Over	1	1	1	1	Number		1	1	1	G

Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	Develop an annual departmental strategy for Administration and submit to Portfolio Committee by 15 December 2019	No of strategies submitted to Portfolio Committee by 15 December 2019	0	Carry Over	1	1		Number		1	1	1	G
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	Review a central Human Resources master file for all statistical queries by 30 June 2020	Number of reviews of Human Resources master files compiled and approved by CFO by 30 June 2020	0	Carry Over	1	1		Number		1	1	1	G
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	100% of all Selection and Recruitment Requisitions submitted to HR within 30 days of vacancy occurring	% of Selection and Recruitment Requisition submitted to HR within 30 days of vacancy occurring	100.00%	Stand-Alone	100.00%	100.00%	100%	Percentage		100.00%	100.00%	100.00%	G
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	Conduct a Business Impact and Risk Assessment by 31 March 2020	No of submitted Business Impact and Risk Analysis Report to Portfolio Committee	0	Carry Over	1	1		Number		1	1	1	G
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	Effectively manage and ensure compliance on a quarterly basis of all TL SDBIP KPI's in respect of accountable levels of management in accordance with the performance management policy	% of quarterly compliance with all TL SDBIP KPI's in respect of accountable levels of management in accordance with the performance management policy	0.00%	Stand-Alone	95.00%	95.00%		Percentage	[D3] Director Corporate Services: [D3] Director Corporate Services: 2 KPI's were almost met. Covid-19 had an impact on the full realisation of the KPI (June 2020). It will be addressed once the lockdown levels change to allow normalisation of working environment (June 2020)	95.00%	95.00%	90.00%	O
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	Ensure the cascading of the performance management system to T12 by 31 October 2019 by conducting performance interviews with all staff and ensure signing off of performance contracts	% of performance contracts signed to T 12 by 31 October 2019	0.00%	Last Value	100.00%	100.00%		Percentage		100.00%	100.00%	100.00%	G
Corporate Services	Strengthen Financial Sustainability and further enhance Good Governance	Update the Eunomia system on a monthly basis to ensure that there is adherence to the regulatory and statutory requirements of all relevant legislation and regulations and submit to EMC in the month following the month of reporting	Number of Eunomia reports to ensure the adherence to the regulatory and statutory requirements of all relevant legislation and regulations	0	Accumulative	12	11		Number	[D701] Director Corporate Services: One report was submitted late and could only be submitted to the Mayco in the new financial year. This was due to Covid-19 (June 2020)	12	11	10	O
Technical Services	Strengthen Financial Sustainability and further enhance Good Governance	Implement Mayco and Council resolutions within the required time frame	% of Mayco and Council resolutions implemented within the required time frames	0.00%	Stand-Alone	100.00%	100.00%		Percentage	[D362] Director: Technical Services: No corrective needed (June 2020)	100.00%	100.00%	75.00%	O
Technical Services	Strengthen Financial Sustainability and further enhance Good Governance	Ensure that all staff have relevant qualifications and competencies	Number of reports submitted to Mayco on relevant qualifications and competencies of staff by 30 June 2020	0	Accumulative	1	1		Number	All new appointees must have relevant qualifications and competencies to attend interviews for appointment. I wasn't made aware of this historical KPI that needed to met.	1	1	0	R

Technical Services	Strengthen Financial Sustainability and further enhance Good Governance	100% of all complaints registered on IMIS are being attended to within one (1) week after complaint was lodged	% of complaints registered on IMIS being attended to within one week after complaint was lodged	0.00%	Stand-Alone	100.00%	100.00%		Percentage	[D364] Director: Technical Services: The system description must be amended to give a clearer description of "attended". Complaints not finally finished will be attended to in 2020/21 with new funding in operating budget (June 2020)	100.00%	100.00%	99.75%	O
Technical Services	Strengthen Financial Sustainability and further enhance Good Governance	Cascade of the performance management system to T12 by 31 October 2019 by conducting performance interviews with all staff and sign off of performance contracts	% of performance contracts signed to T 12 by 31 October 2019	0.00%	Last Value	100.00%	100.00%		Percentage	9 out Of 16 contracts were approved on the system. The rest will follow	100.00%	100.00%	56.26%	R
Technical Services	Strengthen Financial Sustainability and further enhance Good Governance	100% of all Selection and Recruitment Requisitions submitted to HR within 30 days of vacancy occurring	% of Selection and Recruitment Requisition submitted to HR within 30 days of vacancy occurring	100.00%	Stand-Alone	100.00%	100.00%		Percentage	All vacant posts has been made unfunded. It will be put on the 2021/22 financial year budget	100.00%	100.00%	81.25%	O
Technical Services	Strengthen Financial Sustainability and further enhance Good Governance	Effectively manage and ensure compliance on a quarterly basis of all TL SDBIP KPI's in respect of accountable levels of management in accordance with the performance management policy	% of quarterly compliance with all TL SDBIP KPI's in respect of accountable levels of management in accordance with the performance management policy	0.00%	Stand-Alone	95.00%	95.00%		Percentage	[D370] Director: Technical Services: Kpi's in 2020/21 will be monitored more frequently and due to lockdown 3 more employees are at work. (June 2020)	95.00%	95.00%	56.82%	R
Technical Services	Strengthen Financial Sustainability and further enhance Good Governance	Update the Eunomia system on a monthly basis to ensure that there is adherence to the regulatory and statutory requirements of all relevant legislation and regulations and submit to EMC in the month following the month of reporting	Number of Eunomia reports to ensure the adherence to the regulatory and statutory requirements of all relevant legislation and regulations	0	Accumulative	12	11		Number	[D371] Director: Technical Services: One report was submitted late and could only be submitted to the Mayco in the new financial year. (June 2020)	12	11	10	O
Technical Services	Strengthen Financial Sustainability and further enhance Good Governance	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	100.00%	Stand-Alone	100.00%	100.00%	100%	Percentage		100.00%	100.00%	100.00%	G
Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	Compile a monthly report on actions taken per debtor whose account is deteriorating based on age analysis and submit to Director: Financial Services	Number of detailed monthly reports from prepaid arrear collection list submitted to Director: Financial Services	0	Accumulative	12	12		Number		12	12	12	G
Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	Develop long term financial planning spreadsheet with scenario options by January 2020 and submit to Budget Steering Committee	Number of long term planning scenario options by January 2020 to Budget Steering Committee	0	Carry Over	1	1		Number		1	1	1	G
Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	Improve the net debt collection period by 30 June 2020	Number of outstanding debtor days by 30 June 2020	0	Reverse Last Value	120	120		Number	[D189] Accountant: Credit Control: Must be measured in the negative. (June 2020)	120	120	76.38	B

Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	Monitor deviations and veriments 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 deviations and veriments in the operational budget in accordance with the MFMA to enable efficient and effective service delivery	0	Accumulative	4	4		Number		4	4	4	G
Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	Conduct workshops to business on compliance with municipal SCM regulation requirements to promote business opportunities in Bergriver Municipal Area through the municipal budget	Number of workshops conducted to businesses on compliance with SCM regulation requirements	0	Accumulative	2	2		Number	[D191] Head: Assets & Supply Chain Management: No workshops conducted due to COVID 19 - had one this year. Workshop was planned for March but could not be done due to Covid (June 2020)	2	2	1	R
Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	Update the Eunomia system on a monthly basis to ensure that there is adherence to the regulatory and statutory requirements of all relevant financial legislation and regulations	Number of Eunomia reports to ensure the adherence to the regulatory and statutory requirements of all relevant financial legislation and regulations	0	Accumulative	12	12		Number		12	12	12	G
Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	Improve the utilisation of the current municipal system on customer care and client enquiries in the Directorate Financial Services and submit a report to the Financial Portfolio Committee by March 2020	Number of reports on the enhanced utilisation of the municipal customer care system submitted to the Financial Portfolio Committee by March 2020	0	Carry Over	1	1		Number		1	1	1	G
Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	Submit an annual report for the writing off of unrecoverable debt to the Financial Portfolio Committee by March 2020	Number of reports submitted for the writing off of unrecoverable debt to the Financial Portfolio Committee by March 2020	0	Carry Over	1	1		Number	Due to the National State of Disaster Covid19 pandemic and lockdown, no portfolio meetings were held during this time frame. The report was compiled and submitted for record purposes.	1	1	0	R
Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	Achieve a payment percentage of 91% as at 30 June 2020 ((Gross Debtors Closing Balance + Billed Revenue - Gross Debtors Opening Balance + Bad Debts Written Off)/Billed Revenue) x 100)	Payment % as at 30 June 2020 ((Gross Debtors Closing Balance + Billed Revenue - Gross Debtors Opening Balance + Bad Debts Written Off)/Billed Revenue) x 100)	96.00%	Last Value	96.00%	91.00%	96%	Percentage		96.00%	91.00%	91.56%	G2
Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	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	100.00%	Stand-Alone	100.00%	100.00%	100%	Percentage		100.00%	100.00%	100.00%	G
Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	Effectively manage and ensure compliance on a quarterly basis of all TL SDBIP KPI's in respect of accountable levels of management in accordance with the performance management policy	% of quarterly compliance with all TL SDBIP KPI's in respect of accountable levels of management in accordance with the performance management policy	0.00%	Stand-Alone	95.00%	95.00%		Percentage	[D197] Director Finance: "[D197] Director Finance: 1 KPI not met. (June 2020) Head: Assets & Supply Chain Management: No workshops conducted due to COVID 19 - had one this year. Workshop was planned for March but could not be done due to Covid (June 2020)" (June 2020)	95.00%	95.00%	92.25%	O

Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	Cascade the performance management system to T12 by 31 October 2019 by conducting performance interviews with all staff and sign off of performance contracts	% of performance contracts signed to T12 by 31 October 2019	0.00%	Last Value	1.00%	100.00%		Percentage		1.00%	100.00%	100.00%	G
Financial Services	Strengthen Financial Sustainability and further enhance Good Governance	100% of all Selection and Recruitment Requisitions submitted to HR within 30 days of vacancy occurring	% of Selection and Recruitment Requisition submitted to HR within 30 days of vacancy occurring	100.00%	Stand-Alone	100.00%	100.00%	100.00%	Percentage		100.00%	100.00%	100.00%	G
Council	Strengthen Financial Sustainability and further enhance Good Governance	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 2020	Number of households which are billed for water or have prepaid meters as at 30 June 2020	9 238	Last Value	9 218	9 218	9 168	Number		9 218	9 218	9 269	G2
Council	Strengthen Financial Sustainability and further enhance Good Governance	Number of formal households connected to the municipal electrical infrastructure network (credit & prepaid electrical metering) (Excl Eskom areas) at 30 June 2020	Number of households billed for electricity or have prepaid meters (Excl Eskom areas) at 30 June 2020 (Conlog + Active meters)	9 484	Last Value	10 201	10 201	10 214	Number		10 201	10 201	10 592	G2
Council	Strengthen Financial Sustainability and further enhance Good Governance	Number of formal households connected to the municipal waste water sanitation/sewerage network for sewerage service, irrespective of number of water closets (toilets) at 30 June 2020	Number of households which are billed for sewerage at 30 June 2020	7 346	Last Value	7 508	7 508	7 458	Number	[D507] Manager: Income: With the economic environment it is difficult to anticipate the households for the service (June 2020)	7 508	7 508	7 292	O
Council	Strengthen Financial Sustainability and further enhance Good Governance	Number of formal households for which refuse is removed once per week at 30 June 2020	Number of households which are billed for refuse removal at 30 June 2020	9 505	Last Value	9 665	9 665	9 615	Number		9 665	9 665	9 720	G2
Council	Strengthen Financial Sustainability and further enhance Good Governance	Provide free basic water to indigent households	Number of households receiving free basic water	1 800	Last Value	2 050	2 050	1 988	Number	[D509] Manager: Income: Drive to get applicants that did not re-apply to apply for indigent grant (June 2020)	2 050	2 050	1 860	O
Council	Strengthen Financial Sustainability and further enhance Good Governance	Provide free basic electricity to indigent households	Number of households receiving free basic electricity	1 800	Last Value	781	781	521	Number	[D510] Manager: Income: All meters registered for FBE will be audited during the 20/21 financial year to ensure that all meters are on the applicable 20 Apms (June 2020)	781	781	1 438	B
Council	Strengthen Financial Sustainability and further enhance Good Governance	Provide free basic sanitation to indigent households	Number of households receiving free basic sanitation	1 600	Last Value	1 808	1 808	1 758	Number	[D511] Manager: Income: Drive to get applicants that did not re-apply to apply for indigent grant (June 2020)	1 808	1 808	1 635	O
Council	Strengthen Financial Sustainability and further enhance Good Governance	Provide free basic refuse removal to indigent households	Number of households receiving free basic refuse removal	1 800	Last Value	2 050	2 050	1 992	Number	[D512] Manager: Income: Drive to get applicants that did not re-apply to apply for indigent grant (June 2020)	2 050	2 050	1 862	O

Council	Strengthen Financial Sustainability and further enhance Good Governance	The percentage of a municipality's personnel and training budget actually spent on implementing its workplace skills plan as at 30 June 2020 [(Total expenditure on training/total personnel budget)/100]	% of personnel and training budget spent on training [(Total expenditure on training/ total personnel budget) /100] as at 30 June 2020	1.00%	Last Value	1.00%	1.00%	0.59%	Percentage	[D516] Human Resources Manager: Council must make appropriate provision within the next year financial year. (June 2020)	1.00%	1.00%	0.58%	R
Council	Strengthen Financial Sustainability and further enhance Good Governance	Financial viability measured into municipality's ability to meet its service debt obligations as at 30 June 2020 (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue Operating	Debt to Revenue as at 30 June 2020 (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant)	45.00%	Last Value	20.00%	20.00%	0.19%	Percentage	[D513] Manager: Budget and Treasury Office: Actual must be calculated in reverse. This performance is better than the target. (when calculated in reverse) (June 2020)	20.00%	20.00%	16.60%	O
Council	Strengthen Financial Sustainability and further enhance Good Governance	Financial viability measured in terms of outstanding service debtors as at 30 June 2020 (Total outstanding service debtors/ revenue received for services)	Service debtors to revenue as at 30 June 2020 (Total outstanding service debtors/ revenue received for services)	33.00%	Reverse Last Value	34.00%	34.00%	33.24%	Percentage	[D514] Manager: Budget and Treasury Office: As a result of Covid-19 Pandemic, Council suspended credit control action. Therefor revenue collection target could not be met and outstanding service debtors balances could not be reduced. Write off of debtors was delayed until the 2020-2021 financial year, and therefor the ratio is skewed. (June 2020)	34.00%	34.00%	55.96%	R
Council	Strengthen Financial Sustainability and further enhance Good Governance	Financial viability measured in terms of available cash to cover fixed operating expenditure as at 30 June 2020 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) /Monthly Fixed Operational Expenditure exc (Dep	Cost coverage as at 30 June 2020 ((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))	2.5	Last Value	2.9	2.4	3	Number		2.9	2.4	3.73	B
Community Services	Strengthen Financial Sustainability and further enhance Good Governance	Collect 95% of budgeted income by 30 June 2020 for resorts [(Actual amount collected /total amount budgeted)x100]	% of budgeted income for resorts collected by 30 June 2020	95.00%	Last Value	95.00%	95.00%	94.70%	Percentage		95.00%	95.00%	111.60%	G2
Community Services	Strengthen Financial Sustainability and further enhance Good Governance	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	100.00%	Stand-Alone	100.00%	100.00%	100.00%	Percentage		100.00%	100.00%	100.00%	G
Community Services	Strengthen Financial Sustainability and further enhance Good Governance	100% of all Selection and Recruitment Requisitions submitted to HR within 30 days of vacancy occurring	% of Selection and Recruitment Requisition submitted to HR within 30 days of vacancy occurring	100.00%	Stand-Alone	100.00%	100.00%	100.00%	Percentage	[D493] Director Community Services: Due to Covid-19 world wide pandemic the offices were closed and was it not possible to submit the requisition on time. In future we will stick to the time frame. (June 2020)	100.00%	100.00%	91.75%	O

Community Services	Strengthen Financial Sustainability and further enhance Good Governance	Effectively manage and ensure compliance on a quarterly basis of all TL SDBIP KPI's in respect of accountable levels of management in accordance with the performance management policy	% of quarterly compliance with all TL SDBIP KPI's in respect of accountable levels of management in accordance with the performance management policy	0.00%	Stand-Alone	95.00%	95.00%		Percentage	[D501] Director Community Services: Due to the Covid-19 world wide pandemic the KPI's could not be managed effectively. In future we will put all our effort in to comply. 1 KPI was not met and 2 KPI's were almost met. (June 2020)	95.00%	95.00%	93.25%	O
Community Services	Strengthen Financial Sustainability and further enhance Good Governance	Cascade of the performance management system to T12 by 31 October 2019 by conducting performance interviews with all staff and sign off of performance contracts	% of performance contracts signed to T12 by 31 October 2019	0.00%	Last Value	100.00%	100.00%		Percentage		100.00%	100.00%	100.00%	G
Community Services	Strengthen Financial Sustainability and further enhance Good Governance	Update the Eunomia system on a monthly basis to ensure that there is adherence to the regulatory and statutory requirements of all relevant legislation and regulations	Number of Eunomia reports to ensure the adherence to the regulatory and statutory requirements of all relevant legislation and regulations	0	Accumulative	12	12		Number		12	12	12	G

Summary of Results: Strengthen Financial Sustainability and further enhance Good Governance

N/A	0
R	8
O	18
G	30
G2	6
B	6
	68

Sustainable and inclusive living environment

Responsible Directorate	Strategic Objective	KPI Name	Description of Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Revised Annual Target	Past Year Performance	Target Type	Quarter ending June 2020	Overall Performance for Quarter ending September 2019 to Quarter ending June 2020			
										Departmental KPI: Corrective Measures	Original Target	Target	Actual	R
Corporate Services	Sustainable and inclusive living environment	Monitoring of the approved RSEP project plan for Bergrivier within the approved budget	No of Quarterly Technical meetings of RSEP co-ordinated and minutes submitted to the Corporate Services Committee	1	Accumulative	4	4		Number		4	4	4	G
Corporate Services	Sustainable and inclusive living environment	Develop a process plan to ensure that land use applications are approved within the approved time frames and submitted to EMC by 30 December 2019	Number of process plans developed to ensure that land use applications are approved within the respective approved time frames and submitted to EMC by 30 December 2019	0	Carry Over	1	1		Number		1	1	1	G
Corporate Services	Sustainable and inclusive living environment	The Berg River Estuary By-Law by entering into a Service Level Agreement with Cape Nature and Bergrivier Municipality by 31 December 2019	No of signed Service Level Agreement by 31 December 2019	0	Carry Over	1	1		Number		1	1	1	G

Community Services	Sustainable and inclusive living environment	Facilitate 80 % of title deeds transferred to eligible beneficiaries by 30 June 2020	% of title deeds transferred to eligible beneficiaries by 30 June 2020	0.00%	Last Value	80.00%	80.00%		Percentage		80.00%	80.00%	100.00%	G2
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Summary of Results: Sustainable and inclusive living environment

N/A		0
R		0
O		0
G		3
G2		1
B		0
		4

Sustainable Service Delivery

Responsible Directorate	Strategic Objective	KPI Name	Description of Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Revised Annual Target	Past Year Performance	Target Type	Quarter ending June 2020	Overall Performance for Quarter ending September 2019 to Quarter ending June 2020			
										Departmental KPI: Corrective Measures	Original Target	Target	Actual	R
Office of the Municipal Manager	Sustainable Service Delivery	The percentage of the municipal capital budget actually spent on capital projects as at 30 June 2020 (Actual amount spent on capital projects/ Total amount budgeted for capital projects) X 100	% of Capital budget spent as at 30 June 2020 [(Actual amount spent on capital projects/Total amount budgeted for capital projects) X100]	95.00%	Last Value	95.00%	75.00%	90.97%	Percentage	[D568] Director Finance: NOne required (June 2020)	95.00%	75.00%	83.38%	G2
Technical Services	Sustainable Service Delivery	Limit unaccounted for water to 10% by 30 June 2020 {(Number of Kilolitres Water Purchased or Purified minus Number of Kilolitres Water Sold (incl free basic water) / Number of Kilolitres Water Purchased or Purified × 100}	% unaccounted water by 30 June 2020 {(Number of Kilolitres Water Purchased or Purified minus Number of Kilolitres Water Sold (including Free basic water) / Number of Kilolitres Water Purchased or Purified × 100}	10.00%	Reverse Last Value	10.00%	10.00%	9.42%	Percentage	[D347] Director: Technical Services: Audit of all meters , electronic monitoring of bulk meters and funding must be sourced for household meter replacement. Tenders will be asked to install Smart metering at places where meters are inaccessible. Technical Dept accompany meter readers to get first hand knowledge on problem experienced. Water losses are escalating due to ageing of meters and therefor underreadings. The finance department to embark on meter replacement strategy as this is a Finance function. We are only implimenting their strategy. (June 2020)	10.00%	10.00%	13.22%	R

Technical Services	Sustainable Service Delivery	Limit unaccounted for electricity to 10% by 30 June 2020 {(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} Ã- 100}	% unaccounted electricity by 30 June 2020	10.00%	Reverse Last Value	10.00%	10.00%	12.35%	Percentage	[D348] Director: Technical Services: Continue with lowering the losses on annual basis (June 2020)	10.00%	10.00%	8.42%	B
Technical Services	Sustainable Service Delivery	95% of MIG conditional grant spent by 30 June 2020 to upgrade infrastructure [(Total amount spent/ Total amount allocated)x100]	% of MIG conditional grant spent by 30 June 2020	95.00%	Last Value	95.00%	95.00%	100.00%	Percentage		95.00%	95.00%	100.00%	G2
Technical Services	Sustainable Service Delivery	95% of conditional road maintenance operational grant spent by 30 June 2020 [(Total amount spent/ Total allocation received)x100]	% of conditional road maintenance operational grant spent by 30 June 2020	95.00%	Last Value	95.00%	95.00%	94.62%	Percentage	[D350] Director: Technical Services: The letter indicating the allocated funding was send to Mun on 2 /04/2019. This is put in the next years budget, and spend an the claim is then send after the work has been done. Dept of Finance then issue a journal that funds has been spend. According to DTS the funding has been spend as per allocation in the BM budget. However, no funding was received to date. (June 2020)	95.00%	95.00%	0.00%	R
Technical Services	Sustainable Service Delivery	95% of the capital budget of Directorate: Technical Services spent by 30 June 2020 ((Total amount spent/Total allocation received)x100)	% of capital budget of Directorate: Technical Services spent by 30 June 2020	0.00%	Last Value	95.00%	95.00%		Percentage	[D351] Director: Technical Services: Contracts for new FY will start early in year (June 2020)	95.00%	95.00%	83.09%	O
Technical Services	Sustainable Service Delivery	Submit a water augmentation plan 30 June 2020 to Executive Mayoral Committee	Number of water augmentation plans submitted to Executive Mayoral Committee by 30 June 2020	1	Last Value	95	1		Number	[D352] Director: Technical Services: The plan will be submitted and included in the Infrastructure growth plan planned for 2020/21. The Consultants tender has been evaluated and will be adjudicated in August 2020. (June 2020)	95	1	0	R
Technical Services	Sustainable Service Delivery	Research the development of a strategy to develop innovative methods to manage energy supply and/or alternative means of energy and submit research paper to EMC by 30 June 2020	Number of research paper on innovative methods to manage energy and/or alternative means of energy submitted to EMC by 30 June 2020	0	Accumulative	1	1		Number	[D353] Director: Technical Services: Will be finalised in 2020/21. Has been budgetted for (June 2020)	1	1	0	R
Technical Services	Sustainable Service Delivery	Develop a Bergrivier Integrated Transport Plan aligned with the Integrated Transport Plan of West Coast District Municipality and submit to EMC by 30 June 2020	Number of Bergrivier Integrated Transport Plans submitted to EMC by 30 June 2020	0	Accumulative	2	1		Number	[D354] Director: Technical Services: Final copy from WCDM will be presented to EMC once received. (June 2020)	2	1	0	R
Technical Services	Sustainable Service Delivery	Develop a problem building by-law and submit to EMC by 30 June 2020	Number of problem building by-laws submitted to EMC by 30 June 2020	0	Accumulative	1	1	0	Number	[D355] Director: Technical Services: Will be finalised in 2020/21. (June 2020)	1	1	0	R

Technical Services	Sustainable Service Delivery	Raise public awareness on recycling to reduce household waste with awareness initiatives	Number of awareness initiatives	2	Accumulative	2	2	4	Number		2	2	2	G
Technical Services	Sustainable Service Delivery	95% spend of transferred funds before September 2019 (Jan 2019 - Dec 2019) for the implementation of the approved business plan on the waste programme by 30 June 2020 ((Total amount spent/Total approved budget) x 100) (subject to in international funding)	% of funds transferred before September 2019 (Jan 2019 - Dec 2019) spend by 30 June 2020	1.00%	Last Value	95.00%	95.00%	82.25%	Percentage		95.00%	95.00%	100.00%	G2
Technical Services	Sustainable Service Delivery	95% water quality level obtained as per SANS 241 physical & micro parameters as at 31 December 2019 and 30 June 2020	% water quality level as at 31 December 2019 and 30 June 2020	95.00%	Last Value	95.00%	95.00%	100.00%	Percentage	[D358] Director: Technical Services: Filters to be upgraded in 2020/21 FY (June 2020)	95.00%	95.00%	99.00%	G2
Technical Services	Sustainable Service Delivery	Sign SLA's for each development to facilitate an environment conducive to infrastructure development in partnership with the developer and/or investors. Signed SLA's/total number of developments where SLA's are required)	% of developments with Signed SLA's with developers and/or investors	100.00%	Stand-Alone	100.00%	100.00%	100.00%	Percentage		100.00%	100.00%	100.00%	G
Technical Services	Sustainable Service Delivery	Do bi-annual inspections per major town for building transgressions and submit report to Portfolio Committee with findings and law enforcement actions instituted	Number of reports submitted to the Portfolio Committee	2	Accumulative	2	2	3	Number	[D360] Director: Technical Services: Will be submitted on the next meeting (June 2020)	2	2	0	R
Technical Services	Sustainable Service Delivery	Compile a Blackout implementation plan, including estimated cost and time frames, and submit to Mayco by 30 December 2019	Number of Blackout implementation plans submitted to Mayco by 30 December 2019	0	Accumulative	1	1		Number		1	1	1	G
Technical Services	Sustainable Service Delivery	Develop a maintenance plan in respect of all current infrastructure and submitted to Technical Portfolio Committee by 30 June 2020	Number of maintenance plans developed in respect of all current infrastructure and submitted to Technical Services Portfolio Committee by 30 June 2020	0	Carry Over	1	1		Number	[D366] Director: Technical Services: No corrective measure needed as the plan has been finalised to serve on the first Standing Committee meeting after lockdown was implemented. (June 2020)	1	1	0	R
Technical Services	Sustainable Service Delivery	Develop a process plan to ensure that building plan applications are approved within the approved time frames and submitted to EMC by 30 December 2019	Number of process plans developed to ensure that building plan applications are approved within the approved time frames and submitted to EMC by 30 December 2019	0	Carry Over	1	1		Number	No process plan was developed and will be submitted to EMC during the next quarter	1	1	0	R
Community Services	Sustainable Service Delivery	Develop an Emergency Evacuation Plan for Piketberg Offices and submit to Portfolio Committee by 30 June 2020	Number of Emergency Evacuation Plans for Piketberg Offices developed and submitted to Portfolio Committee by 30 June 2020	0	Carry Over	1	1		Number		1	1	1	G
Community Services	Sustainable Service Delivery	Redesign and develop the Piketberg Town Entrance before 15 December 2019	Number of designs for Piketberg Town Entrance submitted to Portfolio Committee by 15 December 2019	0	Carry Over	1	1		Number		1	1	1	G
Community Services	Sustainable Service Delivery	Compile traffic and law enforcement festive operational plan approved by the Director Community Services before 30 September 2019.	Number of traffic and law enforcement festive operational plan approved by the Director Community Services before 30 September 2019.	0	Carry Over	1	1		Number		1	1	1	G

Summary of Results: Sustainable Service Delivery

N/A		0
R		9
O		1
G		6
G2		4
B		1
		21

Overall Summary of Results

N/A		0
R		18
O		20
G		44
G2		11
B		9
		102

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	July 2016 - September 2020	R182 000.00	Performance Management System	100% compliance with service level agreement	4	4	4	4	4		

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	TGIS	01 March 2016 - February 2019		Electronic Records and Document Management System	100% compliance with service level agreement	3	3	3	3	3	Service is acceptable and very good	Non Required
Human Resource	Payday	July 2017- July 2020		Payroll System	100% compliance with service level agreement	4	4	4	4	4	Good service rendered	Non Required
Human Resource	OrgPlus	Jan 2018 - Jan 2020		Organogram system - updates & maintenance	100% compliance with service level agreement	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
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Finance	Phoenix Vesta	36 months	R652 174	Supply and delivery of Bituminous Products	Deliver assistance on time	3	3	3	3	3	Satisfied	N/A
Finance	Siyanda Consultants	36 months	R2 456 276.00	Accounting	Always on time	5	5	5	5	5	Satisfied	N/A
Finance	Conlog	Section 116(3)	R2 431 076.00	Vending system of prepaid	Reliable vending on time	2.5	3	2	3	3	Sometimes off line	Tender expired
Finance	Metgovis		R148 273.00	Valuation system	Billing	3	3	3	3	3	Satisfied	N/A
Finance	HCB Waardeerders	2018 - 2022	R239 871.00	Municipal Valuer	Billing	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	1 Year	± R 9 000 000,00	Supply and delivery of Bituminous Products	Deliver products on time	4		4	5		Recommended	
Technical	Ikussa Chemicals	1 Year	± R 300 000,00	Supply and delivery of Water treatment Chemicals (Alum)	Deliver products on time	4	4	4	4		Recommended	
Technical	Roadspan Surfaces	1 Year		Supply and delivery of Bituminous Products	Deliver on time	4		4	4		Recommended	

Technical	Glencape Resources	1 Year		Supply of Premix Bags	Delivery on time	4		4	4		Recommended	
Technical	AJ Huffel Planthire	1 Year		Supply and delivery of Road Materials	Deliver products on time	4		4			Recommended	
Technical	Democratic Packaging	1 Year		Supply of Refuse Bags	Delivery on time	4	4	4	4	4	Recommended	
Technical	AWV Projects	1 Year	± R 900 000,00	Supply of Road Materials	Deliver products on time	4		4	4		Recommended	
Technical	Integral Laboratories	1 Year	± R 700 000,00	Monitor and test WTW and WWTW to comply with SANS 241:2006	Deliver correct products on time	4	4	4	4	4	Recommended	
Technical	EDH Enterprises	1 Year		Supply and delivery of Concrete Products	Delivery on time	4		4			Recommended	
Technical	KFC Engineering	1 Year	± R 600 000,00	Supply Domestic water meters and boxes	Delivery on time	4		4	4		Recommended	
Technical	Wasteman	3 Years	± R 1 200 000,00	Transport of refuse	Delivery on time	3	3	3	3	3	Recommended	
Technical	Piketberg Civils	3 Years	± R 350 000,00	Supply and deliver of Protective clothing	Collecting recyclables on time and keep recycling area clean and neat (Piketberg)	3	3	3	3	4	Recommended	
Technical	Baron & Seun	1 Year		Collect and transport of recyclables from PV		3	3	3	3	4	Recommended	

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Technical	West Coast District Municipality	Multi Years	± R 5 000 000,00	WSP - Velddrif Water	Supply of potable water to Velddrif	4	4	4	4	4	Recommended	
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COMMUNITY SERVICES

DEPARTMENT	SERVICE PROVIDER	TERM OF CONTRACT	CONTRACT VALUE PER ANNUM	DESCRIPTION OF SERVICE / KEY PERFORMANCE AREAS	TARGETS	PERFORMANCE RATING	Q1	Q2	Q3	Q4	PERFORMANCE COMMENT	CORRECTIVE MEASURE
						Average						
Community services	Traffic Management Technologies Services and Supplies (Pty)Ltd	October 2018 - 30 June 2021	R 1 154 562,60 for 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	
Community Services	Multi Choice	05 December 2013 - Indefinite	R 69 113,79 for the financial year	DSTV subscription for Stywelyne and Dwars-kersbos Beach Resorts	Compliance with contract	4	4	4	4	4	Good service delivery	
Community Services	Siyanda Business Solutions(Pty) Ltd	01 July 2018 - 30 June 2019	R179 352.28	Revision of reconciliations of the Directorate	Compliance with contract	4	4	4	4	4	Good service delivery	
Community Services	Synapsis Software	01 July 2018 - 30 June 2019	R 42 961,34 for the financial year	SmartMun cemetery management licence	Compliance with contract	4	4	4	4	4	Good service delivery	

Community Services	Avalon Works	01 July 2018 - 30 June 2019	R 42 901,30 for the financial year	Alarm system at libraries (Stywe-lyne, Dwarker-sbos, Velddrif Biblioteek, Noordhoek Biblioteek)	Compliance with contract	4	4	4	4	4	Good service delivery	
Community Services	Swartland SPCA	01 July 2019 - 30 June 2020	R 82 000,00 for the financial year	Prevention of cruelty to animals	Compliance with SLA	4	4	4	4	4	Good service delivery	
Community Services	BookMark	01 January 2020 - 30 June 2022	R 46 688,00 for the financial year	Licence and support agreement at Resorts	Compliance with SLA	4	4	4	4	4	Good service delivery	
Community Services	Bergrivier Toerisme Organisasie	01 July 2018 - 30 June 2021	R2 457 000.00	Promote and develop tourism	Compliance with SLA	4	4	4	4	4	Good service delivery	
Community Services	Piketberg Dierehospitaal	01 July 2019 - 30 June 2020	R 68 524.00 for the financial year	Administering euthanasia to dogs and cats	Compliance with contract	4	4	4	4	4	Good service delivery	
Community Services	Morrison Bros Services	23 January 2020 - 30 June 2020	R 479 488.37 for the financial year	Extension of Noordhoek Library in Velddrif	Compliance with contract	4	4	4	4	4	Good service delivery	
Community Services	Amabamba Fencing	12 December 2019 - 30 June 2020	R445 274.25	Supply, delivery and erection of palisade fencing at Anna Swarts Play park and Cemetery in Porterville	Compliance with contract	4	4	4	4	4	Good service delivery	

CHAPTER 4: ORGANISATIONAL DEVELOPMENT PERFORMANCE



Famous canola fields of Bergrivier Municipal Area

Photographer: Adv. Hanlie Linde

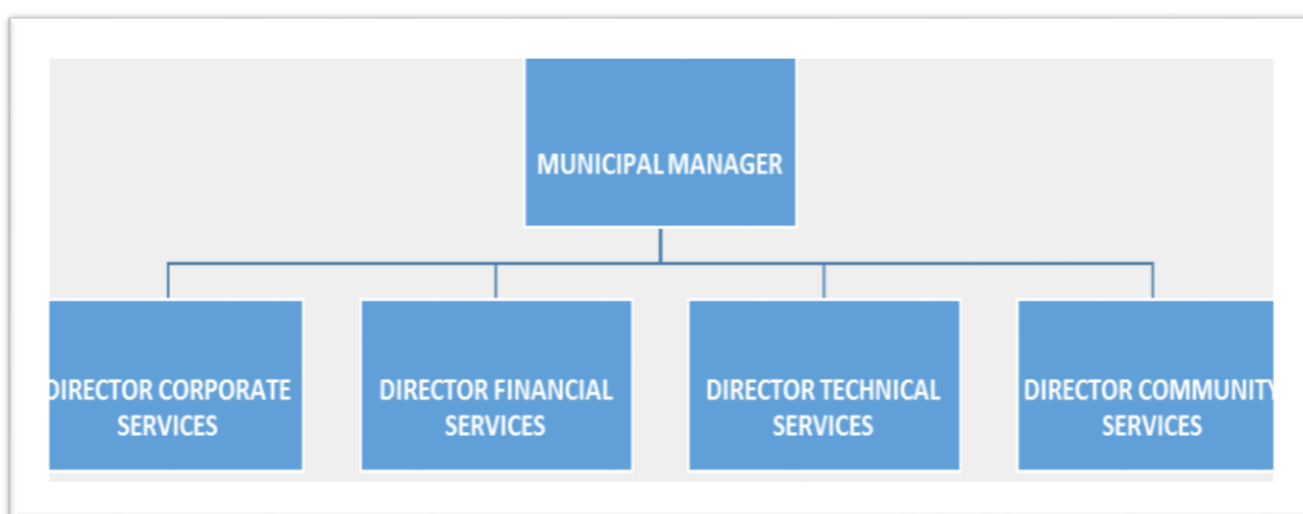
4.1 INTRODUCTION TO THE MUNICIPAL WORKFORCE

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 566 positions. Out of the 566, only 403 positions were funded for the financial year 2019/2020. The figure below depicts the approved macro structure.

FIGURE 28: 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 Municipal Manager's employment contract was renewed for another five years from August 2017 to August 2022. The Director Technical Services left the service of the municipality on 30 June 2019 and the Chief Financial Officer 31 August 2019.

A new Director Technical Services and Chief Financial Officer was appointed by Council on 25 September 2019 and the commencement date of employment was 01 November 2019. The following table indicates the filled/vacant positions of the Municipal Manager and Directors reporting to the Municipal Manager.

TABLE 157: SENIOR MANAGEMENT TEAM

POSITIONS	FILLED AS AT 30 JUNE 2020	EMPLOYMENT CONTRACTS IN PLACE	PERFORMANCE AGREEMENTS IN PLACE
Municipal Manager	YES	YES	YES
Chief Financial Officer	YES	YES	YES
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 367 employees at the end of June 2020 and the total vacancy rate as on 30 June 2020, based on funded positions, was 8.93 % comprising thirty six (36) funded positions. The vacancy rate for funded positions is 8.93 %, which is higher than the 4.23 % during the previous financial year, 2018/2019. The number of approved positions and the vacancy rate in the Municipality are reflected below.

TABLE 158: MONTHLY WORKFORCE AND VACANCY RATE

DESCRIP-TION	JUL '19	AUG '19	SEPT '19	OCT '19	NOV '19	DEC '18	JAN '20	FEB '20	MAR '20	APR '20	MAY '20	JUN '20
Total no. of approved permanent positions	566	566	566	566	566	566	566	566	566	566	566	566
No. of permanent positions filled	384	381	381	380	381	376	374	372	372	368	368	367
No. of funded vacant positions	18	21	21	22	21	26	28	31	31	35	35	36
No. of unfunded vacant positions	164	164	164	164	164	164	164	163	163	163	163	163

DESCRIPTION	JUL '19	AUG '19	SEPT '19	OCT '19	NOV '19	DEC '18	JAN '20	FEB '20	MAR '20	APR '20	MAY '20	JUN '20
Vacancy rate	4.48%	5.22%	5.22%	5.47%	5.22%	6.47%	6.97%	7.69%	7.69%	8.68%	8.68%	8.93%

4.1.1.3 TURNOVER RATE

TABLE 159: TURNOVER RATE

FINANCIAL YEAR	TOTAL APPOINTMENTS AS AT 30 JUNE 2020	TERMINATIONS DURING THE FINANCIAL YEAR	TURNOVER RATE
2017/2018	378	29	7.67 %
2018/2019	385	18	4.67%
2019/2020	367	30	8.17%

The total staff turnover rate for the financial year 2019/2020 is 8.17 %, compared to the turnover rate of the financial year 2018/2019 of 4.67 %. The staff turnover rate is 3.50 % higher than the previous financial 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 160: STAFF COMPLEMENT

DEPARTMENT	APPROVED POSITIONS (FUNDED) JUNE 2019	EMPLOYEES JUNE 2019	VACANCIES (FUNDED) JUNE 2019	% VACANCIES JUNE 2019	DEPARTMENT	APPROVED POSITIONS (FUNDED) JUNE 2020	EMPLOYEES JUNE 2020	VACANCIES (FUNDED) JUNE 2020	% VACANCIES JUNE 2020
OFFICE OF THE MUNICIPAL MANAGER					OFFICE OF THE MUNICIPAL MANAGER				
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	2	2	0	0.00 %
Strategic Services	4	4	0	0.00 %	Strategic Services	4	4	0	0.00 %
Internal Audit	2	2	0	0.00 %	Internal Audit	2	1	1	50.00 %
SUB-TOTAL	11	11	0	0.00 %	SUB-TOTAL	11	10	1	9.09 %
FINANCIAL SERVICES					FINANCIAL SERVICES				
Office of Director Financial Services	2	2	0	0.00 %	Office of Director Financial Services	2	2	0	0.00 %
Expenditure & SCM Services	12	11	1	8.33 %	Expenditure & SCM Services	12	10	2	16.67 %
Revenue Management	32	31	1	3.12 %	Revenue Management	32	28	4	12.50 %

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DEPARTMENT	APPROVED POSITIONS (FUNDED) JUNE 2019	EMPLOYEES JUNE 2019	VACANCIES (FUNDED) JUNE 2019	% VACANCIES JUNE 2019	DEPARTMENT	APPROVED POSITIONS (FUNDED) JUNE 2020	EMPLOYEES JUNE 2020	VACANCIES (FUNDED) JUNE 2020	% VACANCIES JUNE 2020
Financial Management & Reporting	2	2	0	0.00 %	Financial Management & Reporting	2	2	0	0.00 %
SUB-TOTAL	48	46	2	4.17 %	SUB-TOTAL	48	42	6	12.50 %
CORPORATE SERVICES					CORPORATE SERVICES				
Office of the Director: Corporate Services					Office of the 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	23	22	1	4.35 %	Administration & IT Services	22	16	6	27.27 %
SUB TOTAL	34	33	1	2.94 %	SUB TOTAL	35	29	6	17.15 %
COMMUNITY SERVICES					COMMUNITY SERVICES				
Office of Director: Community Services					Office of Director: Community Services	2	2	0	0.00 %
Libraries	31	27	4	12.90 %	Libraries	31	25	6	19.35 %

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DEPARTMENT	APPROVED POSITIONS (FUNDED) JUNE 2019	EMPLOYEES JUNE 2019	VACANCIES (FUNDED) JUNE 2019	% VACANCIES JUNE 2019	DEPARTMENT	APPROVED POSITIONS (FUNDED) JUNE 2020	EMPLOYEES JUNE 2020	VACANCIES (FUNDED) JUNE 2020	% VACANCIES JUNE 2020
Traffic & Law Enforcement (incl Disaster Management & Fire Services)	22	22	0	0.00 %	Traffic & Law Enforcement (incl Disaster Management & Fire Services)	20	19	1	5.00 %
Recreational Facilities & Resorts	23	23	0	0.00 %	Recreational Facilities & Resorts	23	22	1	4.35 %
Community Services	7	6	1	14.29 %	Community Services	5	4	1	20.00 %
Motor licenses and Testing	4	4	0	0.00 %	Motor licenses and Testing	6	6	0	0.00 %
Parks and Open Spaces	25	25	0	0.00 %	Parks and Open Spaces	25	24	1	4.00 %
Cemeteries	3	3	0	0.00 %	Cemeteries	3	2	1	33.33 %
Sport Grounds	6	6	0	0.00 %	Sport Grounds	6	6	0	0.00 %
Housing	3	3	0	0.00 %	Housing	3	3	0	0.00 %
SUB-TOTAL	124	119	5	4.03 %	SUB-TOTAL	124	113	11	8.87 %
TECHNICAL SERVICES					TECHNICAL SERVICES				
					Office of Director Technical Services	2	2	0	0.00 %

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DEPARTMENT	APPROVED POSITIONS (FUNDED) JUNE 2019	EMPLOYEES JUNE 2019	VACANCIES (FUNDED) JUNE 2019	% VACANCIES JUNE 2019	DEPARTMENT	APPROVED POSITIONS (FUNDED) JUNE 2020	EMPLOYEES JUNE 2020	VACANCIES (FUNDED) JUNE 2020	% VACANCIES JUNE 2020
Building Control (Including Project Management)	4	4	0	0.00 %	Building Control	4	4	0	0.00 %
Municipal Buildings	10	10	0	0.00 %	Municipal Buildings	9	9	0	0.00 %
Waste Management	41	40	1	2.44 %	Waste Management	42	41	1	2.38 %
Sanitation	9	9	0	0.00%	Sanitation	8	8	0	0.00 %
Roads & Storm Water Management	71	64	7	9.86 %	Roads & Storm Water Management	70	59	11	15.72 %
Water	28	27	1	3.57 %	Water	28	28	0	0.00 %
Electricity	22	22	0	0.00 %	Electricity	22	22	0	0.00 %
SUB-TOTAL	185	176	9	4.86 %	SUB-TOTAL	185	173	12	6.49 %
TOTAL	402	385	17	4.23 %	TOTAL	403	367	36	8.93 %

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 Bergrivier 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 161: 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 a number of 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 2019/2020 period a process involving all stakeholders, namely employees, councillors and unions, was followed where one new policy was adopted by Council and two policies were revised. A total of three standard operating procedures (SOP's) (two new SOP's and one revised SOP) were also approved by the Municipal Manager.

TABLE 162: APPROVED AND REVISED HUMAN RESOURCE POLICIES AND SOP'S

APPROVED POLICIES 2019/2020	REVISED POLICIES 2019/2020	APPROVED SOP'S 2019/2020	REVISED SOP'S 2019/2020
Prevention and Management of Covid-19 in the workplace policy	<ul style="list-style-type: none"> • Leave Management Policy • Acting and Additional Services Rendered Policy 	<ul style="list-style-type: none"> • Registration on Unemployment Database • Appointment of Temporary Workers 	Acting and Additional Services Rendered

4.2.2 TERMINATIONS AND OCCUPATIONAL HEALTH AND SAFETY

4.2.2.1 TERMINATIONS

There were 30 terminations during the financial year which consisted of the following: Thirteen resignations, eleven retirements, one ill health/incapacity, two deceased and three for misconduct. The table below depicts the terminations as recorded:

TABLE 163: TERMINATIONS OF PERMANENT EMPLOYEES

REASON	July '19	Aug '19	Sept '19	Oct '19	Nov '19	Dec '19	Jan '20	Feb '20	Mar '20	Apr '20	May '20	Jun '20	TOTAL
Resignations	1	2	2	1	3	1	2	0	0	1	0	0	13
Retirement	0	0	0	0	3	2	0	0	3	2	1	0	11
Ill Health/ Incapacity	1	0	0	0	0	0	0	0	0	0	0	0	1
Deceased	1	0	0	0	1	0	0	0	0	0	0	0	2
Misconduct	0	1	1	0	0	0	0	0	1	0	0	0	3
Total	3	3	3	1	7	3	2	0	4	3	1	0	30

4.2.2.2 OCCUPATIONAL HEALTH AND SAFETY

4.2.2.2.1 THE FUNCTIONING OF THE CENTRAL OCCUPATIONAL HEALTH AND SAFETY COMMITTEE

As at 30 June 2020, 98 % of the Health and Safety Representatives were appointed for each workplace (2 % not filled due to vacancies). We have 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. New Health and Safety Representatives will be elected in December 2020.

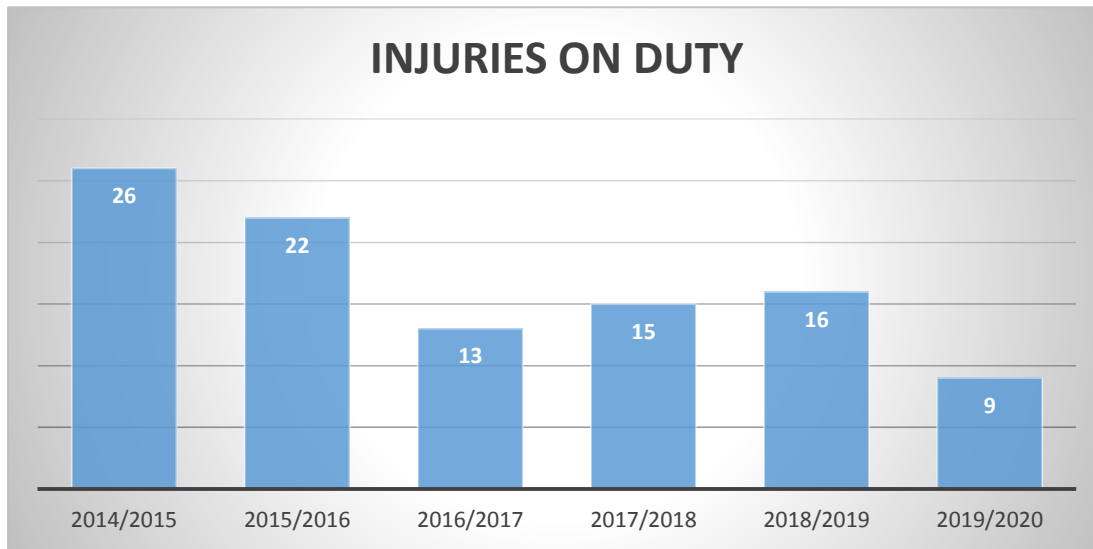
Six (6) COVID -19 induction sessions were held for municipal staff to inform them of the following:

- Preventing and managing disease in the workplace;
- Preventing the spread in the workplace;
- Preventing infection during workplace operations; and
- Managing employees infected/possibly infected.

4.2.2.2.2 REPORTABLE INCIDENTS

Nine (9) incidents occurred, which is a decrease from the number of incidents (16) of the previous financial year. As indicated in the graph below, the Municipality was able to achieve the target and reduce the number of reportable incidents of 26 for the financial year 2014/15 to 9 reportable incidents for the financial year 2019/20. The graph below shows the injuries on duty reported:

FIGURE 29: INJURIES ON DUTY



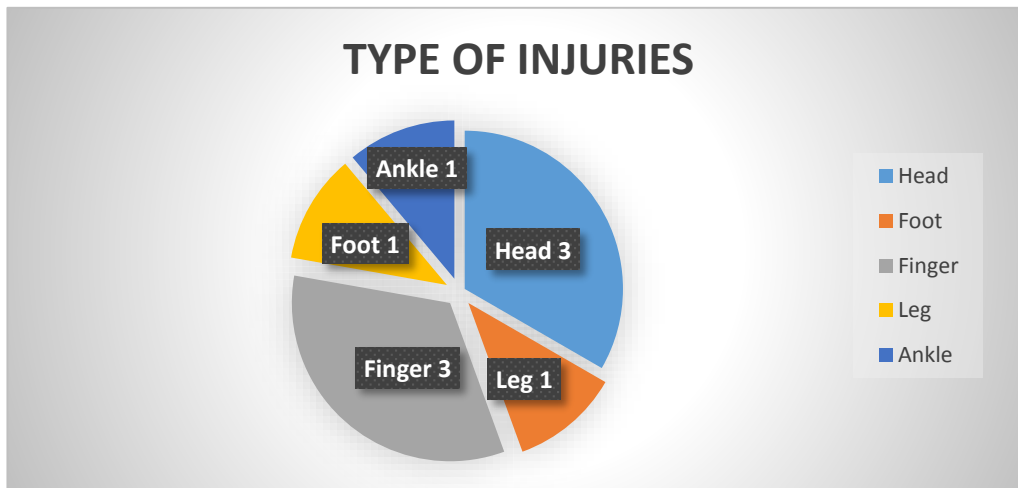
4.2.2.2.3 REPORTABLE INJURIES PER TOWN

Of the nine (9) injuries reported five (5) occurred in Piketberg, three (3) in Velddrif and one (1) in Porterville.

4.2.2.2.4 TYPES OF REPORTABLE INJURIES

The type of injuries that occurred are shown in the graph below.

FIGURE 30: TYPE OF INJURIES



COMMEMORATION OF WORLD AIDS DAY



4.2.2.2.5 COVID-19

4.2.2.2.5.1 BACKGROUND

The global pandemic of the coronavirus disease 2019 (COVID-19) was first reported on 31 December 2019 by the World Health Organization country office following a cluster of pneumonia cases in Wuhan City, Hubei Province of China. Severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) has been confirmed as the causative virus of COVID-19. To date, COVID-19 has become a global pandemic and it is continuing to spread across the globe.

On 5 March 2020, Minister of Health, Dr. Zweli Mkhize, confirmed the spread of the virus to South Africa, with the first known patient being a male citizen who tested positive upon his return from Italy. The first two deaths to have occurred from the disease were reported on 27 March 2020. On 27 April 2020 the first positive case was reported in Bergrivier Municipality.

On 15 March 2020, the President of South Africa, Mr. Cyril Ramaphosa, declared a national state of disaster, and announced measures such as immediate travel restrictions and the closure of schools from 18 March 2020. On 17 March 2020, the *National Coronavirus Command Council* was established, "to lead the nation's plan to contain the spread and mitigate the negative impact of the coronavirus". On 23 March 2020, a national lockdown was announced, starting on 26 March 2020 at 24:00. President Ramaphosa announced that from 1

May 2020 a gradual and phased easing of the lockdown restrictions would begin, lowering the national alert level to 4.

4.2.2.2.5.2 COVID-19 WORKPLACE PLAN

According to the relevant Regulations the municipality had to implement a Covid-19 Workplace Plan. The plan was approved by the Municipal Manager on 21 May 2020 and has been implemented.

The plan provides practical mitigation, response and recovery measures for the COVID-19 pandemic within the municipal jurisdiction, based on guidelines from the Centres for Disease Control and Prevention, World Health

BERGRIVIER MUNICIPALITY				
				
SUBJECT:	Covid-19 Workplace Plan			
DIRECTORATE:	Corporate Services			
UNIONS CONSULTATION DATE:	20 May 2020			
DATE APPROVED:	21 May 2020			
EFFECTIVE DATE:	21 May 2020			
DOCUMENT HISTORY				
Version	Date Created	Status	Writer	Changes
1.0	4 May 2020	Draft	AW Rheeder	
1.1	21 May 2020	Approved	AW Rheeder	Effective date

Organization (WHO), The Department of Employment and Labour - Workplace Preparedness Plan: COVID-19 (SARS-CoV-19 virus), to address various scenarios that the municipality may face during the pandemic. Only essential service employees are required to work during the Level 4 alert level. From 1 June 2020, the national restrictions were lowered to level 3. The Covid-19 Workplace Plan was revised to accommodate the new Alert level and was implemented from 17 June 2020. There will be a phased-in approach to the return to work in line with the determined alert levels as determined by Regulations from time to time. This workplace plan must be read together with the provisions of the approved COVID-19: Preventing and Managing Coronavirus in the Workplace Policy.

4.2.2.2.5.3 PREVENTION AND MANAGEMENT OF COVID-19 IN THE WORKPLACE POLICY

The Prevention and Management of Covid-19 in the Workplace policy was approved by the Mayoral Committee on 29 May 2020 and communicated to all staff.

4.2.2.2.5.4 SCREENING OF EMPLOYEES AND PUBLIC


The screening of employees and members of the public started from Tuesday 19 May 2020 at all the municipal offices and for the staff performing essential services. A contact tracing register for the members of the public was implemented and the screening forms for the staff were distributed to all the departments.

4.2.2.2.5.5 PROVISIONING OF PERSONAL PROTECTIVE EQUIPMENT (PPE)

PPE were distributed on a daily basis as needed. All the employees were provided with the necessary PPE as required (two face cloths, hand sanitiser and other PPE as required).



BERGRIVIER MUNICIPALITY



SUBJECT:	Prevention and Management of COVID-19 in the Workplace Policy
DIRECTORATE:	Corporate Services
UNIONS CONSULTATION DATE:	20 May 2020
DATE APPROVED:	29 May 2020
EFFECTIVE DATE:	29 May 2020
COUNCIL ITEM:	BKN013/05/2020

DOCUMENT HISTORY				
Version	Date Created	Status	Writer	Changes
1.0	4 May 2020	Draft	AW Rheeder	
1.2	29 May 2020	Approved	AW Rheeder	

4.2.2.2.5.6 VULNERABLE EMPLOYEES

Vulnerable employees are employees who are older than 60 years and/or those who have medical certified co-morbidities. These employees may render their services for either essential services or other work. In terms of clause 46(5) the employer, must before these employees commence working, implement special/additional measures to limit employees’ exposure to COVID-19 infection and facilitate their safe return to work, which may include the following:

- Installing physical barriers between these employees and other employees;
- Providing extra personal protective equipment (PPE) such as face shields and visors;
- Increasing the social distancing requirements between other employees and these employees (for instance from 1.5 meters to 3 meters if the workplace allows for it); and

- Where possible that the employees work from home.



Shield on desks

4.2.2.2.5.7 CLEANING OF MUNICIPAL OFFICES

Municipal offices are cleaned and sanitized on a daily basis by cleaning staff in every town. Offices must be disinfected on a daily basis as prescribed in the COVID-19 regulations and approved programme for the cleaning/disinfecting of all the offices and workplaces in every town.

4.2.2.2.5.8 TRAINING

COVID-19 training was also provided to employees and started on Friday 29 May 2020.



Covid-19 Training

4.2.2.2.5.9 INSPECTIONS

Ongoing inspections are done to ensure that all Covid-19 protocols are in place.

4.2.3 ABSENTEEISM

The combined absenteeism rate for sick leave for the Municipal Workforce for the financial year 2019/2020 is shown in the table below:

TABLE 164: 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	292.56	384	20.75	7 968.00	3.67 %
August	227	381	20.75	7 905.75	2.87 %
September	206	381	20.75	7 905.75	2.61 %
October	183	380	20.75	7 885.00	2.32 %
November	166	381	20.75	7 905.75	2.10 %
December	65	376	20.75	7 802.00	0.83 %
January	130	374	20.75	7 760.50	1.68 %
February	175	372	20.75	7 719.00	2.27 %
March	108	372	20.75	7 719.00	1.40 %
April	0	368	20.75	7 636.00	0.00 %
May	0	368	20.75	7 636.00	0.00 %
June	123	367	20.75	7 615.25	1.62 %
TOTALS	1 675.56	375.33	249	9 3458	1.78 %

The absenteeism rate decreased from 2.57 % in the previous financial to 1.78 % for the period under review. The municipality needs to monitor the absenteeism of employees to ensure that it does not increase.

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 Councilors disclose their financial interests. The interests of Councilors, the Municipal Manager and Directors are available on request.

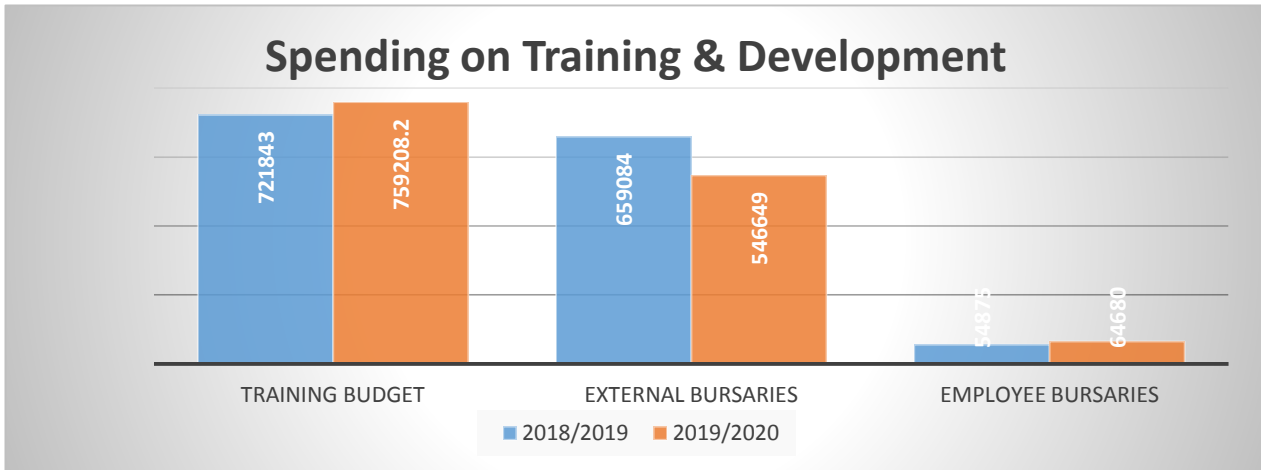
4.3 CAPACITATING THE MUNICIPAL WORKFORCE

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.

In order 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 31: SPENDING ON TRAINING BUDGET



During the financial year 2019/2020 R 987 688.20 was spent on training and development of employees. A total of 122 employees received training during this financial year. The municipality spent R 611 329 on bursaries for employees and non-employees. Only 90.62 % of the training budget was spent due to the Covid-19 lockdown.

Officials attending Electrical Modular Training





Officials attending Brush Cutter Training



Officials attending Small Machinery Training

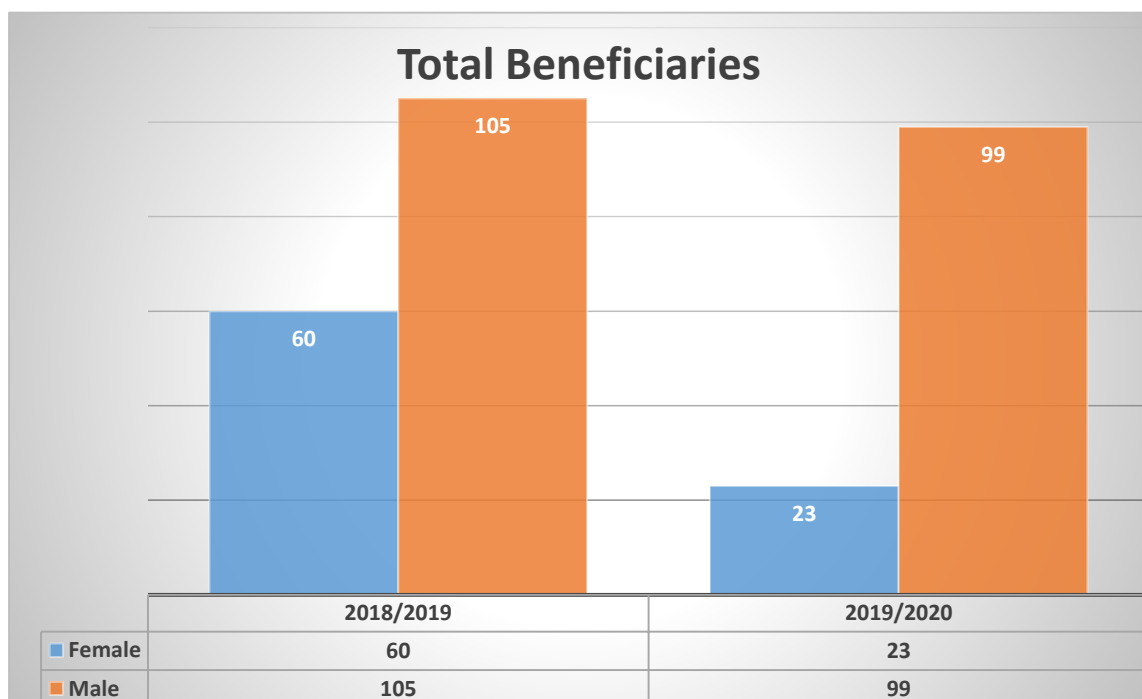
The following training interventions took place during the financial year 2019/2020:

TABLE 165: TRAINING INTERVENTIONS

TYPE OF LEARNING INTERVENTION	NAME OF LEARNING INTERVENTION	NQF LEVEL	NUMBER TRAINED	
			FEMALE	MALE
Skills Programme	Report Writing	3	1	2
Skills Programme	Finance Minimum Competency levels	6	5	8
Skills Programme	MS Project	4	2	3
Skills Programme	ICT Security	5	0	1
Skills Programme	VEEAM (IT Training)	5	0	1
Skills Programme	VM Ware (IT Training)	5	0	1
Short Course Non Credit	Pay Day	N/A	2	0
Short Course Non Credit	Learner and Driving license	N/A	5	18
Skills Programme	Firearm Handgun and Shotgun	4	2	13

TYPE OF LEARNING INTERVENTION	NAME OF LEARNING INTERVENTION	NQF LEVEL	NUMBER TRAINED	
			FEMALE	MALE
Skills Programme	Small Machines	3	0	6
Learnership	Library Assistance	4	6	0
Learnership	Water and Waste Water Treatment Process Operations NQF 2	2	0	3
Learnership	Water and Waste Water Treatment Process Operations NQF4	4	0	4
Learnership	Road Construction NQF 2	2	0	5
Learnership	Road Construction NQF 5	5	0	3
Short Course Non Credit	Digger loader	N/A	0	7
Skills Programme	Chainsaw	3	0	5
Skills Programme	Introduction to SANS 100400 Part N	4	0	3
Short Course Non Credit	Drone Training	N/A	0	8
Apprenticeship	Electrical Modular Training	5	0	7
Short Course	Labour Intensive Training	5	0	1
TOTAL (122 employees)			23	99

FIGURE 32: BENEFICIARIES OF TRAINING IN TERMS OF GENDER



Councillors and Officials attending the Awards Ceremony on 06 December 2019



4.3.2 REPORTING ON AND MONITORING MUNICIPAL MINIMUM COMPETENCY LEVELS

In terms of Section 14 (2) (b) of the Local Government: Municipal Financial 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 2020.

In terms of Section 83 (1) of the Municipal Financial 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 at 30 June 2020 in the minimum competency levels:

TABLE 166: MINIMUM COMPETENCY LEVELS

NO	NAME OF EMPLOYEE	OCCUPATION	DATE OF COMPLETION
1	Hanlie Linde	Municipal Manager	October 2012
2	August Christoffel Koch	Director Technical Services (Appointed 01/11/2019)	April 2017
3	Felix Martin Lötter	Director Financial Services (Appointed 01/11/2019)	November 2016
4	Marius Wüst	Director Financial Services (Resigned 31/08/2019)	October 2014
5	Johan William Kotzee	Director Corporate Services	September 2013
6	Dean Josephus	Director: Community Services	November 2016
7	Andries Wessel Rheeder	Manager: Human Resource Services	October 2013
8	Werner Wagener	Manager: Planning & Development	October 2013
9	Martin Crous	Manager: Income	May 2011
10	John-Peter Sass	Manager: Budget & Treasury Office	August 2012
11	Jacob Breunissen	Manager: Civil Services	October 2013
12	Jurene Erasmus	Internal Auditor	October 2014
13	Lene Louw	Accountant: Budget and Treasury Office	August 2012
14	Israel Benno John Saunders	Head: Supply Chain Management	February 2014
15	Nelmarie Bothma	Manager: Supply Chain Management	July 2011
16	Alletta van Sittert	Manager: Strategic Services	November 2016
17	David Carolissen	Manager: Community Facilities	August 2019
18	Ridaa Kearns	Manager: Project Management & Building Control	June 2016

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 2019/2020 totaled an amount of R 130 947 771 (excluding remuneration of councilors). This constitutes 35.59 % of the total operational expenditure and is a decrease from the previous year's 37.55 %. No appointments are made unless the positions are funded and vacant on the staff

establishment. In order 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 at 30 June 2020:

TABLE 167: SUMMARY OF FINANCIAL PERFORMANCE

	ORIGINAL BUDGET	BUDGET ADJUSTMENTS	FINAL BUDGET	ACTUAL OUTCOME	BUDGET VARIANCE	RESTATED OUTCOME
	2020	2020	2020	2020	2020	2019
	R	R	R	R	R	R
Financial Performance						
Property rates	71 681 069	798 000	72 479 069	74 039 877	1 560 808	67 799 813
Service charges	188 140 660	(366 499)	187 774 161	181 434 786	(6 339 375)	162 921 664
Investment revenue	5 447 000	2 005 000	7 452 000	7 688 308	236 308	6 202 756
Transfers and subsidies - operational	67 092 435	697 174	67 789 609	60 114 535	(7 675 074)	56 025 405
Other own revenue	36 033 000	5 796 000	41 829 000	54 430 175	12 601 175	42 846 266
Total Operating Revenue (excluding capital transfers)	368 394 164	8 929 675	377 323 839	377 707 680	383 841	335 795 904
Employee costs	134 014 925	707 146	134 722 071	130 947 771	(3 774 300)	123 397 594
Remuneration of councillors	6 719 578	102 857	6 822 435	6 669 207	(153 228)	6 262 498
Debt impairment	21 475 000	12 271 000	33 746 000	35 015 069	1 269 069	16 122 564
Depreciation and asset impairment	23 284 000	(612 000)	22 672 000	21 356 959	(1 315 041)	20 387 879
Finance charges	13 967 895	1 742 677	15 710 572	15 796 125	85 553	15 498 608
Bulk purchases	96 543 000	1 500 000	98 043 000	96 817 583	(1 225 417)	83 689 111
Other Materials	12 069 880	2 337 070	14 406 950	-	(14 406 950)	-
Contracted Services	26 986 108	1 105 210	28 091 318	20 711 772	(7 379 546)	22 863 129
Transfers and grants	6 028 300	300 000	6 328 300	6 088 217	(240 083)	5 322 700
Other expenditure	35 409 321	(1 672 926)	33 736 395	34 520 416	784 021	35 071 604
Total Expenditure	376 498 007	17 781 034	394 279 041	367 923 120	(26 355 921)	328 615 687
Surplus/(Deficit)	(8 103 843)	(8 851 359)	(16 955 202)	9 784 559	26 739 761	7 130 217
Transfers and subsidies - capital (monetary)	24 066 565	743 018	24 809 583	20 192 811	(4 616 772)	20 514 803

	ORIGINAL BUDGET	BUDGET ADJUSTMENTS	FINAL BUDGET	ACTUAL OUTCOME	BUDGET VARIANCE	RESTATED OUTCOME
	2020	2020	2020	2020	2020	2019
Transfers and subsidies - capital (in-kind)	-	-	-	-	-	700 000
Surplus/(Deficit) for the year	15 962 722	(8 108 341)	7 854 381	29 977 370	22 122 989	28 395 020

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TABLE 168: FINANCIAL PERFORMANCE OF OPERATIONAL SERVICE

		OPERATING DEPARTMENTAL REVENUE AND EXPENDITURE FOR THE YEAR END 30 JUNE 2020			
		ORIGINAL BUDGET	FINAL BUDGET	ACTUAL OUTCOME	BUDGET VARIANCE
		2020	2020	2020	2020
		R	R	R	%
OPERATING REVENUE					
Vote 1 - Municipal Manager	Mayor and Council	2 804 000	2 804 000	2 804 000	0 %
	Municipal Manager	31 251 000	31 087 000	31 916 000	3 %
	Economic Development Planning	445 000	445 000	445 000	0 %
	Internal Audit	-	-	-	0 %
Vote 2 - Finance	Finance	83 790 895	90 281 069	98 031 899	9 %
	Budget and Treasury Office	-	-	-	0 %
	Supply Chain Management	10 000	24 000	37 478	56 %
	Director Finance Services	-	-	-	0 %
Vote 3 - Corporate Services	Planning and Development	472 000	322 000	201 561	-37 %
	Human Resources	542 000	242 000	8 581 560	3 446 %
	Information Technology	-	-	-	0 %
	Administrative and Corporate Support	3 000	3 000	2 938	-2 %
	Director Corporate Services	-	-	-	0 %

	OPERATING DEPARTMENTAL REVENUE AND EXPENDITURE FOR THE YEAR END 30 JUNE 2020				
		ORIGINAL BUDGET	FINAL BUDGET	ACTUAL OUTCOME	BUDGET VARIANCE
		2020	2020	2020	2020
		R	R	R	%
Vote 4 - Technical Services	Building Control	902 000	1 001 000	989 098	-1 %
	Project Management Unit	2 531 000	2 531 000	2 478 282	-2 %
	Property Services	5 817 000	6 753 000	1 309 667	-81 %
	Director Technical Services	-	-	-	0 %
	Solid Waste Removal	28 461 000	27 827 500	27 303 535	-2 %
	Street Cleaning		-	-	0 %
	Sewerage	17 103 000	16 818 000	16 509 629	-2 %
	Waste Water Treatment	-	-	-	0 %
	Storm Water Management	-		-	0 %
	Water Distribution	29 436 202	30 352 202	30 870 115	2 %
	Water Treatment	-	-	-	0 %
	Roads	1 684 000	1 556 000	1 547 648	-1 %
	Electricity	125 448 067	125 606 068	119 205 165	-5 %
	Street Lighting	-	-	-	0 %
Vote 5 - Community Services	Director Community Services	-	-	-	0 %
	Libraries and Archives	6 963 000	6 768 000	6 189 127	-9 %
	Community Halls and Facilities	212 000	200 000	195 966	-2 %
	Cemeteries	366 000	366 000	409 445	12 %
	Housing Core	45 000	45 000	-	-100 %
	Housing Non-Core	8 070 000	8 070 000	4 225 697	-48 %
	Traffic Control	12 458 000	16 297 000	17 130 751	5 %
	Fire Fighting and Protection	5 000	5 000	910	-82 %

	OPERATING DEPARTMENTAL REVENUE AND EXPENDITURE FOR THE YEAR END 30 JUNE 2020				
		ORIGINAL BUDGET	FINAL BUDGET	ACTUAL OUTCOME	BUDGET VARIANCE
		2020	2020	2020	2020
		R	R	R	%
	Community Parks	186 000	186 000	-	-100 %
	Sports Grounds and Stadiums	-	-	-	0 %
	Swimming Pools	37 000	24 000	23 928	0 %
	Holiday Resorts	4 924 000	3 245 000	3 621 343	12 %
	Holiday Resorts PW Koorts	15 000	1 000	130	-87 %
	Road and Traffic Regulation	4 413 000	4 464 000	3 676 808	-18 %
	TOTAL OPERATING REVENUE	368 394 164	377 323 839	377 707 681	0 %
	EXPENDITURE				
Vote 1 - Municipal Manager	Mayor and Council	9 772 120	9 414 094	9 052 333	-4 %
	Municipal Manager	12 617 800	14 512 089	12 970 165	-11 %
	Economic Development Planning	4 089 651	3 984 151	3 550 379	-11 %
	Internal Audit	1 568 475	1 757 247	1 376 495	-22 %
Vote 2 - Finance	Finance	25 432 444	30 767 618	27 892 011	-9 %
	Budget and Treasury Office	2 071 521	2 037 521	1 798 477	-12 %
	Supply Chain Management	5 276 901	5 256 900	5 082 823	-3 %
	Director Finance Services	1 840 948	1 801 948	1 520 074	-16 %
Vote 3 - Corporate Services	Planning and Development	4 598 936	4 465 414	4 122 432	-8 %
	Human Resources	12 470 890	11 617 116	11 362 101	-2 %
	Information Technology	3 877 330	4 206 330	3 626 413	-14 %
	Administrative and Corporate Support	8 401 853	7 929 191	6 491 973	-18 %
	Director Corporate Services	2 001 202	1 937 602	1 894 710	-2 %

	OPERATING DEPARTMENTAL REVENUE AND EXPENDITURE FOR THE YEAR END 30 JUNE 2020				
		ORIGINAL BUDGET	FINAL BUDGET	ACTUAL OUTCOME	BUDGET VARIANCE
		2020	2020	2020	2020
		R	R	R	%
Vote 4 - Technical Services	Building Control	2 095 780	2 065 780	1 993 526	-3 %
	Project Management Unit	1 903 491	1 874 991	1 859 960	-1 %
	Property Services	7 654 559	7 607 559	7 058 832	-7 %
	Director Technical Services	2 030 534	1 886 034	1 219 845	-35 %
	Solid Waste Removal	25 031 879	28 013 680	30 109 309	7 %
	Street Cleaning	1 535 405	1 516 405	1 553 058	2 %
	Sewerage	9 629 267	9 557 267	7 355 489	-23 %
	Waste Water Treatment	3 585 589	3 213 589	3 382 121	5 %
	Storm Water Management	816 235	920 235	643 318	-30 %
	Water Distribution	18 240 782	22 403 782	19 159 982	-14 %
	Water Treatment	2 256 576	2 197 576	2 012 620	-8 %
	Roads	28 905 354	29 717 854	27 057 233	-9 %
	Electricity	111 278 259	110 653 771	111 024 898	0 %
	Street Lighting	1 160 396	1 105 396	1 088 489	-2 %
Vote 5 - Community Services	Director Community Services	1 896 676	1 650 805	1 601 287	-3 %
	Libraries and Archives	7 562 115	7 481 607	6 524 952	-13 %
	Community Halls and Facilities	1 929 502	1 713 432	1 791 371	5 %
	Cemeteries	808 075	776 785	666 725	-14 %
	Housing Core	1 520 210	1 662 820	1 631 423	-2 %
	Housing Non-Core	8 093 930	8 085 630	4 232 943	-48 %
	Traffic Control	22 359 823	27 851 319	25 828 148	-7 %
	Fire Fighting and Protection	1 484 185	1 586 985	1 025 838	-35 %
	Community Parks	8 724 118	8 914 645	8 081 540	-9 %

	OPERATING DEPARTMENTAL REVENUE AND EXPENDITURE FOR THE YEAR END 30 JUNE 2020				
		ORIGINAL BUDGET	FINAL BUDGET	ACTUAL OUTCOME	BUDGET VARIANCE
		2020	2020	2020	2020
		R	R	R	%
	Sports Grounds and Stadiums	3 667 418	4 094 003	3 382 726	-17 %
	Swimming Pools	740 816	714 178	676 137	-5 %
	Holiday Resorts	5 973 031	5 759 261	4 728 558	-18 %
	Holiday Resorts PW Koorts	28 245	19 645	5 239	-73 %
	Road and Traffic Regulation	1 565 686	1 546 786	1 487 174	-4 %
	TOTAL OPERATING EXPENDITURE	376 498 007	394 279 041	367 923 123	-7 %

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5.1.2 FINANCIAL GRANTS

The Municipality received the following operating transfers and grants during the 2019/20 financial year:

TABLE 169: OPERATING GRANTS AND TRANSFERS

DESCRIPTION	BUDGET YEAR 2019/20		
	ORIGINAL BUDGET	ADJUSTED BUDGET	YEAR TD ACTUAL
R thousands			
RECEIPTS:			
Operating Transfers and Grants			
National Government:	50 658	51 147	51 839
Local Government Equitable Share	45 025	45 025	45 025
Municipal Infrastructure Grant	2 531	2 531	2 478
Expanded Public Works Programme	1 422	1 422	1 422
Financial Management Grant	898	1 314	1 349
Integrated National Electrification Programme (Municipal) Grant	783	783	1 493
Municipal Disaster Relief Grant (COGTA)		72	72

DESCRIPTION	BUDGET YEAR 2019/20		
	ORIGINAL BUDGET	ADJUSTED BUDGET	YEAR TD ACTUAL
Provincial Government:	15 734	16 134	7 764
Libraries	6 857	6 657	6 116
Human Settlements	8 070	8 070	363
Maintenance of Roads	97	97	–
Financial Management Support Grant	330	330	330
Municipal Capacity Building Grant	380	380	355
Local Government Support Grant - COVID-19		600	600
Other grant providers:	700	509	290
<i>Heist op den Berg</i>	648	457	290
Total Operating Transfers and Grants	67 092	67 790	59 893
<u>Capital Transfers and Grants</u>			
National Government:	17 887	17 470	14 291
Municipal Infrastructure Grant	12 017	12 017	12 070
Financial Management Grant	652	236	201
Integrated National Electrification Programme (Municipal) Grant	5 217	5 217	2 020
Provincial Government:	6 180	6 779	6 321
<i>Regional Socio - Economic Project</i>	4 500	4 500	4 500
<i>Libraries</i>	600	1 199	797
<i>Development of Sport and Recreation Facilities</i>	250	250	204
<i>Fire Service Capacity Building Grant</i>	830	830	820
<i>Other Grant Provided – Heist-op-den-Berg</i>	-	-	41
Total Capital Transfers and Grants	24 067	24 250	20 653
TOTAL RECEIPTS OF TRANSFERS & GRANTS	91 159	92 039	80 546

The following transfers and grants that the Municipality received during the 2019/20 financial year were utilized as follows:

▲ **FINANCE MANAGEMENT GRANT (NATIONAL GOVERNMENT)**

R 1 550 000 was received for the 2019/20 financial year. R 1 349 360 was spent on operational expenses and R 200 640 was spent on capital expenses. The operational expenses included intern salaries, assistance with the compilation and review of the financial statements, addressing audit queries and training for staff of the Finance Department. The capital budget were used to purchase two additional modules for the financial system.

▲ **MUNICIPAL INFRASTRUCTURE GRANT (MIG)**

The grant for 2019/20 financial year was R 14 548 000. During the year the full allocation amount of R 14 548 000 was spent with the majority of the capital expenditure relating to the Upgrade of roads and storm water, Porterville Pump line, Velddrif Pump line and Pump station and Upgrading of existing storm water network at low cost housing. An amount of R 735 070 was operational expenditure of the PMU office.

▲ **WESTERN CAPE FINANCE MANAGEMENT SUPPORT GRANT (PROVINCIAL GOVERNMENT)**

An allocation of R 330 000 for the 2019/20 financial year was received and spent on support with mSCOA and reconciliations of control accounts.

▲ **EXTENDED PUBLIC WORKS PROGRAMME EPWP)**

R 1 422 000 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,

- Water Conservation and demand management;
- Collection of solid waste
- Sorting waste for recycling disposal
- Storm Water maintenance;
- Cleaning of pavements and public open spaces;
- Eradication of Aliens and
- Maintenance and Beautification of Parks.

▲ **COMMUNITY DEVELOPMENT WORKER (CDW)**

The unspent balance of R 13 947 as at 30 June 2019 had been returned to Provincial Government. The Community Development Worker is no longer employed by the municipality.

▲ **LIBRARY SERVICES GRANT**

The amount of R 560 015 was unspent at 30 June 2019. R 7 857 000 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 6 115 870 of this grant was used for operational expenditure and R 796 696 for capital projects which included the completion of a new Library hall for Noordhoek Library. Due to the lockdown period the Library Hall could not be completed. The amount of R 1 504 449 was unspent at 30 June 2020. An application to roll-over the unspent amount was submitted to Provincial Treasury.

▲ **INTEGRATED NATIONAL ELECTRIFICATION**

R 6 000 000 was received for the 2019/2020 financial year. These funds were utilised for Velddrif Bulk Upgrading switching station and feeders. The amount of R 2 486 661 was unspent at 30 June 2020. An application to roll-over the unspent amount was submitted to National Treasury.

▲ **REGIONAL SOCIO-ECONOMIC PROJECT/VIOLENCE PREVENTION THROUGH URBAN UPGRADING**

An allocation of R 4 500 000 was received in the 2019/20 financial year and was used for the construction of Regional Social Projects in Piketberg and Porterville. The Porterville RSEP project tender was awarded to SACLAWA ENTERPRISES to the value of R 2 295 400.00 (including VAT). The Piketberg RSEP project tender was awarded to CRAWFORD JOINERY WORKS to the value of R 2 620 325.19 (including VAT). Construction of both projects have been delayed due to the National lockdown regulations. Construction restarted, but projects is approximately 2 months behind schedule. The amount of R 459 485 was unspent at 30 June 2020. An application was submitted to Provincial Treasury for roll-over of the remaining funds. The roll-over was approved in principle during September 2020. The Piketberg RSEP project (Active Box) has been completed. The Porterville RSEP project is expected to be completed by end of October 2020.

▲ **FIRE SERVICE CAPACITY BUILDING GRANT**

An allocation of R 830 000 was received in the 2019/20 financial year and was used for the purchase of three Firefighting Vehicles.

DEVELOPMENT OF SPORT AND RECREATION FACILITIES

An allocation of R 250 000 was received in the 2019/20 financial year and was used for the construction of two concrete cricket nets with bowling pad and the construction of Turf Cricket Pitch in Velddrif.

▲ **MUNICIPAL DISASTER RELIEF GRANT (COGTA)**

An allocation of R 72 000 was received in the 2019/20 financial year and was used for the decontamination of municipal spaces and purchases of PPE and Hygiene Packs.

▲ **LOCAL GOVERNMENT SUPPORT GRANT - COVID-19**

An allocation of R 600 000 was received in the 2019/20 financial year and was used for Food Parcels for the Community.

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 2019/20 financial year no auction took place.

The following table indicates the three largest assets acquired during 2019/20:

TABLE 170: TREATMENT OF THE 3 LARGEST ASSETS ACQUIRED DURING THE FINANCIAL YEAR

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENT BUDGET	ACTUAL
Upgrading of existing storm water network at low cost housing	2 639 183.00	2 734 144.00	2 963 672.48
Refurbishment and upgrade of WWTW (own funding)	2 500 000.00	3 100 000.00	2 861 520.34
VD Bulk upgrading switching station and feeders	5 217 391.00	5 217 391.00	2 020 203.91

Unaudited Annual Financial Statements 2019/20

5.2 FINANCIAL RATIOS AND INDICATORS

Municipalities make use of a number of 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 on the basis of 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. Anything below 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.

TABLE 171: CURRENT RATIO

YEAR	CURRENT ASSETS	CURRENT LIABILITIES	RATIO
2017/2018	169 480 905	44 793 286	378.36 %
2017/2018 (Restated)	150 083 556	41 630 038	360.52 %
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 %

5.2.2 COST COVERAGE

The cost coverage ratio is the ratio of the available cash plus investments divided by monthly fixed operational expenditure. The ratio 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 ratio 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.

TABLE 172: COST COVERAGE RATIO

YEAR	AVAILABLE CASH + INVESTMENTS	MONTHLY FIXED OPERATIONAL EXPENDITURE	RATIO
2017/2018	77 736 494	21 540 469	3.61
2017/2018 (Restated)	77 736 494	21 740 329	3.58
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

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 increase from the previous year.

TABLE 173: OUTSTANDING SERVICE DEBTORS TO REVENUE RATIO

YEAR	TOTAL OUTSTANDING SERVICE DEBTORS	ANNUAL REVENUE RECEIVED FOR SERVICES	RATIO
2017/2018	62 892 937	145 624 075	43.19 %
2017/2018 (Restated)	71 059 667	145 624 075	48.80 %
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 %

5.2.4 DEBT COVERAGE

TABLE 174: DEBT COVERAGE RATIO

YEAR	TOTAL OPERATING REVENUE - OPERATING GRANTS	DEBT SERVICE PAYMENTS WITHIN FINANCIAL YEAR	RATIO
2017/2018	284 123 540	11 514 728	24.67
2017/2018 (Restated)	285 691 576	11 514 728	24.81
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

5.2.5 CREDITOR SYSTEM EFFICIENCY

Creditor's systems efficiency is based on the % 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 %.

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 have shown a continued decrease from the previous year.

TABLE 175: CAPITAL CHARGES TO OPERATING EXPENDITURE RATIO

YEAR	INTEREST + PRINCIPLE PAID	OPERATING EXPENDITURE	RATIO
2017/2018	10 801 513	291 303 429	3.71 %
2017/2018 (Restated)	10 801 513	296 343 528	3.64 %
2018/2019	11 523 685	321 654 267	3.58 %

YEAR	INTEREST + PRINCIPLE PAID	OPERATING EXPENDITURE	RATIO
2018/2019 (Restated)	11 523 685	328 644 397	3.51 %
2019/2020	11 678 606	367 923 120	3.17 %

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 previous year from 37.65 % in 2017/18 to 37.55% in the 2018/19 financial year. The employee cost ratio decreased to 35.59% in the 2019/2020 financial year.

TABLE 176: EMPLOYEE COST RATIO

YEAR	EMPLOYEE COSTS	OPERATING EXPENDITURE	RATIO
2017/2018	111 580 828	291 303 429	38.30 %
2017/2018 (Restated)	111 580 828	296 343 528	37.65 %
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 %

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 177: REPAIRS AND MAINTENANCE RATIO

YEAR	REPAIRS AND MAINTENANCE	OPERATING EXPENDITURE	RATIO
2017/2018	7 502 527	291 303 429	2.58 %
2017/2018 (Restated)	7 502 527	296 343 528	2.53 %
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 %

5.2.9 DEBT RECOVERY RATE

The Municipality's debt recovery rate for 2019/20 is 91.56 % which is an increase from the previous year's 89.87 %. 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 2020/21. 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.

TABLE 178: 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 %

5.3 SPENDING AGAINST CAPITAL BUDGET

5.3.1 CAPITAL EXPENDITURE

The original capital budget for 2019/20 was R 51 212 565. During the adjustment budget, this amount decreased to R 49 096 163. The total capital expenditure for the year was R 40 937 980.

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 2019/20 financial year were as follows:

TABLE 179: CASH FLOW OUTCOMES

CASH FLOWS	ORIGINAL BUDGET	BUDGET ADJUSTMENTS	FINAL BUDGET	ACTUAL OUTCOME	BUDGET VARIANCE
	2020	2020	2020	2020	2020
	R	R	R	R	R
CASH FLOW FROM OPERATING ACTIVITIES					
Receipts					

CASH FLOWS	ORIGINAL BUDGET	BUDGET ADJUSTMENTS	FINAL BUDGET	ACTUAL OUTCOME	BUDGET VARIANCE
	2020	2020	2020	2020	2020
	R	R	R	R	R
Property rates, penalties & collection charges	68 813 827	(1 074 593)	67 739 234	67 655 439	(83 795)
Service charges	180 615 035	(1 671 829)	178 943 205	173 477 122	(5 466 083)
Other revenue	20 290 000	(1 343 000)	18 947 000	17 694 299	(1 252 701)
Government - operating	67 092 435	603 227	67 695 662	63 955 899	(3 739 763)
Government - capital	24 066 565	183 003	24 249 568	20 192 811	(4 056 757)
Interest	9 807 320	(2 355 320)	7 452 000	7 688 308	236 308
Payments					
Suppliers and employees	(311 481 843)	(3 579 401)	(315 061 244)	(273 904 752)	41 156 492
Finance charges	(6 943 000)	500 000	(6 443 000)	(6 528 379)	(85 379)
Transfers and grants	(6 028 300)	(300 000)	(6 328 300)	(6 088 217)	240 083
NET CASH FROM OPERATING ACTIVITIES	46 232 038	(9 037 913)	37 194 125	64 142 529	26 948 404
CASH FLOWS FROM INVESTING ACTIVITIES					
Receipts					
Proceeds on disposal of PPE	-	-	-	5 550 000	5 550 000
Decrease (increase) other non-current receivables	-	-	-	-	-
Payments		-			
Capital assets	(51 212 565)	2 116 402	(49 096 163)	(40 937 980)	8 158 183
NET CASH USED IN INVESTING ACTIVITIES	(51 212 565)	2 116 402	(49 096 163)	(35 387 980)	13 708 183
CASH FLOWS FROM FINANCING ACTIVITIES					
Receipts					
Borrowing long term/refinancing	6 550 000	600 000	7 150 000	6 550 000	(600 000)

CASH FLOWS	ORIGINAL BUDGET	BUDGET ADJUSTMENTS	FINAL BUDGET	ACTUAL OUTCOME	BUDGET VARIANCE
	2020	2020	2020	2020	2020
	R	R	R	R	R
Increase (decrease) in consumer deposits	138 604	-	138 604	220 005	81 401
Payments					
Repayment of borrowing	(5 275 633)	-	(5 275 633)	(5 150 226)	125 406
NET CASH FROM FINANCING ACTIVITIES	1 412 971	600 000	2 012 971	1 619 779	(393 193)
NET INCREASE/ (DECREASE) IN CASH HELD	(3 567 556)	(6 321 510)	(9 889 066)	30 374 328	40 263 393
Cash/cash equivalents at the year begin:	76 616 598	(5 178 493)	71 438 105	71 438 105	-
Cash/cash equivalents at the year-end:	73 049 042	(11 500 004)	61 549 039	101 812 433	40 263 395

Unaudited Annual Financial Statements

5.4.2 BORROWING AND INVESTMENTS

The Municipality raised a new external loan to the value of R 6 550 000 during the 2019/20 financial year to finance long-term capital expenditure projects aimed at improving service delivery.

TABLE 180: EXTERNAL DEBT REATED, REPAYED OR REDEEMED AND EXPECTED BORROWING

	LOAN		MATURITY	OPENING BALANCE	RECEIVED	REDEEMED	CLOSING BALANCE
<u>ANNUITY LOANS</u>							
DBSA	61003131	16.50%	2020-12-31	220 829		(141 296)	79 533
Nedbank	05/7831032282	11.27%	2023-06-12	2 072 594		(438 213)	1 634 381
DBSA	61001029	12.41%	2030-06-30	14 076 957		(649 032)	13 427 925
DBSA	61006811	11.53%	2031-06-30	3 343 483		(138 916)	3 204 567
DBSA	61006837	11.59%	2036-06-30	8 164 013		(166 234)	7 997 779
DBSA	61006975	11.33%	2032-06-30	3 432 750		(122 586)	3 310 164
Standard Bank	252933753	11.95%	2024-06-30	4 371 493		(680 536)	3 690 957
Standard Bank	410683566	10.26%	2023-06-30	5 087 018		(1 088 863)	3 998 155
ABSA	3044794458	9.99%	2021-06-30	197 809		(95 311)	102 498

	LOAN		MATURITY	OPENING BALANCE	RECEIVED	REDEEMED	CLOSING BALANCE
ABSA	3044701437	10.57%	2026-06-12	4 548 430		(463 292)	4 085 138
ABSA	3046456438	10.12%	2027-06-30	5 214 478		(445 629)	4 768 849
ABSA	3046456399	9.77%	2022-06-30	513 617		(154,862)	358 755
DBSA	61007572	9.28%	2029-06-29	5 850 000		(380 716)	5 469 284
DBSA	61007573	8.90%	2024-06-30	1 100 000		(184 741)	915 259
DBSA	61007642	10.07%	2023-06-12	0	6 550 000		6 550 000
Total Annuity Loans				58 193 471	6 550 000	(5 150 227)	59 593 244

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5.5 SUPPLY CHAIN MANAGEMENT

The SCM unit suffered the loss of key employees that contributed to the high level of compliance. This was due to Covid 19 financial constraints and vacant positions could not be filled.

5.6 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. 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.

5.7 MUNICIPAL STANDARD CHART OF ACCOUNTS (mSCOA) COMPLIANCE

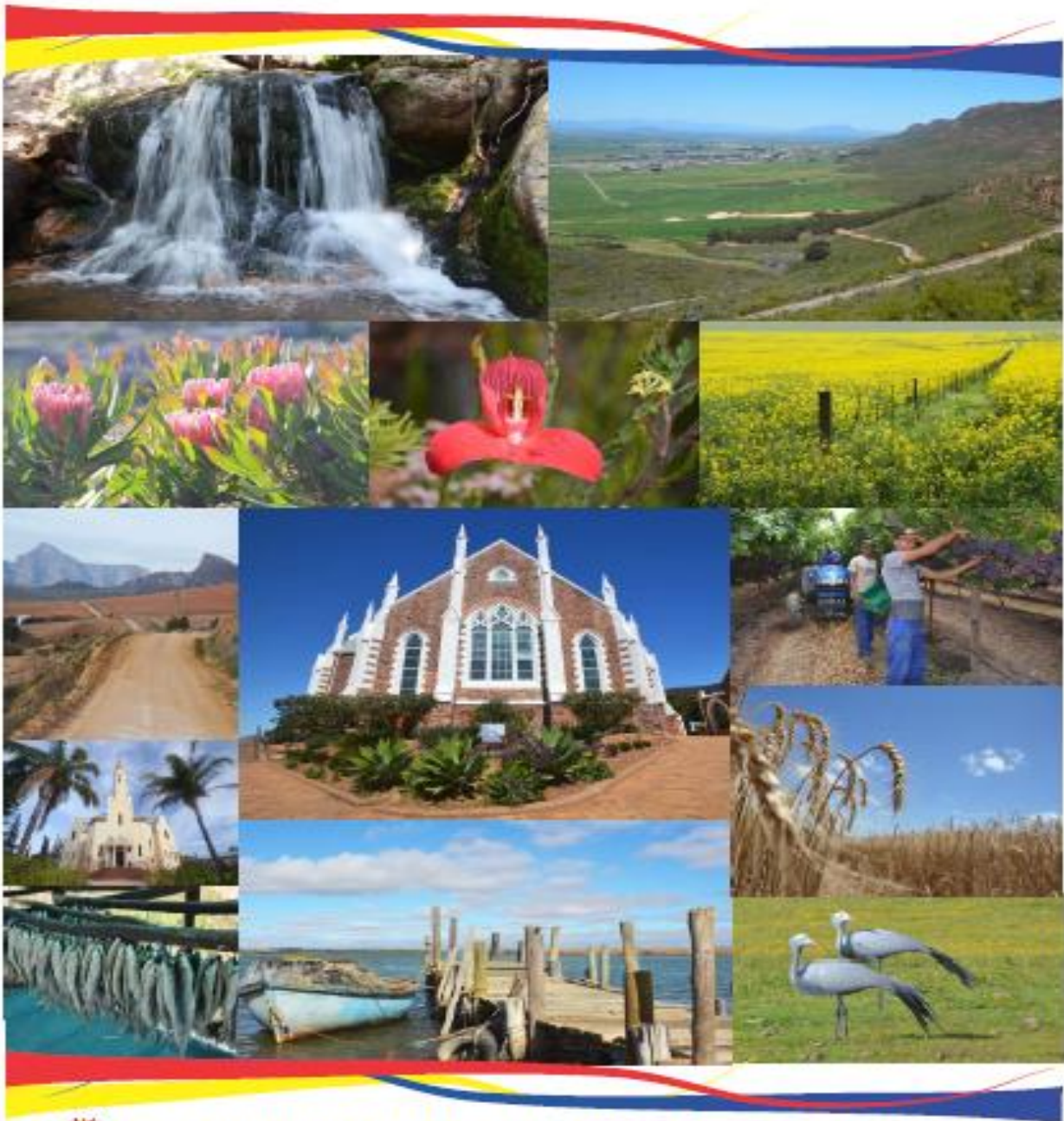
The National Treasury published the Municipal Regulations on Standard Chart of Accounts (mSCOA) in Government Gazette 37577 dated 22 April 2014 with the aim of implementing a uniform system of reporting amongst the then 278 municipalities. This system was to be implemented by 01 July 2017 by all municipalities and immediately start reporting to National Treasury using the new system.

Bergvriër Municipality's financial system was not mSCOA compatible and /or compliant and had to procure a new financial system, namely Phoenix that is developed by VESTA Technical Services.

5.8 2019/20 ANNUAL FINANCIAL STATEMENTS

The Annual Financial Statements of the Bergvriër Municipality for 2019/20 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.

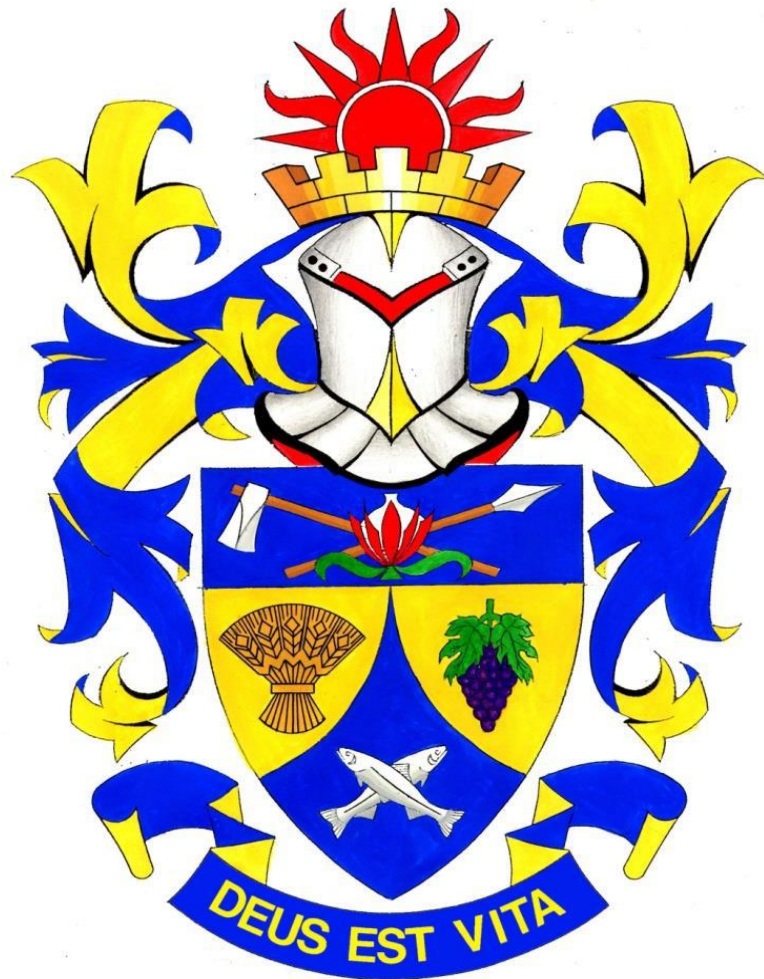
VOLUME II: ANNUAL REPORT: 2019/20



MUNISIPALITEIT - BERGRIVIER - MUNICIPALITY

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BERGRIVIER LOCAL MUNICIPALITY



AUDIT REPORT OF AUDITOR GENERAL

Report of the auditor-general to the Western Cape Provincial Parliament and Council on the Bergrivier Municipality

Report on the audit of the financial statements

Opinion

1. I have audited the financial statements of the Bergrivier Municipality set out on pages 4 to 87, which comprise the statement of financial position as at 30 June 2020, statement of financial performance, statement of changes in net assets, cash flow statement and the statement of comparison of budget information with actual information for the year then ended, as well as the notes to the financial statements, including a summary of significant accounting policies.
2. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Bergrivier Municipality as at 30 June 2020, and its financial performance and cash flows for the year then ended in accordance with the South African Standards of Generally Recognised Accounting Practice (SA Standards of GRAP) and the requirements of the Municipal Finance Management Act 56 of 2003 (MFMA).

Context for the opinion

3. I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the auditor-general's responsibilities for the audit of the financial statements section of this auditor's report.
4. I am independent of the municipality in accordance with the International Ethics Standards Board for Accountants' *International code of ethics for professional accountants (including International Independence Standards)* (IESBA code) as well as other ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.
5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matter

6. I draw attention to the matter below. My opinion is not modified in respect of this matter.

Material impairments

7. As disclosed in note 3 to the financial statements, the municipality has provided for impairment of trade and other receivables from exchange transaction of R47,496 million (2018-19: R34,077 million).

8. As disclosed in note 4 to the financial statements, the municipality has provided for impairment of trade and other receivable from non-exchange transaction of R35,647 million (2018-19: R23,292 million).
9. As disclosed in note 33 to the financial statements, the municipality has impaired receivables by R35,015 million (2018-19: R16,123 million).

Other matters

10. I draw attention to the matters below. My opinion is not modified in respect of these matters.

Unaudited disclosure notes

11. In terms of section 125(2)(e) of the MFMA, the municipality is required to disclose particulars of non-compliance with the MFMA in the financial statements. This disclosure requirement did not form part of the audit of the financial statements and, accordingly, I do not express an opinion on it.

Unaudited supplementary schedules

12. The supplementary information set out on pages 88- 98 does not form part of the financial statements and is presented as additional information. I have not audited these schedules and, accordingly, I do not express an opinion on them.

Responsibilities of the accounting officer for the financial statements

13. The accounting officer is responsible for the preparation and fair presentation of the financial statements in accordance with the SA Standards of GRAP and the requirements of the MFMA, and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.
14. In preparing the financial statements, the accounting officer is responsible for assessing the municipality's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the municipality or to cease operations, or has no realistic alternative but to do so.

Auditor-general's responsibilities for the audit of the financial statements

15. My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

16. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report.

Report on the audit of the annual performance report

Introduction and scope

17. In accordance with the Public Audit Act 25 of 2004 (PAA) and the general notice issued in terms thereof, I have a responsibility to report on the usefulness and reliability of the reported performance information against predetermined objectives for selected strategic objectives presented in the annual performance report. I performed procedures to identify material findings but not to gather evidence to express assurance.
18. My procedures address the usefulness and reliability of the reported performance information, which must be based on the municipality's approved performance planning documents. I have not evaluated the completeness and appropriateness of the performance indicators included in the planning documents. My procedures do not examine whether the actions taken by the municipality enabled service delivery. My procedures also do not extend to any disclosures or assertions relating to planned performance strategies and information in respect of future periods that may be included as part of the reported performance information. Accordingly, my findings do not extend to these matters.
19. I evaluated the usefulness and reliability of the reported performance information in accordance with the criteria developed from the performance management and reporting framework, as defined in the general notice, for the following selected strategic objectives presented in the municipality's annual performance report for the year ended 30 June 2020:

Strategic objective	Pages in the annual performance report
Strengthen financial sustainability and further enhance good governance	222-232

20. I performed procedures to determine whether the reported performance information was properly presented and whether performance was consistent with the approved performance planning documents. I performed further procedures to determine whether the indicators and related targets were measurable and relevant, and assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.
21. I did not identify any material findings on the usefulness and reliability of the reported performance information for this strategic objective:
- Strengthen financial sustainability and further enhance good governance

Other matter

22. I draw attention to the matter below.

Achievement of planned targets

23. Refer to the annual performance report on pages 222 to 232 for information on the achievement of planned targets for the year.

Report on the audit of compliance with legislation

Introduction and scope

24. In accordance with the PAA and the general notice issued in terms thereof, I have a responsibility to report material findings on the municipality's compliance with specific matters in key legislation. I performed procedures to identify findings but not to gather evidence to express assurance.
25. The material finding on compliance with specific matters in key legislation is as follows:

Procurement and contract management

26. Some competitive bids were adjudicated by a bid adjudication committee that was not composed in accordance with supply chain management regulation 29(2).

Other information

27. The accounting officer is responsible for the other information. The other information comprises the information included in the annual report. The other information does not include the financial statements, the auditor's report and the selected strategic objective presented in the annual performance report that has been specifically reported in this auditor's report.
28. My opinion on the financial statements and findings on the reported performance information and compliance with legislation do not cover the other information and I do not express an audit opinion or any form of assurance conclusion on it.
29. In connection with my audit, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements and the selected strategic objectives presented in the annual performance report, or my knowledge obtained in the audit, or otherwise appears to be materially misstated.
30. The other information I obtained prior to the date of this auditor's report are chapters 1 to 5 of the annual report, and the annual financial statements is expected to be made available to us after 26 March 2021.
31. If, based on the work I have performed on the other information that I obtained prior to the date of this auditor's report, I conclude that there is a material misstatement of this other information, I am required to report that fact.
32. When I do receive and read the financial performance, if I conclude that there is a material misstatement therein, I am required to communicate the matter to those charged with

governance and request that the other information be corrected. If the other information is not corrected, I may have to retract this auditor's report and re-issue an amended report as appropriate. However, if it is corrected this will not be necessary

! Internal control deficiencies

33. I considered internal control relevant to my audit of the financial statements, reported performance information and compliance with applicable legislation; however, my objective was not to express any form of assurance on it. The matter reported below is limited to the significant internal control deficiency that resulted in the findings on compliance with legislation included in this report.
34. Management did not ensure that some of the competitive bids were adjudicated by a bid adjudication committee that was composed in accordance with supply chain management regulation 29(2).

Auditor General

Cape Town

26 March 2021



A U D I T O R - G E N E R A L
S O U T H A F R I C A

AuditIng to budd pubk conf1dence

Annexure -Auditor-general's responsibility for the audit

1. As part of an audit in accordance with the ISAs, I exercise professional judgement and maintain professional scepticism throughout my audit of the financial statements and the procedures performed on reported performance information for selected strategic objectives and on the municipality's compliance with respect to the selected subject matters.

Financial statements

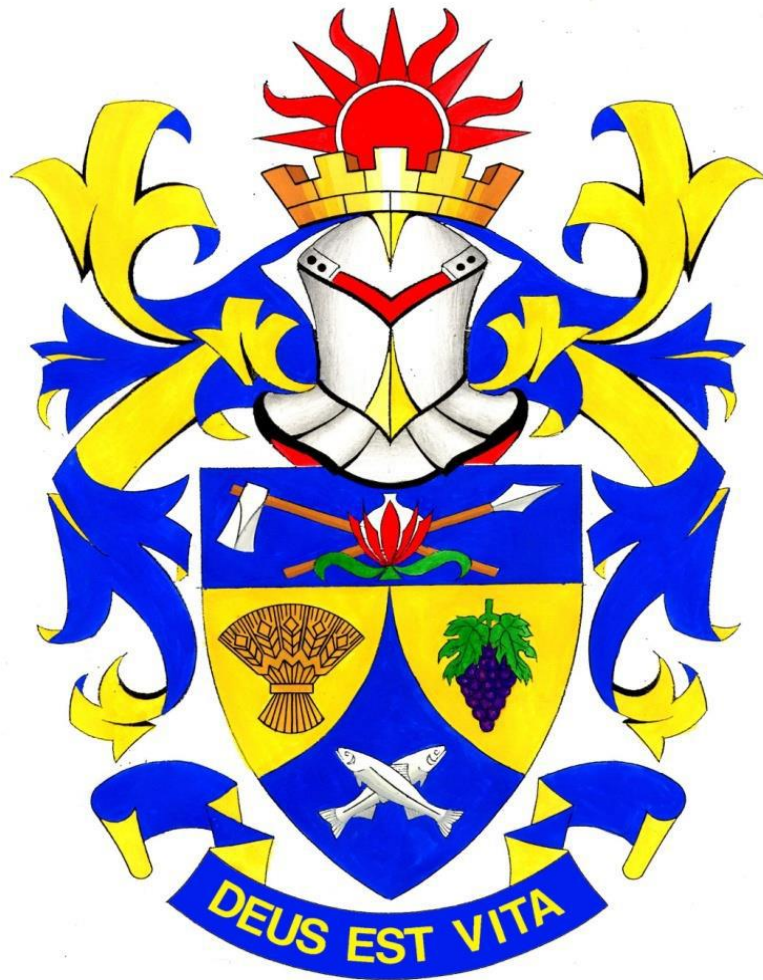
2. In addition to my responsibility for the audit of the financial statements as described in this auditor's report, I also:
 - identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control
 - obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the municipality's internal control
 - evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the accounting officer
 - conclude on the appropriateness of the accounting officer's use of the going concern basis of accounting in the preparation of the financial statements. I also conclude, based on the audit evidence obtained, whether a material uncertainty exists relating to events or conditions that may cast significant doubt on the ability of the Bergrivier Municipality to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements about the material uncertainty or, if such disclosures are inadequate, to modify my opinion on the financial statements. My conclusions are based on the information available to me at the date of this auditor's report. However, future events or conditions may cause a municipality to cease operating as a going concern
 - evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

Communication with those charged with governance

3. I communicate with the accounting officer regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.
4. I also confirm to the accounting officer that I have complied with relevant ethical requirements regarding independence, and communicate all relationships and other matters that may

reasonably be thought to have a bearing on my independence and, where applicable, the actions taken to eliminate threats or the safeguards applied.

BERGRIVIER LOCAL MUNICIPALITY



REPORT OF AUDIT COMMITTEE

REPORT OF THE PERFORMANCE AND AUDIT COMMITTEE FOR THE FINANCIAL YEAR ENDED 30 JUNE 2020

1. INTRODUCTION

The Performance and Audit Committee is an independent statutory committee appointed by the Council in terms of section 166 of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003).

2. PERFORMANCE AND AUDIT COMMITTEE

2.1 MEMBERS

During the period from 01 July 2019 to 30 June 2020, the Committee consisted of five members none of whom are councilors or officials of the Municipality. The Committee members were:

- Mr. Chris De Jager (Chairperson)
- Ms. Sharon Smith
- Mrs. R Gani
- Mr. Denver Miller (from 01 November 2019)
- Mr Burton van Staaden

2.2 MEETINGS

The Committee met on the following dates during the year under review:

DATE/ MEMBER	28 AUG 2019	05 DEC 2019	19 MAR 2020	09 JUN 2020
Mr. Chris De Jager	Apology	Yes	Yes	Yes
Ms. Sharon Smith	Yes	Yes	Yes	Yes
Mrs. R Gani	Yes	Apology	Yes	Yes
Mr. Denver Miller	**	Yes	Yes	Yes
Mr. Burton van Staaden	Yes	Yes	Yes	Yes

**Mr. Denver Miller was appointed as a Performance and Audit Committee member on 01 November 2019 and attended his first meeting on 05 December 2019.

3. PERFORMANCE AND AUDIT COMMITTEE ROLE AND RESPONSIBILITIES

The Committee was fully functional and fulfilled its responsibilities for the year under review. The Committee operated in accordance with the adopted Audit Committee Charter, which was approved by Council. The provisions contained in section 166 of the Local Government: Municipal Finance Management Act, 2003 and Internal Audit Framework, which was developed by National Treasury, are included in the Charter.

3.1 PERFORMANCE MANAGEMENT

In terms of paragraph 4(a) of the Municipal Planning and Performance Management Regulations of 2000, the Performance and Audit Committee must:

- (i) review the quarterly reports submitted to it in terms of sub regulation (1)(c)(ii);
- (ii) review the municipality's performance management system and make recommendations in this regard to the council of that municipality; and
- (iii) at least twice during a financial year submit an audit report to the municipal council concerned.

During the 2019/2020 financial year the committee reviewed all the quarterly performance reports. Mrs R Gani, the performance specialist, and Mr C de Jager attended the formal performance evaluations of the Municipal Manager and Directors on 13 March 2020 and 11 September 2020 respectively.

4. REPORTS REVIEWED FOR THE PERIOD 01 JUL 2019 TO JUN 2020

The Committee has reviewed the following reports the period under review:

1. Quarterly Performance Management (x4)
2. Operation Clean Audit monitoring reports
3. Inventory (1 Stock take report)
4. Eunomia Compliance Reports (x 2)
5. Division Of Revenue Act (DORA) Compliance
6. Maintenance of Proclaimed Main Roads
7. Maintenance on municipal infrastructure
8. Supply Chain Management- Availability and implementation of procurement plans for capital projects.
9. ICT disruptions hindering the Municipality to execute its mandate
10. Leave Management- Follow-up Audit.

5. POLICIES REVIEWED FOR THE 2019/2020 FINANCIAL YEAR:

- 5.1 Internal Audit Work Procedures
- 5.2 Internal Audit Charter
- 5.3 Performance and Audit Committee Charter
- 5.4 Risk Management Policy
- 5.5 Risk Management Strategy and Implementation Plan
- 5.6 Risk Committee Charter
- 5.7 Anti-Fraud and Corruption Policy

6. EFFECTIVENESS OF THE INTERNAL AUDIT DEPARTMENT

Legislation in South Africa requires the establishment, roles, and responsibilities of internal audit units. Internal audit units form part of the internal control and governance structures of the municipality and play an important role in its monitoring activities. Internal audit provides an independent assessment of the municipality governance, risk management and internal control processes.

The internal audit unit of a municipality must prepare a risk-based audit plan and internal audit programme for each financial year. It must advise the accounting officer and report to the audit committee on implementing the internal audit plan and matters relating to internal audit; internal controls; accounting procedures and practices; risk and risk management; performance management; loss control and compliance with the MFMA. The internal audit unit must also perform such other duties as may be assigned by the accounting officer.

No deficiencies have been identified in this regard.

7. 2019/2020 DRAFT ANNUAL FINANCIAL STATEMENTS


The Committee had an opportunity to review the 2019/2020 draft annual financial statements on 27 August 2020.

8. REPORT OF THE AUDITOR GENERAL FOR THE 2019/2020 FINANCIAL YEAR

The Performance and Audit Committee has reviewed the AGSA's audit report and final management report in respect of the financial year ended 30 June 2020. It congratulates the municipality on achieving an unqualified audit opinion, but notes management's disagreement regarding the Bid Adjudication Committee's non-compliance finding. After consideration of the proposed approach to be taken by the municipality, the Committee is fully supportive of this as a way of seeking to resolve the outstanding issue with the AGSA.

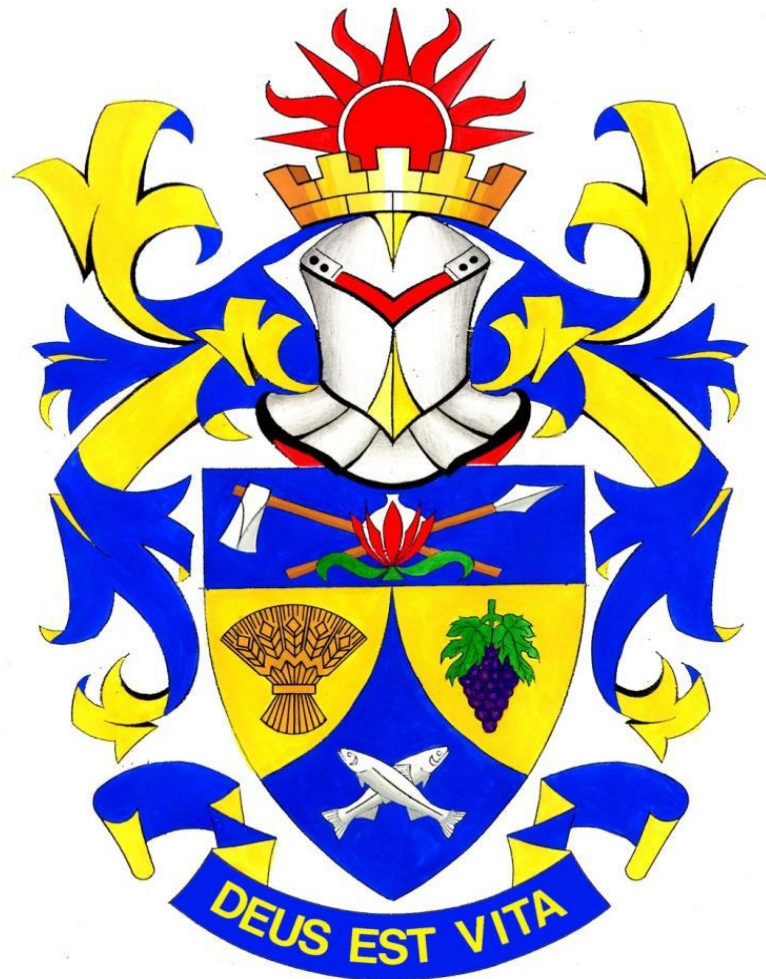
The Performance and Audit Committee has at all times acted independently during its engagements with the officials and Councilors of the municipality.

**C De
Jager
Chairperson: Performance and Audit
Committee**



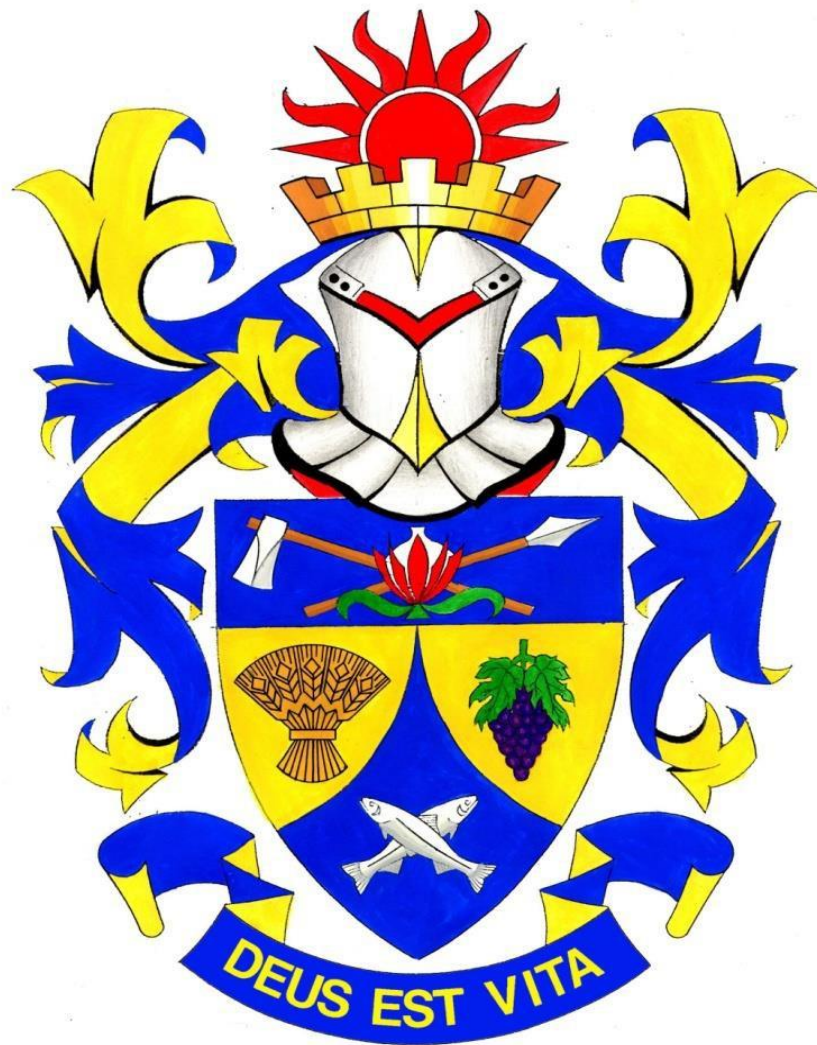
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BERGRIVIER LOCAL MUNICIPALITY



AUDITED ANNUAL FINANCIAL STATEMENTS 30 JUNE 2020

BERGRIVIER LOCAL MUNICIPALITY



AUDITED ANNUAL FINANCIAL STATEMENTS

30 JUNE 2020



AUDITOR-GENERAL
SOUTH AFRICA

Auditing to build public confidence

BERGRIVIER LOCAL MUNICIPALITY

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BERGRIVIER LOCAL MUNICIPALITY

GENERAL INFORMATION

NATURE OF BUSINESS

Bergrivier Local Municipality performs the functions as set out in the Constitution of South Africa, 1996

LEGAL FORM

South African Category B Municipality (Local Municipality) as defined by the Municipal Structures Act, 1998 (Act 117 of 1998).

JURISDICTION

The Bergrivier Local Municipality includes the following areas:

Piketberg	Eendekuil	Aurora
Porterville	Redelinghuys	Wittewater
Velddrif	Dwarskersbos	Goedverwacht

MEMBERS OF THE COUNCIL

Ward 1	Cllr J Daniels
Ward 2	Cllr AJ du Plooy
Ward 3	Ald A de Vries
Ward 4	Ald RM van Rooy
Ward 5	Cllr A van Wyk
Ward 6	Cllr A Small
Ward 7	Ald SM Crafford
Proportional	Cllr JC Botha
Proportional	Cllr MA Wessels
Proportional	Cllr D De Bruin
Proportional	Ald SIJ Smit
Proportional	Cllr I Adams
Proportional	Cllr SS Lesch

MEMBERS OF THE MAYORAL COMMITTEE

Executive Mayor	Ald RM van Rooy
Deputy Executive Mayor	Ald SM Crafford
Executive Councillor	Cllr AJ du Plooy
Executive Councillor	Cllr M Wessels

MUNICIPAL MANAGER

Adv. H Linde

CHIEF FINANCIAL OFFICER

Mr FM Lötter

AUDIT COMMITTEE

Mr CB de Jager (Chairperson)
Ms R Gani
Ms S Smith
Mr DJ Miller
Mr B van Staaden

REGISTERED OFFICE

13 Church Street
Piketberg

POSTAL ADDRESS

PO Box 60
Piketberg
7320



BERGRIVIER LOCAL MUNICIPALITY

GENERAL INFORMATION

AUDITORS

Office of the Auditor General (WC)

PRINCIPLE BANKERS

Nedbank Limited
ABSA Bank Limited

ATTORNEYS

De Villiers Van Zyl
Swemmer & Levin
Fox en Cronje
Jacques Ehlers

RELEVANT LEGISLATION

Basic Conditions of Employment Act, 1997 (Act 75 of 1997)
Collective Agreements
Compensation for Occupational Injuries and Diseases Act, 1993 (Act 130 of 1993)
Division of Revenue Act
Electricity Act, 1987 (Act 41 of 1987)
Employment Equity Act, 1998 (Act 55 of 1998)
Employment Services, 2014 (Act 4 of 2014)
Housing Act, 1997 (Act 107 of 1997)
Labour Relations Act, 1995 (Act 66 of 1995)
Municipal Budget and Reporting Regulations
Municipal Finance Management Act, 2003 (Act 56 of 2003)
Municipal Planning and Performance Management Regulations
Municipal Property Rates Act, 2004 (Act 6 of 2004)
Municipal Regulations on a Standard Chart of Accounts, 2014
Municipal Structures Act, 1998 (Act 117 of 1998)
Municipal Systems Act, 2000 (Act 32 of 2000) as Amended
National Environmental Management Act, 2008 (Act 62 of 2008)
National Minimum Wage Act 9 of 2018
Occupational Health and Safety Act, 1993 (Act 85 of 1993) Preferential
Procurement Policy Framework Act, 2000 (Act 5 of 2000)
Remuneration of Public Office Bearers Act, 1998 (Act 20 of 1998)
SALGBC Leave Regulations
Skills Development Levies Act, 1999 (Act 9 of 1999)
Supply Chain Management Regulations, 2005
The Income Tax Act
Unemployment Insurance Act, 1966 (Act 30 of 1966)
Unemployment Insurance Contributions Act 4 of 2002
Value Added Tax Act
Water Services Act, 1997 (Act 108 of 1997)



BERGRIVIER LOCAL MUNICIPALITY

APPROVAL OF THE ANNUAL FINANCIAL STATEMENTS

APPROVAL OF ACCOUNTING OFFICER

I am responsible for the preparation of these annual financial statements for the year ended 30 June 2020, which are set out on pages 1 to 87 in terms of Section 126 (1) of the Municipal Finance Management Act, 2003 (Act 56 of 2003) and which I have signed on behalf of the Municipality. The annual financial statements have been prepared in accordance with GRAP.

As per the Government Gazette no 43582 dated 5 August 2020, National Treasury has granted municipalities and municipal entities a two-month extension regarding the submission of financial statements. The Municipality has taken advantage of this exemption.

I acknowledge that I am ultimately responsible for the system of internal financial control and that the system of internal control provides reasonable assurance that the financial records can be relied on.

I have reviewed the Municipality's cash flow forecast for the year to 30 June 2021 and is satisfied that the Municipality can continue in operational existence for the foreseeable future.

The external auditors are responsible for independently auditing and reporting on the Municipality's financial statements.

I certify that the remuneration of Councillors and in-kind benefits are within the upper limits of the framework envisaged in Section 219 of the Constitution, read with the Remuneration of Public Office Bearers Act and the Minister of Provincial and Local Government's determination in accordance with this Act.



Adv. H Linde
Municipal Manager



Date



BERGRIVIER LOCAL MUNICIPALITY

STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2020

	Notes	2020 R (Actual)	2019 R (Restated)
ASSETS			
Current Assets			
		193 860 293	160 412 079
Cash and Cash Equivalents	2	101 812 433	71 438 105
Receivables from Exchange Transactions	3	54 026 839	55 115 514
Receivables from Non-Exchange Transactions	4	35 844 029	30 105 590
Taxes	5	-	1 310 040
Operating Lease Asset	6	47 768	23 146
Current Portion of Long-term Receivables	7	5 512	172 706
Inventory	8	2 123 712	2 246 979
Non-Current Assets			
		409 746 800	393 003 197
Long-term Receivables	7	300 961	445 778
Investment Property	9	15 001 207	15 025 400
Property, Plant and Equipment	10	389 847 839	373 228 881
Intangible Assets	11	4 142 781	3 849 127
Heritage Assets	12	454 012	454 012
Total Assets		603 607 093	553 415 276
Current Liabilities			
		59 339 687	38 328 847
Current Portion of Long-term Liabilities	13	6 072 464	5 145 106
Consumer Deposits	14	3 884 891	3 664 884
Payables from exchange transactions	15	29 671 389	15 828 731
Taxes	5	563 959	-
Unspent Conditional Government Grants	16	5 032 906	1 121 421
Operating Lease Liability	6	13 211	10 790
Current Employee benefits	17	14 100 867	12 557 915
Non-Current Liabilities			
		149 867 229	150 663 622
Long-term Liabilities	13	53 520 779	53 048 364
Employee benefits	18	33 398 000	37 973 204
Non-Current Provisions	19	62 948 450	59 642 054
Total Liabilities		209 206 915	188 992 469
NET ASSETS		394 400 178	364 422 807
COMMUNITY WEALTH			
Accumulated Surplus		363 291 106	333 313 735
Capital Replacement Reserve	20	30 848 500	30 848 500
Housing Development Fund	20	260 572	260 572
		394 400 178	364 422 807



BERGRIVIER LOCAL MUNICIPALITY

STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2020

	Notes	2020 R (Actual)	2019 R (Restated)
REVENUE			
REVENUE FROM NON-EXCHANGE TRANSACTIONS		180 842 096	161 016 371
Taxation Revenue		74 039 877	67 799 813
Property Rates	21	74 039 877	67 799 813
Transfer Revenue		80 307 345	77 240 208
Government Grants and Subsidies - Operating	22	60 114 535	56 025 405
Government Grants and Subsidies - Capital	22	20 192 811	20 514 803
Contributed Assets	23	-	700 000
Other Revenue		26 494 874	15 976 349
Insurance Refund		16 699	218 885
Fines, penalties and forfeits	24	18 020 700	9 934 861
Actuarial Gains	25	8 457 475	5 822 604
REVENUE FROM EXCHANGE TRANSACTIONS		213 195 209	189 481 635
Operating Activities		213 195 209	189 481 635
Service Charges	26	181 434 786	162 921 664
Rental of Facilities and Equipment	27	5 171 720	5 830 400
Interest Earned - external investments		7 688 308	6 202 756
Interest Earned - outstanding debtors		7 880 099	7 390 157
Licences and Permits		83 329	-
Agency Services	28	3 676 808	4 312 596
Other Income	29	2 072 983	2 311 072
Gain on disposal of Non-Monetary Assets	41	5 187 177	512 991
CONSTRUCTION CONTRACTS	30	3 863 185	6 512 701
TOTAL REVENUE		397 900 490	357 010 707
EXPENDITURE			
Employee Related Costs	31	130 947 771	123 397 594
Remuneration of Councillors	32	6 669 207	6 262 498
Debt Impairment	33	35 015 069	16 122 564
Depreciation and Amortisation	34	21 356 959	20 387 879
Finance Charges	35	15 796 125	15 498 608
Bulk Purchases	36	96 817 583	83 689 111
Contracted Services	37	20 711 772	22 863 129
Transfers and Grants	38	6 088 217	5 322 700
Other Expenditure	39	34 520 416	34 776 195
Actuarial Losses	40	-	295 409
TOTAL EXPENDITURE		367 923 120	328 615 687
NET SURPLUS FOR THE YEAR		29 977 370	28 395 020



BERGRIVIER LOCAL MUNICIPALITY

STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED 30 JUNE 2020

	CAPITAL REPLACEMENT RESERVE R	HOUSING DEVELOPMENT FUND R	ACCUMULATED SURPLUS R	TOTAL R
Balance on 30 June 2018 - Previously Reported	24 891 500	303 919	306 774 376	319 689 059
Correction of error restatement - note 42.6	-	-	4 057 982	4 057 982
Balance on 30 June 2018 - Restated	24 891 500	303 919	310 832 358	336 027 778
Net Surplus for the year	-	-	28 395 029	28 395 029
Transfer to Capital Replacement Reserve	19 505 793	-	(19 505 793)	-
Property, Plant and Equipment purchased	(13 548 793)	-	13 548 793	-
Transfer to Housing Development Fund	-	(43 347)	43 347	-
Balance on 30 June 2019 - Restated	30 848 500	260 572	333 313 735	364 422 807
Net Surplus for the year	-	-	29 977 371	29 977 371
Transfer to Capital Replacement Reserve	14 438 924	-	(14 438 924)	-
Property, Plant and Equipment purchased	(14 438 924)	-	14 438 924	-
Balance on 30 June 2020	30 848 500	260 572	363 291 106	394 400 178



BERGRIVIER LOCAL MUNICIPALITY

CASH FLOW STATEMENT FOR THE YEAR ENDED 30 JUNE 2020

	Notes	2020 R (Actual)	2019 R (Restated)
CASH FLOW FROM OPERATING ACTIVITIES			
Receipts			
Property Rates		67 655 439	65 464 520
Service Charges and Interest on outstanding Debtors		173 477 122	148 524 627
Other Revenue		17 694 299	20 256 841
Government Grants		84 148 710	77 435 280
Investment Income		7 688 308	6 202 756
Payments			
Suppliers and employees		(273 904 752)	(274 506 329)
Finance charges		(6 528 379)	(6 614 660)
Transfer and Grants		(6 088 217)	(5 322 700)
NET CASH FROM OPERATING ACTIVITIES	44	64 142 529	31 440 334
CASH FLOW FROM INVESTING ACTIVITIES			
Receipts			
Proceeds from sale of Non-Monetary Assets		5 550 000	785 990
Payments			
Purchase of Property, Plant and Equipment		(40 254 865)	(40 216 965)
Purchase of Intangible Assets		(683 115)	(545 846)
Purchase of Investment Property		-	(35 652)
(Increase)/Decrease in Long-term Receivables		-	43 347
NET CASH USED INVESTING ACTIVITIES		(35 387 980)	(39 969 126)
CASH FLOW FROM FINANCING ACTIVITIES			
Receipts			
New loans raised		6 550 000	6 950 000
Increase in Consumer Deposits		220 006	200 446
Payments			
Loans repaid		(5 150 226)	(5 119 513)
NET CASH FROM FINANCING ACTIVITIES		1 619 780	2 030 933
NET INCREASE/(DECREASE) IN CASH HELD		30 374 329	(6 497 859)
Cash and Cash Equivalents at the beginning of the year		71 438 105	77 935 964
Cash and Cash Equivalents at the end of the year		101 812 433	71 438 105



BERGRIVIER LOCAL MUNICIPALITY

STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS FOR THE YEAR ENDED 30 JUNE 2020

	ORIGINAL BUDGET R	ADJUSTMENTS R	FINAL BUDGET R	ACTUAL R	ACTUAL VS FINAL BUDGET R
STATEMENT OF FINANCIAL POSITION					
ASSETS					
Current assets					
Cash	73 049 042	(11 500 004)	61 549 039	41 652 948	(19 896 090)
Call investment deposits	-	-	-	60 159 485	60 159 485
Consumer debtors	82 087 048	(3 850 800)	78 236 248	80 682 115	2 445 868
Other Receivables	5 400 569	1 929 742	7 330 311	9 236 520	1 906 209
Current portion of long-term receivables	1 303 917	(1 131 211)	172 706	5 512	(167 194)
Inventory	3 101 703	(771 470)	2 330 233	2 123 712	(206 521)
Total current assets	164 942 279	(15 323 743)	149 618 536	193 860 293	44 241 757
Non current assets					
Long-term receivables	304 641	141 137	445 778	300 961	(144 817)
Investment property	12 925 834	3 303 627	16 229 461	15 001 207	(1 228 254)
Property, plant and equipment	404 399 359	(8 617 463)	395 781 897	389 847 839	(5 934 057)
Intangible Assets	5 187 944	(1 223 019)	3 964 925	4 142 781	177 856
Other non-current assets	454 012	0	454 012	454 012	-
Total non current assets	423 271 790	(6 395 718)	416 876 073	409 746 800	(7 129 272)
TOTAL ASSETS	588 214 069	(21 719 460)	566 494 609	603 607 093	37 112 484
LIABILITIES					
Current liabilities					
Borrowing	5 702 354	(557 248)	5 145 106	6 072 464	927 357
Consumer deposits	3 737 000	66 488	3 803 488	3 884 891	81 403
Trade and other payables	25 248 631	(9 197 221)	16 051 410	35 281 464	19 230 054
Provisions and Employee Benefits	11 704 331	1 855 386	13 559 717	14 100 867	541 151
Total current liabilities	46 392 316	(7 832 595)	38 559 721	59 339 687	20 779 965
Non current liabilities					
Borrowing	53 765 460	1 157 272	54 922 731	53 520 779	(1 401 952)
Provisions and Employee Benefits	119 789 093	(13 147 141)	106 641 953	96 346 449	(10 295 503)
Total non current liabilities	173 554 553	(11 989 869)	161 564 684	149 867 229	(11 697 455)
TOTAL LIABILITIES	219 946 869	(19 822 464)	200 124 406	209 206 915	9 082 510
NET ASSETS	368 267 200	(1 896 997)	366 370 203	394 400 178	28 029 975
COMMUNITY WEALTH					
Accumulated Surplus	326 465 781	(402 150)	326 063 631	363 291 106	37 227 475
Reserves	41 801 419	(1 494 847)	40 306 572	31 109 072	(9 197 500)
TOTAL COMMUNITY WEALTH/EQUITY	368 267 200	(1 896 997)	366 370 203	394 400 178	28 029 975

Refer to note 46.2 for explanations of material variances.

Material variances are considered to be any variances greater than R3.5 million.



BERGRIVIER LOCAL MUNICIPALITY

STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS FOR THE YEAR ENDED 30 JUNE 2020

	ORIGINAL BUDGET R	ADJUSTMENTS R	FINAL BUDGET R	ACTUAL R	ACTUAL VS FINAL BUDGET R
STATEMENT OF FINANCIAL PERFORMANCE					
REVENUE					
Property Rates	71 681 069	798 000	72 479 069	74 039 877	1 560 808
Service Charges - Electricity Revenue	123 889 458	250 001	124 139 459	117 047 304	(7 092 155)
Service Charges - Water Revenue	27 266 202	886 000	28 152 202	28 752 115	599 913
Service Charges - Sanitation Revenue	13 987 000	(635 000)	13 352 000	13 397 853	45 853
Service Charges - Refuse Revenue	22 998 000	(867 500)	22 130 500	22 237 514	107 014
Rental of Facilities and Equipment	1 132 000	359 000	1 491 000	5 171 720	3 680 720
Interest Earned - External Investments	5 447 000	2 005 000	7 452 000	7 688 308	236 308
Interest Earned - Outstanding Debtors	4 542 000	3 439 000	7 981 000	7 880 099	(100 901)
Fines	12 472 000	3 928 000	16 400 000	18 020 700	1 620 700
Licences and Permits	262 000	(159 000)	103 000	83 329	(19 671)
Agency Services	4 413 000	51 000	4 464 000	3 676 808	(787 192)
Transfers Recognised - Operational	67 092 435	697 174	67 789 609	60 114 535	(7 675 074)
Other Revenue	13 212 000	(1 822 000)	11 390 000	14 410 342	3 020 342
Gain on disposal of PPE	-	-	-	5 187 177	5 187 177
Total Revenue (excluding capital transfers)	368 394 164	8 929 675	377 323 839	377 707 680	383 841
EXPENDITURE					
Employee Related Costs	134 014 925	707 146	134 722 071	130 947 771	(3 774 300)
Remuneration of Councillors	6 719 578	102 857	6 822 435	6 669 207	(153 228)
Debt Impairment	21 475 000	12 271 000	33 746 000	35 015 069	1 269 069
Depreciation and Asset Impairment	23 284 000	(612 000)	22 672 000	21 356 959	(1 315 041)
Finance Charges	13 967 895	1 742 677	15 710 572	15 796 125	85 553
Bulk Purchases	96 543 000	1 500 000	98 043 000	96 817 583	(1 225 417)
Other Materials	12 069 880	2 337 070	14 406 950	-	(14 406 950)
Contracted Services	26 986 108	1 105 210	28 091 318	20 711 772	(7 379 546)
Transfers and Grants	6 028 300	300 000	6 328 300	6 088 217	(240 083)
Other Expenditure	35 409 321	(1 672 926)	33 736 395	34 520 416	784 021
Total Expenditure	376 498 007	17 781 034	394 279 041	367 923 120	(26 355 921)
Surplus/(Deficit)	(8 103 843)	(8 851 359)	(16 955 202)	9 784 559	26 739 761
Transfers and subsidies - Capital (monetary)	24 066 565	743 018	24 809 583	20 192 811	(4 616 772)
Surplus/(Deficit) for the year	15 962 722	(8 108 341)	7 854 381	29 977 370	22 122 989

Refer to note 46.3 for explanations of material variances.

Material variances are considered to be any variances greater than R3.5 million.



BERGRIVIER LOCAL MUNICIPALITY

STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS FOR THE YEAR ENDED 30 JUNE 2020

	ORIGINAL BUDGET R	ADJUSTMENTS R	FINAL BUDGET R	ACTUAL R	ACTUAL VS FINAL BUDGET R
CASH FLOW STATEMENT					
CASH FLOW FROM OPERATING ACTIVITIES					
Receipts					
Property rates, penalties & collection charges	68 813 827	(1 074 593)	67 739 234	67 655 439	(83 795)
Service charges	180 615 035	(1 671 829)	178 943 205	173 477 122	(5 466 083)
Other revenue	20 290 000	(1 343 000)	18 947 000	17 694 299	(1 252 701)
Government Grants	91 159 000	786 230	91 945 230	84 148 710	(7 796 520)
Interest	9 807 320	(2 355 320)	7 452 000	7 688 308	236 308
Payments					
Suppliers and Employees	(311 481 843)	(3 579 401)	(315 061 244)	(273 904 752)	41 156 492
Finance Charges	(6 943 000)	500 000	(6 443 000)	(6 528 379)	(85 379)
Transfers and Grants	(6 028 300)	(300 000)	(6 328 300)	(6 088 217)	240 083
Net Cash from/(used) Operating Activities	46 232 038	(9 037 913)	37 194 125	64 142 529	26 948 404
CASH FLOW FROM INVESTING ACTIVITIES					
Receipts					
Proceeds on disposal of PPE	-	-	-	5 550 000	5 550 000
Payments					
Capital Assets	(51 212 565)	2 116 402	(49 096 163)	(40 937 980)	8 158 183
Net Cash from/(used) Investing Activities	(51 212 565)	2 116 402	(49 096 163)	(35 387 980)	13 708 183
CASH FLOW FROM FINANCING ACTIVITIES					
Receipts					
Borrowing long term/refinancing	6 550 000	600 000	7 150 000	6 550 000	(600 000)
Increase/(Decrease) in Consumer Deposits	138 604	-	138 604	220 005	81 401
Payments					
Repayment of Borrowing	(5 275 633)	-	(5 275 633)	(5 150 226)	125 406
Net Cash from/(used) Financing Activities	1 412 971	600 000	2 012 971	1 619 779	(393 193)
NET INCREASE/(DECREASE) IN CASH HELD	(3 567 556)	(6 321 510)	(9 889 066)	30 374 328	40 263 393
Cash and Cash Equivalents at the year begin	76 616 598	(5 178 493)	71 438 105	71 438 105	-
Cash and Cash Equivalents at the year end	73 049 042	(11 500 004)	61 549 039	101 812 433	40 263 395

Refer to note 46.4 for explanations of material variances.

Material variances are considered to be any variances greater than R3.5 million.



BERGRIVIER LOCAL MUNICIPALITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

1 ACCOUNTING POLICIES

1.01 BASIS OF PREPARATION

The financial statements have been prepared on an accrual basis of accounting and are in accordance with historical cost convention, unless specified otherwise.

The financial statements have been prepared in accordance with the Municipal Finance Management Act (MFMA) and effective standards of Generally Recognised Accounting Practices (GRAP), including any interpretations and directives issued by the Accounting Standards Board (ASB) in accordance with Section 122(3) of the Municipal Finance Management Act, (Act No 56 of 2003).

Accounting policies for material transactions, events or conditions not covered by the GRAP reporting framework, have been developed in accordance with paragraphs 8, 10 and 11 of GRAP 3 (Revised – November 2013) and the hierarchy approved in Directive 5 issued by the Accounting Standards Board.

Assets, liabilities, revenue and expenses have not been offset, except when offsetting is permitted or required by a Standard of GRAP.

The accounting policies applied are consistent with those used to present the previous year's financial statements, unless explicitly stated otherwise. The details of any changes in accounting policies are explained in the relevant notes to the financial statements.

A summary of the significant accounting policies, which have been consistently applied except where an exemption has been granted, are disclosed below.

1.02 TRANSITIONAL PROVISIONS

The Municipality resolved to take advantage of the following transitional provisions:

In term of Directive 7 - "The Application of Deemed Cost on the Adoption of Standards of GRAP", the Municipality applied deemed cost to Investment Property and Property, Plant and Equipment where the acquisition cost of an asset could not be determined.

In terms of GRAP 108 - "Statutory Receivables", the Municipality is utilising the transitional provision contained in Directive 4 that grant the Municipality a period of three years (1 July 2019 to 30 June 2022) in order to finalise the classification and impairment methods of Statutory Receivables.

1.03 PRESENTATION CURRENCY

The financial statements are presented in South African Rand, rounded off to the nearest Rand, which is the Municipality's functional currency.

1.04 GOING CONCERN ASSUMPTION

These financial statements have been prepared on a going concern basis.

1.05 COMPARATIVE INFORMATION

1.05.1 Prior year comparatives

When the presentation or classification of items in the financial statements are amended, prior period comparative amounts are restated, unless a standard of GRAP does not require the restatements of comparative information. The nature and reason for the reclassification is disclosed.

Where material accounting errors, which relate to prior periods, have been identified in the current year, the correction is made retrospectively as far as is practicable, and the prior year comparatives are restated accordingly.

Where there has been a change in accounting policy in the current year, the adjustment is made retrospectively as far as is practicable, and the prior year comparatives are restated accordingly.



BERGRIVIER LOCAL MUNICIPALITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

1.05.2 Amended Accounting Policies

Amendments to accounting policies are reported as and when deemed necessary based on the relevance of any such amendment to the format and presentation of the financial statements.

Refer to note 43 for significant amendments which were made to the accounting policy in the current year.

1.06 MATERIALITY

Material omissions or misstatements of items are material if they could, individually or collectively, influence the decision or assessments of users made on the basis of the financial statements. Materiality depends on the nature or size of the omission or misstatements judged in the surrounding circumstances. The nature or size of the information item, or a combination of both, could be the determining factor. Materiality is determined as 1% of total operating expenditure. This materiality is from management's perspective and does not correlate with the auditor's materiality.

Standards of GRAP set out how an item should be recognised, measured and disclosed in the financial statements. In some cases, the Municipality does not recognise, measure, present or disclose information in accordance with the specific requirements outlined in the Standards of GRAP if the effect of applying those requirements are immaterial.

1.07 BUDGET INFORMATION

Budget information is presented on the accrual basis and is based on the same fiscal period as the actual amounts.

The Statement of Comparison of Budget and Actual Amounts includes the comparison between the approved and final budget amounts, as well as a comparison between the actual amounts and final budget amounts.

The disclosure of comparative information in respect of the previous period is not required by the Standards of GRAP.

1.08 NEW STANDARDS, AMENDMENTS TO STANDARDS AND INTERPRETATIONS ISSUED BUT NOT YET EFFECTIVE

1.08.1 Effective dates determined

Where a Standard of GRAP has been issued but is not yet effective, the Municipality may resolve to early adopt such a Standard of GRAP if an effective date has been determined by the Minister of Finance.

The Municipality resolved to early adopt the Amendments to the Standards of GRAP for "Presentation of Financial Statements" which was issued in April 2019. The amendments effected the following Standards of GRAP:

Standard	Description	Effective Date
GRAP 1	Presentation of Financial Statements	1 April 2020
GRAP 21	Impairment of Non-cash-generating Assets	1 April 2020
GRAP 26	Impairment of Cash-generating Assets	1 April 2020
GRAP 104	Financial Instruments	1 April 2020



BERGRIVIER LOCAL MUNICIPALITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

The Municipality also resolved to early adopt the Improvements to Standards of GRAP (2020) which was issued during March 2020. The improvements effected the following Standards of GRAP:

Standard	Description	Effective Date
GRAP 5	Borrowing Costs	1 April 2021
GRAP 13	Leases	1 April 2021
GRAP 16	Investment Property	1 April 2021
GRAP 17	Property Plant and Equipment	1 April 2021
GRAP 24	Presentation of Budget Information in Financial Statements	1 April 2021
GRAP 31	Intangible Assets	1 April 2021
GRAP 32	Service Concession Arrangements: Grantor	1 April 2021
GRAP 37	Joint Arrangements	1 April 2021
GRAP 106	Transfer of Functions Between Entities Not Under Common Control	1 April 2021
Directive 7	The Application of Deemed Cost	1 April 2021

The effect of the above-mentioned amendments and improvements to the Standards of GRAP which were early adopted is considered insignificant. The amendments and improvements to the Standards of GRAP mainly relate to the clarification of accounting principles.

The Municipality resolved not to early adopt Directive 14 - "The Application of Standards of GRAP by Public Entities that apply IFRS Standards" (effective 1 April 2021) as this Directive is not applicable to municipalities and will have no impact on the Municipality once it becomes effective.

The Municipality further resolved not to early adopt the following Standards of GRAP and Interpretations of the Standard of GRAP which were issued but are not yet effective:

1.08.1.1 GRAP 18 - Segment Reporting (effective 1 April 2020)

The objective of this Standard is to establish principles for reporting financial information by segments.

Preliminary investigations indicated that, other than additional disclosure, the impact of the Standards on the financial statements will be not be significant.

1.08.1.2 GRAP 34 - Separate Financial Statements (effective 1 April 2020)

The objective of this Standard is to prescribe the accounting and disclosure requirements for investments in controlled entities, joint ventures and associates when an entity prepares separate financial statements.

No significant impact is expected as the Municipality has no investments in any entities.

1.08.1.3 GRAP 35 - Consolidated Financial Statements (effective 1 April 2020)

The objective of this Standard is to establish principles for the presentation and preparation of consolidated financial statements when an entity controls one or more other entities.

No significant impact is expected as the Municipality does not control any entities.



BERGRIVIER LOCAL MUNICIPALITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

1.08.1.4 GRAP 36 - Investments in Associates and Joint Ventures (effective 1 April 2020)

The objective of this Standard is to prescribe the accounting for investments in associates and joint ventures and to set out the requirements for the application of the equity method when accounting for investments in associates and joint ventures.

No significant impact is expected as the Municipality does not have investments in any associates or joint ventures.

1.08.1.5 GRAP 37 - Joint Arrangements (effective 1 April 2020)

The objective of this Standard is to establish principles for financial reporting by entities that have an interest in arrangements that are controlled jointly (i.e. joint arrangements).

No significant impact is expected as the Municipality does not have an interest in any arrangements that are controlled jointly.

1.08.1.6 GRAP 38 - Disclosure of Interests in Other Entities (effective 1 April 2020)

The objective of this Standard is to require an entity to disclose information that enables users of its financial statements to evaluate:

- (a) the nature of, and risks associated with, its interests in controlled entities, unconsolidated controlled entities, joint arrangements and associates, and structured entities that are not consolidated; and
- (b) the effects of those interests on its financial position, financial performance and cash flows.

No significant impact is expected as the Municipality does not have an interest in any entities, associates, joint ventures or joint arrangements.

1.08.1.7 GRAP 110 - Living and Non-living Resources (effective 1 April 2020)

The objective of this Standard is to prescribe the:

- (a) recognition, measurement, presentation and disclosure requirements for living resources; and
- (b) disclosure requirements for non-living resources.

Preliminary investigations indicated that the Municipality's non-living resources do not fall within the scope of this Standard.

1.08.1.8 iGRAP 20 - Accounting for Adjustments to Revenue (effective 1 April 2020)

This Interpretation clarifies the accounting for adjustments to:

- (a) exchange and non-exchange revenue charged in terms of legislation or similar means; and
- (b) interest and penalties that arise from revenue already recognised.

No significant impact is expected as the Municipality's current treatment is already to a large extent in line with the Interpretation's requirements.

1.08.2 Effective dates not yet determined

Where a Standard of GRAP has been issued but not yet effective and the Minister of Finance has not yet determined an effective date, the Municipality may select to apply the principles established in that standard in developing an appropriate accounting policy dealing with a particular section or event.

The following Standards of GRAP have been issued but are not yet effective as the Minister of Finance has not yet determined the effective date for application:

1.08.2.1 GRAP 104 (Revised 2019) - Financial Instruments

The objective of this Standard is to establish principles for recognising, measuring, presenting and disclosing financial instruments.

No significant impact is expected as the Municipality's current treatment is already in line with the Standard's requirements.



BERGRIVIER LOCAL MUNICIPALITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

1.09 RESERVES

1.09.1 Capital Replacement Reserve (CRR)

In order to finance the provision of infrastructure and other items of property, plant and equipment from internal sources, amounts are transferred from the accumulated surplus to the CRR.

The following provisions are set for the creation and utilisation of the CRR:

- (a) The cash funds that back up the CRR are invested until utilised.
- (b) The CRR may only be utilised for the purpose of purchasing items of property, plant and equipment, and may not be used for the maintenance of these items.
- (c) Whenever an asset is purchased out of the CRR, an amount equal to the cost price of the asset is transferred from the CRR and the accumulated surplus is credited by a corresponding amount.

1.09.2 Housing Development Fund (HDF)

The Housing Development Fund was established in terms of the Housing Act, (Act No. 107 of 1997). Loans from National and Provincial Government, used to finance housing selling schemes undertaken by the Municipality, were extinguished on 1 April 1998 and transferred to the Housing Development Fund. Housing selling schemes, both completed and in progress, as at 1 April 1998, were also transferred to the Housing Development Fund. In terms of the Housing Act, all proceeds from housing developments, which include rental income and sale of houses, must be paid into the Housing Development Fund. Monies standing to the credit of the Housing Development Fund can be used only to finance housing developments within the municipal area subject to the approval of the Provincial MEC responsible for housing.

The following provisions are set for the creation and utilisation of the HDF:

- (a) The HDF is fully cash-backed.
- (b) The proceeds in this fund are utilised for housing development in accordance with the National Housing Policy and also for housing development projects approved by the MEC for Human Settlements.
- (c) Any contributions to or from the fund are shown as transfers in the Statement of Changes in Net Assets.

1.10 INVESTMENT PROPERTY

1.10.1 Initial Recognition

Investment property includes property (land or a building, or part of a building, or both land and buildings held under a finance lease) held to earn rentals and/or for capital appreciation, rather than held to meet service delivery objectives, the production or supply of goods or services, for administration purposes, or the sale of an asset in the ordinary course of operations. Property with a currently undetermined use, is also classified as investment property.

Investment property is recognised as an asset when it is probable that the future economic benefits or service potential that are associated with the investment property will flow to the Municipality, and the cost or fair value of the investment property can be measured reliably.

Investment property is initially measured at cost on its acquisition date. The cost of investment property is the purchase price and other costs attributable to bring the asset to a condition necessary for it to be capable of operating in the manner intended by the Municipality.

Where an investment property is acquired through a non-exchange transaction, its cost is measured at its fair value as at the date of acquisition and any other costs attributable to bring the asset to a condition necessary for it to be capable of operating in the manner intended by the Municipality. The cost of self-constructed investment property is the cost at date of completion. Transfers are made to or from investment property only when there is a change in use.

Where investment property is acquired in exchange for a non-monetary asset or monetary assets, or a combination of monetary and non-monetary assets, the asset acquired is initially measured at fair value (the cost). If the acquired item's fair value was not determinable, its deemed cost is the carrying amount of the asset(s) given up.



BERGRIVIER LOCAL MUNICIPALITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

1.10.2 Subsequent Measurement – Cost Model

Subsequent to initial recognition, items of investment property are measured at cost less accumulated depreciation and any accumulated impairment losses. Land is not depreciated as it is deemed to have an indefinite useful life.

1.10.3 Depreciation – Cost Model

Depreciation of an asset begins when it is available for use, i.e. when it is in the location and condition necessary for it to be capable of operating in the manner intended by the Municipality. Depreciation of an asset ceases at the date that the asset is derecognised.

Depreciation is calculated on the depreciable amount, using the straight-line method over the estimated useful lives of the assets. The depreciation charge for each period is recognised in Statement of Financial Performance, unless it is included in the carrying amount of another asset.

The depreciation method is reviewed at each reporting date, with the effect of any changes in estimate accounted for on a prospective basis.

At each reporting date the Municipality assesses whether there is any indication that expectations about the residual value and the useful life of an asset may have changed since the preceding reporting date. If any such indication exists, the expected residual value and useful life are revised and the effect of any changes in estimate accounted for on the a prospective basis.

The annual depreciation rates are based on the following estimated useful lives:

	YEARS
Land	N/A
Buildings	5 - 100

1.10.4 Impairment

Investment property is reviewed at each reporting date for any indication of impairment. If any such indication exists, the asset's recoverable amount is estimated. The impairment recognised in the Statement of Financial Performance is the excess of the carrying value over the recoverable amount.

An impairment is reversed only to the extent that the asset's carrying amount does not exceed the carrying amount that would have been determined had no impairment been recognised. A reversal of an impairment is recognised in the Statement of Financial Performance.

1.10.5 Derecognition

An investment property is derecognised on disposal or when the investment property is permanently withdrawn from use and no future economic benefits or service potential are expected from its disposal.

Gains or losses arising from the retirement or disposal of investment property is determined as the difference between the net disposal proceeds and the carrying amount of the asset and is recognised in the Statement of Financial Performance in the period of the retirement or disposal.

Compensation from third parties for items of investment property that were impaired, lost or given up is recognised in the Statement of Financial Performance when the compensation becomes receivable.

1.11 PROPERTY, PLANT AND EQUIPMENT

1.11.1 Initial Recognition

Property, plant and equipment are tangible non-current assets that are held for use in the production or supply of goods or services, rental to others, or for administrative purposes, and are expected to be used during more than one year.

The cost of an item of property, plant and equipment is recognised as an asset if it is probable that future economic benefits or service potential associated with the item will flow to the Municipality, and the cost or fair value of the item can be measured reliably.



BERGRIVIER LOCAL MUNICIPALITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

Items of property, plant and equipment are initially recognised at cost on its acquisition date. The cost of an item of property, plant and equipment is the purchase price and other costs attributable to bring the asset to the location and condition necessary for it to be capable of operating in the manner intended by the Municipality. Trade discounts and rebates are deducted in arriving at the cost. The cost also includes the necessary costs of dismantling and removing the asset and restoring the site on which it is located.

Where an asset is acquired through a non-exchange transaction, the cost is deemed to be equal to the fair value of that asset as at date of acquisition and any other costs attributable to bring the asset to the location and condition necessary for it to be capable of operating in the manner intended by the Municipality.

Where an item of property, plant and equipment is acquired in exchange for a non-monetary asset or monetary assets, or a combination of monetary and non-monetary assets, the asset acquired is initially measured at fair value (the cost). If the acquired item's fair value was not determinable, its deemed cost is the carrying amount of the asset(s) given up.

When significant components of an item of property, plant and equipment have different useful lives, they are accounted for as separate items (major components) of property, plant and equipment.

Spare parts and stand by equipment which are expected to be used for more than one period are included in property, plant and equipment.

1.11.2 Subsequent Measurement - Cost Model

Subsequent to initial recognition, items of property, plant and equipment are measured at cost less accumulated depreciation and any accumulated impairment losses. Land is not depreciated as it is deemed to have an indefinite useful life.

Where the Municipality replaces parts of an asset, it derecognises the part of the asset being replaced and capitalises the new component. Subsequent expenditure incurred on an asset is capitalised when it increases the capacity or future economic benefits or service potential associated with the asset.

1.11.3 Depreciation

Depreciation of an asset begins when it is available for use, i.e. when it is in the location and condition necessary for it to be capable of operating in the manner intended by the Municipality. Depreciation of an asset ceases at the date that the asset is derecognised.

Depreciation is calculated on the depreciable amount, using the straight-line method over the estimated useful lives of the assets. The depreciation charge for each period is recognised in Statement of Financial Performance, unless it is included in the carrying amount of another asset.

The depreciation method is reviewed at each reporting date, with the effect of any changes in estimate accounted for on a prospective basis.

At each reporting date the Municipality assesses whether there is any indication that expectations about the residual value and the useful life of an asset may have changed since the preceding reporting date. If any such indication exists, the expected residual value and useful life are revised and the effect of any changes in estimate accounted for on the a prospective basis.

The annual depreciation rates are based on the following estimated useful lives:

	YEARS		YEARS
Land and Buildings		Leased Assets	
Land	N/A	Furniture and Office Equipment	2 - 5
Buildings	5 - 100		
Work in progress	N/A	Community Assets	
		Community Facilities	5 - 50
Infrastructure		Sport and Recreational Facilities	5 - 50
Electrical	5 - 50	Work in progress	N/A
Roads	5 - 50		
Sanitation	5 - 100	Other Assets	
Solid Waste	3 - 50	Computer Equipment	3 - 15
Storm Water	5 - 50	Furniture and Office Equipment	5 - 30
Water Supply	3 - 100	Machinery and Equipment	2 - 30
Work in progress	N/A	Transport Assets	2 - 30

BERGRIVIER LOCAL MUNICIPALITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

1.11.4 Impairment

Property, plant and equipment is reviewed at each reporting date for any indication of impairment. If any such indication exists, the asset's recoverable amount is estimated. The impairment recognised in the Statement of Financial Performance is the excess of the carrying value over the recoverable amount.

An impairment is reversed only to the extent that the asset's carrying amount does not exceed the carrying amount that would have been determined had no impairment been recognised. A reversal of an impairment is recognised in the Statement of Financial Performance.

1.11.5 Derecognition

Items of property, plant and equipment are derecognised when the asset is disposed or when there are no further economic benefits or service potential expected from the use of the asset.

The gain or loss arising on the disposal or retirement of an item of property, plant and equipment is determined as the difference between the sales proceeds and the carrying value and is recognised in the Statement of Financial Performance.

Compensation from third parties for items of property, plant and equipment that were impaired, lost or given up is recognised in the Statement of Financial Performance when the compensation becomes receivable.

1.12 INTANGIBLE ASSETS

1.12.1 Initial Recognition

An intangible asset is an identifiable non-monetary asset without physical substance.

The Municipality recognises an intangible asset only when it is probable that the expected future economic benefits or service potential that are attributable to the asset will flow to the Municipality and the cost or fair value of the asset can be measured reliably.

Intangible assets are initially recognised at cost on its acquisition date. The cost of an intangible asset is the purchase price and other costs attributable to bring the asset to the location and condition necessary for it to be capable of operating in the manner intended by the Municipality. Trade discounts and rebates are deducted in arriving at the cost.

Where an intangible asset is acquired through a non-exchange transaction, its initial cost is measured at its fair value at the date of acquisition and any other costs attributable to bring the asset to the location and condition necessary for it to be capable of operating in the manner intended by the Municipality.

Where an intangible asset is acquired in exchange for a non-monetary asset or monetary assets, or a combination of monetary and non-monetary assets, the asset acquired is initially measured at fair value (the cost). If the acquired item's fair value is not determinable, its deemed cost is the carrying amount of the asset(s) given up.

Internally generated intangible assets are subject to a strict recognition criteria before they are capitalised. Research expenditure is never capitalised, while development expenditure is only capitalised to the extent that:

- (a) the technical feasibility of completing the intangible asset so that it will be available for use or sale;
- (b) its intention to complete the intangible asset and use or sell it;
- (c) its ability to use or sell the intangible asset;
- (d) how the intangible asset will generate probable future economic benefits or service potential;
- (e) the availability of adequate technical, financial and other resources to complete the development and to use or sell the intangible asset; and
- (f) its ability to measure reliably the expenditure attributable to the intangible asset during its development.

1.12.2 Subsequent Measurement - Cost Model

Intangible assets are subsequently carried at cost less accumulated amortisation and any accumulated impairments losses.

1.12.3 Amortisation

The cost of an intangible asset is amortised over the useful life where that useful life is finite. Where the useful life is indefinite, the asset is not amortised but is still subject to an annual impairment test.

BERGRIVIER LOCAL MUNICIPALITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

Amortisation of an intangible with a finite life asset begins when it is available for use, i.e. when it is in the location and condition necessary for it to be capable of operating in the manner intended by the Municipality. Amortisation ceases at the date that the asset is derecognised.

Amortisation is calculated on the depreciable amount, using the straight-line method over the estimated useful lives of the intangible assets. The amortisation charge for each period is recognised in Statement of Financial Performance, unless it is included in the carrying amount of another asset.

The residual value of an intangible asset with a finite useful life is considered to be zero.

The amortisation period and amortisation method are reviewed at each reporting date, with the effect of any changes in estimate accounted for on a prospective basis.

The annual amortisation rates are based on the following estimated useful lives:

	Years
Computer Software	5 - 15

1.12.4 Impairment

Intangible assets are reviewed at each reporting date for any indication of impairment. If any such indication exists, the asset's recoverable amount is estimated. The impairment recognised in the Statement of Financial Performance is the excess of the carrying value over the recoverable amount.

An impairment is reversed only to the extent that the asset's carrying amount does not exceed the carrying amount that would have been determined had no impairment been recognised. A reversal of an impairment is recognised in the Statement of Financial Performance.

1.12.5 Derecognition

Intangible assets are derecognised when the asset is disposed or when there are no further economic benefits or service potential expected from the use of the asset.

The gain or loss arising on the disposal or retirement of an intangible asset is determined as the difference between the sales proceeds and the carrying value and is recognised in the Statement of Financial Performance.

1.13 HERITAGE ASSETS

1.13.1 Initial Recognition

A heritage asset is defined as an asset that has a cultural, environmental, historical, natural, scientific, technological or artistic significance and is held and preserved indefinitely for the benefit of present and future generations.

A heritage asset is recognised as an asset if it is probable that future economic benefits or service potential associated with the asset will flow to the Municipality, and the cost or fair value of the asset can be measured reliably.

Heritage assets are initially recognised at cost on its acquisition date. The cost of heritage assets is the purchase price and other costs attributable to bring the asset to the location and condition necessary for it to be capable of operating in the manner intended by the Municipality. Trade discounts and rebates are deducted in arriving at the cost.

Where an asset is acquired through a non-exchange transaction, the cost is deemed to be equal to the fair value of that asset as at date of acquisition and any other costs attributable to bring the asset to the location and condition necessary for it to be capable of operating in the manner intended by the Municipality.

Where a heritage asset is acquired in exchange for a non-monetary asset or monetary assets, or a combination of monetary and non-monetary assets, the asset acquired is initially measured at fair value (the cost). If the acquired item's fair value is not determinable, its deemed cost is the carrying amount of the asset(s) given up.

1.13.2 Subsequent Measurement – Cost Model

Heritage assets are carried at its cost less any accumulated impairment losses.

BERGRIVIER LOCAL MUNICIPALITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

1.13.3 Depreciation

Heritage assets are not depreciated.

1.13.4 Impairment

Heritage assets are reviewed at each reporting date for any indication of impairment. If any such indication exists, the asset's recoverable amount is estimated. The impairment recognised in the Statement of Financial Performance is the excess of the carrying value over the recoverable amount.

An impairment is reversed only to the extent that the asset's carrying amount does not exceed the carrying amount that would have been determined had no impairment been recognised. A reversal of an impairment is recognised in the Statement of Financial Performance.

1.13.5 Derecognition

Heritage assets are derecognised when it is disposed or when there are no further economic benefits expected from the use of the heritage asset.

The gain or loss arising on the disposal or retirement of a heritage asset is determined as the difference between the sales proceeds and the carrying value of the heritage asset and is recognised in the Statement of Financial Performance.

Compensation from third parties for heritage assets that were impaired, lost or given up is recognised in the Statement of Financial Performance when the compensation becomes receivable.

1.14 IMPAIRMENT OF NON-MONETARY ASSETS

An impairment is a loss in the future economic benefits or service potential of an asset, over and above the systematic recognition of the loss of the asset's future economic benefits or service potential through depreciation.

Cash-generating assets are assets used with the objective of generating a commercial return. Non-cash-generating assets are assets other than cash-generating assets.

The Municipality assesses at each reporting date whether there is any indication that an asset may be impaired. If any such indication exists, the Municipality estimates the recoverable amount of the asset.

1.14.1 Recoverable amount of Cash-generating assets

The recoverable amount of an asset or a cash-generating unit is the higher of its fair value less costs to sell and its value in use.

The best evidence of fair value less costs to sell is the amount obtainable from the sale of an asset in an arm's length transaction between knowledgeable, willing parties, less the costs of disposal.

Value in use of a cash-generating asset is the present value of the estimated future cash flows expected to be derived from the continuing use of an asset and from its disposal at the end of its useful life.

1.14.2 Recoverable amount of Non-cash-generating assets

The recoverable service amount is the higher of a non-cash generating asset's fair value less costs to sell and its value in use.

The value in use for a non-cash generating asset is the present value of the asset's remaining service potential. Fair value less costs to sell is the amount obtainable from the sale of an asset in an arm's length transaction between knowledgeable, willing parties, less the costs of disposal.

1.14.3 Impairment loss

If the recoverable amount of an asset is less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. That reduction is an impairment loss.

An impairment loss of assets carried at cost less any accumulated depreciation or amortisation is recognised immediately in the Statement of Financial Performance.

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An impairment loss of assets carried at a revalued amount in accordance with another Standard of GRAP is treated as a revaluation decrease in accordance with that Standard of GRAP.

After the recognition of an impairment loss, the depreciation (amortisation) charge for the asset is adjusted in future periods to allocate the asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

1.14.4 Reversal of an impairment loss

The Municipality assesses at each reporting date whether there is any indication that an impairment loss recognised in prior periods for assets may no longer exist or may have decreased. If any such indication exists, the recoverable amounts of those assets are estimated.

The increased carrying amount of an asset attributable to a reversal of an impairment loss does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior periods.

A reversal of an impairment loss of assets carried at cost less accumulated depreciation or amortisation is recognised immediately in the Statement of Financial Performance.

A reversal of an impairment loss of assets carried at a revalued amount in accordance with another Standard of GRAP is treated as a revaluation increase in accordance with that Standard of GRAP.

After the reversal of an impairment loss, the depreciation (amortisation) charge for the asset is adjusted in future periods to allocate the asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

1.15 INVENTORIES

1.15.1 Initial Recognition

Inventories are assets:

- (a) in the form of materials or supplies to be consumed in the production process;
- (b) in the form of materials or supplies to be consumed or distributed in the rendering of services;
- (c) held for sale or distribution in the ordinary course of operations; or
- (d) in the process of production for sale or distribution.

Inventories are recognised as an asset if it is probable that future economic benefits or service potential associated with the item will flow to the Municipality, and the cost of the inventories can be measured reliably.

Inventories are initially recognised at cost. Cost generally refers to the purchase price, plus non-recoverable taxes, transport costs and any other costs in bringing the inventories to their current location and condition. Trade discounts, rebates and other similar items are deducted in determining the costs of purchase.

Where inventory is manufactured, constructed or produced, the cost includes the cost of labour, materials and overheads used during the manufacturing process.

Where inventories are acquired through a non-exchange transaction, the cost is measured at the fair value as at the date of acquisition plus any other costs in bringing the inventories to their current location and condition.

1.15.2 Subsequent Measurement

When inventories are sold, exchanged or distributed the carrying amount of those inventories are recognised as an expense in the period in which the related revenue is recognised. If there is no related revenue, the expense is recognised when the goods are distributed, or related service is rendered.

Inventories are valued at the lower of cost and net realisable value unless they are to be distributed at no or nominal charge, in which case they are measured at the lower of cost and current replacement cost.

Net realisable value is the estimated selling price in the ordinary course of operations less the estimated costs of completion and the estimated costs necessary to make the sale, exchange or distribution. Current replacement cost is the cost the Municipality would incur to acquire the asset on the reporting date.

The amount of any write-down of inventories to net realisable value or current replacement cost and all losses of inventories is recognised as an expense in the period the write-down or loss occurs.

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The amount of any reversal of any write-down of inventories, arising from an increase in net realisable value or current replacement cost, is recognised as a reduction in the amount of inventories recognised as an expense in the period in which the reversal occurs.

The basis of allocating cost to inventory items is the weighted average method.

At reporting date, the water volume is determined by way of dip readings and the calculated volume in the distribution network. Water inventory is then measured by multiplying the cost per kilo litre of purified water by the amount of water in storage.

Cost of land held for sale is assigned by using specific identification of their individual costs.

1.16 EMPLOYEE BENEFITS

Defined-contribution plans are post-employment benefit plans under which the Municipality pays fixed contributions into a separate entity (a fund), and will have no legal or constructive obligation to pay further contributions if the fund does not hold sufficient assets to pay all employee benefits relating to employee service in the current and prior periods. The contributions to fund obligations for the payment of retirement benefits are recognised in the Statement of Financial Performance in the year during which they become payable.

Defined-benefit plans are post-employment benefit plans other than defined-contribution plans.

1.16.1 Post-Retirement Benefits

The Municipality provides retirement benefits for its employees and councillors. Retirement benefits consist of defined-contribution plans and defined-benefit plans.

1.16.1.1 Multi-employer defined benefit plans

The Municipality contributes to various National- and Provincial-administered defined benefit plans on behalf of its qualifying employees. These funds are multi-employer funds. The contributions to fund obligations for the payment of retirement benefits are recognised in the Statement of Financial Performance in the year they become payable. These defined benefit funds are actuarially valued on the projected unit credit method basis. Deficits are recovered through lump sum payments or increased future contributions on a proportional basis from all participating municipalities.

1.16.1.2 Post Retirement Medical Benefits

The Municipality provides post-retirement medical benefits by subsidizing the medical aid contributions of certain retired staff according to the rules of the medical aid funds. Council pays 60% (70% for employment prior to 1 October 2018) as contribution and the remaining 40% (30% for employment prior to 1 October 2018) is paid by the members. The entitlement to these benefits is usually conditional on the employee remaining in service up to retirement age and the completion of a minimum service period. The present value of the defined benefit liability is actuarially determined. The plan is unfunded.

Contributions are recognised in the Statement of Financial Performance when employees have rendered the service entitling them to the contribution. The liability is calculated by means of the projected unit credit actuarial valuation method. The liability in respect of current pensioners is regarded as fully accrued, and is therefore not split between a past (or accrued) and future in-service element. The liability is recognised at the present value of the defined benefit obligation at the reporting date, minus the fair value at the reporting date of plan assets (if any) out of which the obligations are to be settled directly, plus any liability that may arise as a result of a minimum funding requirements. Payments made by the Municipality are set-off against the liability, including notional interest, resulting from the valuation by the actuaries and are recognised in the Statement of Financial Performance as employee benefits upon valuation.

Actuarial gains and losses arising from the experience adjustments and changes in actuarial assumptions, are recognised in the Statement of Financial Performance in the period that it occurs. These obligations are valued annually by independent qualified actuaries.

1.16.2 Long-term Benefits

1.16.2.1 Long Service Awards

Long service awards are provided to employees who achieve certain pre-determined milestones of service within the Municipality. The Municipality's obligation under these plans is valued by independent qualified actuaries annually and the corresponding liability is raised. Payments are set-off against the liability, including notional interest, resulting from the valuation by the actuaries and are recognised in the Statement of Financial Performance as employee benefits upon valuation.

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Actuarial gains and losses arising from the experience adjustments and changes in actuarial assumptions, is recognised in the Statement of Financial Performance in the period that it occurs. These obligations are valued annually by independent qualified actuaries.

1.16.3 Short-term Benefits

Short-term employee benefits are employee benefits (other than termination benefits) that are due to be settled within twelve months after the end of the period in which the employees render the related service.

Short-term employee benefits include items such as:

- (a) Wages, salaries and social security contributions;
- (b) Short-term compensated absences (such as paid annual leave and paid sick leave) where the compensation for the absences is due to be settled within twelve months after the end of the reporting period in which the employees render the related employee service; and
- (c) non-monetary benefits (for example, medical care, and free or subsidised goods or services such as housing, cars and cellphones) for current employees.

When an employee has rendered service to the municipality during a reporting period, the municipality recognise the undiscounted amount of short-term employee benefits expected to be paid in exchange for that service

- (a) as a liability (accrued expense), after deducting any amount already paid. If the amount already paid exceeds the undiscounted amount of the benefits, the municipality recognise that excess as an asset (prepaid expense) to the extent that the prepayment will lead to, for example, a reduction in future payments or a cash refund; and
- (b) as an expense, unless another Standard requires or permits the inclusion of the benefits in the cost of an asset

1.16.3.1 Staff Leave

Liabilities for annual leave are recognised as they accrue to employees. The liability is based on the total amount of leave days due to employees at reporting date and also on the total remuneration package of the employee.

Accumulating leave is carried forward and can be used in future periods if the current period's entitlement is not used in full. All unused leave will be paid out to the specific employee at the end of that employee's employment term. Accumulated leave is vesting.

1.16.3.2 Bonuses

The liability for staff bonuses is based on the accrued bonus for each employee at reporting date.

1.17 PROVISIONS

A provision is a liability of uncertain timing or amount. Provisions are recognised when the Municipality has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resource embodying economic benefits or service potential will be required to settle the obligation and a reliable estimate of the provision can be made.

Provisions are reviewed at reporting date and adjusted to reflect the current best estimate of future outflows of resources. Where the effect is material, non-current provisions are discounted to their present value using a discount rate that reflects the market's current assessment of the time value of money, adjusted for risks specific to the liability.

Future events that may affect the amount required to settle an obligation are reflected in the amount of a provision where there is sufficient objective evidence that they will occur. Gains from the expected disposal of assets are not taken into account in measuring a provision. Provisions are not recognised for future operating losses. The present obligation under an onerous contract is recognised and measured as a provision.

Where some or all of the expenditure required to settle a provision is expected to be reimbursed by another party, the reimbursement is recognised when it is virtually certain that reimbursement will be received if the Municipality settles the obligation. The reimbursement is treated as a separate asset. The amount recognised for the reimbursement will not exceed the amount of the provision. In the Statement of Financial Performance, the expense relating to a provision may be presented net of the amount recognised for a reimbursement.

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A provision for restructuring costs is recognised only when the following criteria over and above the recognition criteria of a provision have been met:

- (a) The Municipality has a detailed formal plan for the restructuring identifying at least:
- the business or part of a business concerned;
 - the principal locations affected;
 - the location, function and approximate number of employees who will be compensated for terminating their services;
 - the expenditures that will be undertaken; and
 - when the plan will be implemented.
- (b) The Municipality has raised a valid expectation in those affected that it will carry out the restructuring by starting to implement that plan or announcing its main features to those affected by it.

If it is no longer probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation, the provision is derecognised.

1.18 LEASES

A lease is classified as a finance lease if it transfers substantially all the risks and rewards incidental to ownership. A lease is classified as an operating lease if it does not transfer substantially all the risks and rewards incidental to ownership.

1.18.1 Municipality as Lessee

1.18.1.1 Finance Leases

At the commencement of the lease term, the Municipality recognises assets acquired under finance leases as assets and the associated lease obligations as liabilities in the Statement of Financial Position.

At the inception of the lease, the assets and liabilities are recognised at the lower of the fair value of the leased property and the present value of the minimum lease payments. The discount rate to be used in calculating the present value of the minimum lease payment is the interest rate implicit in the lease. If the rate implicit to the lease is not available the Municipality's incremental borrowing rate is used. Any initial direct costs of the Municipality are added to the amount recognised as an asset.

Subsequent to initial recognition, the minimum lease payments are apportioned between the finance charge and the reduction of the outstanding liability. The finance charge are allocated to each period during the lease term so as to produce a constant periodic rate of interest on the remaining balance of the liability. Contingent rents, if any, are charged as expenses to the Statement of Financial Performance in the periods in which they are incurred. The leased assets are accounted for in accordance with the stated accounting policies applicable to the assets.

1.18.1.2 Operating leases

Lease payment under an operating lease is recognised as an expense in the Statement of Financial Performance on a straight-line basis over lease term, unless another systematic basis is more representative of the time pattern of the user's benefit. The difference between the straight-lined expenses and actual payments made will give rise to a liability.

1.18.2 Municipality as Lessor

1.18.2.1 Finance Leases

The Municipality recognises lease payments receivable under a finance lease as assets (receivable) in the Statement of Financial Position. The asset (receivable) is calculated as the sum of all the minimum lease payments to be received, plus any unguaranteed residual accruing to the Municipality, discounted at the interest rate implicit in the lease.

The asset (receivable) is reduced by the capital portion of the lease instalments received, with the interest portion being recognised as interest revenue on a time proportionate basis in the Statement of Financial Performance.

1.18.2.2 Operating Leases

Operating lease revenue is recognised in the Statement of Financial Performance on a straight-line basis over the term of the relevant lease, unless another systematic basis is more representative of the time pattern in which benefit derived from the leased asset is diminished. The difference between the straight-lined revenue and actual payments received will give rise to an asset.

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1.19 FINANCIAL INSTRUMENTS

1.19.1 Initial Recognition

Financial instruments (financial assets and financial liabilities) are recognised on the Municipality's Statement of Financial Position when it becomes party to the contractual provisions of the instrument.

Financial instruments are initially recognised at fair value plus, in the case of a financial asset or financial liability not at fair value, transaction costs that are directly attributable to the acquisition or issue of the financial asset or financial liability. If finance charges in respect of financial assets and financial liabilities are significantly different from similar charges usually obtained in an open market transaction, adjusted for the specific risks of the Municipality, such differences are immediately recognised in the period it occurs, and the unamortised portion adjusted over the period of the loan transactions.

1.19.2 Subsequent Measurement

Financial instruments are categorised as follow:

- (a) **Financial instruments at amortised cost** are non-derivative financial instruments with fixed or determinable payments that are not quoted in an active market. They are included in current assets or current liabilities, except for maturities greater than 12 months, which are classified as non-current. After initial recognition, both financial assets and financial liabilities are measured at amortised cost, using the effective interest rate method. Financial assets are also subject to an impairment review.
- (b) **Financial instruments at cost** are investments in residual interests that do not have a quoted market price in an active market, and whose fair value cannot be reliably measured. Both financial assets and financial liabilities are subsequently measured at cost. Financial assets are subject to an impairment review.
- (c) **Financial instruments at fair value** comprise of financial assets or financial liabilities that are:
 - (i) derivatives;
 - (ii) combined instruments that are designated at fair value;
 - (iii) instruments held for trading;
 - (iv) non-derivative financial assets or financial liabilities with fixed or determinable payments that are designated at fair value at initial recognition; or
 - (v) financial instruments that do not meet the definition of financial instruments at amortised cost or financial instruments at cost.

Both, financial assets and financial liabilities are subsequently measured at fair value with unrealised gains or losses recognised directly in the Statement of Financial Performance.

1.19.3 Impairment and uncollectability of financial assets

Financial assets, other than those at fair value, are assessed for indicators of impairment at each reporting date. Financial assets are impaired where there is objective evidence of impairment of financial assets.

1.19.3.1 *Financial assets measured at amortised cost*

If there is objective evidence that an impairment loss on financial assets measured at amortised cost has been incurred, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of estimated future cash flows discounted at the financial asset's original effective interest rate (i.e. the effective interest rate computed at initial recognition). Cash flows relating to short-term financial assets are not discounted where the effect of discounting is immaterial. The carrying amount of the asset is reduced through the use of an allowance account. The amount of the loss is recognised in the Statement of Financial Performance.

If, in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised, the previously recognised impairment is reversed by adjusting an allowance account. The amount of the reversal is recognised in Statement of Financial Performance.

1.19.3.2 *Financial assets measured at cost*

If there is objective evidence that an impairment loss has been incurred on an investment in a residual interest that is not measured at fair value because its fair value cannot be measured reliably, the amount of the impairment loss is measured as the difference between the carrying amount of the financial asset and the present value of estimated future cash flows discounted at the current market rate of return for a similar financial asset. Such impairment losses is not be reversed.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

1.19.4 Derecognition of financial instruments

1.19.4.1 Financial assets

The Municipality derecognises financial assets only when the contractual rights to the cash flows from the asset expire or it transfers the financial asset and substantially all the risks and rewards of ownership of the asset to another entity. Financial assets (receivables) are also derecognised when Council approves the write-off of financial assets due to non-recoverability.

If the Municipality neither transfers nor retains substantially all the risks and rewards of ownership and continues to control the transferred asset, the Municipality recognises its retained interest in the asset and an associated liability for amounts it may have to pay. If the Municipality retains substantially all the risks and rewards of ownership of a transferred financial asset, the Municipality continues to recognise the financial asset and also recognises a collateralised borrowing for the proceeds received.

1.19.4.2 Financial liabilities

The Municipality derecognises financial liabilities when the Municipality's obligations are discharged, cancelled or they expire.

The Municipality recognises the difference between the carrying amount of the financial liability (or part of a financial liability) extinguished or transferred to another party and the consideration paid, including any non-cash assets transferred or liabilities assumed, in the Statement of Financial Performance.

1.19.5 Offsetting of financial instruments

Financial assets and financial liabilities are offset and the net amount reported in the Statement of Financial Position if there is a currently enforceable legal right to offset the recognised amounts and there is an intention to settle on a net basis, or to realise the assets and settle the liabilities simultaneously.

1.20 STATUTORY RECEIVABLES

Statutory receivables arise from legislation, supporting regulations, or similar means and require settlement by another entity in cash or another financial asset. Statutory receivables can arise from both exchange and non-exchange transactions.

1.20.1 Initial Recognition

Statutory receivables are recognised when the related revenue (exchange or non-exchange revenue) is recognised or when the receivable meets the definition of an asset. The Municipality initially measure statutory receivables at their transaction amount.

1.20.2 Subsequent Measurement

The Municipality measures statutory receivables after initial recognition using the cost method. Under the cost method, the initial measurement of the receivable is subsequently changed to reflect any interest or other charges that may have accrued on the receivable, less any impairment losses and amounts derecognised.

1.20.3 Impairment and uncollectability of statutory receivables

The Municipality assesses at each reporting date whether there is any indication that a statutory receivable may be impaired.

If there is an indication that a statutory receivable may be impaired, the Municipality measures the impairment loss as the difference between the estimated future cash flows and the carrying amount. Where the carrying amount is higher than the estimated future cash flows, the carrying amount of the statutory receivable is reduced, through the use of an allowance account. The amount of the loss is recognised in the Statement of Financial Performance. In estimating the future cash flows, the Municipality considers both the amount and timing of the cash flows that it will receive in future. Consequently, where the effect of the time value of money is material, the Municipality discounts the estimated future cash flows using a rate that reflects the current risk free rate and any risks specific to the statutory receivable for which the future cash flow estimates have not been adjusted.

An impairment loss recognised in prior periods for a statutory receivable is revised if there has been a change in the estimates used since the last impairment loss was recognised, or to reflect the effect of discounting the estimated cash flows. Any previously recognised impairment loss is adjusted by adjusting the allowance account. The amount of any adjustment is recognised in the Statement of Financial Performance.

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1.20.4 Derecognition

The Municipality derecognises a statutory receivable when the rights to the cash flows from the receivable are settled, expire or are waived or the Municipality transfers the receivable and substantially all the risks and rewards of ownership of the receivable to another entity.

When the Municipality, despite having retained some significant risks and rewards of ownership of the receivable, has transferred control of receivable to another entity, the Municipality derecognises the receivable and recognises separately any rights and obligations created or retained in the transfer.

1.21 CASH AND CASH EQUIVALENTS

Cash includes cash on hand, cash held with banks, and call deposits. Cash equivalents are short-term highly liquid investments with registered banking institutions with maturities of three months or less from inception, readily convertible to cash without significant change in value.

Bank overdrafts are recorded based on the facility utilised. Finance charges on bank overdraft are expensed as incurred in the Statement of Financial Performance.

For the purposes of the cash flow statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of any bank overdrafts.

1.22 RECEIVABLES

Receivables are recognised initially at fair value, which approximates amortised cost less provision for impairment. Amounts receivable within 12 months from the date of reporting are classified as current.

A provision for impairment of receivables is established when there is objective evidence that the Municipality will not be able to collect all amounts due according to the original terms of receivables. An estimate is made for impairment of receivables, based on past default experience of all outstanding amounts at reporting date.

Bad debts are written off in the year during which they are identified as irrecoverable, subject to the approval by the appropriate delegated authority. When a receivable is considered uncollectible, it is written off against the allowance account. Subsequent recoveries of amounts previously written off are credited against the Statement of Financial Performance.

1.23 TAXES (VALUE ADDED TAX)

Revenue, expenses and assets are recognised net of the amounts of value added tax. The net amount of Value Added Tax recoverable from, or payable to, the taxation authority is included in the Statement of Financial Position. The Municipality accounts for value-added tax (VAT) on the payment basis.

1.24 PAYABLES AND ANNUITY LOANS

Payables and annuity loans are initially recognised at fair value and subsequently measured at amortised cost using an effective interest rate, which is the initial carrying amount, less repayments, plus interest.

1.25 CONSUMER DEPOSITS

Consumer deposits are disclosed as a current liability. Consumer deposits are levied in line with council's policy to consumers when services are initially connected. When services are disconnected or terminated, the outstanding deposit is utilised against any arrear accounts the consumer might be liable for on that date. Any excess deposit after all debt is settled is refunded to the specific consumer.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

1.26 CONDITIONAL GOVERNMENT GRANTS AND PUBLIC CONTRIBUTIONS

Grants, transfers and donations received or receivable are recognised as assets when the resources that have been transferred to the Municipality meet the definition and criteria for recognition as assets.

Conditional grants, transfers and donations are recognised as revenue to the extent that the Municipality has complied with the conditions embodied in the agreement. Where the agreement contains a stipulation to return the asset, other future economic benefits or service potential, in the event of non-compliance to these stipulations and would be enforced by the transferor, a liability is recognised to the extent that the conditions have not been met. Where such requirements are not enforceable, or where past experience has indicated that the transferor has never enforced the requirement to return the transferred asset, other future economic benefits or service potential when breaches have occurred, the stipulation will be considered a restriction and is recognised as revenue.

The liability recognised to the extent that the conditions associated with the grant, transfer or donation have not been met, always has to be cash-backed. The cash which backs up the liability is invested as a individual investment or part of the general investments of the Municipality until it is utilised.

Interest earned on investments of grants, transfers and donations are treated in accordance with conditions as stipulated in the agreement. If it is payable to the grantor it is recorded as part of the creditor and if it is the Municipality's interest it is recognised as interest earned in the Statement of Financial Performance.

1.27 REVENUE

At the time of initial recognition, the full amount of revenue is recognised where the Municipality has an enforceable legal obligation to collect, unless the Municipality has no intention of collecting this revenue. Where the Municipality has no intention of collecting the revenue, rebates and discounts are offset against the related revenue. If the Municipality does not successfully enforce its obligation to collect the revenue this would be considered a subsequent event.

1.27.1 Revenue from Non-Exchange Transactions

Revenue from non-exchange transactions refers to transactions where the Municipality received revenue from another entity without directly giving approximately equal value in exchange.

Revenue from non-exchange transactions is generally recognised to the extent that the related receipt or receivable qualifies for recognition as an asset and there is no liability to repay the amount.

1.27.1.1 *Taxation Revenue*

Taxation revenue comprises of property rates. Revenue from property rates is recognised when the legal entitlement to this revenue arises. Collection charges are recognised when such amounts are legally enforceable. Penalty interest on unpaid rates is recognised on a time proportion basis with reference to the principal amount receivable and effective interest rate applicable. A composite rating system charging different rate tariffs is employed. Rebates are granted to certain categories of ratepayers and are deducted from revenue.

1.27.1.2 *Transfer Revenue*

Grants, transfers and donations received or receivable are recognised when the resources that have been transferred, meet the criteria for recognition as an asset. A corresponding liability is recognised to the extent that the grant, transfer or donation is conditional. The liability is transferred to revenue as and when the conditions attached to the grant are met.

Grants, transfers and donations without any conditions attached are recognised as revenue when the asset is recognised.

1.27.1.3 *Fines*

Fine Revenue constitutes both spot fines and summonses. All fines issued during the year less any cancellations or reductions are recognised as revenue. Any fine reductions or cancellations subsequent to the reported date is recorded as a write-off against the provision raised for debt impairment.

1.27.1.4 *Insurance Refund*

Revenue from third parties i.e. insurance payments for assets impaired, are recognised when it can be measured reliably and is not being offset against the related expenses of repairs or renewals of the impaired assets.

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1.27.1.5 Unclaimed deposits

All unclaimed deposits are initially recognised as a liability until 36 months expires, when all unclaimed deposits into the Municipality's bank account will be treated as revenue. This policy is in line with prescribed debt principle as enforced by law.

1.27.1.6 Revenue from Recovery of Unauthorised, Irregular, Fruitless and Wasteful Expenditure

Income from the recovery of unauthorised, irregular, fruitless and wasteful expenditure is based on legislated procedures, including those set out in the MFMA (Act 56 of 2003), and is recognised upon the recovery thereof from the responsible party.

1.27.1.7 Services in-kind

Services in-kind include services provided by individuals to the Municipality at no charge or where the Municipality has the right to use assets at no charge.

The Municipality's recognises services in-kind that are significant to its operations as assets and recognises the related revenue when it is probable that the future economic benefits or service potential will flow to the Municipality and the fair value of the assets can be measured reliably.

When the criteria for recognition is satisfied, services in-kind are recognised at their fair value as at the date of acquisition.

If the services in-kind are not significant to the Municipality's operations or does not satisfy the criteria for recognition, the Municipality only disclose the nature and type of services in-kind received during the reporting period.

1.27.1.8 Contributed Assets

Contributed assets are recognised at fair value when such items of property, plant and equipment qualifies for recognition and become available for use by the Municipality.

1.27.2 Revenue from Exchange Transactions

Revenue from exchange transactions refers to revenue that accrued to the Municipality directly in return for services rendered or goods sold, the value of which approximates the consideration received or receivable.

1.27.2.1 Service Charges

Service Charges are levied in terms of approved tariffs.

Service charges relating to electricity and water are based on consumption and a basic charge as per the approved tariffs. Meters are read on a monthly basis and are recognised as revenue when invoiced. Where the Municipality was unable to take the actual month's reading of certain consumers, a provisional estimate of consumption for that month will be created, based on consumption history. The provisional estimates of consumption are recognised as revenue when invoiced, except at reporting date when estimates of consumption up to the reporting date are recorded as revenue without being invoiced. Adjustments to provisional estimates of consumption are made in the invoicing period in which meters have been read. These adjustments are recognised as revenue in the invoicing period. In respect of estimates of consumption between the last reading date and the reporting date, an accrual is made based on the average monthly consumption of consumers.

Revenue from the sale of electricity prepaid meter cards is recognised at the point of sale. It is estimated that pre-paid electricity is consumed within 5 to 7 days after date of purchase. The pre-paid electricity sold, but not consumed yet at reporting date is recognised as a liability under Payables from Exchange Transactions in the Statement of Financial Position.

Service charges relating to sewerage and sanitation are recognised on a monthly basis in arrears by applying the approved tariff to each property. These service charges are based on the type of service and the number of sewer connections on all developed property, using the tariffs approved and are levied on a monthly basis.

Service charges relating to refuse removal are recognised on a monthly basis in arrears by applying the approved tariff to each property that has improvements. Tariffs are determined per category of property usage, and are levied monthly based on the number of refuse containers on each property, regardless of whether or not all containers are emptied during the month.

1.27.2.2 Interest earned

Interest earned on investments is recognised in the Statement of Financial Performance on the time proportionate basis that takes into account the effective yield on the investment.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

1.27.2.3 Rental income

Revenue from the rental of facilities and equipment is recognised on a straight-line basis over the term of the lease agreement.

1.27.2.4 Income from Agency Services

Revenue arising out of situations where the Municipality acts as an agent on behalf of another entity (the principal) is limited to the amount of any fee or commission payable to the Municipality as compensation for executing the agreed services.

Income from agency services is recognised on a monthly basis once the income collected on behalf of agents has been quantified. The income recognised is in terms of the agency agreement.

1.27.2.5 Other Tariffs

Revenue arising from the application of the approved tariff of charges is recognised when the relevant service is rendered by applying the relevant tariff. This includes the issuing of licences and permits.

1.27.2.6 Sale of goods

Revenue from the sale of goods is recognised when all the following conditions are satisfied:

- (a) The Municipality has transferred to the purchaser the significant risks and rewards of ownership of the goods.
- (b) The Municipality retains neither continuing managerial involvement to the degree usually associated with ownership nor effective control over the goods sold.
- (c) The amount of revenue can be measured reliably.
- (d) It is probable that the economic benefits or service potential associated with the transaction will flow to the Municipality.
- (e) The costs incurred or to be incurred in respect of the transaction can be measured reliably.

1.27.2.7 Deferred payment

In most cases, the consideration is in the form of cash or cash equivalents and the amount of revenue is the amount of cash or cash equivalents received or receivable. However, when the inflow of cash or cash equivalents is deferred, the fair value of the consideration may be less than the nominal amount of cash received or receivable. When the arrangement effectively constitutes a financing transaction, the fair value of the consideration is determined by discounting all future receipts using an imputed rate of interest.

The difference between the fair value and the nominal amount of the consideration is recognised as interest revenue.

1.27.3 Construction Contracts

Contractor is an entity that performs construction work pursuant to a construction contract to build structures, construct facilities, produce goods, or render services to the specifications of another entity either itself or through the use of sub-contractors. The term "contractor" thus includes a general or prime contractor, a subcontractor to a general contractor, or a construction manager.

The Municipality participates as a non-accredited municipality in the National Housing Programme. The Municipality's roles and responsibilities in the housing development process are set out in the binding arrangements entered into with the provincial Department of Human Settlements. The Municipality assesses the terms and conditions of each contract concluded with the provincial Department of Human Settlements to establish whether the contract is a construction contract or not.

The Accounting Standards Board (ASB) issued a *Guideline on accounting for arrangements undertaken in terms of the National Housing Programme*. The guideline makes a distinction between a project manager and a project developer.

Where the Municipality is appointed as the project manager, it will assist with the process of appointing a contractor to construct houses on behalf of the provincial Department of Human Settlements. The responsibility of appointment and payment of the contractors ultimately vest with the provincial Department of Human Settlements.

Where the Municipality is appointed as the project developer, it will take on the responsibility for the construction of the houses. As project developer the Municipality will appoint contractors and will make payments for work completed on meeting milestones agreed between itself and the contractor.

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In general, where the Municipality is appointed as the project manager, it will act as an agent for the provincial Department of Human Settlements. Where the Municipality is appointed as the project developer, it is considered that the Municipality has entered into a construction contract with the provincial Department of Human Settlements.

The binding agreements entered into with the provincial Department of Human Settlements are non-commercial fixed price contracts. The objective of the arrangements is to construct low cost houses for the beneficiaries of the National Housing Programme in return for full reimbursement of costs from the Department through a housing grant or subsidy.

When the outcome of a construction contract can be estimated reliably, contract revenue and contract costs associated with the construction contract shall be recognised as revenue and expenses respectively by reference to the stage of completion of the contract activity at the reporting date, as measured by the proportion that contract costs incurred for the work performed to date bear to the estimate total contract costs.

When the outcome of a construction contract cannot be estimated reliably, revenue is recognised only to the extent of contract costs incurred that it is probable will be recoverable and contract costs shall be recognised as an expense in the period in which they are incurred.

1.28 BORROWING COSTS

Borrowing costs that are incurred by the Municipality are expensed in the Statement of Financial Performance in the period during which they are incurred, regardless of how the borrowings are applied.

1.29 SERVICE CONCESSION ARRANGEMENTS

Service concession arrangement is a contractual arrangement between a grantor and an operator in which an operator uses the services concession asset to provide a mandated function on behalf of a grantor for a specified period, where the operator is compensated for its services over the period of service concession arrangement.

A grantor is the entity that grants the right to use the service concession asset to the operator, which in this case will be the Municipality.

A mandated function involves the delivery of a public service by an operator on behalf of a grantor that falls within the grantor's mandate.

An operator is the entity that uses the service concession asset to provide a mandated function subject to the grantor's control of the asset.

A service concession asset is an asset used to provide a mandated function in a service concession arrangement that:

- (a) is provided by the operator which:
 - the operator constructs, develops, or acquires from a third party; or
 - is an existing asset of the operator; or
- (b) is provided by the grantor which:
 - is an existing asset of the grantor; or
 - is an upgrade to an existing asset of the grantor.

The Municipality recognises an asset provided by the operator and an upgrade to an existing asset of the Municipality, as a service concession asset if the Municipality controls or regulates what services the operator must provide with the asset, to whom it must provide them, and at what price, and if the Municipality controls (through ownership, beneficial entitlement or otherwise) any significant residual interest in the asset at the end of the term of the arrangement. This applies to an asset used in a service concession arrangement for its entire economic life (a "whole-of-life" asset).

After initial recognition or reclassification, service concession assets are clearly identified from other assets within the same asset category, and are clearly identified from owned and/or leased assets.

Where the Municipality recognises a service concession asset, and the asset is not an existing asset of the Municipality (grantor), the Municipality (grantor) also recognises a liability.

The Municipality does not recognise a liability when an existing asset of the Municipality is reclassified as a service concession asset, except in circumstances where additional consideration is provided by the operator.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

The Municipality initially measures the service concession asset as follows:

- (a) Where the asset is not an existing asset of the Municipality, the asset is measured at its fair value.
- (b) Where the asset is an existing asset of the Municipality and it meets the recognition criteria of a service concession asset, the asset is reclassified as a service concession asset, and the asset is accounted for in accordance with the policy on Investment property, Property, plant and equipment, Intangible assets, or Heritage assets, as appropriate.

The Municipality initially measures the liability at the same amount as the service concession asset, adjusted by the amount of any other consideration from the Municipality to the operator, or from the operator to the Municipality.

Where the Municipality has an unconditional obligation to pay cash or another financial asset to the operator for the construction, development, acquisition, or upgrade of a service concession asset, the Municipality accounts for the liability as a financial liability.

The Municipality allocates the payments to the operator and accounts for them according to their substance as a reduction in the liability recognised, a finance charge, and charges for services provided by the operator.

The finance charge and charges for services provided by the operator in a service concession arrangement are accounted for as expenses.

Where the asset and service components of a service concession arrangement are separately identifiable, the service components of payments from the entity to the operator are allocated by reference to the relative fair values of the service concession asset and the services.

Where the asset and service components are not separately identifiable, the service component of payments from the Entity to the operator is determined using estimation techniques.

Where the Municipality does not have an unconditional obligation to pay cash or another financial asset to the operator for the construction, development, acquisition, or upgrade of a service concession asset, and grants the operator the right to earn revenue from third-party users or another revenue-generating asset, the Municipality accounts for the liability as the unearned portion of the revenue arising from the exchange of assets between the Municipality and the operator.

The Municipality recognises revenue and reduces the liability according to the substance of the service concession arrangement.

If the Municipality pays for the construction, development, acquisition, or upgrade of a service concession asset partly by incurring a financial liability and partly by the grant of a right to the operator, it accounts separately for each part of the total liability.

The Municipality accounts for other liabilities, contingent liabilities, and contingent assets arising from a service concession arrangement in accordance with the policy on Provisions, Contingent liabilities and contingent assets and Financial instruments.

The Municipality accounts for revenues from a service concession arrangement, other than those relating to the grant of a right to the operator model, in accordance with the Standard of GRAP on Revenue from exchange transactions.

1.30 UNAUTHORISED EXPENDITURE

Unauthorised expenditure is expenditure that has not been budgeted, expenditure that is not in terms of the conditions of an allocation received from another sphere of government, municipality or organ of state and expenditure in a form of a grant that is not permitted in terms of the Municipal Finance Management Act (Act No. 56 of 2003). Unauthorised expenditure is accounted for as an expense (measured at actual cost incurred) in the Statement of Financial Performance and where recovered, it is subsequently accounted for as revenue in the Statement of Financial Performance.

1.31 IRREGULAR EXPENDITURE

Irregular expenditure is expenditure that is contrary to the Municipal Finance Management Act (Act No. 56 of 2003), the Municipal Systems Act (Act No. 32 of 2000), the Public Office Bearers Act, and (Act. No. 20 of 1998) or is in contravention of the Municipality's Supply Chain Management Policy. Irregular expenditure is accounted for as expenditure (measured at actual cost incurred) in the Statement of Financial Performance and where recovered, it is subsequently accounted for as revenue in the Statement of Financial Performance.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

1.32 FRUITLESS AND WASTEFUL EXPENDITURE

Fruitless and wasteful expenditure is expenditure that was made in vain and could have been avoided had reasonable care been exercised. Fruitless and wasteful expenditure is accounted for as expenditure (measured at actual cost incurred) in the Statement of Financial Performance and where recovered, it is subsequently accounted for as revenue in the Statement of Financial Performance.

1.33 CONTINGENT LIABILITIES AND CONTINGENT ASSETS

A contingent liability is a possible obligation that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Municipality. A contingent liability could also be a present obligation that arises from past events, but is not recognised because it is not probable that an outflow of resources embodying economic benefits will be required to the obligation or the amount of the obligation cannot be measured with sufficient reliability.

Contingent assets represent possible assets that arise from past events and whose existence will be confirmed only by an occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Municipality.

The Municipality does not recognise a contingent liability or contingent asset. A contingent liability is disclosed unless the probability of an outflow of resources embodying economic benefits or service potential is remote. A contingent asset is disclosed where the inflow of economic benefits or service potential is probable.

1.34 CAPITAL COMMITMENTS

Capital commitments disclosed in the financial statements represents the contractual balance committed to capital projects on reporting date that will be incurred in the period subsequent to the specific reporting date.

1.35 EVENTS AFTER REPORTING DATE

Events after the reporting date are those events, both favourable and unfavourable, that occur between the reporting date and the date when the financial statements are authorised for issue. Two types of events can be identified:

- (a) those that provide evidence of conditions that existed at the reporting date (adjusting events after the reporting date); and
- (b) those that are indicative of conditions that arose after the reporting date (non-adjusting events after the reporting date).

If non-adjusting events after the reporting date are material, the Municipality discloses the nature and an estimate of the financial effect.

1.36 RELATED PARTIES

A related party is a person or an entity with the ability to control or jointly control the other party, or exercise significant influence over the other party, or vice versa, or an entity that is subject to common control, or joint control.

Related party transaction is a transfer of resources, services or obligations between the Municipality and a related party, regardless of whether a price is charged.

Management is considered a related party and comprises those persons responsible for planning, directing and controlling the activities of the Municipality, including those charged with the governance of the Municipality in accordance with legislation, in instances where they are required to perform such functions.

A close family member of management is also considered to be related party. A person is considered to be a close member of the family of another person if they are married or live together in a relationship similar to a marriage or are separated by no more than two degrees of natural or legal consanguinity or affinity.

The Municipality is exempt from the disclosure requirements in relation to related party transactions if that transactions occurs within the normal supplier and/or client/recipient relationship on terms and conditions no more or less favourable than those which it is reasonable to expect the Municipality to have adopted if dealing with that individual entity or person in the same circumstances, and the terms and conditions are within the normal operating parameters established by Municipality's legal mandate.

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Where the Municipality is exempt from the disclosures in accordance with the above-mentioned paragraph, the Municipality discloses narrative information about the nature of the transactions and the related outstanding balances, to enable to users of the financial statements to understand the effect of related party transactions.

Remuneration of management includes remuneration derived for services provided to the Municipality in their capacity as members of the management team or employees. Benefits derived directly or indirectly from the Municipality for services in any capacity other than as an employee or a member of management do not meet the definition of remuneration. Remuneration of management excludes any consideration provided solely as a reimbursement for expenditure incurred by those persons for the benefit of the Municipality.

The Municipality operates in an economic environment currently dominated by entities directly or indirectly owned by the South African government. As a result of the Constitutional independence of all three spheres of government in South Africa, only parties within the same sphere of government will be considered to be related parties. Only transactions with such parties which are not at arm's length and not on normal commercial terms, are disclosed.

1.37 ACCOUNTING BY PRINCIPLES AND AGENTS

An agent is an entity that has been directed another entity (a principal), through a binding arrangement, to undertake transactions with third parties on behalf of the principle and for the benefit of the principle.

A principal is an entity that directs another entity (an agent), through a binding arrangement, to undertake transactions with third parties on its behalf and for its own benefit.

A principal-agent arrangement results from a binding arrangement in which one entity (an agent), undertakes transactions with third parties on behalf, and for the benefit of, another entity (the principal).

When the Municipality is party to a principal-agent arrangement, it assesses whether it is the principal or the agent in accounting for revenue, expenses, assets and/or liabilities that result from transactions with third parties undertaken in terms of the arrangement. The assessment of whether the Municipality is a principal or an agent requires the Municipality to assess whether the transactions it undertakes with third parties are for the benefit of another entity or for its own benefit.

The Municipality assesses whether it is an agent or a principal by assessing the rights and obligations of the various parties established in the binding arrangement.

Where the terms of a binding arrangement are modified, the parties to the arrangement shall re-assess whether they act as a principal or an agent in accordance with this Standard.

When the Municipality in a principal-agent arrangement concludes that it undertakes transactions with third parties for the benefit of another entity, then it is the agent. If an entity concludes that it is not the agent, then it is the principal in the transactions.

The Municipality is an agent when, in relation to transactions with third parties, all three of the following criteria are present:

- (a) It does not have the power to determine the significant terms and conditions of the transaction.
- (b) It does not have the ability to use all, or substantially all, of the resources that result from the transaction for its own benefit.
- (c) It is not exposed to variability in the results of the transaction.

Where the Municipality has been granted specific powers in terms of legislation to direct the terms and conditions of particular transactions, it is not required to consider the criteria of whether it does not have the power to determine the significant terms and conditions of the transaction, to conclude that it is an agent. The Municipality applies judgement in determining whether such powers exist and whether they are relevant in assessing whether an entity is an agent.

Where the Municipality acts as a principle, it recognises revenue and expenses that arise from transactions with third parties in a principal-agent arrangement in accordance with the requirement of the relevant Standards of GRAP.

Where the Municipality acts as an agent, it recognises only that portion of the revenue and expenses it receives or incurs in executing the transactions on behalf of the principal in accordance with the requirements of the relevant Standards of GRAP.

The Municipality recognises assets and liabilities arising from principal-agent arrangements in accordance with the requirements of other Standards of GRAP.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

1.38 SIGNIFICANT ACCOUNTING JUDGEMENTS, ESTIMATES AND ASSUMPTIONS

In the process of applying the Municipality's accounting policy, management has made the following significant accounting judgements, estimates and assumptions, which have the most significant effect on the amounts recognised in the financial statements:

1.38.1 Application of Directive 7

For deemed cost applied to Property, Plant and Equipment as per adoption of Directive 7, management used the depreciation cost method which was based on assumptions about the remaining duration of the assets.

For deemed cost applied to land and buildings as per adoption of Directive 7, management made use of an independent valuator. The valuator's valuation was based on assumptions about the market's buying and selling trends and the remaining duration of the assets.

For deemed cost applied to Investment Property as per adoption of Directive 7, management made use of an independent valuator. The valuator's valuation was based on assumptions about the market's buying and selling trends and the remaining duration of the assets.

GRAP implementation date for the Municipality is 1 July 2007 which is also the date applicable when applying Directive 7. The GRAP compliant period is therefore determined to be from 1 July 2007 to the current year's reported date. Where the economic useful life of an item of Property, Plant and Equipment is less than the GRAP compliant period, it is assumed that the item was either incorrectly written off in the past, or that the capital expenditure of the said item was incorrectly included in surplus. In such cases the item shall not be recognised on GRAP implementation date, but shall be taken into account on that date of the opening balances of the comparative amounts.

1.38.2 Impairment of Receivables

The calculation in respect of the impairment of receivables is based on an assessment of the extent to which debtors have defaulted on payments already due, and an assessment of their ability to make payments based on their creditworthiness. This was performed per service-identifiable categories across all classes of debtors.

1.38.3 Useful lives and residual values

The useful lives of assets are based on management's estimates. Management considers the impact of technology, availability of capital funding, service requirements and required return on assets to determine the optimum useful life expectation, where appropriate.

The estimated residual values of assets are also based on management's judgement on whether the assets will be sold or used to the end of their useful lives, and what their condition will be at that time.

1.38.4 Impairment of non-monetary assets

Non-monetary assets can include, but is not limited to, Property, Plant and Equipment, Investment Property and Intangible assets.

The Municipality is not a profit-oriented entity, as its primary objective is service delivery. Tariffs and charges are cost-reflective to ensure continued financial sustainability. No profit element is included in the determination of a tariff. As such, management has determined that the Municipality does not control assets that meet the definition of cash-generating assets and that the Standard of GRAP on Impairment of Non-cash-generating Assets will apply to all assets of the Municipality.

The calculation in respect of the impairment of non-monetary assets is based on an assessment of the extent to which the recoverable amount of the asset has declined below the carrying amount. This calculation will only be performed if there is an indication of an impairment.

1.38.5 Post-Retirement and Long-term Benefits

The cost of post retirement medical benefits and long-service awards are determined using actuarial valuations. The actuarial valuation involves making assumptions about discount rates, expected rates of return on assets, future salary increases, mortality rates and future pension increases. Due to the long-term nature of these plans, such estimates are subject to significant uncertainty.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

1.38.6 Provisions and Contingent Liabilities

Management's judgement is required when recognising and measuring provisions, as well as when measuring contingent liabilities. Provisions are discounted where the time value effect is material.

The provision for rehabilitation of the landfill site is recognised as and when the environmental liability arises. The provision is calculated by a qualified environmental engineer. The provision represents the net present value at the reporting date of the expected future cash flows to rehabilitate the landfill site. The discount rate used to calculate the effect of time value of money is linked to the index for earthwork as published by Statistics South Africa.

1.38.7 Financial Instruments and Statutory Receivables

The Municipality analyses the terms and conditions of the transactions that give rise to its receivables in order to understand whether they arise directly from legislation or similar means, or from a separate contract concluded with a party. Judgement is applied in applying the principles as set out in the respective Standards of GRAP on Financial Instruments and Statutory Receivables.

1.38.8 Financial assets and liabilities

The classification of financial assets and liabilities, into categories, is based on judgement by management. In making the judgement, management considered the definition and recognition criteria for the classification of financial instruments as set out in the Standard of GRAP on Financial Instruments.

1.38.9 Revenue Recognition

Accounting Policy on Revenue from Non-Exchange Transactions and Accounting Policy on Revenue from Exchange Transactions describes the conditions under which revenue will be recognised by management of the Municipality.

In making their judgement, management considered the detailed criteria for the recognition of revenue as prescribed in the Standard of GRAP on Revenue from Exchange Transactions and Standard of GRAP on Revenue from Non-Exchange Transactions. Specifically, when goods are sold, whether the significant risks and rewards of ownership of the goods have been transferred to the buyer and when services are rendered, whether the service has been performed.

1.38.10 Recognition and Derecognition of Land

In order for land to meet the definition of an asset, the Municipality must be able to prove that control is being exercised. Control of land is evidenced by either legal ownership and/or the right to direct access to land, and to restrict or deny the access of others to land.

To demonstrate access/restriction rights, the Municipality assesses whether it has a substantive right for an unlimited period through a binding arrangement.

The above-mentioned assessment is subject to management's judgements and assumptions are applied to conclude that the Municipality controls land.

1.38.11 Materiality

Since materiality is an entity-specific concept, its application may result in different outcomes based on the Municipality's circumstances. The assessment of materiality therefore requires management to apply judgement about:

- (a) How information could reasonably be expected to influence the discharge of accountability by the Municipality or decisions that the users make on the basis of those financial statements.
- (b) How the nature or size or both, of the information could reasonably be expected to influence users' decisions.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

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2 CASH AND CASH EQUIVALENTS

Bank Accounts	41 635 098	64 569 543
Call Investment Deposits	60 159 485	6 852 211
Cash Floats	17 850	16 350
Total	101 812 433	71 438 105

Due to the short term nature of cash deposits, all balances included above are in line with their fair values.

Cash and Cash Equivalents are held to support the following commitments:

Unspent Conditional Grants	5 032 906	1 121 421
Unspent Borrowings	345 000	612 304
Capital Replacement Reserve	30 848 500	30 848 500
Cash portion of Housing Development Fund	260 572	260 572
Department of Human Settlements	1 306 167	964 956
Working Capital Requirements	64 019 288	37 630 352
Total Cash and Cash Equivalents	101 812 433	71 438 105

Bank Accounts

ABSA Bank Limited - Account number 11-8056-0153 (Primary Bank Account)	2 040 810	9 981 571
ABSA Bank Limited - Account number 91-2510-9603 (Traffic Account)	-	70 843
Nedbank Limited - Account number 11-6976-1380 (Primary Bank Account)	39 594 288	54 340 183
Nedbank Limited - Account number 11-6976-1402 (Traffic Account)	-	176 946
Total	41 635 098	64 569 543

Bank accounts consists out of the following accounts:

ABSA Bank Limited - Account number 11-8056-0153 (Primary Bank Account)

Cash book balance at beginning of year	9 981 571	71 478 830
Cash book balance at end of year	2 040 810	9 981 571
Bank statement balance at beginning of year	9 981 571	70 986 808
Bank statement balance at end of year	2 040 810	9 981 571

ABSA Bank Limited - Account number 91-2510-9603 (Traffic Account)

Cash book balance at beginning of year	70 843	15 559
Cash book balance at end of year	-	70 843
Bank statement balance at beginning of year	70 843	15 559
Bank statement balance at end of year	-	70 843

Nedbank Limited - Account number 11-6976-1380 (Primary Bank Account)

Cash book balance at beginning of year	54 340 183	-
Cash book balance at end of year	39 594 288	54 340 183
Bank statement balance at beginning of year	53 875 457	-
Bank statement balance at end of year	39 114 846	53 875 457

Nedbank Limited - Account number 11-6976-1402 (Traffic Account)

Cash book balance at beginning of year	176 946	-
Cash book balance at end of year	-	176 946
Bank statement balance at beginning of year	176 946	-
Bank statement balance at end of year	-	176 946

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2 CASH AND CASH EQUIVALENTS (CONTINUED)

Call Investment Deposits

Call investment deposits consist out of the following accounts:

ABSA	- Cash Account	- Account Number 92-9651-1113	-	6 852 211
ABSA	- Fixed Deposit	- Account Number 20-7924-5251	30 079 742	-
NEDBANK	- Fixed Deposit	- Account Number 03/7881004312/000042	30 079 742	-
Total			60 159 485	6 852 211

3 RECEIVABLES FROM EXCHANGE TRANSACTIONS

Service Receivables

Electricity	20 050 108	24 021 227
Water	17 986 689	14 391 057
Refuse	23 991 115	20 531 069
Sewerage	15 622 287	13 237 912
Interest	14 847 046	10 011 713
Other	9 025 362	6 999 420

Total Gross Balance	101 522 607	89 192 398
Less: Allowance for Debt Impairment	(47 495 769)	(34 076 884)
Total Net Receivable	54 026 839	55 115 514
As previously reported		53 367 672
Correction of error restatement - note 42.1		1 747 841
Restated balance		55 115 514

Consumer debtors are payable within 30 days. This credit period granted is considered to be consistent with the terms used in the public sector, through established practices and legislation. Discounting of trade and other receivables on initial recognition is not deemed necessary. Interest of prime +1% is levied on late payments.

Reconciliation of Allowance for Debt Impairment

Balance at the beginning of the year	34 076 884	30 668 950
Movement in the contribution to the provision	17 238 449	8 009 124
Electricity	1 709 178	338 122
Water	3 600 676	1 869 374
Refuse	4 419 605	1 645 327
Sewerage	2 978 999	959 605
Interest	3 010 138	2 266 855
Other	1 519 853	929 842
Bad Debts Written off	(3 819 564)	(4 601 190)
Electricity	(67 877)	(51 668)
Water	(782 087)	(1 183 809)
Refuse	(1 027 285)	(1 394 066)
Sewerage	(639 572)	(927 335)
Interest	(477 364)	(217 762)
Other	(825 379)	(826 551)
Balance at the end of the year	47 495 769	34 076 884

The Allowance for impairment of Receivables has been made for all consumer balances outstanding based on the payment ratio over the last 12 months. No allowance for debt impairment is made for outstanding government debt. Based on these payment trends, management is satisfied that no further credit provision is required in excess of the current allowance. The risk of non-payment is further mitigated due to the large customer base over which the outstanding receivable balance is spread.

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3 RECEIVABLES FROM EXCHANGE TRANSACTIONS (CONTINUED)

	Gross Balance R	Allowance for Debt Impairment R	Net Receivable R
30 June 2020			
Service Receivables			
Electricity	20 050 108	(4 069 984)	15 980 125
Water	17 986 689	(9 942 312)	8 044 377
Refuse	23 991 115	(13 735 752)	10 255 362
Sewerage	15 622 287	(8 575 020)	7 047 267
Interest	14 847 046	(7 431 420)	7 415 626
Other	9 025 362	(3 741 281)	5 284 081
Total	101 522 607	(47 495 769)	54 026 839
30 June 2019			
Service Receivables			
Electricity	24 021 227	(2 428 683)	21 592 544
Water	14 391 057	(7 123 723)	7 267 335
Refuse	20 531 069	(10 343 432)	10 187 637
Sewerage	13 237 912	(6 235 594)	7 002 318
Interest	10 011 713	(4 898 646)	5 113 067
Other	6 999 420	(3 046 807)	3 952 613
Total	89 192 398	(34 076 884)	55 115 514
Ageing of Receivables from Exchange Transactions			
Electricity			
Current (0 - 30 days)		8 512 951	14 384 401
Past Due (31 - 60 Days)		1 323 854	1 337 880
Past Due (61 - 90 Days)		806 563	560 037
Past Due (90 Days +)		9 406 741	7 738 908
Total		20 050 108	24 021 227
Water			
Current (0 - 30 days)		2 697 711	2 489 571
Past Due (31 - 60 Days)		2 163 370	1 320 934
Past Due (61 - 90 Days)		616 591	660 841
Past Due (90 Days +)		12 509 017	9 919 712
Total		17 986 689	14 391 057
Refuse			
Current (0 - 30 days)		2 116 419	1 939 048
Past Due (31 - 60 Days)		1 259 642	1 093 694
Past Due (61 - 90 Days)		867 040	719 848
Past Due (90 Days +)		19 748 014	16 778 478
Total		23 991 115	20 531 069
Sewerage			
Current (0 - 30 days)		1 287 116	1 163 105
Past Due (31 - 60 Days)		763 720	691 657
Past Due (61 - 90 Days)		560 011	465 895
Past Due (90 Days +)		13 011 440	10 917 255
Total		15 622 287	13 237 912

BERGRIVIER LOCAL MUNICIPALITY

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3 RECEIVABLES FROM EXCHANGE TRANSACTIONS (CONTINUED)

Interest

Current (0 - 30 days)	580 129	759 968
Past Due (31 - 60 Days)	559 201	742 578
Past Due (61 - 90 Days)	621 100	701 620
Past Due (90 Days +)	13 086 616	7 807 547
Total	14 847 046	10 011 713

Other

Current (0 - 30 days)	3 336 050	1 220 346
Past Due (31 - 60 Days)	193 914	106 143
Past Due (61 - 90 Days)	67 944	133 658
Past Due (90 Days +)	5 427 454	5 539 272
Total	9 025 362	6 999 420

Summary Ageing of all Receivables from Exchange Transactions

Current (0 - 30 days)	18 530 375	21 956 439
Past Due (31 - 60 Days)	6 263 702	5 292 886
Past Due (61 - 90 Days)	3 539 248	3 241 900
Past Due (90 Days +)	73 189 282	58 701 173
Total	101 522 607	89 192 398

4 RECEIVABLES FROM NON-EXCHANGE TRANSACTIONS

Service Receivables

Property Rates	40 281 980	34 123 154
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Other Receivables

	31 209 414	19 274 614
Unpaid Traffic Fines	19 998 412	12 296 910
Sundry Receivables	4 195 358	4 115 923
Unpaid Grants	210 815	140 694
Fraud Investigations	6 804 828	2 721 088

Total Gross Balance

	71 491 394	53 397 768
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Less: Allowance for Debt Impairment

	(35 647 365)	(23 292 178)
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Total Net Receivable

	35 844 029	30 105 590
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As previously reported

	27 629 831
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Correction of error restatement - note 42.1

	2 475 759
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Restated balance

	30 105 590
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Rates are payable monthly within 30 days after the date of accounts. An option to pay rates annually is also available and the account must be settled on or before 30 September. This credit period granted is considered to be consistent with the terms used in the public sector, through established practices and legislation. Discounting of trade and other receivables on initial recognition is not deemed necessary. Interest of prime +1% is levied on late payments.

BERGRIVIER LOCAL MUNICIPALITY

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4 RECEIVABLES FROM NON-EXCHANGE TRANSACTIONS (CONTINUED)

Reconciliation of Allowance for Debt Impairment

Balance at the beginning of the year	23 292 178	28 682 795
Movement in the contribution to the provision	19 208 848	8 569 155
Property Rates	1 890 946	2 124 194
Unpaid Traffic Fines	13 490 267	6 444 961
Sundry Receivables	529 216	-
Fraud Investigations	3 298 419	-
Bad Debts Written off	(6 853 662)	(13 959 772)
Property Rates	(225 612)	(445 442)
Unpaid Traffic Fines	(6 628 050)	(13 514 330)
Balance at the end of the year	35 647 365	23 292 178

The Allowance for impairment of receivables has been made for all consumer balances outstanding based on the payment ratio over the last 12 months. No allowance for debt impairment is made for outstanding government debt. Based on these payment trends, management is satisfied that no further credit provision is required in excess of the current allowance. The risk of non-payment is further mitigated due to the large customer base over which the outstanding receivable balance is spread.

The allowance for debt impairment of unpaid traffic fines has been made for all balances outstanding based on the cumulative collection rate. All unpaid traffic fines older than 1 year are impaired in full.

	Gross Balance R	Allowance for Debt Impairment R	Net Receivable R
30 June 2020			
Service Receivables			
Property Rates	40 281 980	(13 626 703)	26 655 277
Other Receivables			
Unpaid Traffic Fines	19 998 412	(18 193 026)	1 805 386
Sundry Receivables	4 195 358	(529 216)	3 666 142
Unpaid Grants	210 815	-	210 815
Fraud Investigations	6 804 828	(3 298 419)	3 506 409
Total	71 491 394	(35 647 365)	35 844 029
30 June 2019			
Service Receivables			
Property Rates	34 123 154	(11 961 369)	22 161 785
Other Receivables			
Unpaid Traffic Fines	12 296 910	(11 330 810)	966 100
Sundry Receivables	4 115 923	-	4 115 923
Unpaid Grants	140 694	-	140 694
Fraud Investigations	2 721 088	-	2 721 088
Total	53 397 768	(23 292 178)	30 105 590

Ageing of Receivables from Non-Exchange Transactions

Property Rates

Current (0 - 30 days)	5 502 067	4 899 178
Past Due (31 - 60 Days)	2 497 537	1 804 835
Past Due (61 - 90 Days)	1 345 913	955 491
Past Due (90 Days +)	30 936 463	26 463 650
Total	40 281 980	34 123 154

BERGRIVIER LOCAL MUNICIPALITY

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TAXES

VAT Claimable/(Payable)	2 751 183	2 483 307
VAT Input in Suspense	(44 904)	842 118
VAT Output in Suspense - net	(3 270 238)	(2 015 385)
VAT Output in Suspense	(8 244 987)	(5 557 906)
Less: VAT on Allowance for Debt Impairment	4 974 749	3 542 521
Total	(563 959)	1 310 040
As previously reported		1 839 119
Correction of error restatement - note 42.1		(529 079)
Restated balance		1 310 040

Reconciliation of VAT on Allowance for Debt Impairment

Balance at beginning of year	3 542 521	3 086 805
Debt Impairment for current year	1 432 228	455 716
Balance at the end of the year	4 974 749	3 542 521

6

OPERATING LEASES

6.1 OPERATING LEASE ASSET

Operating Lease Asset	47 768	23 146
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The operating lease asset is derived from contracts where the Municipality acts as the lessor in the agreement.

Reconciliation of Operating Lease Asset

Balance at the beginning of the year	23 146	39 955
Movement during the year	24 622	(16 809)
Balance at the end of the year	47 768	23 146

The Municipality will receive the following lease payments from contracts that have defined lease payments and terms.

Within 1 Year	78 301	80 180
Between 1 and 5 Years	61 625	103 127
After 5 Years	3 000	-
Total operating lease payments	142 926	183 307

This lease income was determined from contracts that have a specific conditional income and does not include lease income which has a undetermined conditional income.

The leases are in respect of land and buildings being leased. Escalation between 7% and 10% are applicable on the leases. The renewal option after lapsing of the contracts are available.

The Municipality does not engage in any sub-lease arrangements nor did the Municipality receive any contingent rent during the year.

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6 OPERATING LEASES (CONTINUED)

6.2 OPERATING LEASE LIABILITY

Operating Lease Liability

13 211

10 790

The operating lease liability is derived from contracts where the Municipality acts as the lessee in the agreement.

Reconciliation of Operating Lease Liability

Balance at the beginning of the year

10 790

-

Movement during the year

2 421

10 790

Balance at the end of the year

13 211

10 790

The Municipality will incur the following lease expenditure from contracts that have defined lease payments and terms.

Within 1 Year

192 368

178 947

Between 1 and 5 Years

32 439

224 807

After 5 Years

-

-

Total operating lease payments

224 807

403 754

Operating leases consist out of the following leases:

- Lease of office space for a period of 36 months (ending August 2021) with an escalation of 7.5% per annum.

The Municipality does not engage in any sub-lease arrangements.

The Municipality did not pay any contingent rent during the year.

7 LONG-TERM RECEIVABLES

Receivables with repayment arrangements

94 681

406 692

Individual Housing Loans

211 792

211 792

Sub-Total

306 473

618 484

Less: Current portion of Long-term Receivables

5 512

172 706

Receivables with repayment arrangements

5 512

172 706

Individual Housing Loans

-

-

Total

300 961

445 778

Receivables with repayment arrangements

Debtors amounting to R94 681 (2019 - R406 692) have arranged to settle their account over an re-negotiated period. Total payments to the value of R89 169 (2019 - R233 986) have been deferred beyond 12 months after year end and subsequently included as part of long-term receivables.

Individual Housing Loans

The loans were granted to facilitate housing schemes in the municipal area.

BERGRIVIER LOCAL MUNICIPALITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

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		2020	2019
8	INVENTORY		
	Fuel	20 034	218 180
	Water	159 665	149 716
	Spare Parts	1 944 012	1 879 084
	Total	2 123 712	2 246 979
	As previously reported		2 330 233
	Correction of error restatement - note 42.2		(83 254)
	Restated balance		2 246 979
	Inventory are disclosed at the lower of cost or net realisable value.		
	The Municipality recognised only purification costs in respect of non-purchased purified water inventory.		
	No inventory were pledged as security for liabilities.		
	Inventory written down due to losses identified during the annual stores counts	2 148	86 484
	Inventory recognised as an expense during the year		
	Fuel	2 471 581	4 163 097
	Water	11 507 211	9 498 393
	Spare parts	3 181 584	3 974 359
	Total	17 160 376	17 635 849
9	INVESTMENT PROPERTY		
	Investment Property - Carrying Value	15 001 207	15 025 400
	As previously reported		16 231 461
	Correction of error restatement - note 42.3		(1 206 061)
	Restated balance		15 025 400
	The carrying value of Investment Property is reconciled as follows:		
	Opening Carrying Value	15 025 400	14 363 202
	Cost	15 238 957	14 553 305
	Accumulated Depreciation	(213 558)	(190 103)
	Accumulated Impairment	-	-
	Additions	-	35 652
	Contributed Assets	-	700 000
	Disposals	-	(50 000)
	Depreciation	(24 193)	(23 455)
	Closing Carrying Value	15 001 207	15 025 400
	Cost	15 238 957	15 238 957
	Accumulated Depreciation	(237 750)	(213 558)
	Accumulated Impairment	-	-
	There are no restrictions on the realisability of Investment Property or the remittance of revenue and proceeds of disposal.		
	There are no contractual obligations to purchase, construct or develop investment property or for repairs, maintenance or enhancements.		
	Revenue derived from the rental of investment property	576 939	576 939
	No significant operating expenditure was incurred on investment property during the 2019/20 and 2018/19 financial year.		

BERGRIVIER LOCAL MUNICIPALITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

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10 PROPERTY, PLANT AND EQUIPMENT

	Cost R	Accumulated Depreciation R	Accumulated Impairment R	Carrying Value R
30 June 2020				
Land and Buildings	76 809 737	(11 083 840)	-	65 725 897
Infrastructure	360 354 885	(111 368 550)	-	248 986 335
Community Assets	61 216 211	(22 331 695)	-	38 884 516
Other Assets	61 676 834	(36 842 537)	-	24 834 297
Capitalised Restoration Cost	31 831 554	(20 414 761)	-	11 416 793
Total	591 889 222	(202 041 383)	-	389 847 839
30 June 2019				
Land and Buildings	75 745 471	(10 095 996)	-	65 649 475
Infrastructure	334 526 991	(100 470 787)	-	234 056 204
Community Assets	55 358 903	(20 415 328)	-	34 943 575
Other Assets	54 675 157	(32 865 364)	-	21 809 793
Capitalised Restoration Cost	34 161 333	(17 391 499)	-	16 769 834
Total	554 467 856	(181 238 975)	-	373 228 881
As previously reported				369 471 533
Correction of error restatement - note 42.3				(1 608 000)
Correction of error restatement - note 42.4				5 365 347
Restated balance				373 228 881

There are no PPE pledged as security for financial liabilities.

Repairs and Maintenance incurred on Property, Plant and Equipment

8 179 030

8 593 315

Capital Restoration Costs

The Municipality is required by relevant Environmental Legislation to rehabilitate landfill sites at the closure date of each respective site. The "Capitalised Restoration Cost" asset, which is capitalised in line with the requirements of GRAP 17 and iGRAP 2, relates to the initial estimate of costs involved to restore landfill sites under control of the Municipality.

Carrying value of assets subject to service concession arrangement

1 659 181

1 729 076

In 2006 the Municipality entered into a service concession arrangement with the West Coast District Municipality (WCDM) for an initial period of 10 years wherein the WCDM operates the Municipality's assets to provide bulk water to the Municipality to distribute to its consumers.

The agreement was subsequently extended. The other parties to this arrangement are Saldanha and Swartland municipalities which also appointed the WCDM as an operator.

The WCDM uses the bulk water services assets to provide water to the local municipalities and private users. In terms of the service level agreement, the local municipalities determine a tariff, in consultation with the WCDM, that allows the WCDM to recover the costs the WCDM incurs in the provision of the bulk water services. The local municipalities also pay the WCDM an administrative fee of 10% of the operational costs which is also included in the tariff above.

The local municipalities recognise the costs recovered by the WCDM through the tariff as expenditure in their respective financial statements by its nature, as bulk purchases for water. The local municipalities also recognise all revenue earned from providing water to consumers, through monthly billing of the consumers, within their respective areas of jurisdiction.

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10 PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

The WCDM also provides water services to third parties and bills the third parties directly (farmers in remote areas and some big businesses). The provision of the water to these third parties is approved by the local municipalities when the tariff for the year is approved. The water provided to third parties by the WCDM is thus recognised in their records in line with GRAP 32.

Change in estimate useful lives

During the current year the remaining useful lives of Property, Plant and Equipment were reviewed, and accordingly adjusted. The effect on the current and future periods are as follow:

	2020	2021	2022 - 2029
Increase / (Decrease) in Depreciation and Amortisation	(1 091 676)	1 085 102	6 574
Increase / (Decrease) in Accumulated Surplus	1 091 676	6 574	-
Increase / (Decrease) in Property, Plant and Equipment	1 091 676	6 574	-

BERGRIVIER LOCAL MUNICIPALITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

10 PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

Reconciliation of Carrying Value	Cost						Accumulated Depreciation and Impairment					Carrying Value
	Opening Balance	Additions	Disposals	Transfer of Assets	Transfer to Capital Assets	Closing Balance	Opening Balance	Depreciation Charge	Impairment (Reversal)	Disposals	Closing Balance	
	R	R	R	R	R	R	R	R	R	R	R	
30 June 2020												
Land and Buildings	75 745 471	1 064 266	-	-	-	76 809 737	10 095 996	987 844	-	-	11 083 840	65 725 897
Land	39 538 104	-	-	-	-	39 538 104	-	-	-	-	-	39 538 104
Buildings	32 634 040	17 290	-	-	4 603 919	37 255 249	10 095 996	987 844	-	-	11 083 840	26 171 409
Work in progress	3 573 328	1 046 976	-	-	(4 603 919)	16 384	-	-	-	-	-	16 384
Infrastructure	334 526 991	26 208 567	(380 673)	-	-	360 354 885	100 470 787	10 994 773	-	(97 010)	111 368 550	248 986 335
Electrical	49 624 295	-	-	-	6 117 997	55 742 292	15 478 092	1 695 324	-	-	17 173 416	38 568 876
Roads	65 335 316	-	-	-	4 592 282	69 927 598	24 249 662	2 016 966	-	-	26 266 628	43 660 970
Sanitation	79 265 335	-	(227 325)	-	29 430 750	108 468 760	22 430 311	3 230 612	-	(93 498)	25 567 425	82 901 336
Solid Waste	9 742 088	-	-	-	27 093	9 769 180	6 008 583	453 935	-	-	6 462 518	3 306 662
Storm Water	14 366 629	-	-	-	498 064	14 864 694	5 736 098	326 958	-	-	6 063 057	8 801 637
Water Supply	82 209 256	-	(3 563)	-	481 355	82 687 048	26 568 041	3 270 977	-	(3 512)	29 835 506	52 851 542
Work in progress	33 984 072	26 208 567	(149 784)	-	(41 147 541)	18 895 313	-	-	-	-	-	18 895 313
Community Assets	55 358 903	5 931 988	(74 680)	-	-	61 216 211	20 415 328	1 937 120	-	(20 753)	22 331 695	38 884 516
Community Facilities	18 517 416	10 435	-	-	652 103	19 179 954	8 291 064	712 800	-	-	9 003 865	10 176 089
Sport and Recreational Facilities	36 453 984	-	(74 680)	-	729 395	37 108 699	12 124 264	1 224 320	-	(20 753)	13 327 830	23 780 869
Work in progress	387 503	5 921 553	-	-	(1 381 498)	4 927 559	-	-	-	-	-	4 927 559
Other Assets	54 675 157	7 050 045	(48 368)	-	-	61 676 834	32 865 364	4 000 308	-	(23 136)	36 842 537	24 834 297
Computer Equipment	4 533 163	461 760	(5 750)	-	-	4 989 173	2 702 482	477 971	-	(5 588)	3 174 866	1 814 308
Furniture and Office Equipment	10 987 991	1 404 514	(20 038)	-	-	12 372 467	6 846 855	1 057 438	-	(10 278)	7 894 015	4 478 452
Machinery and Equipment	17 712 738	919 999	(22 580)	-	-	18 610 157	11 374 092	1 146 011	-	(7 270)	12 512 833	6 097 324
Transport Assets	21 441 265	4 263 771	-	-	-	25 705 036	11 941 936	1 318 887	-	-	13 260 823	12 444 213
Capitalised Restoration Costs	34 161 333	-	(2 329 778)	-	-	31 831 554	17 391 499	3 023 262	-	-	20 414 761	11 416 793
Landfill Site Rehabilitation	34 161 333	-	(2 329 778)	-	-	31 831 554	17 391 499	3 023 262	-	-	20 414 761	11 416 793
	554 467 856	40 254 865	(2 833 499)	-	-	591 889 222	181 238 975	20 943 306	-	(140 898)	202 041 383	389 847 839

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10 PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

Reconciliation of Carrying Value	Cost						Accumulated Depreciation and Impairment					Carrying Value	
	Opening Balance	Additions	Disposals	Transfer of Assets	Transfer to Capital Assets	Closing Balance	Opening Balance	Depreciation Charge	Impairment (Reversal)	Disposals	Closing Balance		
	R	R	R	R	R	R	R	R	R	R	R		R
30 June 2019													
Land and Buildings	73 333 891	2 411 580	-	-	-	75 745 471	9 137 969	958 027	-	-	10 095 996	65 649 475	
Land	39 538 104	-	-	-	-	39 538 104	-	-	-	-	-	39 538 104	
Buildings	31 285 103	45 764	-	-	1 303 172	32 634 040	9 137 969	958 027	-	-	10 095 996	22 538 044	
Work in progress	2 510 684	2 365 816	-	-	(1 303 172)	3 573 328	-	-	-	-	-	3 573 328	
Infrastructure	309 959 812	24 401 315	(87 913)	-	253 777	334 526 991	90 231 638	10 285 937	-	(46 789)	100 470 787	234 056 204	
Electrical	48 108 383	-	(8 956)	-	1 524 867	49 624 295	13 917 532	1 561 585	-	(1 025)	15 478 092	34 146 203	
Roads	62 048 394	-	(78 957)	-	3 365 879	65 335 316	22 382 002	1 913 423	-	(45 764)	24 249 662	41 085 654	
Sanitation	78 522 794	-	-	-	742 541	79 265 335	19 653 564	2 776 747	-	-	22 430 311	56 835 025	
Solid Waste	9 742 088	-	-	-	-	9 742 088	5 554 509	454 074	-	-	6 008 583	3 733 505	
Storm Water	13 757 449	-	-	-	609 181	14 366 629	5 416 033	320 065	-	-	5 736 098	8 630 531	
Water Supply	81 156 621	-	-	-	1 052 635	82 209 256	23 307 998	3 260 043	-	-	26 568 041	55 641 215	
Work in progress	16 624 083	24 401 315	-	-	(7 041 327)	33 984 072	-	-	-	-	-	33 984 072	
Community Assets	48 687 878	6 924 802	-	-	(253 777)	55 358 903	18 655 369	1 759 959	-	-	20 415 328	34 943 575	
Community Facilities	18 433 812	83 604	-	-	-	18 517 416	7 593 668	697 396	-	-	8 291 064	10 226 352	
Sport and Recreational Facilities	30 104 065	845 799	-	-	5 504 120	36 453 984	11 061 701	1 062 563	-	-	12 124 264	24 329 721	
Work in progress	150 000	5 995 400	-	-	(5 757 897)	387 503	-	-	-	-	-	387 503	
Other Assets	50 301 485	6 479 267	(2 105 595)	-	-	54 675 157	30 575 183	4 213 902	-	(1 923 720)	32 865 364	21 809 793	
Computer Equipment	3 827 885	969 406	(264 128)	-	-	4 533 163	2 408 131	537 536	-	(243 184)	2 702 482	1 830 681	
Furniture and Office Equipment	10 378 912	1 189 566	(580 487)	-	-	10 987 991	6 225 997	1 133 097	-	(512 239)	6 846 855	4 141 137	
Machinery and Equipment	18 018 530	329 000	(634 793)	-	-	17 712 738	10 558 614	1 418 773	-	(603 295)	11 374 092	6 338 646	
Transport Assets	18 076 158	3 991 295	(626 188)	-	-	21 441 265	11 382 442	1 124 496	-	(565 002)	11 941 936	9 499 329	
Capitalised Restoration Costs	31 953 437	2 302 341	(94 445)	-	-	34 161 333	14 769 942	2 621 558	-	-	17 391 499	16 769 834	
Landfill Site Rehabilitation	31 953 437	2 302 341	(94 445)	-	-	34 161 333	14 769 942	2 621 558	-	-	17 391 499	16 769 834	
	514 236 503	42 519 306	(2 287 954)	-	-	554 467 856	163 370 102	19 839 382	-	(1 970 509)	181 238 975	373 228 881	

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11 INTANGIBLE ASSETS

Intangible Assets - Carrying Value

4 142 781

3 849 127

The carrying value of intangible Assets is reconciled as follows:

Opening Carrying Value

3 849 127

3 828 323

Cost

5 318 053

4 772 207

Work in Progress

1 358 819

1 358 819

Accumulated Depreciation

(2 827 745)

(2 302 703)

Accumulated Impairment

-

-

Additions

683 115

545 846

Work in progress additions

-

-

Amortisation

(389 461)

(525 042)

Disposal

-

-

Cost

-

-

Accumulated Depreciation

-

-

Closing Carrying Value

4 142 781

3 849 127

Cost

6 001 168

5 318 053

Work in Progress

1 358 819

1 358 819

Accumulated Depreciation

(3 217 206)

(2 827 745)

Accumulated Impairment

-

-

Work in progress is included in the carrying value of Intangible Assets. No amortisation is recognised against these amounts. The work in progress balance relates to a GIS System in process of being implemented at the Municipality. In the current year, the Municipality advertised for the implementation of the system, but the tender amounts received exceeded the available budget. The tender will be readvertised in the next financial year.

No intangible asset were assessed having an indefinite useful life.

There are no internally generated intangible assets at reporting date.

There are no intangible assets whose title is restricted.

There are no intangible assets pledged as security for liabilities.

During the current year the remaining useful lives of Intangible Assets were reviewed, and accordingly adjusted. The effect on the current and future periods are as follow:

	2020	2021
Increase / (Decrease) in Depreciation and Amortisation	(169 164)	169 164
Increase / (Decrease) in Accumulated Surplus	169 164	-
Increase / (Decrease) in Intangible Assets	169 164	-

12 HERITAGE ASSETS

Heritage Assets - Carrying Value

454 012

454 012

The carrying value of Heritage Assets are reconciled as follows:

Opening Carrying Value

454 012

454 012

Cost

454 012

454 012

Accumulated Impairment

-

-

Movement

-

-

Closing Carrying Value

454 012

454 012

Cost

454 012

454 012

Accumulated Impairment

-

-

There are no heritage assets whose title is restricted.

There are no heritage assets pledged as security for liabilities.

There are no contractual commitments for the acquisition, maintenance or restoration of heritage assets.

BERGRIVIER LOCAL MUNICIPALITY

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13 LONG-TERM LIABILITIES

Annuity Loans	59 593 243	58 193 471
Less: Current portion	(6 072 464)	(5 145 106)
Total	53 520 779	53 048 364

Long-term Liabilities were utilised as follow:

Total Long-term Liabilities taken up	59 593 243	58 193 471
Used to finance Property, Plant and Equipment at cost	(59 248 243)	(57 581 166)
Unspent Borrowings	345 000	612 304

Long-term liabilities have been utilised in accordance with the Municipal Finance Management Act.

Annuity Loans

Annuity Loans, disclosed at amortised cost, consist out of the following agreements:

Institution and loan number	Rate	Maturity Date	Carrying Value of Liability	
DBSA (61003131)	16.50%	2020/12/31	79 532	220 829
Nedbank (05/7831032282)	11.27%	2023/06/12	1 634 381	2 072 594
DBSA (61001029)	12.41%	2030/06/30	13 427 925	14 076 957
DBSA (61006811)	11.53%	2031/06/30	3 204 567	3 343 483
DBSA (61006837)	11.59%	2036/06/30	7 997 779	8 164 013
DBSA (61006975)	11.33%	2032/06/30	3 310 164	3 432 750
Standard Bank (252933753)	11.95%	2024/06/30	3 690 957	4 371 493
Standard Bank (410683566)	10.26%	2023/06/30	3 998 155	5 087 018
ABSA (3044794458)	9.99%	2021/06/30	102 498	197 809
ABSA (3044701437)	10.57%	2026/06/12	4 085 138	4 548 430
ABSA (3046456438)	10.12%	2027/06/30	4 768 849	5 214 478
ABSA (3046456399)	9.77%	2022/06/30	358 755	513 617
DBSA (61007572)	9.28%	2029/06/29	5 469 284	5 850 000
DBSA (61007573)	8.90%	2024/06/30	915 259	1 100 000
DBSA (61007642)	10.07%	2023/06/12	6 550 000	-
Total			59 593 243	58 193 471

All annuity loans are unsecured.

Annuity loans are payable as follows:

Payable within one year	12 641 177	11 673 958
Payable within two to five years	43 070 109	43 024 667
Payable after five years	42 764 872	44 911 852
Total amount payable	98 476 158	99 610 477
Less: Outstanding Future Finance Charges	(38 882 915)	(41 417 006)
Present value of annuity loans	59 593 243	58 193 471

14 CONSUMER DEPOSITS

Water and Electricity Deposits

3 884 891

3 664 884

The fair value of consumer deposits approximate their carrying value. Interest are not paid on these amounts.

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	2020	2019
15 PAYABLES FROM EXCHANGE TRANSACTIONS		
Trade Payables	16 256 114	4 423 490
Retentions	229 634	700 779
Payments Received in Advance	5 391 189	3 941 664
Unused Pre-paid Electricity	1 080 452	678 152
Sundry Creditors	1 176 833	967 195
Sundry Deposits	844 084	1 002 860
Unknown Receipts	3 386 916	3 149 636
Department of Human Settlements	1 306 167	964 956
Total	29 671 389	15 828 731
As previously reported		16 040 621
Correction of error restatement - note 42.5		255 570
Change in accounting policy restatement - note 43.1		(467 459)
Restated balance		15 828 731
Payables are being recognised net of any discounts received.		
The credit period granted is considered to be consistent with the terms used in the public sector, through established practices and legislation. Discounting of trade and other payables on initial recognition is not deemed necessary.		
The carrying value of trade and other payables approximates its fair value.		
Sundry deposits include hall, builders and housing Deposits.		
Department of Human Settlements balance consist of the following:		
Advances received for the construction of housing top structures - note 30	480 958	143 579
Advances received in terms of principle-agent arrangements - note 54.2	825 209	821 376
Total	1 306 167	964 956
16 UNSPENT CONDITIONAL GOVERNMENT GRANTS		
National Government	2 486 661	-
Provincial Government	2 149 257	1 121 421
Other Grant Providers	396 988	-
Total	5 032 906	1 121 421
As previously reported		653 962
Change in accounting policy restatement - note 43.1		467 459
Restated balance		1 121 421
Detail reconciliations of all grants received and grant conditions met are included in note 22. Unspent grant balances are recognised to the extent that conditions are not yet met.		
No grants were withheld in the current year.		
Due to the short term nature of unspent grant balances, the carrying value approximates the fair value of the unspent conditional grants at year-end.		
Unspent grants can mainly be attributed to projects that are work in progress on the relevant financial year-ends.		
17 CURRENT EMPLOYEE BENEFITS		
Bonuses	3 340 430	3 229 287
Staff Leave	8 434 758	6 673 518
Performance Bonuses	378 679	294 692
Current portion of Non-Current Employee Benefits - note 18	1 947 000	2 360 418
Post Retirement Medical Benefits	1 405 000	1 348 415
Long Service Awards	542 000	1 012 003
Total	14 100 867	12 557 915

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17 CURRENT EMPLOYEE BENEFITS (CONTINUED)

The movement in current employee benefits are reconciled as follows:

17.1 Bonuses

Opening Balance	3 229 287	2 839 723
Contribution during the year	6 119 394	5 732 029
Payments made	(6 008 251)	(5 342 465)
	3 340 430	3 229 287

Bonuses are being paid to all municipal staff, excluding section 57 Managers. The balance at year end represent to portion of the bonus that have already vested for the current salary cycle.

17.2 Staff Leave

Opening Balance	6 673 518	5 940 989
Contribution during the year	2 299 159	1 344 927
Payments made	(537 918)	(612 398)
	8 434 758	6 673 518

Staff leave accrued to employees according to collective agreement. Provision is made for the full cost of accrued leave at reporting date. This provision will be realised as employees take leave or when employment is terminated.

17.3 Performance Bonuses

Opening Balance	294 692	256 294
Contribution during the year	305 006	294 692
Payments made	(221 019)	(256 294)
	378 679	294 692

Performance bonuses are being paid to the Chief Financial Officer and Director Community Services after an evaluation of performance by the council.

18 EMPLOYEE BENEFITS

Post Retirement Medical Benefits	29 384 000	34 080 827
Long Service Awards	5 961 000	6 252 795

Sub-Total **35 345 000** **40 333 622**

Less: Current portion of Employee Benefits **1 947 000** **2 360 418**

Post Retirement Medical Benefits **1 405 000** **1 348 415**

Long Service Awards **542 000** **1 012 003**

Total **33 398 000** **37 973 204**

18.1 Post Retirement Medical Benefits

The movement in Post Retirement Medical Benefits are reconciled as follows:

Opening Balance	34 080 827	36 122 084
Contribution during the year	4 717 463	5 097 128
Current Service Cost	1 559 099	1 697 230
Interest Cost	3 158 364	3 399 898
Payments made	(1 336 762)	(1 315 781)
Actuarial Loss/(Gain)	(8 077 528)	(5 822 604)
	29 384 000	34 080 827
Less: Current portion	(1 405 000)	(1 348 415)
Total	27 979 000	32 732 412

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18 EMPLOYEE BENEFITS (CONTINUED)

The Post Retirement Medical Benefit Plan is a defined benefit plan, of which the members are made up as follows:

In-service members	173	176
In-service non-members	193	202
Continuation members	29	29
Total	395	407

The unfunded liability in respect of past service recognised in the Statement of Financial Position is as follows:

	In-Service Members R	In-Service non-Members R	Continuation Members R	Total unfunded Liability R
30 June 2020	11 530 000	2 092 000	15 762 000	29 384 000
30 June 2019	13 491 716	2 677 741	17 911 370	34 080 827
30 June 2018	14 692 550	4 440 963	16 988 570	36 122 084
30 June 2017	15 311 846	4 632 412	17 177 161	37 121 419
30 June 2016	19 070 202	4 091 768	15 424 752	38 586 722

The Municipality has elected to recognise the full increase in this defined benefit liability immediately as per GRAP 25.

Experience adjustments were calculated as follows:

	Liabilities (Gain) / Loss R	Assets Gain / (Loss) R
30 June 2020	(1 825 000)	-
30 June 2019	(1 129 000)	-
30 June 2018	(2 318 000)	-
30 June 2017	(727 000)	-
30 June 2016	773 000	-

The Municipality contributes to the following medical schemes on a monthly basis:

Bonitas
LA Health
Hosmed
Samwumed
Keyhealth

Key Actuarial Assumptions used are as follows:

i) Interest Rates

Discount rate	10.37%	9.45%
Health Care Cost Inflation Rate	6.43%	6.88%
Net Effective Discount Rate	3.70%	2.40%

The discount rate used is a composite of all government bonds and is calculated using a technique known as "bootstrapping"

ii) Mortality Rates

The PA 90 ultimate table, rated down by 1 year of age for post retirement, and the SA 85-90 table for in service employees, were used by the actuaries.

iii) Normal Retirement Age

It has been assumed that in-service members will retire at age 62, which then implicitly allows for expected rates of early and ill-health retirement.

iv) Last Valuation

The last valuation was performed on 28 July 2020.

v) Actuarial Valuation Method

The Projected Unit Credit Method has been used to value the liabilities.

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18 EMPLOYEE BENEFITS (CONTINUED)

Sensitivity Analysis - Liability at year-end

Assumption	Eligible Employees (R)	Continuation members (R)	Total liability (R)	% change
Liability	13 622 000	15 762 000	29 384 000	
Health care inflation rate (+ 1%)	15 103 000	17 244 000	32 347 000	10%
Health care inflation rate (- 1%)	11 797 000	14 446 000	26 243 000	-11%
Discount rate (+ 1%)	11 417 000	14 483 000	25 900 000	-12%
Discount rate (- 1%)	16 436 000	17 260 000	33 696 000	15%
Post-employment mortality (+ 1 year)	13 314 000	15 274 000	28 588 000	-3%
Post-employment mortality (- 1 year)	13 923 000	16 250 000	30 173 000	3%
Average retirement age (- 1 year)	15 052 000	15 762 000	30 814 000	5%
Continuation of membership at retirement (- 10%)	10 841 000	15 762 000	26 603 000	-9%

Sensitivity Analysis - Future Service and Interest Cost (Current Financial Year)

Assumption	Current Service Cost (R)	Interest Cost (R)	Total Cost (R)	% change
Estimated for 2019/20	1 559 099	3 158 364	4 717 463	
Health care inflation rate (+ 1%)	1 962 900	3 702 100	5 665 000	20%
Health care inflation rate (- 1%)	1 250 800	2 721 800	3 972 600	-16%
Discount rate (+ 1%)	1 271 100	3 023 800	4 294 900	-9%
Discount rate (- 1%)	1 938 400	3 302 600	5 241 000	11%
Post-employment mortality (- 1 year)	1 605 000	3 259 100	4 864 100	3%
Average retirement age (- 1 year)	1 750 800	3 313 600	5 064 400	7%
Continuation of membership at retirement (- 10%)	1 220 000	2 819 700	4 039 700	-14%

Sensitivity Analysis - Future Service and Interest Cost (Next Financial Year)

Assumption	Current Service Cost (R)	Interest Cost (R)	Total Cost (R)	% change
Estimated for 2020/21	1 341 000	2 976 000	4 317 000	
Health care inflation rate (+ 1%)	1 487 000	3 283 000	4 770 000	10%
Health care inflation rate (- 1%)	1 152 000	2 651 000	3 803 000	-12%
Discount rate (+ 1%)	1 119 000	2 867 000	3 986 000	-8%
Discount rate (- 1%)	1 622 000	3 093 000	4 715 000	9%
Post-employment mortality (+ 1 year)	1 310 000	2 894 000	4 204 000	-3%
Post-employment mortality (- 1 year)	1 370 000	3 058 000	4 428 000	3%
Average retirement age (- 1 year)	1 507 000	3 124 000	4 631 000	7%
Continuation of membership at retirement (- 10%)	1 075 000	2 688 000	3 763 000	-13%

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18 EMPLOYEE BENEFITS (CONTINUED)

18.2 Long Service Awards

The movement in Long Service Awards are reconciled as follows:

Opening Balance	6 252 795	5 579 123
Contribution during the year	1 033 650	932 462
Current Service Cost	560 442	474 360
Interest Cost	473 208	458 102
Payments made	(945 498)	(554 200)
Actuarial Loss/(Gain)	(379 947)	295 409
Total balance at year-end	5 961 000	6 252 795
Less: Current portion	(542 000)	(1 012 003)
Total	5 419 000	5 240 792

The Long Service Awards plans are defined benefit plans.

Number of employees that are eligible for Long Service Awards	360	378
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The unfunded liability in respect of past service recognised in the Statement of Financial Position is as follows:

Unfunded Liability
R

30 June 2020	5 961 000
30 June 2019	6 252 795
30 June 2018	5 579 123
30 June 2017	5 116 748
30 June 2016	5 071 550

The Municipality has elected to recognise the full increase in this defined benefit liability immediately as per GRAP 25.

Experience adjustments were calculated as follows:

	Liabilities (Gain) / Loss R	Assets Gain / (Loss) R
30 June 2020	(9 947)	-
30 June 2019	275 911	-
30 June 2018	(64 378)	-
30 June 2017	(190 643)	-
30 June 2016	(128 533)	-

Key Actuarial Assumptions used are as follows:

i) Interest Rates

Discount rate	7.66%	8.22%
General Salary Inflation (long-term)	4.13%	5.60%
Net Effective Discount Rate applied to salary-related Long Service Awards	3.39%	2.48%

The discount rate used is a composite of all government bonds and is calculated using a technique known as "bootstrapping"

ii) Last Valuation

The last valuation was performed on 28 July 2020.

iii) Actuarial Valuation Method

The Projected Unit Credit Method has been used to value the liabilities.

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18 EMPLOYEE BENEFITS (CONTINUED)

Sensitivity Analysis on the Unfunded Accrued Liability

Assumption	Current Liability (R)	Liability (R)	% Change
General earnings inflation rate (+ 1%)	5 961 000	6 380 000	7%
General earnings inflation rate (- 1%)	5 961 000	5 582 000	-6%
Discount rate (+ 1%)	5 961 000	5 571 000	-7%
Discount rate (- 1%)	5 961 000	6 400 000	7%
Average retirement age (+ 2 years)	5 961 000	6 767 000	14%
Average retirement age (- 2 years)	5 961 000	5 115 000	-14%
Withdrawal rates (x 2)	5 961 000	4 719 000	-21%
Withdrawal rates (x 0.5)	5 961 000	6 835 000	15%

Sensitivity Analysis on the Current-service and Interest Costs

Assumption	Current Service Cost (R)	Interest Cost (R)	Total(R)	% Change
Estimated for 2020/21	525 000	436 000	961 000	
General earnings inflation rate (+ 1%)	571 000	468 000	1 039 000	8%
General earnings inflation rate (- 1%)	481 000	407 000	888 000	-8%
Discount rate (+ 1%)	485 000	459 000	944 000	-2%
Discount rate (- 1%)	568 000	408 000	976 000	2%
Average retirement age (+ 2 years)	583 000	498 000	1 081 000	12%
Average retirement age (- 2 years)	462 000	372 000	834 000	-13%
Withdrawal rates (x 2)	373 000	341 000	714 000	-26%
Withdrawal rates (x 0.5)	639 000	503 000	1 142 000	19%

18.3 Other Pension Benefits

Defined Benefit Plans

Council contributes to the following defined benefit plans:

LA Retirement Fund (Former Cape Joint Pension Fund)	796 709	743 285
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The contribution rate payable is 9% by members and 18% by Council. The last actuarial valuation performed for the year ended 30 June 2019 revealed that the fund is in a sound financial position with a funding level of 100.7% (30 June 2018 - 103.7%).

Consolidated Retirement Fund (Former Cape Retirement Fund)	10 551 011	9 719 064
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The contribution rate payable is 9% by members and 18% by Council. The last actuarial valuation performed for the year ended 30 June 2019 revealed that the fund is in a sound financial position with a funding level of 100.3% (30 June 2018 - 100.4%).

Total	11 347 720	10 462 350
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Both the LA Retirement Fund and Consolidated Retirement Fund are multi-employer plans. Multiple local authorities participate in these multi-employer funds. Multi-employer plans are defined as defined benefit plans. When sufficient information is not available to use defined benefit accounting for a multi-employer plan, an entity will account for the plan as if it were a defined contribution plan.

The Municipality requested detailed employee and pensioner information as well as information on the Municipality's share of the Retirement Funds' assets from the fund administrator. The fund administrator confirmed that assets of the Retirement Funds are not split per participating employer. Therefore, the Municipality is unable to determine the value of the plan assets as defined in GRAP 25.

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18 EMPLOYEE BENEFITS (CONTINUED)

As part of the Municipality's process to value the defined benefit liabilities, the Municipality requested pensioner data from the fund administrator. The fund administrator claim that the pensioner data to be confidential and were not willing to share the information with the Municipality. Without detailed pensioner data the Municipality was unable to calculate a reliable estimate of the accrued liability in respect of pensioners who qualify for a defined benefit pension.

Therefore, although the LA Retirement Fund and Consolidated Retirement Fund are Multi-employer funds defined as defined benefit plan, it will be accounted for as defined contribution plan due to sufficient information not being available.

Defined Contribution Plans

Council contributes to the following defined contribution plans:

Municipal Councillors Pension Fund	150 276	147 096
SAMWU National Provident Fund	2 040 748	2 040 453
Total	2 191 024	2 187 549

The retirement benefit funds are subject to the Pension Fund Act, 1956, with pension being calculated on the pensionable remuneration paid. Current contributions by Council are charged against expenditure on the basis of current service costs.

19 NON-CURRENT PROVISIONS

Provision for Rehabilitation of Landfill-sites	62 948 450	59 642 054
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The movement in Rehabilitation Provision - Landfill Sites are reconciled as follows:

Opening Balance	59 642 054	52 408 211
Contribution during the year	3 306 396	7 233 843
Increase/(Decrease) in estimate	(2 329 778)	2 207 896
Interest Cost	5 636 174	5 025 947
Total	62 948 450	59 642 054

The calculation for the rehabilitation of the landfill site provision was compiled by an independent qualified engineer in order to determine the present value to rehabilitate the landfill sites at the end of its useful life. The total obligation at year-end can be attributed to the following sites:

Location	Site Dimensions	Estimated Decommission Date	Current Cost of Rehabilitation	Current Cost of Rehabilitation
Porterville	55 022m ²	2025	26 176 999	25 049 788
Piketberg	57 000m ²	2025	29 108 710	27 875 413
Aurora	7 370m ²	2025	5 088 492	4 583 685
Redelinghuys	1 340m ²	2025	2 574 249	2 133 169
Total			62 948 450	59 642 054

Total cost and estimated date of decommission of the sites are as follows:

Location	Estimated Decommission Date	Future Cost of Rehabilitation	Future Cost of Rehabilitation
Porterville	2025	39 287 088	39 670 305
Piketberg	2025	43 687 071	44 145 130
Aurora	2025	7 810 891	7 390 792
Redelinghuys	2025	3 951 450	3 439 547
Total		94 736 500	94 645 774

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	2020	2019
20 RESERVES		
Capital Replacement Reserve	30 848 500	30 848 500
Housing Development Fund	260 572	260 572
Total	31 109 072	31 109 072

The Capital Replacement Reserve is used to finance future capital expenditure from own funds.

The Housing Development Fund was established in terms of section 15 (5) and 16 of the Housing Act, Act 107 of 1997. The proceeds in this fund are utilised for housing development projects approved by the MEC. Any surplus/(deficit) on the Housing Department in the Statement of Financial Performance is transferred to the Housing Development Fund.

21 PROPERTY RATES

Rateable Land and Buildings	74 039 877	67 799 813
Total	74 039 877	67 799 813

Property rate levied are based on the following rateable valuations:

Residential Property	5 773 916 720	5 759 848 720
Commercial Property	880 747 500	808 362 000
Industrial Property	321 580 000	323 098 000
Institutional	160 936 600	313 859 600
Agricultural Purposes	5 253 880 800	5 231 312 800
State - National/ Provincial Services	81 116 500	600 000
Public Service Infrastructure	6 194 500	1 240 500
Religious	11 279 000	3 380 000
Municipal Property	108 670 000	104 859 500
Total Valuation	12 598 321 620	12 546 561 120

Rate that is applicable to the valuations above:

Residential	0.945c/R	0.891c/R
Commercial/Industrial	1.039c/R	0.980c/R
Agricultural	0.189c/R	0.178c/R

Valuations on land and buildings are performed every four years. The last valuation came into effect on 1 July 2018. Interim valuations are processed on an annual basis to include changes in property values and subdivisions.

The first R 15 000 of the valuation on properties used only for residential purposes are exempted from property rates in terms of the Property Rates Act.

Rates are levied monthly and annually. Monthly rates are payable by the end of the month in which the amount was levied and annual rates are payable before 30 September. Interest is levied at the prime rate plus 1% on outstanding monthly rates.

Rebates can be defined as any income that the Municipality is entitled by law to levy, but in terms of Council's own policy opted not to collect it.

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	2020	2019
22 GOVERNMENT GRANTS AND SUBSIDIES		
Unconditional Grants - National Government	45 025 000	41 390 000
Equitable Share	45 025 000	41 390 000
Conditional Grants - National Government	21 105 339	25 717 000
Finance Management Grant (FMG)	1 550 000	1 550 000
Municipal Infrastructure Grant (MIG)	14 548 000	19 754 000
Expanded Public Works Programme (EPWP)	1 422 000	1 413 000
Integrated National Electrification Programme (INEP)	3 513 339	3 000 000
Municipal Disaster Relief Grant (COGTA)	72 000	-
Conditional Grants - Provincial Government	13 722 217	8 477 715
CDW Contribution	-	-
Western Cape Financial Management Support Grant	330 000	690 000
Proclaimed Roads	97 000	92 730
Regional Socio - Economic Project/Violence Prevention through Urban Upgrading	4 040 515	1 000 000
Library Services	6 912 566	6 694 985
Financial Management Capacity Building Grant	355 323	-
Local Government Graduate Internship Allocation	-	-
Development of Sport and Recreation Facilities	204 040	-
Fire Service Capacity Building Grant	820 261	-
Local Government Support Grant - COVID-19	600 000	-
Department of Human Settlements	362 512	-
Conditional Grants - Other Grant Providers	454 789	955 493
Heist op den Berg	330 704	766 678
Chieta	124 085	188 815
Total	80 307 345	76 540 208
Disclosed as:		
Government Grants and Subsidies - Operating	60 114 535	56 025 405
Government Grants and Subsidies - Capital	20 192 811	20 514 803
Total	80 307 345	76 540 208
Grants per Vote (MFMA Sec 123 (c)):		
Equitable Share	45 025 000	41 390 000
Vote 1 - Municipal Manager	672 000	-
Vote 2 - Finance	2 235 323	2 240 000
Vote 3 - Corporate Services	4 164 600	1 188 816
Vote 4 - Technical Services	19 911 044	25 026 408
Vote 5 - Community Services	8 299 379	6 694 985
Total	80 307 345	76 540 208

The movements per grant can be summarised as follows:

22.01 Equitable Share

Opening Unspent Balance	-	-
Grants Received	45 025 000	41 390 000
Transferred to Revenue - Operating	(45 025 000)	(41 390 000)
Transferred to Revenue - Capital	-	-
Other Movements	-	-
Closing Unspent Balance	-	-

The Equitable Share is the unconditional share of the revenue raised nationally and is being allocated in terms of Section 214 of the Constitution (Act 108 of 1996) to the municipality by the National Treasury.

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22 GOVERNMENT GRANTS AND SUBSIDIES (CONTINUED)

22.02 Finance Management Grant (FMG)

Opening Unspent Balance	-	-
Grants Received	1 550 000	1 550 000
Transferred to Revenue - Operating	(1 349 360)	(897 826)
Transferred to Revenue - Capital	(200 640)	(652 174)
Other Movements	-	-
Closing Unspent Balance	-	-

The Financial Management Grant is a conditional grant to assist municipalities in the implementation of financial reforms required by the Municipal Finance Management Act (MFMA), 2003. The grant also utilised to cover expenditure relating to the Financial

22.03 Municipal Infrastructure Grant (MIG)

Opening Unspent Balance	-	-
Grants Received	14 548 000	19 754 000
Transferred to Revenue - Operating	(2 478 282)	(3 951 356)
Transferred to Revenue - Capital	(12 069 718)	(15 802 644)
Other Movements	-	-
Closing Unspent Balance	-	-

The MIG grant is a conditional grant used to upgrade infrastructure in the municipal area with the main focus on previously disadvantaged areas.

22.04 Expanded Public Works Programme (EPWP)

Opening Unspent Balance	-	-
Grants Received	1 422 000	1 413 000
Transferred to Revenue - Operating	(1 422 000)	(1 413 000)
Transferred to Revenue - Capital	-	-
Other Movements	-	-
Closing Unspent Balance	-	-

The EPWP grant is a conditional grant to incentivise municipalities to expand work creation efforts through the use of labour intensive delivery methods in the identified focus areas in compliance with the EPWP guidelines.

22.05 Integrated National Electrification Programme (INEP)

Opening Unspent Balance	-	-
Grants Received	6 000 000	3 000 000
Transferred to Revenue - Operating	(1 493 135)	-
Transferred to Revenue - Capital	(2 020 204)	(3 000 000)
Other Movements	-	-
Closing Unspent Balance	2 486 661	-

The INEP grant is a conditional grant to provide capital subsidies to municipalities to address the electrification backlog of occupied residential dwellings and the installation of bulk infrastructure.

22.06 Municipal Disaster Relief Grant (COGTA)

Opening Unspent Balance	-	-
Grants Received	72 000	-
Transferred to Revenue - Operating	(72 000)	-
Transferred to Revenue - Capital	-	-
Other Movements	-	-
Closing Unspent Balance	-	-

This grant was utilised for the purchase of personal protective equipment in the fight against the COVID-19 pandemic.

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22 GOVERNMENT GRANTS AND SUBSIDIES (CONTINUED)

22.07 CDW Contribution

Opening Unspent Balance	13 947	13 947
Grants received	(13 947)	-
Transferred to Revenue - Operating	-	-
Transferred to Revenue - Capital	-	-
Other Movements	-	-
Closing Unspent Balance	-	13 947

The CDW Contribution was used to finance the activities of Community Development Workers.

22.08 Western Cape Financial Management Support Grant

Opening Unspent Balance	-	-
Grants received	330 000	690 000
Transferred to Revenue - Operating	(330 000)	(690 000)
Transferred to Revenue - Capital	-	-
Other Movements	-	-
Closing Unspent Balance	-	-

The Finance Management Grant was used for upgrading of financial system, reviewing of budget related policies, supply chain databases cleansing, risk management and internal audit services.

22.09 Proclaimed Roads

Opening Unspent Balance	-	-
Grants received	-	92 730
Transferred to Revenue - Operating	(97 000)	(92 730)
Transferred to Revenue - Capital	-	-
Other Movements	97 000	-
Closing Unspent Balance	-	-

The grant was used for maintenance of provincial roads.

22.10 Regional Socio - Economic Project/Violence Prevention through Urban Upgrading

Opening Unspent Balance	-	-
Grants received	4 500 000	1 000 000
Transferred to Revenue - Operating	-	-
Transferred to Revenue - Capital	(4 040 515)	(1 000 000)
Other Movements	-	-
Closing Unspent Balance	459 485	-

The grant was utilised for the extension of Calendula street.

22.11 Library Services

Opening Unspent Balance	560 015	-
Grants Received	7 857 000	7 255 000
Transferred to Revenue - Operating	(6 115 870)	(6 635 000)
Transferred to Revenue - Capital	(796 696)	(59 985)
Other Movements	-	-
Closing Unspent Balance	1 504 449	560 015

The Library Services (Municipal Replacement Fund) Grant is used to pay the salaries of library staff.

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22 GOVERNMENT GRANTS AND SUBSIDIES (CONTINUED)

22.12 Financial Management Capacity Building Grant

Opening Unspent Balance	20 000	20 000
Grants Received	360 000	-
Transferred to Revenue - Operating	(355 323)	-
Transferred to Revenue - Capital	-	-
Other Movements	-	-
Closing Unspent Balance	<u>24 677</u>	<u>20 000</u>

The purpose of the grant is to develop financial human capacity within the municipal areas to enable sustainable local financial skills pipeline that is responsive to municipalities' requirements to enable sound and sustainable financial management and good financial governance.

22.13 Local Government Graduate Internship Allocation

Opening Unspent Balance	60 000	60 000
Grants Received	(60 000)	-
Transferred to Revenue - Operating	-	-
Transferred to Revenue - Capital	-	-
Other Movements	-	-
Closing Unspent Balance	<u>-</u>	<u>60 000</u>

This grant was utilised for the recruitment of interns.

22.14 Development of Sport and Recreation Facilities

Opening Unspent Balance	-	-
Grants Received	250 000	-
Transferred to Revenue - Operating	-	-
Transferred to Revenue - Capital	(204 040)	-
Other Movements	-	-
Closing Unspent Balance	<u>45 960</u>	<u>-</u>

This grant was utilised for the upgrade of the cricket field in Velddrif.

22.15 Fire Service Capacity Building Grant

Opening Unspent Balance	-	-
Grants Received	830 000	-
Transferred to Revenue - Operating	-	-
Transferred to Revenue - Capital	(820 261)	-
Other Movements	-	-
Closing Unspent Balance	<u>9 739</u>	<u>-</u>

This grant was utilised for the purchase 4x4 fire fighting truck.

22.16 Local Government Support Grant - COVID-19

Opening Unspent Balance	-	-
Grants Received	600 000	-
Transferred to Revenue - Operating	(600 000)	-
Transferred to Revenue - Capital	-	-
Other Movements	-	-
Closing Unspent Balance	<u>-</u>	<u>-</u>

This grant was utilised for the supply of food parcels during the national lockdown period.

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22 GOVERNMENT GRANTS AND SUBSIDIES (CONTINUED)

22.17 Department of Human Settlements

Opening Unspent Balance	467 459	-
Grants Received	-	467 459
Transferred to Revenue - Operating	(362 512)	-
Transferred to Revenue - Capital	-	-
Other Movements	-	-
Closing Unspent Balance	<u>104 947</u>	<u>467 459</u>

This grant was utilised for the feasibility studies and the construction of infrastructure for housing projects.

22.18 Heist op den Berg

Opening Unspent Balance	-	105 523
Grants Received	552 358	634 275
Transferred to Revenue - Operating	(289 968)	(766 678)
Transferred to Revenue - Capital	(40 736)	-
Other Movements	(26 880)	26 880
Closing Unspent Balance	<u>194 774</u>	<u>-</u>

This grant is federal government funding from Belgium for solid waste management.

22.19 Chieta

Opening Unspent Balance	-	-
Grants Received	326 299	188 815
Transferred to Revenue - Operating	(124 085)	(188 815)
Transferred to Revenue - Capital	-	-
Other Movements	-	-
Closing Unspent Balance	<u>202 214</u>	<u>-</u>

This grant is for the training and development of municipal officials

22.20 Total Grants

Opening Unspent Balance	1 121 421	199 470
Grants Received	84 148 710	77 435 280
Transferred to Revenue - Operating	(60 114 535)	(56 025 405)
Transferred to Revenue - Capital	(20 192 811)	(20 514 803)
Other Movements	70 120	26 880
Closing Unspent Balance	<u>5 032 906</u>	<u>1 121 421</u>

23 CONTRIBUTED ASSETS

Land	-	700 000
Total	<u>-</u>	<u>700 000</u>

The land was obtained through a court order of property previously transferred from the Municipality. The buyer did not adhere to the requirements as per the sale agreement and accordingly the land was transferred back to the Municipality at market value.

BERGRIVIER LOCAL MUNICIPALITY

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<i>Figures in Rand</i>	2020	2019
24 FINES, PENALTIES AND FORFEITS		
Traffic Fines	17 100 550	7 618 950
Library Fines	1 178	22 045
Illegal Connections	51 994	79 715
Unclaimed Money	866 978	2 214 152
Total	18 020 700	9 934 861
In terms of the requirements of GRAP 23 and iGRAP 1, all traffic fines issued during the year less any cancellations or reductions identified are recognised as revenue.		
25 ACTUARIAL GAINS		
Post Retirement Medical Benefits	8 077 528	5 822 604
Long Service Awards	379 947	-
Total	8 457 475	5 822 604
26 SERVICE CHARGES		
Electricity	117 786 139	104 785 257
Water	30 864 465	26 256 263
Refuse Removal	27 277 573	25 734 343
Sewerage and Sanitation	16 768 513	15 830 493
Total Revenue	192 696 689	172 606 355
Less: Rebates	(11 261 902)	(9 684 692)
Electricity	(738 835)	(373 211)
Water	(2 112 350)	(1 908 529)
Refuse Removal	(5 040 058)	(4 448 551)
Sewerage and Sanitation	(3 370 660)	(2 954 401)
Total	181 434 786	162 921 664
As previously reported		160 631 071
Correction of error restatement - note 42.1		2 290 593
Restated balance		162 921 664
Rebates can be defined as any income that the Municipality is entitled to levy, but in terms of Council's own policy opted not to collect it.		
27 RENTAL OF FACILITIES AND EQUIPMENT		
Halls	109 851	143 606
Camping and Entrance Fees	3 621 195	4 414 372
Commonage	576 939	576 939
Hawker Stalls	131 006	145 842
Land and Buildings	732 728	549 641
Total	5 171 720	5 830 400

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

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	2020	2019
28 AGENCY SERVICES		
Drivers Licences	741 678	1 114 062
Motor Vehicle Registration	2 540 061	2 719 058
Roadworthy Certificates	395 069	479 476
Total	3 676 808	4 312 596

The Municipality acts as an agent for the Department of Transport and Public Works and manages the issuing of vehicle licences for a commission. Refer to note 54.1 for additional disclosure in this regard.

The Municipality earns revenue from applications for driver's and learner's licences, issuing of public driver permits, driver's and learner's licences and the issue of roadworthy certificates.

29 OTHER INCOME		
Building Plan Approval	989 098	1 025 181
Cemetery and Burial	409 445	322 620
Cleaning and Removal	58 828	80 252
Clearance and Valuation Certificates	255 907	242 725
Commission	75 026	70 431
Development Charges	38 844	119 477
Photocopies and Faxes	43 405	49 077
Sub-division and Consolidation Fees	69 669	218 682
Sundry Income	132 761	182 628
Total	2 072 983	2 311 072

30 CONSTRUCTION CONTRACTS		
Construction of Velddrif 107 Top Structures	3 863 185	6 512 701
Total	3 863 185	6 512 701
As previously reported		-
Change in accounting policy restatement - note 43.1		6 512 701
Restated balance		6 512 701

The Municipality has assessed that it acts as the Developer for the Department of Human Settlements for the construction of top structures for the above-mentioned project.

As the contracts with the Department of Human Settlements are non-commercial contracts with no profit margins, the revenue recognised is based on the amount of expenditure incurred by the Municipality for the construction of the top structures, which is in terms of the stage of completion determined by the progress payments claimed by the respective sub-contractors.

Construction of Velddrif 107 Top Structures

Reconciliation for the year

Opening balance	(143 579)	1 438 644
Expenditure incurred / Revenue Recognised	3 863 185	6 512 701
Payments / Advances received	(4 200 564)	(8 094 925)
Gross amount due to Department of Human Settlements	(480 958)	(143 579)

Aggregated reconciliation

Expenditure incurred / Revenue Recognised	25 348 050	21 484 865
Advances received	(25 829 008)	(21 628 444)
Retentions	-	-
Gross amount due to Department of Human Settlements	(480 958)	(143 579)

BERGRIVIER LOCAL MUNICIPALITY

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	2020	2019
31 EMPLOYEE RELATED COSTS		
Basic Salaries and Wages	82 941 977	79 170 666
Pension and UIF Contributions	13 861 831	12 919 914
Medical Aid Contributions	5 602 018	5 089 817
Overtime	5 250 991	5 009 016
Motor Vehicle Allowance	4 881 990	4 340 551
Cellphone Allowance	48 172	34 015
Housing Allowances	735 098	1 189 940
Other benefits and allowances	5 758 051	5 484 436
Acting Allowance	551 411	844 322
Bargaining Council Levy	41 753	41 361
Group Life Insurance	1 374 771	1 269 574
Standby Allowance	3 429 308	3 054 798
Scarcity Allowances	360 808	274 381
Contributions to Employee Benefits	10 843 100	9 543 238
Bonuses	6 119 394	5 732 029
Staff Leave	2 299 159	1 344 927
Performance Bonuses	305 006	294 692
Long Service Awards	560 442	474 360
Post Retirement Medical Benefits	1 559 099	1 697 230
Workmen's Compensation Fund	1 024 543	616 001
Total	130 947 771	123 397 594
As previously reported		123 486 307
Correction of error restatement - note 42.1		(88 713)
Restated balance		123 397 594
 Remuneration of Management Personnel		
Key management personnel are all appointed on a permanent basis, except for the Municipal Manager who is appointed on a 5-year fixed contract. There are no post-employment or termination benefits payable to them at the end of the contract periods.		
 Municipal Manager - Adv H Linde		
Annual Remuneration	1 320 897	1 259 618
Travelling Allowance	136 746	128 400
Contributions to UIF, Medical and Pension Funds	338 697	297 290
Total	1 796 340	1 685 308
 Director: Corporate Services - Mr JWA Kotzee		
Annual Remuneration	830 746	780 019
Travelling Allowance	226 080	210 000
Contributions to UIF, Medical and Pension Funds	201 570	193 189
Housing Subsidy	123 396	115 865
Total	1 381 792	1 299 073

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

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31 EMPLOYEE RELATED COSTS (CONTINUED)

Director: Technical Services - Mr H Krohn (Resigned 28 June 2019)

Annual Remuneration	-	833 587
Travelling Allowance	-	102 720
Contributions to UIF, Medical and Pension Funds	-	204 617
Housing Subsidy	-	142 126
Leave Payout	18 830	-
Service Bonus	28 944	46 383
Total	47 774	1 329 432

Chief Financial Officer - Mr GJ Goliath (resigned November 2018)

Annual Remuneration	-	335 110
Travelling Allowance	-	50 000
Performance Bonus	-	139 797
Leave Payout	-	53 295
Contributions to UIF, Medical and Pension Funds	-	53 569
Total	-	631 771

Director: Community Services - Mr DA Josephus

Annual Remuneration	687 299	669 852
Travelling Allowance	156 822	156 004
Contributions to UIF, Medical and Pension Funds	140 598	127 185
Service Bonus	48 754	48 754
Performance Bonus	147 346	116 497
Housing Subsidy	52 134	50 676
Total	1 232 953	1 168 968

Chief Financial Officer - Mr M Wüst (resigned 31 August 2019)

Annual Remuneration	140 437	421 587
Travelling Allowance	32 015	96 046
Performance Bonus	73 673	-
Leave Payout	9 447	-
Contributions to UIF, Medical and Pension Funds	2 960	8 603
Total	258 532	526 235

Chief Financial Officer - Mr F M Lötter (appointed 1 November 2019)

Annual Remuneration	553 799	-
Travelling Allowance	145 833	-
Performance Bonus	-	-
Contributions to UIF, Medical and Pension Funds	21 661	-
Total	721 294	-

Director: Technical Services - Mr AC Koch (appointed 1 November 2019)

Annual Remuneration	577 393	-
Travelling Allowance	137 500	-
Performance Bonus	-	-
Contributions to UIF, Medical and Pension Funds	6 400	-
Total	721 293	-

BERGRIVIER LOCAL MUNICIPALITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

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32 REMUNERATION OF COUNCILLORS

Cllr JC Botha		313 230	302 752
Ald RM van Rooy		898 690	855 042
Ald SM Crafford		727 081	701 249
Ald A de Vries		729 488	703 000
Cllr SR Claassen	- terminated October 2018	-	121 347
Ald SIJ Smit		389 732	335 268
Cllr J Daniels		673 474	638 497
Cllr AJ Du Plooy		686 446	645 952
Cllr BJ Claassen	- terminated October 2018	-	93 586
Cllr A Small		312 742	302 299
Cllr MA Wessels		685 405	660 508
Ald J Swart	- terminated January 2019	-	166 322
Cllr D De Bruin	- elected November 2018	313 230	176 767
Cllr A van Wyk	- elected January 2019	313 230	140 737
Cllr I Adams	- elected February 2019	313 230	116 420
Cllr SS Lesch		313 230	302 752
Total		6 669 207	6 262 498

	Basic Salary	Motor Vehicle Allowance	Cellphone Allowance	Medical and Pension Contributions	Total
2020					
Executive Mayor	559 867	215 215	40 800	82 808	898 690
Deputy Executive Mayor	453 528	165 285	40 800	67 468	727 081
Speaker	688 688	-	40 800	-	729 488
Executive Committee	1 137 807	64 896	81 600	87 548	1 371 851
Other Councillors	2 317 622	216 627	326 400	81 448	2 942 097
Total	5 157 512	662 023	530 400	319 272	6 669 207
2019					
Executive Mayor	496 858	203 702	40 800	80 725	822 085
Deputy Executive Mayor	435 629	158 449	40 800	66 371	701 249
Speaker	662 200	-	40 800	-	703 000
Executive Committee	1 082 794	62 394	81 600	85 693	1 312 480
Other Councillors	2 104 914	189 810	311 981	116 979	2 723 684
Total	2 104 914	614 355	515 981	349 768	6 262 498

In-kind Benefits

The Executive Mayor, Deputy Executive Mayor, Speaker and Executive Committee members serve in a full-time capacity. They are provided with secretarial support and an office each at the cost of the Council.

Councillors may utilize municipal transportation when engaged in official duties.

33 DEBT IMPAIRMENT

Receivables from Exchange Transactions	17 238 449	8 009 124
Receivables from Non-Exchange Transactions	19 208 848	8 569 155
Total Debt Impairment	36 447 297	16 578 280
Movement in VAT included in debt impairment	(1 432 228)	(455 716)
Total	35 015 069	16 122 564

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		2020	2019
34	DEPRECIATION AND AMORTISATION		
	Property, Plant and Equipment	20 943 306	19 839 382
	Intangible Assets	389 461	525 042
	Investment Property	24 193	23 455
	Total	21 356 959	20 387 879
	As previously reported		20 170 986
	Correction of error restatement - note 42.3		22 810
	Correction of error restatement - note 42.4		194 083
	Restated balance		20 387 879
35	FINANCE CHARGES		
	Cash	6 528 379	6 614 660
	Long-term Liabilities	6 528 379	6 404 172
	Overdue accounts	-	210 488
	Non-cash	9 267 746	8 883 947
	Post Retirement Medical Benefits	3 158 364	3 399 898
	Long Service Awards	473 208	458 102
	Rehabilitation of Landfill Sites	5 636 174	5 025 947
	Total	15 796 125	15 498 608
	As previously reported		15 288 120
	Correction of error restatement - note 42.5		210 488
	Restated balance		15 498 608
36	BULK PURCHASES		
	Electricity	92 750 851	80 290 903
	Water	4 066 733	3 398 209
	Water Purchased	5 996 627	4 451 789
	Surplus generated by West Coast District Municipality (WCDM)	(1 929 894)	(1 053 580)
	Total	96 817 583	83 689 111

Bulk Purchases are the cost of commodities not generated by the Municipality, which the Municipality distributes in the municipal area for re-sale to consumers. Electricity is purchased from Eskom and water is purchased from a variety of suppliers including WCDM and a number of private suppliers.

In terms of the services concession agreement, the local municipalities determine a tariff, in consultation with the WCDM, that allows the WCDM to recover the costs it incurs in the provision of the bulk water services. At year-end, WCDM calculates the surplus generated from the service concession arrangement, and accordingly the surplus is distributed to the local municipalities based on their water purchases for the year.

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CONTRACTED SERVICES

Accounting and Auditing	2 034 613	1 985 601
Communications	660 075	1 021 579
Construction of Housing Top Structures	3 863 185	6 512 701
Drivers Licence Cards	245 374	311 102
Human Resources	146 991	142 907
Laboratory Services	373 328	407 290
Land and Quantity Surveyors	362 512	14 464
Legal Cost	267 338	374 920
Maintenance Services	3 323 418	4 058 712
Organisational	1 050 699	902 464
Refuse Removal	4 264 165	3 911 271
Security Services	568 222	535 323
Traffic Fines Management	1 053 777	217 037
Valuer and Assessors	117 502	293 217
Other Consulting and Professional Fees	2 380 575	2 174 542
Total	20 711 772	22 863 129
As previously reported		16 280 561
Correction of error restatement - note 42.4		69 867
Change in accounting policy restatement - note 43.1		6 512 701
Restated balance		22 863 129

Other Consulting and Professional Fees consist out of a variety of services, including but not limited to the following:

- Research and Advisory
- Engineering
- Event Promoters
- Audit Committee
- Burial Service
- Catering Services
- Veterinary Services

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TRANSFERS AND GRANTS

Animal Welfare	139 000	103 000
Bergrivier Canoe Marathon	60 000	56 700
Bergrivier Estuary Management Forum	542 300	143 000
External Bursaries	546 649	659 085
Museums	540 000	509 750
Port Owen Marine Authority	1 442 000	1 360 000
Society for the Prevention of Cruelty to Animals (SPCA)	82 000	77 500
Sport Councils	343 000	337 200
St Helena Bay Water Quality Trust	43 268	41 465
Tourism	2 350 000	2 035 000
Total	6 088 217	5 322 700

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OTHER EXPENDITURE

Advertising, Publicity and Marketing	945 235	1 116 097
Bank Charges, Facility and Card Fees	668 606	672 233
Bursaries to Employees	64 680	54 875
Chemicals	555 541	461 971
Commission - Prepaid Electricity	2 456 456	2 171 985
Communication	2 487 900	2 639 533
Cellular Contract (Subscription and Calls)	606 426	467 729
Postage, Stamps and Franking Machines	557 311	620 204
Telephone, Fax, Telegraph and Telex	1 324 164	1 551 600
Electricity - Internal usage	1 634 344	1 274 566
Entertainment	31 566	126 500
External Audit Fees	2 823 094	2 858 622
External Computer Service	749 672	1 189 535
Fuel	3 770 132	4 257 661
Hire Charges	442 562	679 463
Insurance	1 440 157	1 001 514
Learnerships and Internships	759 208	721 844
Maintenance Materials	4 855 611	4 534 603
Motor Vehicle Licence and Registrations	270 981	292 651
Printing and Stationary	1 149 841	1 292 002
Professional Bodies, Membership and Subscription	1 237 350	1 255 824
Refuse bags	1 920 741	1 402 402
Skills Development Fund Levy	870 716	962 298
Small Tools and Equipment	473 576	545 107
Travel and Subsistence	1 236 657	2 257 863
Uniform and Protective Clothing	446 630	557 893
Sundries and Other Consumables	2 275 418	2 449 153
COVID-19 Expenditure	953 743	-
Food parcels	783 598	-
Personal Protective Equipment	136 345	-
Awareness	33 800	-

Total

34 520 416

34 776 195

As previously reported

34 736 013

Correction of error restatement - note 42.4

40 181

Restated balance

34 776 195

40

ACTUARIAL LOSSES

Long Service Awards	-	295 409
Total	-	295 409

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GAIN/(LOSS) ON DISPOSAL OF NON-MONETARY ASSETS

Proceeds	5 550 000	785 990
Less: Carrying value of Investment Property disposed	-	(50 000)
Less: Carrying value of Property, Plant and Equipment disposed	(362 823)	(222 999)
Total	5 187 177	512 991
As previously reported		505 865
Correction of error restatement - note 42.4		7 126
Restated balance		512 991

The gain on disposal relates to the disposal of the PW Koorts holiday resort which were sold during the current year.

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42 PRIOR PERIOD ADJUSTMENTS - CORRECTION OF ERROR

42.1 Receivables from Exchange and Non-Exchange Transactions

The following errors were noted:

- In the 2018/19 annual financial statements, the Municipality disclosed an event after reporting date relating to the allegation of fraudulent transactions on the issuing of units of prepaid electricity. During the current year, the fraudulent transactions were quantified to an amount of R2 387 045 (inclusive of VAT) of which revenue was not recorded over a period ranging from 2009 to 2019.
- Also reported in the 2018/19 annual financial statements, were theft by an employee. It was noted that R88 713 of fraudulent transactions were included under Employee Related Costs for 2018/19. The said fraudulent expenditure was reallocated to a debtor account in order to be collected.
- Prepaid electricity sold by a third party vendor was not invoiced during 2018/19. Accordingly, a debtor amounting to R1 747 841 (inclusive of VAT) was not raised.

The net effect of the above-mentioned errors were as follow:

- Receivables from Exchange Transactions - note 3	Understated	1 747 841
- Receivables from Non-Exchange Transactions - note 4	Understated	2 475 759
- Taxes - note 5	Overstated	(529 079)
- Service Charges - note 26	Understated	2 290 593
- Employee Related Costs - note 31	Overstated	(88 713)
- Accumulated Surplus - note 42.6	Understated	1 315 216

42.2 Inventory

Land which was identified for a National Housing Programme was disclosed as inventory. Control over the land cease to exist when an arrangement is entered into with the Department of Human Settlements. Accordingly the land should have been derecognised.

The net effect of the above-mentioned errors were as follow:

- Inventory - note 8	Overstated	(83 254)
- Accumulated Surplus - note 42.6	Overstated	(83 254)

42.3 Investment Property

The following errors were noted:

- The 2018/19 financial statements contained a prior year error disclosure note on Investment Property, whereby it was believed that a property was not included in the property register. During the current year, it was however noted that the said prior year correction was in fact a duplication which amounted to R2 631 579.
- It was noted that Investment Property amounting to R1 608 000 was incorrectly disclosed as Property, Plant and Equipment.
- Accumulated depreciation amounting to R182 482 was not calculated on some buildings as the said items were incorrectly classified land and not buildings.

The net effect of the above-mentioned errors were as follow:

- Investment Property - note 9	Overstated	(1 206 061)
- Property, Plant and Equipment - note 10	Overstated	(1 608 000)
- Depreciation and Amortisation - note 34	Understated	22 810
- Accumulated Surplus - note 42.6	Overstated	(2 791 251)

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42 PRIOR PERIOD ADJUSTMENTS - CORRECTION OF ERROR (CONTINUED)

42.4 Property Plant and Equipment

The following errors were noted:

- Assets with a carrying value R12 861 was incorrectly written off in the prior year.
- Completed projects amounting to R1 335 949 was incorrectly still recorded as work in progress in the prior year and accordingly not depreciated. In addition, operating expenditure amounting to R64 329 was incorrectly included the said project.
- Infrastructure assets amounting to R5 317 440, which was funded by the Department of Human Settlements, were not recorded in the asset register. The reason for the oversight was due to the fact that the Municipality acted as an agent for the Department of Human Settlements whereby all expenditure and revenue received was recorded in a control account which effectively netted off to Zero.
- Included in Property, Plant and Equipment was operating expenditure identified amounting to R121 948 which should have been recognised in the Statement of Financial Performance.
- Accumulated depreciation amounting to R274 468 was not calculated on some buildings as the said items were incorrectly classified land and not buildings.
- Accumulated depreciation amounting to R936 580 was incorrectly calculated on land.

The net effect of the above-mentioned errors were as follow:

- Property, Plant and Equipment - note 10	Understated	5 365 347
- Depreciation and Amortisation - note 34	Understated	194 083
- Contracted Services - note 37	Understated	69 867
- Other Expenditure - note 39	Understated	40 181
- Gain on disposal of Non-Monetary Assets note 41	Understated	7 126
- Accumulated Surplus - note 42.6	Understated	5 662 353

42.5 Payables from exchange transactions

The following errors were noted:

- Interest and penalties amounting to R255 570 pertaining to Workmens Compensation which was due to the Department of Labour was not accrued for as at 30 June 2019. R210 488 of the interest and penalties relate to 2018/19, while R45 082 relates to 2016/17.

The net effect of the above-mentioned errors were as follow:

- Payables from exchange transactions - note 15	Understated	255 570
- Finance Charges - note 35	Understated	210 488
- Accumulated Surplus - note 42.6	Overstated	(45 081)

42.6 Accumulated Surplus

Receivables from Exchange and Non-Exchange Transactions - note 42.1	Understated	1 315 216
Inventory - note 42.2	Overstated	(83 254)
Investment Property - note 42.3	Overstated	(2 791 251)
Property Plant and Equipment - note 42.4	Understated	5 662 353
Payables from exchange transactions - note 42.5	Overstated	(45 081)
Total		4 057 982

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43 PRIOR PERIOD ADJUSTMENTS - CHANGE IN ACCOUNTING POLICY

43.1 National Housing Programme Guideline

The Accounting Standards Board (ASB) issued the National Housing Programme Guideline. The said Guideline serves as an extension of GRAP 109 (Accounting by Principles and Agents) which became effective in the current financial year. The Guideline prescribes the treatment of funds received from the Department of Human Settlements in terms of the National Housing Programme.

In the prior year all funds received from the Department of Human Settlements and expenditure incurred were treated as a principle-agent arrangement, resulting that no revenue or expenditure were recognised in the Statement of Financial Performance.

The Guideline however clarified that the construction of infrastructure in terms of a housing project should be accounting for as transfers revenue in terms of GRAP 23 (Revenue from non-exchange transactions), while the construction of the housing top structure be accounted for in terms of GRAP 11 (Construction Contracts) in cases where the Municipality acts as the developer.

The Municipality assessed that it acts as the developer and accordingly applied GRAP 11 to account for the construction of housing top structure.

The net effect of the above-mentioned were as follow:

- Payables from exchange transactions - note 15	Overstated	(467 459)
- Unspent Conditional Government Grants - note 16	Understated	467 459
- Construction Contracts - note 30	Understated	6 512 701
- Contracted Services - note 37	Understated	6 512 701

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	2020	2019
44 NET CASH FROM OPERATING ACTIVITIES		
Net Surplus for the year	29 977 370	28 395 020
Adjusted for:		
Non-cash revenue included in Net Surplus	(13 669 275)	(7 018 786)
Contributed Assets	-	(700 000)
Actuarial Gains	(8 457 475)	(5 822 604)
Rental of Facilities and Equipment - movement in operating lease asset	(24 622)	16 809
Gain on disposal of Non-Monetary Assets	(5 187 177)	(512 991)
Non-cash expenditure included in Net Surplus	76 485 295	55 243 826
Employee Related Costs - Contributions towards	10 843 100	9 543 238
Post Retirement Medical Benefits	1 559 099	1 697 230
Long Service Awards	560 442	474 360
Bonuses	6 119 394	5 732 029
Staff Leave	2 299 159	1 344 927
Performance Bonuses	305 006	294 692
Debt Impairment	35 015 069	16 122 564
Depreciation and Amortisation	21 356 959	20 387 879
Finance Charges	9 267 746	8 883 947
Post Retirement Medical Benefits	3 158 364	3 399 898
Long Service Awards	473 208	458 102
Provision for Rehabilitation of Landfill-sites	5 636 174	5 025 947
Actuarial Losses	-	295 409
Other Expenditure - movement in operating lease liability	2 421	10 790
Cash expenditure not included in Net Surplus	(9 049 448)	(8 081 138)
Post Retirement Medical Benefits	(1 336 762)	(1 315 781)
Long Service Awards	(945 498)	(554 200)
Bonuses	(6 008 251)	(5 342 465)
Staff Leave	(537 918)	(612 398)
Performance Bonuses	(221 019)	(256 294)
Operating Surplus before changes in working capital	83 743 942	68 538 924
Movement in working capital	(19 601 413)	(37 098 590)
Receivables from Exchange Transactions	(16 149 773)	(22 733 921)
Receivables from Non-Exchange Transactions	(24 947 287)	(9 862 739)
Inventory	123 267	771 470
Long-term Receivables	312 010	946 727
Payables from exchange transactions	13 842 657	(5 762 161)
Unspent Conditional Government Grants	3 911 485	921 951
Taxes	3 306 227	(1 379 917)
Cash Flow from Operating Activities	64 142 529	31 440 334
45 CASH AND CASH EQUIVALENTS		
Cash and Cash Equivalents comprise out of the following:		
Primary Bank Account	41 635 098	64 569 543
Call and Notice Deposits	60 159 485	6 852 211
Cash Floats	17 850	16 350
Total	101 812 433	71 438 105

Refer to note 2 for more details relating to cash and cash equivalents.

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46 BUDGET COMPARISONS

46.1 Comparable Basis

Differences were identified between the disclosure requirements in terms of GRAP and the reporting requirements in terms of National Treasury budget formats.

The following items are affected by these classification differences:

Statement of Financial Position

Consumer Debtors consist out of both Receivables from Exchange Transactions as well as the Rates Receivable.

Other Receivables incorporate all other current receivable balances not specifically provided for in the National Treasury formats.

Trade and Other Payables incorporates Payable from exchange transactions, Unspent grants, Unspent public contributions, Taxes and Operating lease liabilities.

Employee Benefits and Provisions (Current and Non-Current) are included under the provisions line item in the budget statements.

Statement of Financial Performance

The statement of financial performance is comparable on a line by line basis except for the following items:

The budget statements does not provide for all the different revenue classifications per statement of financial performance. For this reason, all line items not specifically catered for is incorporated under the line item Other Revenue in the budget statement.

Depreciation and Amortisation and Impairments are aggregated on the budget statements while it is shown separately on the Statement of Financial Performance.

The budget statements does not provide for all the different expenditure classifications per statement of financial performance. For this reason, all line items not specifically catered for is incorporated under the line item Other Expenditure in the budget statement.

Other Materials is required to be separately budgeted. However this line item is not GRAP compliant as it does not disclose the nature of the expenditure. Accordingly Other Materials should be read in conjunction with Other Expenditure.

Cash Flow Statement

The Cash Flow Statement is presented on a comparable basis.

46.2 Statement of Financial Position

Adjustments to Original Budget

Items in the State of Financial Position were adjusted to take into account adjustments made to the operating and capital budget and also to align balances with the actual audit outcomes of 2018/19.

Accumulated Surplus was adjusted to take into account budget adjustments made to the Statement of Financial Performance.

Actual Amounts vs Final Budget

Cash and Call Investment Deposits was more than budget due to an increase in outstanding creditors at year-end. The reason for the increase in outstanding creditors were due the national lockdown, whereby minimal expenditure was incurred during this period. During May and June 2020 a large amount of expenditure was incurred to address the backlog that resulted from the national lockdown period.

Property, Plant and Equipment was less than budget due to an underspending of the capital budget.

Trade and Other Payables were more than budget due to less outstanding creditors settled at year-end than anticipated as a result of the national lockdown as discussed under "Cash and Call Investment Deposits".

Provisions and Employee Benefits were less than budget due to the actuarial gains of R8.5m which arose during the calculation performed by the actuaries for the employee benefits provisions at year-end.

Accumulated Surplus were more than budget as a result of the items listed under the "Statement of Financial Performance" section.

Reserves were less than budget due to a change in the capital funding model whereby future capital expenditure will be financed from external loans, rather than from the capital replacement reserve.

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46 BUDGET COMPARISONS (CONTINUED)

46.3 Statement of Financial Performance

Adjustments to Original Budget

Interest Earned - Outstanding Debtors was increased to be in line with the actual 2018/19 interest charges as a result of an increase in unpaid debtors.

Fines were increased as a result of the new service provider which issues significantly more traffic fines than the previous service provider.

Debt Impairment was increased due to an increase in the amount of traffic fines (as indicated above) and also to take into account the negative effect of COVID-19 and the national lockdown on the collection rate of debtors.

Actual Amounts vs Final Budget

Service Charges - Electricity Revenue were less than budget due to internal usage included in budget.

Rental of Facilities and Equipment was more than budget due to the budget of camping fees being included under "Other Revenue" for budget purposes, but included under "Rental of Facilities and Equipment" for GRAP purposes.

Transfers recognised - operational is less than budget due to the treatment of the funding from the Department of Human Settlements for the construction of housing top structures. For budget purposes it is budgeted as part of "Transfers recognised - operational", but for GRAP purposes the revenue (Construction Contracts) is included under "Other Revenue".

Gain on disposal of PPE was more than budget, as the budget for the sale of land was included under "Other Revenue".

Employee Related Costs were less than budget as not all vacant positions were filled in the current year.

Other Materials and Other Expenditure were less than budget due to the national lockdown whereby the certain operations were ceased during the national lockdown period.

Contracted Services were less than budget due to an underspending on the funding from the Department Human Settlements.

Transfers and subsidies - Capital (monetary) was less than budget due to the underspending of the Integrated National Electrification Programme (INEP) grant.

46.4 Cash Flow Statement

Adjustments to Original Budget

Net cash from operating activities was mainly decreased due a lower anticipated collection rate on debtor, and due to additional funding allocated towards COVID-19.

Actual Amounts vs Final Budget

Services charges were less than budget due to internal electricity usage included in budget.

Government Grants were less than budget due to the treatment of the funding from the Department of Human Settlements as discussed under the section of "Statement of Financial Performance".

Suppliers and Employee were less than budget due to the treatment of the funding from the Department of Human Settlements and internal usage budgeted as expenditure rather than internal usage.

Proceeds on disposal of PPE was budgeted under "Other Revenue".

Capital Assets were less than budget as all capital projects were concluded at year-end.

47 UNAUTHORISED, IRREGULAR, FRUITLESS AND WASTEFUL EXPENDITURE

47.1 Unauthorised Expenditure

Unauthorised expenditure can be reconciled as follow:

Opening balance	687 569	-
Unauthorised expenditure current year - operating	-	-
Unauthorised expenditure current year - capital	-	687 569
Approved by Council	-	-
Unauthorised expenditure awaiting further action	687 569	687 569

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47 UNAUTHORISED, IRREGULAR, FRUITLESS AND WASTEFUL EXPENDITURE (CONTINUED)

Unauthorised expenditure only relates to expenditure in excess of approved budget votes. No disciplinary steps or criminal proceedings were instituted as a result of unauthorised expenditure incurred. Refer below for votes of which the expenditure was in excess of the approved budget:

	2020 (Actual) R	2020 (Final Budget) R	2020 (Unauthorised) R	2019 (Unauthorised) R
Unauthorised expenditure - Operating				
Vote 1 - Municipal Manager	26 949 371	29 667 581	-	-
Vote 2 - Finance	36 293 384	39 863 987	-	-
Vote 3 - Corporate Services	27 497 628	30 155 653	-	-
Vote 4 - Technical Services	215 518 679	222 733 919	-	-
Vote 5 - Community Services	61 664 061	71 857 901	-	-
Total	367 923 123	394 279 041	-	-
Unauthorised expenditure - Capital				
Vote 1 - Municipal Manager	160 609	214 000	-	-
Vote 2 - Finance	219 711	256 000	-	-
Vote 3 - Corporate Services	5 451 374	5 945 160	-	687 569
Vote 4 - Technical Services	29 438 570	35 429 391	-	-
Vote 5 - Community Services	5 667 715	7 251 612	-	-
Total	40 937 980	49 096 163	-	687 569

47.2 Fruitless and Wasteful Expenditure

Fruitless and wasteful expenditure can be reconciled as follow:

Opening balance	-	-
Fruitless and wasteful expenditure incurred - prior years	255 570	16 832
Fruitless and wasteful expenditure incurred - current year	-	1 737
Recovered from Employees	-	-
Approved by Council	-	(18 569)
Fruitless and wasteful expenditure awaiting further action	255 570	-

Details of fruitless and wasteful expenditure incurred

(a) Two Councillors who resigned service in October 2018 was paid the salary on the 25th of October and not all funds could be recovered.	-	1 737
(b) SARS Interest and Penalties (March 2014)	-	16 832
(c) Department of Labour - Penalties and Interest	255 570	-
Total	255 570	18 569

No disciplinary steps or criminal proceedings were instituted as a result of fruitless and wasteful expenditure incurred due to the employees no longer being in service of the municipality and no criminal offence occurred.

47.3 Irregular Expenditure

Irregular expenditure can be reconciled as follow:

Opening balance	12 358 509	5 726 684
Irregular expenditure incurred - current year	2 294 746	9 663 373
Approved by Council	(12 358 509)	(3 031 548)
Irregular expenditure awaiting further action	2 294 746	12 358 509

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47 UNAUTHORISED, IRREGULAR, FRUITLESS AND WASTEFUL EXPENDITURE (CONTINUED)

Details of irregular expenditure incurred

(a) Service rendered without a contract in place - Section 116(3) process followed	-	3 031 548
(b) Deviation was incorrectly classified as an emergency	-	3 842 350
(c) Regulation 32 - Auditor General interpretation of Circular 96	-	2 587 124
(d) Non-compliance with SCM Regulations	-	202 351
(e) Procurement from a person in service of the state	1 600	-
(f) Composition of adjudication committees not compliant with Regulations	2 293 146	-
Total	2 294 746	9 663 373

Details of irregular expenditure awaiting further action:

(a) Service rendered without a contract in place - Section 116(3) process followed	-	2 784 573
(b) Deviation was incorrectly classified as an emergency	-	3 842 350
(c) Regulation 32 - Auditor General interpretation of Circular 96	-	5 529 235
(d) Non-compliance with SCM Regulations	-	202 351
(e) Procurement from a person in service of the state	1 600	-
(f) Composition of adjudication committees not compliant with Regulations	2 293 146	-
Total	2 294 746	12 358 509

Incidents/cases identified in the current year include:

(a) Service rendered without a contract in place - Section 116(3) process followed	0	4
(b) Deviation was incorrectly classified as an emergency	0	1
(c) Regulation 32 - Auditor General interpretation of Circular 96	0	4
(d) Non-compliance with SCM Regulations	0	2
(e) Procurement from a person in service of the state	2	0
(f) Composition of adjudication committees not compliant with Regulations	7	0

No disciplinary steps or criminal proceedings were instituted as a result of irregular expenditure incurred.

48 MATERIAL LOSSES

48.1 Water distribution losses

Kilo litres disinfected/purified/purchased	2 052 553	1 713 503
Kilo litres sold and free basic services	1 781 302	1 552 025
Kilo litres lost during distribution	271 251	161 478
Percentage lost during distribution	13.22%	9.42%

Normal pipe bursts and field leakages are responsible for water losses.

48.2 Electricity distribution losses

Units purchased (Kwh)	81 781 008	82 365 768
Units sold, free basic services and standard friction losses	74 975 650	72 638 945
Units lost during distribution (Kwh)	6 805 358	9 726 823
Percentage lost during distribution	8.32%	11.81%

Electricity losses are mainly due to friction losses.

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49 ADDITIONAL DISCLOSURES IN TERMS OF MUNICIPAL FINANCE MANAGEMENT ACT

49.1 SALGA Contributions [MFMA 125 (1)(b)]

Opening balance	(928 259)	(888 195)
Expenditure incurred	1 301 904	1 204 820
Payments	(1 360 633)	(1 244 884)
Payments in advance	(986 988)	(928 259)

49.2 Audit Fees [MFMA 125 (1)(c)]

Opening balance	-	-
Expenditure incurred	2 873 237	3 347 051
External Audit - Auditor-General	2 823 094	2 858 622
VAT on External Audit	423 464	428 793
Audit Committee	50 143	59 636
Payments	(2 856 011)	(3 347 051)
Outstanding Balance	17 225	-

49.3 VAT [MFMA 125 (1)(c)]

Opening balance	2 483 307	1 958 124
Net amount claimed / (declared) during the year	(319 244)	(1 191 061)
Net amount paid / (received) during the year	965 469	1 716 244
Outstanding Balance	3 129 532	2 483 307

VAT is payable/receivable on the cash basis. VAT is only paid over to SARS once cash is received from debtors and only claimed from SARS once payment is made to creditors. All VAT returns have been submitted by the due date throughout the year.

49.4 PAYE, SDL and UIF [MFMA 125 (1)(c)]

Opening balance	-	-
Payroll deductions and Council Contributions during the year	19 386 231	17 969 254
Payments	(19 386 231)	(17 969 254)
Outstanding Balance	-	-

49.5 Pension and Medical Aid Contributions [MFMA 125 (1)(c)]

Opening balance	-	-
Payroll deductions and Council Contributions during the year	31 024 231	28 848 537
Payments made to pension and medical fund	(31 024 231)	(28 848 537)
Outstanding Balance	-	-

49.6 Councillors Arrear Accounts [MFMA 124 (1)(b)]

No Councillors had arrear accounts outstanding for more than 90 days during the year.

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49 ADDITIONAL DISCLOSURES IN TERMS OF MUNICIPAL FINANCE MANAGEMENT ACT (CONTINUED)

49.7 Deviations from Supply Chain Management Regulations

Deviations from Supply Chain Management Regulations were identified on the following categories:

Section 36(1)(a)(i) - Emergencies	2 993 905	2 830 617
Section 36(1)(a)(ii) - Single provider	538 239	885 712
Section 36(1)(a)(iii) - Specialised services	-	2 813 140
Section 36(1)(a)(iv) - Acquisition of animals for zoo's	-	-
Section 36(1)(a)(v) - Impractical so follow official procurement process	9 558 509	1 863 246
Total	13 090 653	8 392 714

Deviations from Supply Chain Management Regulations can be allocated as follow:

Vote 1 - Municipal Manager	2 228 707	201 281
Vote 2 - Finance	134 126	209 133
Vote 3 - Corporate Services	778 396	418 671
Vote 4 - Technical Services	5 676 517	7 313 363
Vote 5 - Community Services	4 272 906	250 267
Total	13 090 653	8 392 714

All the deviations were ratified by the Municipal Manager and reported to Council.

50 CAPITAL COMMITMENTS

Approved and contracted for

	9 604 548	8 218 070
Land and Buildings	-	687 801
Infrastructure	8 787 557	7 295 092
Community Assets	816 991	-
Intangible Assets	-	235 177

This expenditure will be financed from:

Government Grants	9 080 219	6 442 066
External Loans	144 369	687 801
Own funding	379 960	1 088 203
Total	9 604 548	8 218 070

Capital Commitments are disclosed exclusive of Value Added Tax (VAT).

51 FINANCIAL RISK MANAGEMENT

The Municipality is potentially exposed to the following risks:

51.1 Credit Risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation.

The following financial assets are exposed to credit risk:

Cash and Cash Equivalents	101 812 433	71 438 105
Receivables from exchange transactions	54 026 839	55 115 514
Long-term Receivables	306 473	618 484
Total	156 145 745	127 172 102

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51 FINANCIAL RISK MANAGEMENT (CONTINUED)

Cash and Cash Equivalents

Deposits of the Municipality is only held at reputable banks that are listed on the JSE. The credit quality is regularly monitored through required SENS releases by the various banks. The risk pertaining to these deposits are considered to be very low.

There are no restrictions on the cash deposits held and no cash were pledged as security. No collateral is held for any cash and cash equivalents.

Receivables from Exchange Transactions

Receivables comprise of a large number of users, dispersed across different sectors and geographical areas. On-going credit evaluations are performed on the financial condition of these receivables. Credit risk pertaining to receivables are considered to be moderate due the diversified nature of receivables and immaterial nature of individual balances. In the case of consumer debtors the municipality effectively has the right to terminate services to customers but in practice this is difficult to apply. In the case of debtors whose accounts become in arrears, Council endeavours to collect such accounts by "levying of penalty charges", "demand for payment", "restriction of services" and, as a last resort, "handed over for collection", whichever procedure is applicable in terms of Council's Credit Control and Debt Collection Policy.

Receivables are disclosed after taking into account the provision for impairment raised against each class of receivable.

Receivables are payable within 30 days. All receivables outstanding for more than 30 days are considered to be passed due.

Refer to note 3 for more information regarding the provision for impairment raised against each service type as well as receivables considered to be passed due.

Also refer to note 3 for more information regarding balances renegotiated beyond the original 30 days payment period initially granted.

No receivables were pledged as security for liabilities and no collateral is held from any consumers (other than consumer deposits).

The following service receivables are past due, but not impaired:

Electricity	7 573 895	7 248 910
Water	5 580 108	4 852 578
Refuse	8 368 201	8 339 679
Sewerage	5 965 633	5 903 500
Interest	7 108 944	5 422 695
Other	1 064 839	2 780 137
Total	35 661 620	34 547 499

Past due receivables are aged as follow:

Past Due (31 - 60 Days)	3 920 281	3 347 379
Past Due (61 - 90 Days)	1 878 967	1 677 595
Past Due (90 Days +)	29 862 373	29 522 525
Total	35 661 620	34 547 499

51.2 Currency risk (Market Risk)

Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates.

The financial instruments of the Municipality is not directly exposed to any currency risk.

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51 FINANCIAL RISK MANAGEMENT (CONTINUED)

51.3 Interest rate risk (Market Risk)

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates.

The following balances are exposed to interest rate fluctuations:

Cash and Cash Equivalents (excluding cash on hand)	101 794 583	71 421 755
Long-term Liabilities (including current portion)	-	-
Net balance exposed	101 794 583	71 421 755

Potential effect of changes in interest rates on surplus and deficit for the year:

0.5% (2019 - 1%) increase in interest rates	508 973	714 218
0.5% (2019 - 0%) decrease in interest rates	(508 973)	-

A slowdown in Local and International economic activity (due to the COVID-19 pandemic) have prompted the Reserve Bank to cut interest rates during the financial year to support the economy. Management does not foresee significant interest rate movements the next 12 months.

51.4 Liquidity risk

Liquidity risk is the risk encountered by the Municipality in the event of difficulty in meeting obligations associated with financial liabilities that are settled by delivering cash or another financial asset.

Liquidity risk is mitigated by approving cash funded budgets at all times to ensure commitments can be settled once due over the long term. The Municipality also monitors its cash balances on a daily basis to ensure cash resources are available to settle short term obligations.

The following balances are exposed to liquidity risk:

	Within 1 Year	Between 2 to 5 years	After 5 years	Total
30 JUNE 2020				
Annuity Loans	12 641 177	43 070 109	42 764 872	98 476 158
Payables from exchange transactions	23 199 748	-	-	23 199 748
Total	35 840 925	43 070 109	42 764 872	121 675 906
30 JUNE 2019				
Annuity Loans	11 673 958	43 024 667	44 911 852	99 610 477
Payables from exchange transactions	11 208 916	-	-	11 208 916
Total	22 882 874	43 024 667	44 911 852	110 819 392

51.5 Other price risk (Market Risk)

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market.

The Municipality is not exposed to any other price risk.

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52 FINANCIAL INSTRUMENTS

The Municipality recognised the following financial instruments at amortised cost:

Financial Assets

Cash and Cash Equivalents	101 812 433	71 438 105
Receivables from Exchange transactions	54 026 839	55 115 514
Long-term Receivables	306 473	618 484
Total	156 145 745	127 172 102

Financial Liabilities

Payables from exchange transactions	23 199 748	11 208 916
Long-Term Liabilities	59 593 243	58 193 471
Total	82 792 991	69 402 386

53 STATUTORY RECEIVABLES

In accordance with the principles of GRAP 108, Statutory Receivables of the Municipality are classified as follows:

Receivables from Non-Exchange Transactions	28 460 663	23 127 885
Rates	26 655 277	22 161 785
Fines	1 805 386	966 100
Taxes	-	1 310 040
Total	28 460 663	24 437 926

The amounts above are disclosed after any provision for impairment has been taken into account.

Property Rates are levied in term of the Municipal Property Rates Act, 2004 (Act 6 of 2004). Refer to note 21 for property rates levied for the year and basis for interest and rate used on outstanding balances.

Traffic Fines are issued in terms of the Criminal Procedure Act, 1977. Refer to note 24 for traffic fines issued for the year. No interest is levied on outstanding traffic fines.

Taxes (Value Added Tax) are raised in terms of the Value Added Tax Act. Refer to note 5 for the respective components included in the balance. No interest is paid by the South African Revenue Service on outstanding VAT claims.

Refer to note 4 for determining the recoverability of property rates and traffic fines.

Property Rates

- Past due at the reporting date, and which have been impaired	11 085 633	11 776 599
- Past due that have not been impaired	16 125 067	16 512 123

BERGRIVIER LOCAL MUNICIPALITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

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54 PRINCIPLE-AGENT ARRANGEMENTS

The Municipality has assessed that the following significant principle-agent arrangements exists:

54.1 Department of Transport and Public Works

The Municipality acts as an agent for the Department of Transport and Public Works and manages the issuing of vehicle licences for a commission.

The following transactions were undertaken as part of principle-agent arrangement:

Collections payable to the Department at beginning of year	248 218	301 829
Revenue collected from third parties	17 834 329	18 973 963
Commission earned on collections included in note 28	(2 540 061)	(2 719 158)
VAT on commission earned payable to the South African Revenue Services	(381 009)	(407 874)
Collections paid over to The Department	(14 989 904)	(15 900 541)
	<hr/>	<hr/>
Collections payable to the Department at year-end	171 573	248 218
	<hr/>	<hr/>

54.2 Department of Human Settlements

The Municipality acts an agent for the Department of Human Settlements which includes, but is not limited to, assistance of emergency housing programmes (EHP's) and transfer of title deeds to beneficiaries.

The following transactions were undertaken as part of principle-agent arrangement:

Balance at beginning of year	821 376	2 634
Advances received during year	20 700	870 534
Expenditure incurred on behalf of Department	(51 917)	(51 791)
	<hr/>	<hr/>
Balance at year-end	790 159	821 376
	<hr/>	<hr/>

The balance at year-end is disclosed as follow:

Advance received included in note 15	825 209	821 376
Amounts claimable included in note 4	(35 050)	-
	<hr/>	<hr/>
Balance at year-end	790 159	821 376
	<hr/>	<hr/>

55 EVENTS AFTER REPORTING DATE

The national state of disaster has been extended until 15 November 2020. Refer to note 62 whereby the financial impact of the COVID-19 pandemic on the Municipality is disclosed. Other than the COVID-19 pandemic, the Municipality had no other significant events after reporting date.

56 IN-KIND DONATIONS AND ASSISTANCE

The Municipality received donations as disclosed in note 23.

57 PRIVATE PUBLIC PARTNERSHIPS (PPP's)

The Municipality did not enter into any PPP's in the current and prior year.

58 CONTINGENT LIABILITIES

The Municipality is not currently engaged in litigation which could result in damages/costs being awarded against Council if claimants are successful in their actions.

BERGRIVIER LOCAL MUNICIPALITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

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59 RELATED PARTIES

59.1 Related Party Transactions

All rates, service charges and other charges in respect of related parties are in accordance with approved tariffs that were advertised to the public. No impairment charge have been recognised in respect of amounts owed by related parties.

Other related parties transactions relates to the acquisition of goods under terms and conditions applicable to open market trading on a willing buyer and seller principles. The payment terms are not favourable to other transactions (other related parties) and are not secured or encumbered. Settlement terms are in accordance with the general terms of trade with no guarantees received or given.

59.2 Related Party Loans

There are no loans outstanding to any related party. Since 1 July 2004 loans to councillors and senior management employees are not permitted.

59.3 Compensation of management personnel

Remuneration of management personnel are disclosed in notes 31 and 32.

59.4 Other related party transactions

The Municipality did not enter into any transactions where Councillors or Management had an interest.

59.5 Other transactions in terms of Section 45 of the Municipal Supply Chain Regulations.

The following awards were made where immediate family members are in the service of the State:

Company Name	Related Party	Family member in service of the state	Amount	Amount
Shop at Sandys	T Wessels	Daughter (Bergrivier Municipality)	10 362	23 130
IOMU trading	A Appollis	Spouse (Correctional Services)	28 463	580 729
Ettiene Vermaak	J Vermaak	Spouse (Karl Bremer Hospital)	58 652	19 861
Cederberg Conservation Service	B Du Plessis	Spouse (Cape Nature)	-	18 038
Die Naaldwerk Kamer	W de Jager	Spouse (Bergrivier Municipality)	15 000	4 900
Shekinal at ur service	H P van Wyk	Spouse (Bergrivier Municipality)	15 200	-
Anderson and Nel	H Kruger	Spouse (DOJ)	3 851	-
Morrison Bros	J Morrison	Son (Saldanha Municipality)	525 161	-
Dinah Traders	N Hendricks	Husband (WCED)	270 374	-
Pison Hawila Construction	M Hektor	Spouse (Bergrivier Municipality)	175 240	-
Total			1 102 302	646 658

60 CONTINGENT ASSET

The Municipality is not aware of any contingent assets.

61 B-BBEE PERFORMANCE

Information on compliance with the B-BBEE Act is included in the annual report under the section titled B-BBEE Compliance Performance Information.

BERGRIVIER LOCAL MUNICIPALITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

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62 IMPACT OF COVID-19 ON FINANCIAL SUSTAINABILITY

Bergrivier Municipality is in no way immune to the harsh economic realities as a result of the COVID-19 pandemic. As far possible, the Municipality factored in the effect the lockdown levels had on its economic environment. At this stage, the uncertainty still remains as to how long the pandemic will remain and how long the economy will take to recover from the lockdowns levels.

The Municipality incurred costs amounting to R990 661 in the fight against the COVID-19 pandemic of which R672 000 was grant funded. The remaining expenditure was funded by the Municipality.

The Municipality assessed the impact of the COVID-19 pandemic by comparing the financial indicators of 2019/20 to 2018/19 as follow:

Cash available for working capital requirement	64 019 288	37 630 352
Current Ratio (norm - at least 2:1)	3.27	4.19
Cash coverage ratio (norm - 3 months or more)	3.73 months	2.89 months
Creditors days (norm - 30 days or less)	31 days	9 days
Debtors collection rate (95% or more)	91.56%	89.87%

When analysing the results of the ratio's it can be concluded that the COVID-19 pandemic did have an adverse effect from financial sustainability perspective. However, the results of the ratio's are still reasonable within the norms. Therefore, the Municipality has assessed that no going concern issues has been noted and that the Municipality can continue in operational existence for the foreseeable future.

63 iGRAP 18 - RECOGNITION AND DERECOGNITION OF LAND

The Municipality has assessed that it does not control land of which it is the legal owner. The said land pertains to the town of Elands Bay of which the demarcation borders were revised and accordingly excluded from the jurisdictional area of the Municipality. The title deeds of the said erven has not been transferred.

BERGRIVIER LOCAL MUNICIPALITY

APPENDIX A (UNAUDITED)

SCHEDULE OF EXTERNAL LOANS FOR THE YEAR ENDED 30 JUNE 2020

INSTITUTION	LOAN NUMBER	RATE	MATURITY DATE	OPENING BALANCE 1 JULY 2019	RECEIVED DURING YEAR	REDEEMED DURING YEAR	CLOSING BALANCE 30 JUNE 2020
<u>ANNUITY LOANS</u>							
DBSA	61003131	16.50%	2020/12/31	220 829	-	(141 296)	79 533
Nedbank	05/7831032282	11.27%	2023/06/12	2 072 594	-	(438 213)	1 634 381
DBSA	61001029	12.41%	2030/06/30	14 076 957	-	(649 032)	13 427 925
DBSA	61006811	11.53%	2031/06/30	3 343 483	-	(138 916)	3 204 567
DBSA	61006837	11.59%	2036/06/30	8 164 013	-	(166 234)	7 997 779
DBSA	61006975	11.33%	2032/06/30	3 432 750	-	(122 586)	3 310 164
Standard Bank	252933753	11.95%	2024/06/30	4 371 493	-	(680 536)	3 690 957
Standard Bank	410683566	10.26%	2023/06/30	5 087 018	-	(1 088 863)	3 998 155
ABSA	3044794458	9.99%	2021/06/30	197 809	-	(95 311)	102 498
ABSA	3044701437	10.57%	2026/06/12	4 548 430	-	(463 292)	4 085 138
ABSA	3046456438	10.12%	2027/06/30	5 214 478	-	(445 629)	4 768 849
ABSA	3046456399	9.77%	2022/06/30	513 617	-	(154 862)	358 755
DBSA	61007572	9.28%	2029/06/29	5 850 000	-	(380 716)	5 469 284
DBSA	61007573	8.90%	2024/06/30	1 100 000	-	(184 741)	915 259
DBSA	61007642	10.07%	2023/06/12	-	6 550 000	-	6 550 000
Total Annuity Loans				58 193 471	6 550 000	(5 150 227)	59 593 244

BERGRIVIER LOCAL MUNICIPALITY

APPENDIX B (UNAUDITED)

DISCLOSURE OF GRANTS AND SUBSIDIES FOR THE YEAR ENDED 30 JUNE 2020

	OPENING BALANCE R	GRANTS RECEIVED / (REPAID) R	TRANSFERRED TO REVENUE (OPERATING) R	TRANSFERRED TO REVENUE (CAPITAL) R	OTHER MOVEMENT R	CLOSING BALANCE R
NATIONAL GOVERNMENT						
Equitable Share	-	45 025 000	(45 025 000)	-	-	-
Finance Management Grant (FMG)	-	1 550 000	(1 349 360)	(200 640)	-	-
Municipal Infrastructure Grant (MIG)	-	14 548 000	(2 478 282)	(12 069 718)	-	-
Expanded Public Works Programme (EPWP)	-	1 422 000	(1 422 000)	-	-	-
Integrated National Electrification Programme (INEP)	-	6 000 000	(1 493 135)	(2 020 204)	-	2 486 661
Municipal Disaster Relief Grant (COGTA)	-	72 000	(72 000)	-	-	-
Total	-	68 617 000	(51 839 777)	(14 290 562)	-	2 486 661
PROVINCIAL GOVERNMENT						
CDW Contribution	13 947	(13 947)	-	-	-	-
Western Cape Financial Management Support Grant	-	330 000	(330 000)	-	-	-
Proclaimed Roads	-	-	(97 000)	-	97 000	-
Regional Socio - Economic Project/Violence Prevention through Urban Upgrading	-	4 500 000	-	(4 040 515)	-	459 485
Library Services	560 015	7 857 000	(6 115 870)	(796 696)	-	1 504 449
Financial Management Capacity Building Grant	20 000	360 000	(355 323)	-	-	24 677
Local Government Graduate Internship Allocation	60 000	(60 000)	-	-	-	-
Development of Sport and Recreation Facilities	-	250 000	-	(204 040)	-	45 960
Fire Service Capacity Building Grant	-	830 000	-	(820 261)	-	9 739
Local Government Support Grant - COVID-19	-	600 000	(600 000)	-	-	-
Department of Human Settlements	467 459	-	(362 512)	-	-	104 947
Total	1 121 421	14 653 053	(7 860 705)	(5 861 512)	97 000	2 149 257
OTHER GRANT PROVIDERS						
Cerebos Ltd	-	-	-	-	-	-
Heist op den Berg	-	552 358	(289 968)	(40 736)	(26 880)	194 774
Chieta	-	326 299	(124 085)	-	-	202 214
Total	-	878 657	(414 053)	(40 736)	(26 880)	396 988
ALL SPHERES OF GOVERNMENT	1 121 421	84 148 710	(60 114 535)	(20 192 811)	70 120	5 032 906

BERGRIVIER LOCAL MUNICIPALITY

APPENDIX C (UNAUDITED)

NATIONAL TREASURY APPROPRIATION STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

	ORIGINAL BUDGET 2020 R	BUDGET ADJUSTMENTS 2020 R	FINAL BUDGET 2020 R	ACTUAL OUTCOME 2020 R	BUDGET VARIANCE 2020 R	RESTATEMENT OUTCOME 2019 R
Financial Performance						
Property rates	71 681 069	798 000	72 479 069	74 039 877	1 560 808	67 799 813
Service charges	188 140 660	(366 499)	187 774 161	181 434 786	(6 339 375)	162 921 664
Investment revenue	5 447 000	2 005 000	7 452 000	7 688 308	236 308	6 202 756
Transfers and subsidies - operational	67 092 435	697 174	67 789 609	60 114 535	(7 675 074)	56 025 405
Other own revenue	36 033 000	5 796 000	41 829 000	54 430 175	12 601 175	42 846 266
Total Operating Revenue (excluding capital transfers)	368 394 164	8 929 675	377 323 839	377 707 680	383 841	335 795 904
Employee costs	134 014 925	707 146	134 722 071	130 947 771	(3 774 300)	123 397 594
Remuneration of councillors	6 719 578	102 857	6 822 435	6 669 207	(153 228)	6 262 498
Debt impairment	21 475 000	12 271 000	33 746 000	35 015 069	1 269 069	16 122 564
Depreciation and asset impairment	23 284 000	(612 000)	22 672 000	21 356 959	(1 315 041)	20 387 879
Finance charges	13 967 895	1 742 677	15 710 572	15 796 125	85 553	15 498 608
Bulk purchases	96 543 000	1 500 000	98 043 000	96 817 583	(1 225 417)	83 689 111
Other Materials	12 069 880	2 337 070	14 406 950	-	(14 406 950)	-
Contracted Services	26 986 108	1 105 210	28 091 318	20 711 772	(7 379 546)	22 863 129
Transfers and grants	6 028 300	300 000	6 328 300	6 088 217	(240 083)	5 322 700
Other expenditure	35 409 321	(1 672 926)	33 736 395	34 520 416	784 021	35 071 604
Total Expenditure	376 498 007	17 781 034	394 279 041	367 923 120	(26 355 921)	328 615 687
Surplus/(Deficit)	(8 103 843)	(8 851 359)	(16 955 202)	9 784 559	26 739 761	7 180 217
Transfers and subsidies - capital (monetary)	24 066 565	743 018	24 809 583	20 192 811	(4 616 772)	20 514 803
Transfers and subsidies - capital (in-kind)	-	-	-	-	-	700 000
Surplus/(Deficit) for the year	15 962 722	(8 108 341)	7 854 381	29 977 370	22 122 989	28 395 020
Capital expenditure & funds sources						
Capital expenditure	51 212 565	(2 116 402)	49 096 163	40 937 980	(8 158 183)	41 498 463
Transfers recognised - capital	24 066 565	793 018	24 859 583	20 192 811	(4 666 772)	21 647 991
Borrowing	6 550 000	600 000	7 150 000	6 306 245	(843 755)	6 411 726
Internally generated funds	20 596 000	(3 509 420)	17 086 580	14 438 924	(2 647 656)	13 438 745
Total sources of capital funds	51 212 565	(2 116 402)	49 096 163	40 937 980	(8 158 183)	41 498 463
Cash flows						
Net cash from (used) operating	46 232 038	(9 037 913)	37 194 125	64 142 529	26 948 404	31 440 334
Net cash from (used) investing	(51 212 565)	2 116 402	(49 096 163)	(35 387 980)	13 708 183	(39 969 126)
Net cash from (used) financing	1 412 971	600 000	2 012 971	1 619 779	(393 192)	2 030 932
Net Cash Movement for the year	(3 567 556)	(6 321 510)	(9 889 066)	30 374 328	40 263 394	(6 497 860)
Cash/cash equivalents at beginning of year	76 616 598	(5 178 493)	71 438 105	71 438 105	-	77 935 964
Cash/cash equivalents at the year end	73 049 042	(11 500 004)	61 549 039	101 812 432	40 263 394	71 438 104

BERGRIVIER LOCAL MUNICIPALITY

APPENDIX C (UNAUDITED)

NATIONAL TREASURY APPROPRIATION STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

	ORIGINAL BUDGET 2020 R	BUDGET ADJUSTMENTS 2020 R	FINAL BUDGET 2020 R	ACTUAL OUTCOME 2020 R	BUDGET VARIANCE 2020 R	RESTATEMENT OUTCOME 2019 R
REVENUE (STANDARD CLASSIFICATION)						
Governance and administration						
Executive and council	34 055 000	(164 000)	33 891 000	34 720 000	829 000	31 020 000
Finance and administration	90 815 069	6 724 000	97 539 069	108 164 183	10 625 114	93 835 997
Internal audit	-	-	-	-	-	-
Community and public safety						
Community and social services	8 141 000	952 192	9 093 192	7 591 234	(1 501 958)	7 358 581
Sport and recreation	5 412 000	(1 706 000)	3 706 000	3 849 442	143 442	4 702 801
Public safety	13 293 000	3 839 000	17 132 000	17 951 922	819 922	-
Housing	8 115 000	-	8 115 000	4 225 697	(3 889 303)	6 512 701
Economic and environmental services						
Planning and development	20 867 000	(51 000)	20 816 000	20 224 174	(591 826)	23 189 245
Road transport	6 097 000	(77 000)	6 020 000	5 224 456	(795 544)	13 526 007
Trading services						
Energy sources	130 665 458	158 001	130 823 459	121 225 369	(9 598 090)	108 773 826
Water management	29 436 202	916 000	30 352 202	30 870 115	517 913	26 209 734
Waste water management	17 103 000	(285 000)	16 818 000	16 509 629	(308 371)	15 624 739
Waste management	28 461 000	(633 500)	27 827 500	27 344 271	(483 229)	26 257 074
Total Revenue - Standard	392 460 729	9 672 693	402 133 422	397 900 492	(4 232 930)	357 010 707
EXPENDITURE (STANDARD CLASSIFICATION)						
Governance and administration						
Executive and council	22 389 920	1 536 263	23 926 183	22 022 497	(1 903 686)	18 294 131
Finance and administration	72 954 858	3 743 766	76 698 624	69 548 544	(7 150 080)	63 645 164
Internal audit	1 568 475	188 772	1 757 247	1 376 495	(380 753)	1 186 737
Community and public safety						
Community and social services	10 299 692	(327 868)	9 971 824	8 983 047	(988 777)	8 272 272
Sport and recreation	19 133 628	368 104	19 501 732	16 874 200	(2 627 532)	17 523 742
Public safety	23 844 008	5 594 296	29 438 304	26 853 986	(2 584 318)	1 286 156
Housing	9 614 140	134 310	9 748 450	5 864 366	(3 884 084)	7 929 522
Economic and environmental services						
Planning and development	12 687 858	(297 522)	12 390 336	11 526 297	(864 039)	11 562 859
Road transport	30 471 040	793 600	31 264 640	28 544 408	(2 720 233)	44 438 981
Trading services						
Energy sources	112 438 655	(679 488)	111 759 167	112 113 387	354 220	97 073 626
Water management	20 497 358	4 104 000	24 601 358	21 172 601	(3 428 757)	18 890 844
Waste water management	14 031 091	(340 000)	13 691 091	11 380 928	(2 310 163)	9 639 730
Waste management	26 567 284	2 962 801	29 530 085	31 662 367	2 132 282	28 871 882
Total Expenditure - Standard	376 498 007	17 781 034	394 279 041	367 923 123	(26 355 918)	328 615 645
Surplus/(Deficit) for the year	15 962 722	(8 108 341)	7 854 381	29 977 369	22 122 988	28 395 061

BERGRIVIER LOCAL MUNICIPALITY

APPENDIX C (UNAUDITED)

NATIONAL TREASURY APPROPRIATION STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

	ORIGINAL BUDGET 2020 R	BUDGET ADJUSTMENTS 2020 R	FINAL BUDGET 2020 R	ACTUAL OUTCOME 2020 R	BUDGET VARIANCE 2020 R	RESTATED OUTCOME 2019 R
REVENUE AND EXPENDITURE (MUNICIPAL VOTE CLASSIFICATION)						
REVENUE						
Vote 1 - Municipal Manager	34 500 000	(164 000)	34 336 000	35 165 000	829 000	31 440 000
Vote 2 - Finance	84 453 069	6 088 000	90 541 069	98 270 017	7 728 948	86 694 736
Vote 3 - Corporate Services	5 517 000	(450 000)	5 067 000	12 826 574	7 759 574	8 004 746
Vote 4 - Technical Services	228 616 660	1 062 501	229 679 161	214 343 798	(15 335 363)	200 363 717
Vote 5 - Community Services	39 374 000	3 136 192	42 510 192	37 295 103	(5 215 089)	30 507 508
Total Revenue by Vote	392 460 729	9 672 693	402 133 422	397 900 492	(4 232 930)	357 010 707
EXPENDITURE						
Vote 1 - Municipal Manager	28 048 046	1 619 535	29 667 581	26 949 371	(2 718 210)	23 596 252
Vote 2 - Finance	34 621 814	5 242 173	39 863 987	36 293 384	(3 570 603)	29 944 334
Vote 3 - Corporate Services	31 350 211	(1 194 558)	30 155 653	27 497 628	(2 658 025)	27 614 640
Vote 4 - Technical Services	216 124 106	6 609 813	222 733 919	215 518 679	(7 215 240)	192 333 463
Vote 5 - Community Services	66 353 830		71 857 901	61 664 061	(10 193 840)	55 126 956
Total Expenditure by Vote	376 498 007	12 276 963	394 279 041	367 923 123	(26 355 918)	328 615 645
Surplus/(Deficit) for the year	15 962 722	(2 604 270)	7 854 381	29 977 369	22 122 988	28 395 061

BERGRIVIER LOCAL MUNICIPALITY

APPENDIX C (UNAUDITED)

NATIONAL TREASURY APPROPRIATION STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

	ORIGINAL BUDGET 2020 R	BUDGET ADJUSTMENTS 2020 R	FINAL BUDGET 2020 R	ACTUAL OUTCOME 2020 R	BUDGET VARIANCE 2020 R	RESTATED OUTCOME 2019 R
REVENUE AND EXPENDITURE						
REVENUE BY SOURCE						
Property rates	71 681 069	798 000	72 479 069	74 039 877	1 560 808	67 799 813
Service charges - electricity revenue	123 889 458	250 001	124 139 459	117 047 304	(7 092 155)	104 412 046
Service charges - water revenue	27 266 202	886 000	28 152 202	28 752 115	599 913	24 347 734
Service charges - sanitation revenue	13 987 000	(635 000)	13 352 000	13 397 853	45 853	12 876 092
Service charges - refuse revenue	22 998 000	(867 500)	22 130 500	22 237 514	107 014	21 285 792
Rental of facilities and equipment	1 132 000	359 000	1 491 000	5 171 720	3 680 720	5 830 400
Interest earned - external investments	5 447 000	2 005 000	7 452 000	7 688 308	236 308	6 202 756
Interest earned - outstanding debtors	4 542 000	3 439 000	7 981 000	7 880 099	(100 901)	7 390 157
Fines, penalties and forfeits	12 472 000	3 928 000	16 400 000	18 020 700	1 620 700	9 934 861
Licences and permits	262 000	(159 000)	103 000	83 329	(19 671)	-
Agency services	4 413 000	51 000	4 464 000	3 676 808	(787 192)	4 312 596
Transfers and subsidies - Operating	67 092 435	697 174	67 789 609	60 114 535	(7 675 074)	56 025 405
Other revenue	13 212 000	(1 822 000)	11 390 000	14 410 342	3 020 342	14 865 262
Gain on disposal of PPE	-	-	-	5 187 177	5 187 177	512 991
Total Revenue (excl capital transfers)	368 394 164	8 929 675	377 323 839	377 707 680	383 841	335 795 904
EXPENDITURE BY TYPE						
Employee related costs	134 014 925	707 146	134 722 071	130 947 771	(3 774 300)	123 397 594
Remuneration of councillors	6 719 578	102 857	6 822 435	6 669 207	(153 228)	6 262 498
Debt impairment	21 475 000	12 271 000	33 746 000	35 015 069	1 269 069	16 122 564
Depreciation and asset impairment	23 284 000	(612 000)	22 672 000	21 356 959	(1 315 041)	20 387 879
Finance charges	13 967 895	1 742 677	15 710 572	15 796 125	85 553	15 498 608
Bulk purchases	96 543 000	1 500 000	98 043 000	96 817 583	(1 225 417)	83 689 111
Other Materials	12 069 880	2 337 070	14 406 950	-	(14 406 950)	-
Contracted Services	26 986 108	1 105 210	28 091 318	20 711 772	(7 379 546)	22 863 129
Transfers and grants	6 028 300	300 000	6 328 300	6 088 217	(240 083)	5 322 700
Other expenditure	35 409 321	(1 672 926)	33 736 395	34 520 416	784 021	35 071 604
Total Expenditure	376 498 007	17 781 034	394 279 041	367 923 120	(26 355 921)	328 615 687
Surplus/(Deficit)	(8 103 843)	(8 851 359)	(16 955 202)	9 784 559	26 739 761	7 180 217
Transfers and subsidies - Capital (monetary)	24 066 565	743 018	24 809 583	20 192 811	(4 616 772)	20 514 803
Transfers and subsidies - Capital (in-kind)	-	-	-	-	-	700 000
Surplus/(Deficit) for the year	15 962 722	(8 108 341)	7 854 381	29 977 370	22 122 989	28 395 020

BERGRIVIER LOCAL MUNICIPALITY

APPENDIX C (UNAUDITED)

NATIONAL TREASURY APPROPRIATION STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

	ORIGINAL BUDGET 2020 R	BUDGET ADJUSTMENTS 2020 R	FINAL BUDGET 2020 R	ACTUAL OUTCOME 2020 R	BUDGET VARIANCE 2020 R	RESTATED OUTCOME 2019 R
CAPITAL EXPENDITURE						
CAPITAL EXPENDITURE (MUNICIPAL VOTE)						
Multi-year expenditure						
Vote 1 - Municipal Manager	-	-	-	-	-	-
Vote 2 - Finance	-	-	-	-	-	-
Vote 3 - Corporate Services	4 500 000	-	4 500 000	4 040 515	(459 485)	1 000 191
Vote 4 - Technical Services	14 096 154	(3 593 059)	10 503 095	6 767 615	(3 735 480)	8 692 945
Vote 5 - Community Services	245 000	20 340	265 340	228 968	(36 372)	846 910
Total Multi-year expenditure	18 841 154	(3 572 719)	15 268 435	11 037 097	(4 231 338)	10 540 047
Single-year expenditure						
Vote 1 - Municipal Manager	211 000	3 000	214 000	160 609	(53 391)	88 244
Vote 2 - Finance	672 174	(416 174)	256 000	219 711	(36 289)	734 624
Vote 3 - Corporate Services	1 467 000	(21 840)	1 445 160	1 410 860	(34 300)	1 866 378
Vote 4 - Technical Services	23 234 237	1 692 059	24 926 296	22 670 956	(2 255 340)	21 487 458
Vote 5 - Community Services	6 787 000	199 272	6 986 272	5 438 748	(1 547 524)	6 781 712
Total Single-year expenditure	32 371 411	1 456 317	33 827 728	29 900 883	(3 926 845)	30 958 416
Total Capital Expenditure by Vote	51 212 565	(2 116 402)	49 096 163	40 937 980	(8 158 183)	41 498 463
CAPITAL EXPENDITURE (STANDARD CLASSIFICATION)						
Governance and administration						
Executive and council	81 000	-	81 000	80 499	(501)	52 422
Finance and administration	2 399 174	164 487	2 563 661	2 441 951	(121 710)	3 537 323
Internal audit	-	-	-	-	-	-
Community and public safety						
Community and social services	1 245 000	1 148 666	2 393 666	1 431 011	(962 655)	397 275
Sport and recreation	3 574 000	(716 404)	2 857 596	2 256 029	(601 567)	6 334 872
Public safety	1 165 000	808 650	1 973 650	1 954 047	(19 603)	226 755
Housing	28 000	(1 300)	26 700	26 629	(71)	7 457
Economic and environmental services						
Planning and development	4 745 000	499	4 745 499	4 231 970	(513 529)	1 777 949
Road transport	10 674 054	1 709 098	12 383 152	11 205 641	(1 177 511)	7 452 321
Trading services						
Energy sources	8 998 391	40 000	9 038 391	5 323 587	(3 714 804)	5 888 495
Water management	4 995 000	(3 185 000)	1 810 000	1 824 448	14 448	1 083 070
Waste water management	12 330 946	(2 125 098)	10 205 848	9 355 558	(850 290)	13 340 405
Waste management	977 000	40 000	1 017 000	806 610	(210 390)	1 400 119
Total Capital Expenditure - Standard	51 212 565	(2 116 402)	49 096 163	40 937 980	(8 158 183)	41 498 463

BERGRIVIER LOCAL MUNICIPALITY

APPENDIX C (UNAUDITED)

NATIONAL TREASURY APPROPRIATION STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

	ORIGINAL BUDGET 2020 R	BUDGET ADJUSTMENTS 2020 R	FINAL BUDGET 2020 R	ACTUAL OUTCOME 2020 R	BUDGET VARIANCE 2020 R	RESTATED OUTCOME 2019 R
CAPITAL EXPENDITURE (CONTINUED)						
FUNDING SOURCES						
National Government	17 886 565	(416 174)	17 470 391	14 290 562	(3 179 829)	20 041 970
Provincial Government	6 180 000	1 159 192	7 339 192	5 861 512	(1 477 680)	1 606 021
District Municipality	-	-	-	-	-	-
Other transfers and grants	-	50 000	50 000	40 736	(9 264)	-
Transfers recognised - capital	24 066 565	793 018	24 859 583	20 192 810.80	(4 666 772)	21 647 991
Public contributions & donations	-	-	-	-	-	-
Borrowing	6 550 000	600 000	7 150 000	6 306 245	(843 755)	6 411 726
Internally generated funds	20 596 000	(3 509 420)	17 086 580	14 438 924	(2 647 656)	13 438 745
Total Capital Funding	51 212 565	(2 116 402)	49 096 163	40 937 980	(8 158 183)	41 498 463

BERGRIVIER LOCAL MUNICIPALITY

APPENDIX C (UNAUDITED)

NATIONAL TREASURY APPROPRIATION STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

	ORIGINAL BUDGET 2020 R	BUDGET ADJUSTMENTS 2020 R	FINAL BUDGET 2020 R	ACTUAL OUTCOME 2020 R	BUDGET VARIANCE 2020 R	RESTATED OUTCOME 2019 R
CASH FLOWS						
CASH FLOW FROM OPERATING ACTIVITIES						
Receipts						
Property rates, penalties & collection charges	68 813 827	(1 074 593)	67 739 234	67 655 439	(83 795)	65 464 520
Service charges	180 615 035	(1 671 829)	178 943 205	173 477 122	(5 466 083)	148 524 627
Other revenue	20 290 000	(1 343 000)	18 947 000	17 694 299	(1 252 701)	20 256 841
Government - operating	67 092 435	603 227	67 695 662	63 955 899	(3 739 763)	56 920 477
Government - capital	24 066 565	183 003	24 249 568	20 192 811	(4 056 757)	20 514 803
Interest	9 807 320	(2 355 320)	7 452 000	7 688 308	236 308	6 202 756
Payments						
Suppliers and employees	(311 481 843)	(3 579 401)	(315 061 244)	(273 904 752)	41 156 492	(274 506 329)
Finance charges	(6 943 000)	500 000	(6 443 000)	(6 528 379)	(85 379)	(6 614 660)
Transfers and grants	(6 028 300)	(300 000)	(6 328 300)	(6 088 217)	240 083	(5 322 700)
NET CASH FROM OPERATING ACTIVITIES	46 232 038	(9 037 913)	37 194 125	64 142 529	26 948 404	31 440 334
CASH FLOWS FROM INVESTING ACTIVITIES						
Receipts						
Proceeds on disposal of PPE	-	-	-	5 550 000	5 550 000	785 990
Decrease (increase) other non-current receivables	-	-	-	-	-	43 347
Payments						
Capital assets	(51 212 565)	2 116 402	(49 096 163)	(40 937 980)	8 158 183	(40 798 463)
NET CASH USED IN INVESTING ACTIVITIES	(51 212 565)	2 116 402	(49 096 163)	(35 387 980)	13 708 183	(39 969 126)
CASH FLOWS FROM FINANCING ACTIVITIES						
Receipts						
Borrowing long term/refinancing	6 550 000	600 000	7 150 000	6 550 000	(600 000)	6 950 000
Increase (decrease) in consumer deposits	138 604	-	138 604	220 005	81 401	200 445
Payments						
Repayment of borrowing	(5 275 633)	-	(5 275 633)	(5 150 226)	125 406	(5 119 513)
NET CASH FROM FINANCING ACTIVITIES	1 412 971	600 000	2 012 971	1 619 779	(393 193)	2 030 932
NET INCREASE/ (DECREASE) IN CASH HELD	(3 567 556)	(6 321 510)	(9 889 066)	30 374 328	40 263 393	(6 497 860)
Cash/cash equivalents at the year begin:	76 616 598	(5 178 493)	71 438 105	71 438 105	-	77 935 964
Cash/cash equivalents at the year end:	73 049 042	(11 500 004)	61 549 039	101 812 433	40 263 395	71 438 105

BERGRIVIER LOCAL MUNICIPALITY

APPENDIX D (UNAUDITED)

OPERATING DEPARTMENTAL REVENUE AND EXPENDITURE FOR THE YEAR END 30 JUNE 2020

	ORIGINAL BUDGET 2020 R	FINAL BUDGET 2020 R	ACTUAL OUTCOME 2020 R	BUDGET VARIANCE 2020 %
OPERATING REVENUE				
Vote 1 - Municipal Manager				
Mayor and Council	2 804 000	2 804 000	2 804 000	0%
Municipal Manager	31 251 000	31 087 000	31 916 000	3%
Economic Development/Planning	445 000	445 000	445 000	0%
Internal Audit	-	-	-	0%
Vote 2 - Finance				
Finance	83 790 895	90 281 069	98 031 899	9%
Budget and Treasury Office	-	-	-	0%
Supply Chain Management	10 000	24 000	37 478	56%
Director Finance Services	-	-	-	0%
Vote 3 - Corporate Services				
Planning and Development	472 000	322 000	201 561	-37%
Human Resources	542 000	242 000	8 581 560	3446%
Information Technology	-	-	-	0%
Administrative and Corporate Support	3 000	3 000	2 938	-2%
Director Corporate Services	-	-	-	0%
Vote 4 - Technical Services				
Building Control	902 000	1 001 000	989 098	-1%
Project Management Unit	2 531 000	2 531 000	2 478 282	-2%
Property Services	5 817 000	6 753 000	1 309 667	-81%
Director Technical Services	-	-	-	0%
Solid Waste Removal	28 461 000	27 827 500	27 303 535	-2%
Street Cleaning	-	-	-	0%
Sewerage	17 103 000	16 818 000	16 509 629	-2%
Waste Water Treatment	-	-	-	0%
Storm Water Management	-	-	-	0%
Water Distribution	29 436 202	30 352 202	30 870 115	2%
Water Treatment	-	-	-	0%
Roads	1 684 000	1 556 000	1 547 648	-1%
Electricity	125 448 067	125 606 068	119 205 165	-5%
Street Lighting	-	-	-	0%
Vote 5 - Community Services				
Director Community Services	-	-	-	0%
Libraries and Archives	6 963 000	6 768 000	6 189 127	-9%
Community Halls and Facilities	212 000	200 000	195 966	-2%
Cemetaries	366 000	366 000	409 445	12%
Housing Core	45 000	45 000	-	-100%
Housing Non-Core	8 070 000	8 070 000	4 225 697	-48%
Traffic Control	12 458 000	16 297 000	17 130 751	5%
Fire Fighting and Protection	5 000	5 000	910	-82%
Community Parks	186 000	186 000	-	-100%
Sports Grounds and Stadiums	-	-	-	0%
Swimming Pools	37 000	24 000	23 928	0%
Holiday Resorts	4 924 000	3 245 000	3 621 343	12%
Holiday Resorts PW Koorts	15 000	1 000	130	-87%
Road and Traffic Regulation	4 413 000	4 464 000	3 676 808	-18%
TOTAL OPERATING REVENUE	368 394 164	377 323 839	377 707 681	0%

BERGRIVIER LOCAL MUNICIPALITY

APPENDIX D (UNAUDITED)

OPERATING DEPARTMENTAL REVENUE AND EXPENDITURE FOR THE YEAR END 30 JUNE 2020

	ORIGINAL BUDGET 2020 R	FINAL BUDGET 2020 R	ACTUAL OUTCOME 2020 R	BUDGET VARIANCE 2020 %
EXPENDITURE				
Vote 1 - Municipal Manager				
Mayor and Council	9 772 120	9 414 094	9 052 333	-4%
Municipal Manager	12 617 800	14 512 089	12 970 165	-11%
Economic Development/Planning	4 089 651	3 984 151	3 550 379	-11%
Internal Audit	1 568 475	1 757 247	1 376 495	-22%
Vote 2 - Finance				
Finance	25 432 444	30 767 618	27 892 011	-9%
Budget and Treasury Office	2 071 521	2 037 521	1 798 477	-12%
Supply Chain Management	5 276 901	5 256 900	5 082 823	-3%
Director Finance Services	1 840 948	1 801 948	1 520 074	-16%
Vote 3 - Corporate Services				
Planning and Development	4 598 936	4 465 414	4 122 432	-8%
Human Resources	12 470 890	11 617 116	11 362 101	-2%
Information Technology	3 877 330	4 206 330	3 626 413	-14%
Administrative and Corporate Support	8 401 853	7 929 191	6 491 973	-18%
Director Corporate Services	2 001 202	1 937 602	1 894 710	-2%
Vote 4 - Technical Services				
Building Control	2 095 780	2 065 780	1 993 526	-3%
Project Management Unit	1 903 491	1 874 991	1 859 960	-1%
Property Services	7 654 559	7 607 559	7 058 832	-7%
Director Technical Services	2 030 534	1 886 034	1 219 845	-35%
Solid Waste Removal	25 031 879	28 013 680	30 109 309	7%
Street Cleaning	1 535 405	1 516 405	1 553 058	2%
Sewerage	9 629 267	9 557 267	7 355 489	-23%
Waste Water Treatment	3 585 589	3 213 589	3 382 121	5%
Storm Water Management	816 235	920 235	643 318	-30%
Water Distribution	18 240 782	22 403 782	19 159 982	-14%
Water Treatment	2 256 576	2 197 576	2 012 620	-8%
Roads	28 905 354	29 717 854	27 057 233	-9%
Electricity	111 278 259	110 653 771	111 024 898	0%
Street Lighting	1 160 396	1 105 396	1 088 489	-2%
Vote 5 - Community Services				
Director Community Services	1 896 676	1 650 805	1 601 287	-3%
Libraries and Archives	7 562 115	7 481 607	6 524 952	-13%
Community Halls and Facilities	1 929 502	1 713 432	1 791 371	5%
Cemetaries	808 075	776 785	666 725	-14%
Housing Core	1 520 210	1 662 820	1 631 423	-2%
Housing Non-Core	8 093 930	8 085 630	4 232 943	-48%
Traffic Control	22 359 823	27 851 319	25 828 148	-7%
Fire Fighting and Protection	1 484 185	1 586 985	1 025 838	-35%
Community Parks	8 724 118	8 914 645	8 081 540	-9%
Sports Grounds and Stadiums	3 667 418	4 094 003	3 382 726	-17%
Swimming Pools	740 816	714 178	676 137	-5%
Holiday Resorts	5 973 031	5 759 261	4 728 558	-18%
Holiday Resorts PW Koorts	28 245	19 645	5 239	-73%
Road and Traffic Regulation	1 565 686	1 546 786	1 487 174	-4%
TOTAL OPERATING EXPENDITURE	376 498 007	394 279 041	367 923 123	-7%

ACRONYMS AND ABBREVIATIONS

ACDI	African Climate Change Development Initiative
AFS	Annual Financial Statements
AG	Auditor General
BEMF	Berg Estuary Management Forum
BTO	Bergrivier Tourism Organisation
CDW's	Community Development Workers
CFO	Chief Finance Officer
COGTA	Cooperative of Governance Traditional Affairs
DBDSA	Development Bank of South Africa
DCAS	Department of Culture, Art and Sport
DDM	District Development Models
DEADP	Department of Environmental Affairs and Development Planning
DORA	Division of Revenue Act
EDP	Economic Development Partnership
EE	Employment Equity
EPWP	Expanded Public Works Programme
FET	Further Education and Training
FLOW	Fostering Local Wellbeing
FMG	Financial Management Grant
GDPR	Gross Domestic Product for the Region

HDI	Human Development Index
ICMP	Integrated Coastal Management Plan
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
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
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
MSA	Local Government Municipal Systems Act 32 of 2000
NBR	National Building Regulations
OHS	Occupational Health and Safety
PACA	Participatory Appraisal of Competitive Advantage
PDO	Predetermined Objective
PGWC	Provincial Government of the Western Cape

PMS	Performance Management System
PR	Proportional Representation Councillors
RTO	Regional Tourism Organisation
SALGA	South African Local Government Association
SCM	Supply Chain Management
SDBIP	Service Delivery and Budget Implementation Plan
SEP	Social Development Plan
TMF	Table Mountain Fund
UAW	Unaccounted for water
UCT	University of Cape Town
VIP	Ventilated Pit Latrine
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
WSDP	Water Services Development Plan
WWTW	Waste Water Treatment Works