

FINAL ANNUAL REPORT  
FOR  
2021 - 2022



**BELA – BELA LOCAL MUNICIPALITY**

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## PROPOSED REVISED ANNUAL REPORT TEMPLATE

The purpose of this revised Annual Report template is to address the need expressed by several municipalities for assistance in the preparation and development of improved content and quality of Municipal Annual Reports. It replaces a template dating back to August 2003.

This template gives effect to the legal framework requirement, concepts and principles espoused in the White Paper on Local Government and Improving Government Performance. It reflects the ethos of public accountability. The content gives effect to information required for better monitoring and evaluation of government programmes in support of policy decision making. The template provides an improved overview of municipal affairs by combining the performance report data required under Municipal Systems Act Section 46 with annual report data referred to in that Act and the MFMA.

The revised template makes its contribution by forging linkages with the Integrated Development Plan, Service Delivery and Budget Implementation Plan, Budget Reforms, In-year Reports, Annual Financial Statements and Performance Management information in municipalities. This coverage and coherence are achieved by the use of interlocking processes and formats.

The revised template relates to the Medium Term Strategic Framework particularly through the IDP strategic objectives; cross-cutting nature of services offered by different spheres of government, municipal service outcome indicators; and the contextual material as set out in Chapters 3, 4 & 5. It also provides information on good management practice in Chapter 4; risk management in Chapter 2; and Supply Chain Management in Chapter 5; and addresses the Auditor-General's Report, dealing with Financial and Performance Management arrangements in Chapter 6. This opens up greater possibilities for financial and non-financial comparisons between municipalities and improved value for money.

The revised template provides information on probity, including anti-corruption strategies; disclosure of financial interests by officials and councillors; disclosure of grants by external parties, disclosure of loans and grants by municipalities. The appendices talk to greater detail including disaggregated information on municipal wards, among others.

Notes are included throughout the format to assist the compiler to understand the various information requirements. Once the draft has been finalised, training will be provided to facilitate the implementation of this initiative, and separate additional guidance may be issued if necessary.

We wish to express our gratitude to the members of the Annual Report Reference Group, consisting of national, provincial and municipal officials for their inputs and support throughout the development of this document.

MFMA Implementation Unit, National Treasury

## CHAPTER 1

### COMPONENT A: MAYOR'S FOREWORD

I present the 2021/2022 Draft Annual Report at the time when our country is battling with the constant power cuts as well as the negative impact that this has on our economy. At the same time, the world is apprehensive about the spread of the new XBB.1.5, a descendant of the Omicron XBB subvariant. The original XBB variant has already caused waves of infection in various countries. We remain anxious about the effect of this new variant which will undoubtedly have a negative impact on our country's economy.

It is important to note that the Municipality has continued to record the lowest revenue collection due to the inability of ratepayers to service their debts. As a result, the Municipality has had to put in place incentives to ease the burden on the ratepayers whilst still maintaining its collection capacity. The inability of the Municipality to collect sufficient revenue has a direct impact in its ability to provide services to the residents. The Municipality will continue to render services to the best of its abilities, even during this difficult and uncertain times.

We reiterate that of great concern to the Municipality is the deteriorating and ageing infrastructure which frequently results in service delivery interruptions. We have in recent times, witnessed unprecedented water supply restrictions and power outages as a result thereof. Regard being had to the above, we can confirm that we remain committed to taking proactive and reactive action to facilitate the maintenance of the bulk infrastructure including road networks to prolong their lifespan.

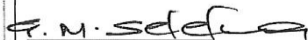
I table this Draft Annual Report for public scrutiny guided by the Principles of Batho Pele, Openness, Transparency and Accountability. These principles have been established to hold both the Political Leadership and Administration accountable on the Municipal performance in as far as service delivery is concerned.

I wish to record that the Municipality has been subjected to the annual audit process by the Auditor-General South Africa. I am proud to announce that we have seen an improvement from the last findings, disclaimer to qualified, which is a clear indication that we are headed in the right direction.

As we have previously stated, service delivery is very dynamic and mostly influenced by the needs of the community for sustainable livelihood. It requires collective efforts by all stakeholders inclusive of the Municipal institution, ratepayers, and structures of Civil Society to all execute their responsibilities.

Of utmost importance is for all parties to work together for the enhancement of service delivery mechanisms.

Yours Truly,



Cllr GM Seleka

MAYOR

## COMPONENT B: EXECUTIVE SUMMARY

### COMPONENT B: EXECUTIVE SUMMARY

#### EXECUTIVE SUMMARY BY THE MUNICIPAL MANAGER

It is with great honor and privilege that we present the 2021/2022 Draft Annual Report to the community, rate payers of Bela-Bela in particular and South Africans in general.

Bela-Bela Local Municipality is a Category B Municipality as determined by the Demarcation Board in terms of Section 4 of the Act. It is also established in terms of Chapter 2 of the Local Government: Municipal Structures Act, No. 117 of 1998.

It is located in the Southern part of Limpopo Province and falls within the Waterberg District Municipality. It derives its mandate and objectives directly from the Constitution of the Republic of South Africa.

Section 152 (1) of the Constitution sets out clearly the objectives of Local Government and Section 152 (2) states that a Municipality must strive, within its financial and administrative capacity, to achieve the objects set out in subsection (1).

The Constitution requires us to prioritize the delivery of basic services. It is widely accepted that basic needs and basic services refer to the same set of functions/services being water, electricity, sanitation and refuse removal.

Section 121(3) of the Municipal Finance Management Act 2003, read together with section 46 of the Municipal Systems Act 2000, prescribes the minimum contents of an annual report of a Municipality. In preparation of this 2021/2022 Draft Annual Report, we have considered these legislative requirements.

Hereunder is the 2021/2022 Draft Annual Report of Bela-Bela Local Municipality that captures at large the record of activities and our performance and achievements against the set strategic objectives.

We are humbled and equally excited that we have received a **“Qualified Audit Opinion”** from Auditor General of South Africa (AGSA). This marks an improvement as compared to the previous audit opinion of a **Disclaimer**. Albeit not the audit opinion we were looking for, we are however satisfied that we are on the right path and trajectory towards transcending the impediments that made us to regress in the first instance and achieve our planned target of an Unqualified opinion.

The Municipality has made a steady progress in fulfilling its constitutional obligations of delivering basic services in a sustainable manner to its communities and affirming its vision **“To be the prime agricultural hub and eco-tourism destination of choice”** under very difficult economic circumstances.

The Draft Annual Report presents us with an opportunity to reflect on our achievements and failures since the last reporting period, and to provide a detailed account of our performance as a Municipality against our strategic plans and resources that were at our disposal for the period under review. The Integrated Development Plan (IDP), Budgets, Service Delivery and Budget Implementation Plans (SDBIP), Performance Plans and Agreements of Section 54A & 57 Managers, remains the key service delivery planning tools which we have to utilize in an effort to deliver sustainable services to our communities.

The Municipality was able to prepare and submit the four (4) quarterly performance reports to council as required in terms of Section 52 (d) of the Local Government: MFMA, 2003 (Act 56 of 2003) and the mid-year budget and performance assessment report to the Mayor, National Treasury and Provincial Treasury as required in terms of Section 72 of the Local Government MFMA, 2003 (Act 56 of 2003).

The total number of applicable KPIs in the Annual Performance Report were at 95 after withdrawing 8 and adding 1 new KPI, and

these were KPIs considered for performance rating for targets achievements. A total of 77 KPIs were achieved out of 95 applicable indicators which were due for reporting by end of the financial year. The overall performance of the institution is sitting at 81%.

The Municipality had a full complement of Senior Managers except the Municipal Manager who resigned and left the position vacant since 1 March 2021. However, Council appointed Ms. JB. Selapane as the Acting Municipal Manager in an attempt to make the administration and management stable and thus capacitating it administratively.

The Municipality had a total of **R 62 280 000.00** conditional grants allocated to implement basic service delivery projects. A total of **R 62 269 886.73** has been spent by end of June 2022 which translate to **99.98%** expenditure. An improvement of 11.98 from the previous financial year.

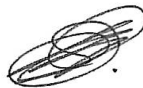
We do concede that our basic services infrastructure is old and decapitated and makes it difficult to deliver services to our community in a sustainable and uninterrupted manner. Further the maintenance of infrastructure has not been to a level it should be mainly due to cash flow challenges. However, the energy crisis and loadshedding in our country has and is still exacerbating the service delivery challenges. Loadshedding destroys businesses and disrupts all our lives and the operations of the Municipality, and it is the greatest impediment to economic recovery. We are further confronted with illegal connections of both electricity and water that increases our electricity and water losses that puts a tremendous drain and burden on our cash flow management.

As we plan forward, we need to undertake critical maintenance of our infrastructure, further increase and prioritise investment in infrastructure development over other expenditure items and ensure that construction of projects is undertaken with the necessary urgency. This will improve access to basic services and increase the overall efficiency and competitiveness of the economy.

The majority of our people still live in abject poverty which is evident as you move around our township settlements, and this lends credence to the indictment of our old spatial planning. Our residential areas, in particular townships do not resemble functional neighbourhoods. There is a "moving backlog" of services as there are always new areas that needs development.

There is still so much to be done to improve the lives of our people for the better. We have a firm believe that we are still on course to go back to basics, and build an accountable, responsive and caring government.

Sincerely Yours



**TG. RAMAGAGA**  
**MUNICIPAL MANAGER**

## MUNICIPAL FUNCTIONS, POPULATION AND ENVIRONMENTAL OVERVIEW

### 1. INTRODUCTION TO BACKGROUND DATA

Bela-Bela Local Municipality is performing the Powers and Functions on Table 1 below, as assigned through the 1996 Constitution of the Republic of South Africa and the Local Government Municipal Structures Act No 117 of 1998 and Regulations. Refer to the table below: **Table 1:**

Function	Y/N	Is this a Shared Service (Y/N)	Responsible Department at the Municipality
Air Pollution	Y	N	Social and Community Services
Building Regulation	Y	N	Planning and Economic Development
Electricity Reticulation	Y	N	Technical Services
Fire Fighting	Y	Y	Social and Community Services
Local Tourism	Y	Y	Planning and Economic Development
Municipal Airports	Y	N	Social and Community Services
Municipal Planning	Y	Y	Planning and Economic Development
Stormwater Management Systems in Built-Up Areas	Y	N	Technical Services
Trading Regulation	Y	N	Planning and Economic Development
Potable Water	Y	N	Technical Services
Billboards and Display of Advertisement in Public Places	Y	N	Planning and Economic Development
Cemeteries and Crematoria	Y	N	Social and Community Services
Cleansing	Y	N	Social and Community Services
Control of Public Nuisance	Y	N	Social and Community Services
Facilities for the accommodation, Care and Burial of Animals	Y	N	Social and Community Services
Fencing and Fences	Y	N	Technical Services
Local Sports Facilities	Y	N	Social and Community Services
Municipal Parks and Recreation	Y	N	Social and Community Services
Municipal Roads	Y	N	Technical Services
Noise Pollution	Y	N	Social and Community Services
Public Places	Y	N	Social and Community Services
Refuse Removal, Refuse Dumps and Solid Waste Disposal	Y	N	Social and Community Services
Street Trading	Y	N	Planning and Economic Development
Street Lighting	Y	N	Social and Community Services
Traffic and Parking	Y	N	Social and Community Services

Whilst the Administration of the Municipality is tasked with the responsibility of ensuring optimal performance of all the Powers and Functions assigned to the Municipality as per the determination of the prescripts of the Law, Council through its Structures regularly performs an Oversight to all the respective Departments to ensure Legislative compliance to that effect and impacts aimed at improving the livelihoods of the communities therein.

Accordingly, the Municipality has developed and approved an Organizational Structure. However, the structure below depicted Top Management composition that seeks to ensure optimal performance of these Functions. The picture correctly painted by the Organizational Structure is that the Departments of Technical Services, Social & Community Services and Planning & Economic Development respectively as the primary Service Delivery oriented Departments in line with the depiction under Table 1 above jointly constitutes more than 60% of the personnel of the entire Municipality.

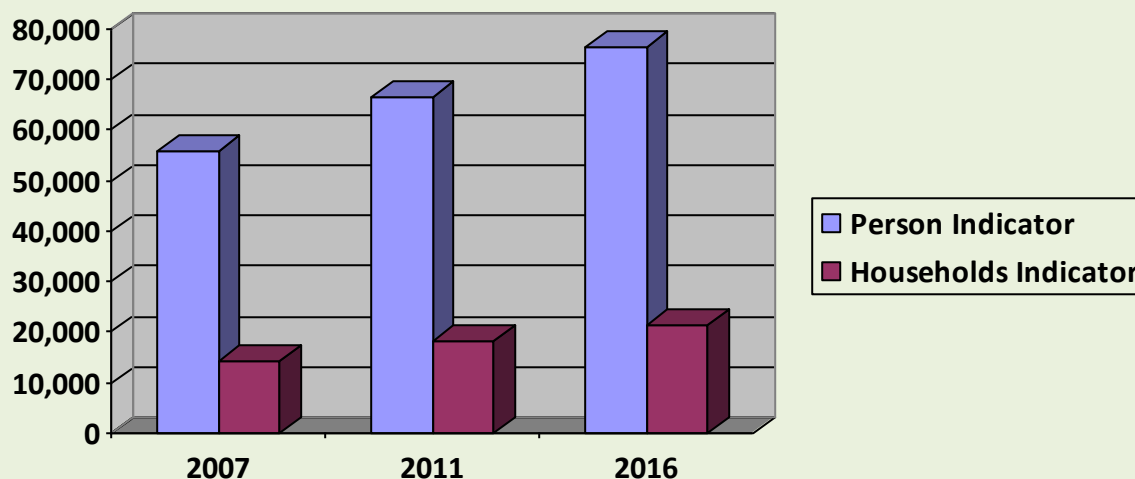
## 1.1 POPULATION DYNAMICS AND FUTURE GROWTH TRENDS

The total size of Bela-Bela's population is currently estimated at 76 296 individuals which have increased by 14.73 % by 2016 compared to Census 2011. The total population intercensal growth rate (2011-2016) of 0.031 has been recorded within Bela Bela Municipal area. This is based on Census 2016 Community Survey which also estimates that there are approximately 21 354 households within Bela-Bela municipal area which is an 18.9% increase from 2011. Statistics South Africa indicated that this figure also takes into account Rapotokwane Village which was incorporated into the Municipality from Dr J.S. Moroka Local Municipality (Mpumalanga Province) in 2000. The graph below illustrates the estimated population projection when the information from BMR is taken into account.

**Table: 2** below illustrate the estimated population trend's pattern population dynamics and growth trends

DEMOGRAPHIC INDICATORS	COMMUNITY SURVEY 2007	CENSUS 2011	COMMUNITY SURVEY 2016
Person indicator	55 841	66 500	76 296
Households indicator	14 290	18 068	21 354

**Graph: 1** below illustrate the estimated population trend's pattern population dynamics and growth trends  
Population Growth 2001-2020



Source: StatsSA: Community Survey, 2016

The high growth ratio takes into account other main factors such as in-migration, which can result in a further increase in the population within Bela-Bela. There are several people who have relocated from Gauteng to Bela-Bela Town (specifically in the Warmbaths Extensions) to get away from the busy life of Gauteng.

Low and/or zero population growth rate – affecting revenue base of the Municipality and sustainability of projects.

**Table:3 Households Dynamics**

Census 2001		Census 2011		Community Survey 2016	
Households	Ave HH size	Households	Ave HH size	Households	Ave HH size
12 335	3.7	18 068	3.7	21 354	3.6

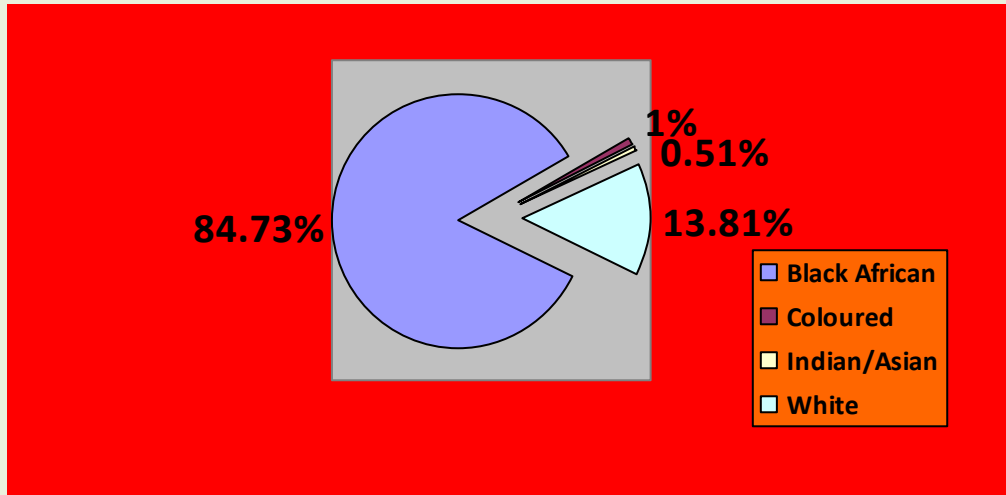
Source: StatsSA: Community Survey, 2016

## 1.2 POPULATION GROUP, AGE GROUP AND GENDER IN BELA-BELA MUNICIPAL AREA

The population of Bela-Bela Local Municipality in terms of groupings is categorized as per **Graph 2** below. Black Africans are in the Majority followed by Whites. It is therefore imperative to take caution that whilst the development priorities within the Municipality

seeks to address the plight of Black Africans who majority of which is still characteristics of the previous dispensation in the Country, such should not be at the detriment of the other minority groupings therein.

**Graph: 2 Population Groups**



**Source: StatsSA: Community Survey, 2016**

All the residents of Bela-Bela Local Municipality irrespective of their Colour or ethnicity should be encouraged to partake in the developmental agenda of the Municipality from within their respective localities and interest groupings.

The age composition or structure determines the kinds of economic activities which are currently existing and may need to be explored in the future within the locality. Different age groups have different economic needs and different spending patterns. According to Community Survey, 2016, the composition of the population of the Municipality is Young (0 –14) 33%, Working age (15-64) 62% and Elderly 65+ 5.3%

**POPULATION BY AGE GROUP AND NATIONALITY**

**Table 4:** Population by Age Group and Nationality

Age	Black African	Coloured	Indian or Asian	White	Grand Total
0 – 4	9 003	72	-	396	9 471
5 – 9	7 638	63	-	566	8 267
10 - 14	6 670	93	29	612	7 403
15 - 19	5 551	50	22	281	5 904

Age	Black African	Coloured	Indian or Asian	White	Grand Total
20 - 24	5 863	77	24	638	6 602
25 - 29	6 086	30	90	800	7 007
30 - 34	5 233	28	58	604	5 922
35 - 39	4 178	139	19	444	4 780
40 - 44	3 490	18	16	573	4 097
45 - 49	3 324	71	34	539	3 967
50 - 54	2 639	45	25	910	3 619
55 - 59	2 076	35	23	886	3 020
60 - 64	1 276	-	12	915	2 203
65 - 69	760	-	-	711	1 471
70 - 74	471	11	12	649	1 143
75 - 79	193	-	-	565	757
80 - 84	84	-	22	336	442
85 +	109	-	-	111	220
Grand Total	64 642	733	386	10 535	76 296

**Source: StatsSA: Community Survey, 2016**

This trend in age composition obliges the government departments and the Municipality to ensure that a large percentage of the budget is allocated to Social Development Facilities and services delivery to meet the needs of a youthful population and ensuring that people falling within this age acquire relevant skills and grow up to become responsible adults. The creation of more job opportunities should also be one of the key aspects of the developmental agenda by the Municipality in partnership with the sector departments such as the Department of Education, Health, Public Works, Roads and Transport etc.

The goal of the Local Economic Development Unit is to facilitate economic development, job creation and poverty eradication within Bela-Bela Local Municipality which is part of Waterberg District Municipality. This will be achieved by reducing the number of unemployed people, especially the youth, women and people with disabilities. Secondly, by ensuring that there is economic development in the Municipality and in particular in the identified sectors. Furthermore, there is a reduction in the number of people living below the poverty line. Section 153 of the Constitution stipulates the following developmental duties of all Municipalities:

A Municipality must structure and manage its administration, budgeting and planning processes to give priority to the needs of the community, and to promote social and economic development.

A Municipality must participate in national and provincial developmental programmes.

## Population Gender Profile

Regarding Table 4 below, the gender composition within Bela-Bela indicates a slight imbalance between the males and females. The Census 2011 revealed that approximately 51% (28 304) of the population within Bela-Bela comprises females while 49% (27 546) comprises males. Nevertheless, that confirmed with the national trends that a higher proportion of women are found in the rural areas than men. This in many instances, especially amongst the African communities is attributed to the fact that men are generally attracted to places such as the bigger cities (i.e. Johannesburg etc.) that presents employment opportunities sometimes regardless of the nature of work involved. However, the 2016 Community Survey illustrate an apposite picture and revealed that 49% (37 335) of the population within Bela Bela comprises of female and 51% (38 961) of the population comprises of male.

**Table 5 :** Gender Composition

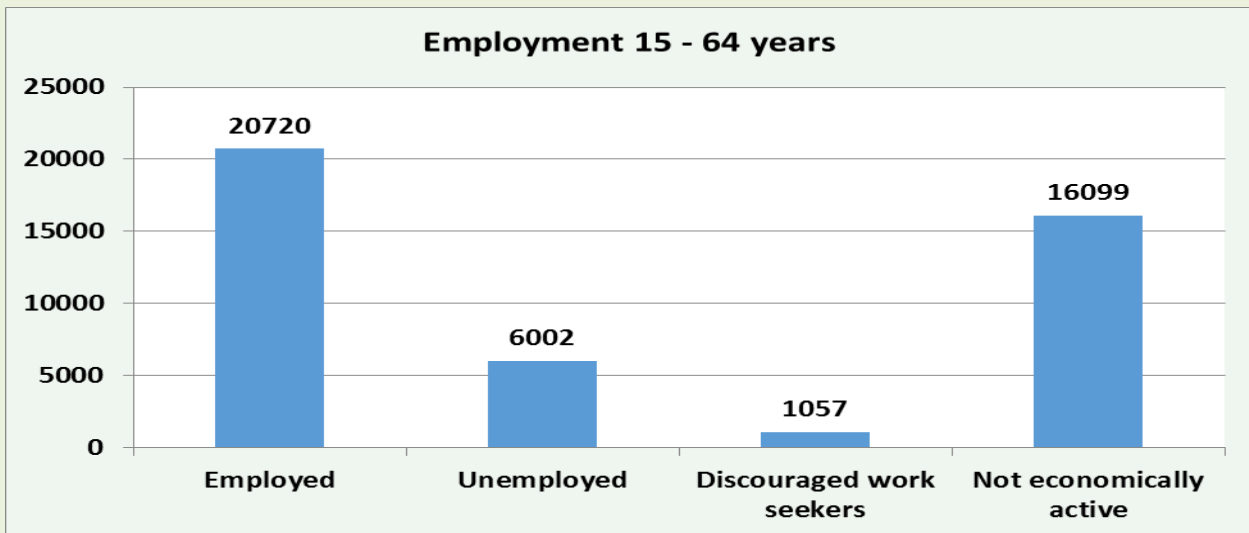
Total Population (2011)			Total Population (2016)		
Male	Female	Total	Male	Female	Total
33 754	32 746	66 500	38 961	37 335	76 296

Source: StatsSA: Community Survey, 2016

In addition to the above, it can also be suggested that there is a need for a developmental agenda that should proactively target women empowerment within Bela-Bela Municipal Area

The graph below depicts the employment of people between the ages of 15 to 65.

**Graph 3: EMPLOYMENT 15 – 64 YEARS**



[Source: StatisticsSA: Census, 2011]

It was previously indicated that the age composition of the population in Bela-Bela comprises of children who are under the age of 15 and who are not accounted as the labour force. The active labour force is estimated at 36 069 in 2011 individuals who are between the ages of 18 – 64. **table 5** below indicates that approximately **23%** of the active labour force is unemployed of which **30%** is Youth.

The unemployment rate in Bela-Bela Municipal area is similar to unemployment in the Province, but the labour force participation rate in the Municipality is considerably higher than that of the Province. This could be the result of labour migration out of Bela-Bela in search of work in Gauteng, particularly among younger adult members of the households.

The 30% unemployment rate of Youth which is unacceptably high is corroborated by the Education figures, where the picture painted is that majority of our Youth are not adequately skilled to be able to actively participate in the job market within the Municipality. Another challenge may be that those youth in a position of Post Matric Qualifications may be having Qualifications not necessarily compatible with the Economic needs of Bela-Bela.

**Table 6:** Formal Employment Sector

Sector	2012 - %	2014%
Agriculture, forestry and fishing	5	4
Mining and quarrying	4.9	17
Manufacturing	2.1	3
Electricity, gas and water	3.9	2
Construction	6.2	6
Wholesale and retail trade, catering and accommodation	15.9	22
Transport, storage and communication	10.1	11
Finance, insurance, real estate and business services	33.2	16
Community, social and personal services	18.6	20
Total	100	100

Based on the above, Bela Bela Local Municipality is actively participating in the Expanded Public Works Programme (EPWP) as well as the Community Works Programme (CWP). A Municipal budget is being implemented and equally redistributed within the parameters or principles of **EPWP**, this implies that for every Capital project that the Municipality is implementing (capital expenditure) the element of social partnership is being taken into cognizance.

Notably, Local Economic Development is also concerned with the creation of an environment, which will engage stakeholders in implementing strategies and programmes.

The LED Unit is currently reviewing the LED Strategy, which will guide the implementation of programmes and projects going forward.

**Table 7: Natural Resources within Bela-Bela**

Natural Resources within Bela-Bela	
Major Natural Resource	Relevance to Community
Hot Natural Springs	One of the key Tourism attraction points and the origin of the name of the Municipality. A large number of job and business opportunities.
Agriculture	Food security and job creation

**MINING:** The contribution of the mining sector towards the economic development of Bela-Bela is not highly significant. There is two (1) mine (i.e. NAMCO which mine Industrial Diamonds) that exists within Bela-Bela. This mine is located in the southern parts of the municipal area and approximately six (6) kilometres to the south-east of Radium. (2) Vergenoeg Mining Company (PTY) Ltd falls within Region 5 comes from a wide-spread and diverse area which covers 42 different areas and predominantly three provinces, namely Gauteng, Limpopo and Mpumalanga.

Although diamonds are found on the existing mining activity the previous research undertaken as part of the past IDP reviews revealed that the mineral occurrences that existed in Bela-Bela for mining resources and precious metals (i.e. gold and diamonds) are of a very low grade and potential to such an extent that it cannot be considered probable that these minerals can be mined within the next 20 – 50 years.

Other metals that are found on a limited scale include manganese, copper, tin, cobalt and the supply of calcite, refractory clay and fluorspar are sufficient. The distribution of limestone industrial mineral is small, with a medium-scale supply of sandstone and clay which is used to manufacture the bricks within the area.

**AGRICULTURE:** In terms of the weather conditions, Bela-Bela comprises temperatures between 20-29°C, with the average rainfall between 520 – 650 mm per annum. There are black and red clay soils of medium to high potential in the Springbok flats. Sandy, red soils and wetlands cover the rest of the area.

Vegetable crops include the following: Squash butternut, Squash hub barb, Onions, Watermelons, Cabbage assorted, Sweet Corn, Pumpkin Grey, Pumpkin White, Beetroot, Carrots, and Peppers. Fruit types include the following: Grapes, Citrus, and Peaches. Other crops include Maize, Cotton, Millet, Tobacco, Lucerne, Cowpeas, Groundnuts, Wheat, Jug beans, China beans and Sunflower.

### 1.3 COMMENT ON BACKGROUND DATA

Whilst Hot Water Springs attracts thousands upon thousands of tourists to Bela-Bela, the benefits beyond mere employment opportunities, but for those aspiring to enter the Tourism, business is still to be realised, particularly to the majority of the Black population therein.

Due to the various crops produced, production systems vary widely. Although the trend is changing the whole industry is still characterized by a high unskilled labour input and a serious lack of middle management capacity. In commercial estate farming, the competitiveness of commercial production will be enhanced through appropriate skills development programmes at all levels and through infrastructure development. Access to water for irrigation is particularly important, but feeder roads to production areas and arterial roads to markets are just as important.

The agriculture sector is by its nature one of the most labour-intensive industries, however, this ability to create jobs has decreased in recent times and there is evidence that the sector has even shed jobs. The main reasons can be attributed to the following:

- (a) Mechanization – As with most other sectors, there is a trend towards mechanization (e.g. precision farming) to increase production output (per hectare).
- (b) Availability of labour – There are claims that those people that have access to some form of a social grant, may find the agriculture sector less attractive as they can probably get a similar, or very close to, a similar income through the social grant. As such, they may either withdraw their labour effort or only offer it partially, which presents practical problems for the farmer.
- (c) Effects of ESTA - The Extension of Security of Tenure Act (No. 62 of 1997) (ESTA) stipulates that farm labour that has worked on the farm for longer than 10 years and is 60 years and older, has a right to stay on the farm. Some of the farmers are trying to avoid this by employing fewer people.

The main conclusion is that the agriculture sector will play an increasingly important role to secure food security for the South African population, therefore making it a key sector in the economy. It is therefore important that all land parcels be used productively.

## CHAPTER 2

### 2. INTRODUCTION TO GOVERNANCE

To promote and ensure accountability and that governance arrangements are in place, Section 121(2) (c) of the Local Government: Municipal Finance Management Act, No. 56 of 2003 (MFMA) supports the requirements of Section 18(1) (d) of the Local Government: Municipal Systems Act, No 32 of 2000 (MSA) that information on matters of governance should be communicated to communities. This should, according to Sections 65(1) (a) of the MFMA and 46 of the MSA be undertaken through the compilation and publication of the Annual Report. The purpose of the Annual Report is to promote accountability to communities for decisions taken by the Council and matters relating to administrative structures, throughout a financial year.

### COMPONENT A: POLITICAL AND ADMINISTRATIVE GOVERNANCE

#### 2.1 INTRODUCTION TO POLITICAL GOVERNANCE

Bela-Bela Local Municipality is a Category B Municipality established in terms of Section 12 of the Local Government: Municipal Structures Act, No. 117 of 1998 (MSrA) and applying a collective Executive Committee System. The Municipality has established Committees in terms of Section 79 of the MSA and they are functional. The Committees meet on monthly basis. The recommendations of the Committees are then forwarded to the Executive Committee chaired by the Mayor.

The Municipality also established an Audit Committee which comprises of four members. The Committee is functional and established in terms of section 166 of the MFMA. For the audit of performance, the Municipality utilizes the existing Audit Committee for the Performance Audit Committee as per Municipal Performance Regulations. Municipal Public Account Committee (MPAC) is also established and performs the role of the Oversight Committee. This committee further ensures that the Municipality complies with Section 127, 129 and 75 (c) of MFMA and Section 21A of the MSA and Regulations.

Bela-Bela Local Municipality has established section 79 committees and they are structured as follows: Planning and Economic Development/Infrastructure Sub Committee, Governance, Transformation and Budget & Treasury Sub-Committee and Social and Community Services Sub-Committee.

## POLITICAL STRUCTURE

### MAYOR - Cllr GM Seleka



**PR Councillor, EC member and Transformation / Governance / Budget & Treasury Sub-Committee**

### SPEAKER- Cllr TN Zikhali



**PR Councillor**

## FUNCTION

The Mayor provides general political guidance over the fiscal and financial affairs of the Municipality and performs all duties as prescribed in Section 53 of the Local Government Municipal Finance Management Act No 56 of 2003.

Presides at the meetings of the Executive Committee.

Performs the duties, including ceremonial functions, and exercises the powers delegated to the Mayor by the Municipal Council or Executive Committee. In terms of Section 49 of the Local Government Municipal Structures Act No. 117 of 1998 and Regulations.

### **Transformation / Governance/ Budget & Treasury Sub-Committee .**

The Mayor is a member of the Transformation / Governance/ Budget & Treasury Sub-Committee and also provide political leadership to the meetings of the Sub-Committee. Councillors in this Sub- Committee advises the Executive Committee on Financial and Budget related issues, Administration, HR and HRD, Legal Services, Occupational Health and Safety matters. The Sub-Committee also plays an oversight role on the performance of Budget & Treasury and Corporate Services Departments.

### **The Speaker of Council presides at Council meetings**

Performs the duties and exercises the powers delegated to the Speaker in terms of Section 59 of the MSA

Ensures that Council meets at least quarterly and also maintain order during meetings.

The Speaker is also responsible for ensuring compliance in Council and Council Committees with the Code of Conduct set out in Schedule 7 of the Municipal Structures Act No. 1 of 2021 (MStrA).

Ensures that Council meetings are conducted in accordance with the Rules and Orders of Council.

**Cllr F Hlongane**



**Ward 4 Councillor and chairperson of the Transformation, Governance and Budget & Treasury Sub-Committee**

**Transformation, Governance and Budget & Treasury Sub-Committee member.**

Members of the Transformation, Governance Budget & Treasury Sub- Committee advises the Executive Committee on Financial and Budget related issues, Administration, HR and HRD issues, Legal Services, Occupational Health and Safety issues. Plays an oversight role on the performance of Budget & Treasury and of Corporate Services Department

**EXCO – Cllr MN Ras**



**Governance, and Budget & Treasury Sub-Committee member**

The Executive Committee (EXCO) is the Principal Committee of the Council in the Municipality. The Committee receives reports from other Committees and Sub-Committees of Council. Members of EXCO identify the needs of the Municipality. They also review and evaluate those needs in order of priority. Recommend to the municipal council strategies, programs and services to address priority needs through the Integrated Development Plan (IDP) and estimates of revenue and expenditure, taking into account any applicable national and provincial development plans; and also recommend or determine the best methods, including partnership and other approaches, to deliver those strategies, programs and services to the maximum benefit of the community.

**Transformation, Governance, and Budget & Treasury Sub-Committee member.**

Members of the Budget & Treasury and Transformation Sub- Committee advises the Executive Committee on Financial and Budget related issues, Administration, HR and HRD issues, Legal Services, Occupational Health and Safety issues. Plays an oversight role on the performance of Budget & Treasury and of Corporate Services Department

**Cllr K Rachidumela**



**Planning and Economic Development Sub – Committee, Chairperson.**

The Chairperson of the Planning & Economic Development and Infrastructure Committee presides and provide political leadership to the meetings of the Committee. The Committee is responsible for advising the Executive Committee on issues of Local Economic Development, Tourism, Town Planning and Human Settlement. The Committee further advise the Executive Committee on Infrastructure development and service delivery issues and proposals that include water, sanitation, electricity, roads and maintenance. The Committee also serves as a hearing panel for all the applications as and when there are objections received by Council. It also plays an oversight role on the performance of the Planning & Economic Development as well as the Technical Services Departments

**Ward 7 Councillor and  
Chairperson of the Planning &  
Economic Development Sub -  
Committee**

**Planning and Economic Development Sub – Committee, member.**

Members of this Committee are responsible for advising the Executive Committee on issues of Local Economic Development, Tourism, Town Planning and Human Settlement. The Committee members further advise the Executive Committee on Infrastructure development and service delivery issues and proposals which includes water, sanitation, electricity, roads and maintenance. Plays an oversight role on the performance of the Planning & Economic Development as well as the Technical Services Departments.

**Cllr MH Ledwada**



**Transformation, Governance, and Budget & Treasury Sub-Committee member.**

Members of the Budget & Treasury and Transformation Sub- Committee advises the Executive Committee on Financial and Budget related issues, Administration, HR and HRD issues, Legal Services, Occupational Health and Safety issues. Plays an oversight role on the performance of Budget & Treasury and of Corporate Services Department

**Ward 5 Councillor, EC member  
and member of the Planning &  
Economic Development and  
Infrastructure Sub - Committee**

**Cllr JH Mills**



**PR Councillor and member of the Planning & Economic Development Sub – Committee**

**Planning and Economic Development Sub – Committee member and Infrastructure Services Sub – Committee member**

Members of this Committee are responsible for advising the Executive Committee on issues of Local Economic Development, Tourism, Town Planning and Human Settlement. The Committee members further advise the Executive Committee on Infrastructure development and service delivery issues and proposals which includes water, sanitation, electricity, roads and maintenance. Plays an oversight role on the performance of the Planning & Economic Development as well as the Technical Services Departments. Members of this Committee are responsible for advising the Executive Committee on issues of on Infrastructure development and service delivery issues and proposals which includes water, sanitation, electricity, roads and maintenance. Plays an oversight role on the performance of the Technical Services department.

**Cllr JD Cloete**



**PR Councillor and member of the Planning & Economic Development Sub – Committee**

**Planning and Economic Development Sub – Committee member and Infrastructure Services Sub – Committee member**

Members of this Committee are responsible for advising the Executive Committee on issues of Local Economic Development, Tourism, Town Planning and Human Settlement. The Committee members further advise the Executive Committee on Infrastructure development and service delivery issues and proposals which includes water, sanitation, electricity, roads and maintenance. Plays an oversight role on the performance of the Planning & Economic Development as well as the Technical Services Departments. Members of this Committee are responsible for advising the Executive Committee on issues of on Infrastructure development and service delivery issues and proposals which includes water, sanitation, electricity, roads and maintenance. Plays an oversight role on the performance of the Technical Services department.

**Cllr PV Mashaba**



**Ward 2 Councillor and the Chairperson of the Social & Community sub-committee**

**Social & Community Services Sub – Committee, Chairperson**

The Chairperson of the Social & Community Chairperson presides and provide political leadership to the meetings of the Committee. The Committee is responsible for advising the Executive Committee on issues of Social & Community Services. The Committee further advises the Executive Committee on Social Services, Disaster Management, Environment, Waste Management, and Safety & Security. The Committee also plays an oversight role in the performance of the Community and Social Services.

**Cllr MJ Ngobeni**



**Ward 6 Councillor and member  
Social & Community sub-  
committee**

**Social & Community Services Sub – Committee member**

Councillors in this Committee advises the Executive Committee on Social Services, Disaster Management, Environment and Waste Management and Safety & Security, The Committee also plays an oversight role on the performance of the Community and Social

**Cllr HJL Kruger**



**PR Councillor and member of  
the Social and Community  
Services Sub-Committee**

**Social & Community Services Sub – Committee member**

Councillors in this Committee advises the Executive Committee on Social Services, Disaster Management, Environment and Waste Management and Safety & Security, The Committee also plays an oversight role on the performance of the Community and Social

**Cllr M Koover**



**Ward 9 Councillor and  
chairperson of the Infracture  
Sub-Committee**

**Infracture Services Sub – Committee member**

Members of this Committee are responsible for advising the Executive Committee on issues of on Infrastructure development and service delivery issues and proposals which includes water, sanitation, electricity, roads and maintenance. Plays an oversight role on the performance of the Technical Services departmen

**Cllr MO Tlaka**



**PR Councillor Infrastructure Services Sub – Committee member**

**Infrastructure Services Sub – Committee member**

Members of this Committee are responsible for advising the Executive Committee on issues of on Infrastructure development and service delivery issues and proposals which includes water, sanitation, electricity, roads and maintenance. Plays an oversight role on the performance of the Technical Services department

**Cllr K Sepuru – Chiefwhip**



**Ward 8 Councillor and member Infrastructure Services Sub – Committee member**

**Infrastructure Services Sub – Committee member**

Members of this Committee are responsible for advising the Executive Committee on issues of on Infrastructure development and service delivery issues and proposals which includes water, sanitation, electricity, roads and maintenance. Plays an oversight role on the performance of the Technical Services department

**Cllr JM Mabua**



**Ward 3 Councillor and the  
Chairperson of the Municipal  
Public Account Committee**

**Municipal Public Accounts Committee (MPAC) Chairperson**

The Chairperson of the MPAC convene and presides over the MPAC meetings. The core functions of the MPAC includes amongst others playing an oversight on the performance of the Municipality through interrogating financial and non-financial reports and the report findings to the Council. The Committee further examine the Financial Statements and the Audit Reports of the Municipality. It is this committee that considers and evaluate the content of the Annual Report and make recommendations to the Council when adopting an Oversight Report on the Annual Report. The Committee further promote good governance, transparency and accountability on the use of municipal resources. The Committee further recommend or undertake any investigation in its area of responsibility, after reviewing any investigation report already undertaken by the Municipality or the Audit Committee. The Committee also performs any other functions assigned to it through a resolution of Council.

**Cllr MJ Makhubela**



**PR Councillor and the  
member of the Municipal  
Public Account Committee**

**Municipal Public Accounts Committee (MPAC) Member**

As indicated above members of MPAC plays an oversight on the performance of the Municipality by means of interrogating financial and non-financial reports and the report findings to Council. The Committee members further examine the Financial Statements and the Audit Reports of the Municipality. It is the members of this committee who consider and evaluate the contents of the Annual Report and make recommendations to the Council when adopting an Oversight Report on the Annual Report. The Committee members further ensure the promotion of good governance, transparency and accountability on the use of municipal resources.

**Cllr SD Seale**



**PR Councillor and the member of the Municipal Public Account Committee**  
**PR Councillor**

**Municipal Public Accounts Committee (MPAC) Member**

As indicated above members of MPAC plays an oversight on the performance of the Municipality by means of interrogating financial and non-financial reports and the report findings to Council. The Committee members further examine the Financial Statements and the Audit Reports of the Municipality. It is the members of this committee who consider and evaluate the contents of the Annual Report and make recommendations to the Council when adopting an Oversight Report on the Annual Report. The Committee members further ensure the promotion of good governance, transparency and accountability on the use of municipal resources.

**Cllr HJL Kruger**



**PR Councillor and the member of the Municipal Public Account Committee**  
**PR Councillor**

**Municipal Public Accounts Committee (MPAC) Member**

As indicated above members of MPAC plays an oversight on the performance of the Municipality by means of interrogating financial and non-financial reports and the report findings to Council. The Committee members further examine the Financial Statements and the Audit Reports of the Municipality. It is the members of this committee who consider and evaluate the contents of the Annual Report and make recommendations to the Council when adopting an Oversight Report on the Annual Report. The Committee members further ensure the promotion of good governance, transparency and accountability on the use of municipal resources.

Bela-Bela Municipal Council has a total number of 17 Councillors, with the African National Congress being the majority party. The number of seats is as follows: 17 Councillors, 9 ward councillors and 8 are councillors appointed on a proportional representative (PR)

## 2.2 POLITICAL DECISION-TAKING

Bela-Bela Local Municipality has established section 79 committees in terms of Local Government: Municipal Structures Act 117 and regulations of 1998 as follows:

Planning and Economic Development sub committee

Infrastructure Sub Committee

Social and Community Services Subcommittee

Transformation / Governance / Budget & Treasury Sub-Committee

### **Municipal Council meetings were convened as follows:**

During the financial year under review, 13 x Council meetings were convened as follows: 29 July 2021 – ordinary, 23 September 2021 – special, 29 October 2021 – ordinary, 22 November 2021 – special, 21 December 2021 – special, 21 January 2022 – special, 28 January 2022 – ordinary, 24 February 2022 – special, 28 February 2022 – special, 31 March 2022 – special, 05 April 2022 – special, 29 April 2022 - ordinary & 31 May 2022 – special. The Municipal Council took several resolutions during the 2021/2022 financial year of which were forwarded to the relevant departments for implementation.

### **Section 79 sub committee meetings were convened as follows:**

35 x Section 79 meetings were convened as follows: 3x 20<sup>th</sup> of July 2021, 3x 27<sup>th</sup> of August 2021, 3x 28<sup>th</sup> September 2021, 3x 18<sup>th</sup> of October 2021, 2x 17<sup>th</sup> of January 2022, 1x 18<sup>th</sup> January 2022, 2x 15<sup>th</sup> of February 2022, 1x 16<sup>th</sup> of February 2022, 1x 17<sup>th</sup> of February 2022, 2x 23<sup>rd</sup> of March 2022, 2x 24<sup>th</sup> of March 2022, 2x 19<sup>th</sup> of April 2022, 2x 20<sup>th</sup> of April 2022, 2x 16<sup>th</sup> of May 2022, 1x 17<sup>th</sup> of May 2022, 1x 23<sup>rd</sup> of May 2022, 2x 20<sup>th</sup> of June 2022, 1x 22<sup>nd</sup> of June 2022 & 1x 28<sup>th</sup> of June 2022

### **Municipal Public Account Committee meetings as follows :**

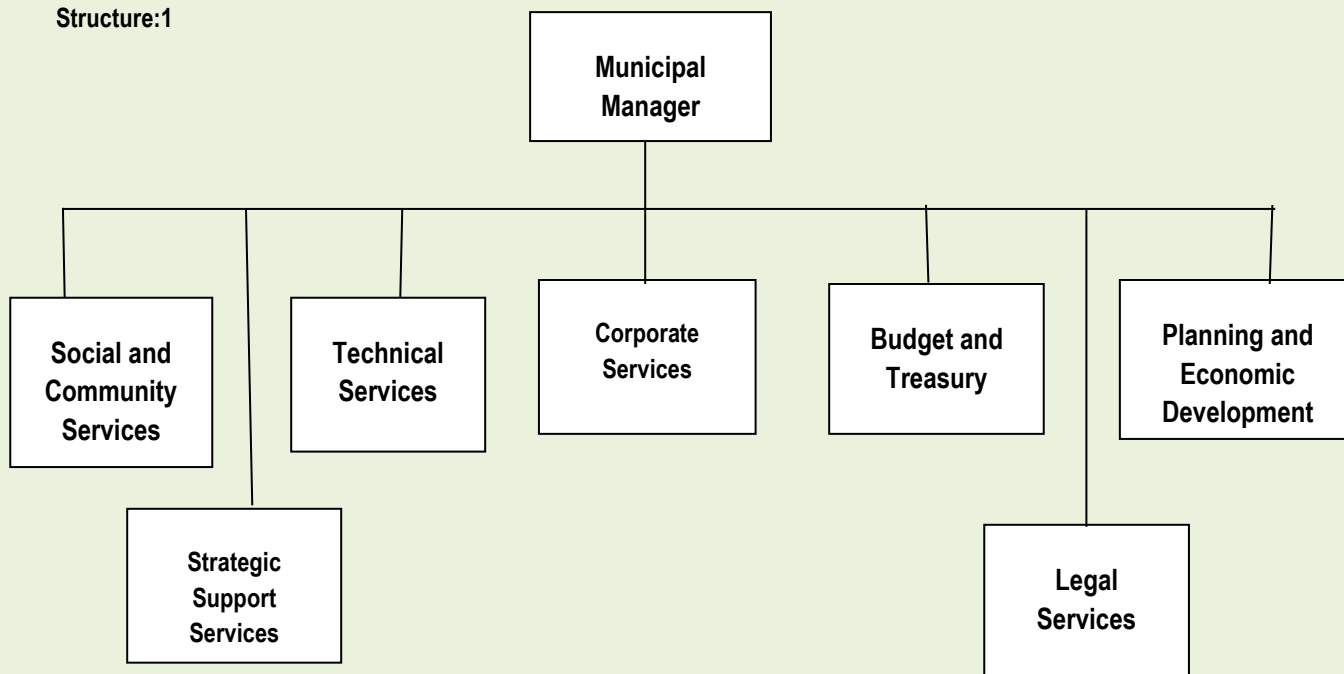
7x MPAC meetings were held as follows: 26<sup>th</sup> of July 2021, 12<sup>th</sup> of January 2022, 17<sup>th</sup> & 30<sup>th</sup> of March 2022, 26<sup>th</sup> of April 2022, 10<sup>th</sup> of May 2022 and 14<sup>th</sup> of June 2022.

## 2.3 ADMINISTRATIVE GOVERNANCE

### 2.3.1 INTRODUCTION TO ADMINISTRATIVE GOVERNANCE

Organizational Structure of Bela- Bela Local Municipality makes provision for a Municipal Manager and five Section 56 Managers and additional two non-sectional Managers who are also reporting directly to the Municipal manager. This indicates that there are 5 Head of Departments and 2 Divisional Units reporting to the Municipal Manager thematically depicted as follows:

Structure:1



**TIER 1 TOP  
ADMINISTRATIVE  
STRUCTURE**

**Acting Municipal Manager**



**Ms JB Selapyane**

**Function**

a) The Municipal Manager -  
 (i) as head of the administration, is responsible for performing the roles and responsibilities of the Accounting Officer as outlined in Section 55 of the Local Government Municipal Systems Act No 32 of 2000 and Section 61 and 62 the Local Government Municipal Finance Act, No 56 of 2003 for the effective administration of the Municipality;  
 (ii) is responsible for the execution of Council Resolutions;  
 (iii) plays a prominent role, together with the Mayor, in building, maintaining and enhancing a good relationship between the Council, Councillors and the administration;  
 (iv) ensures, that after consultation with the Mayor and Speaker, agendas and minutes are in place for each of the Committees and that Committees meet regularly;  
 (v) receives reports with recommendations from the Managers on all matters that must be handled by either the Municipal Manager, the Mayor or the Council in terms of the delegation of powers of the Council.  
 (vi) Compiling and submitting progress performance reports on all the development initiatives, projects, programmes and activities taking place within Bela Bela (i.e. Quarterly, Mid - yearly and Annual Reports). Developing and Implementing policies and procedures to manage and coordinate all approved public participation.  
 (vii) Managing the development, approval and implementation of the Integrated Development Plan (IDP). Monitoring the performance of the Municipality through Performance Management Systems (PMS) requirements.  
 Compiling and monitoring the implementation of strategic, operational and activity plans to give effect to the IDP.

**Senior Manager: Planning & Economic Development**



**Mr Mnisi T**

Communication of projects, programmes and activities related to the Planning and Economic Development department.  
 Marketing of Bela Bela.  
 Co-ordinating investments proposals  
 Liaison with investors  
 Promotion of Tourism  
 Supporting the Local Economic Development projects  
 Providing incentives for the SMMEs./Support SMME Development  
 Ensuring the implementation of the town planning requirements within the development taking place in the Bela- Bela Municipal Area.  
 Render Land Use, Building and Housing administration.  
 Render survey and demarcation of site services.  
 Decision-making in terms of spatial and physical planning.  
 Develop and advertise by-laws and policies related to Town Planning under the applicable laws.

**Acting Senior Manager: Corporate Services**

Render acquisition of staff.  
 Administer employees' benefits.  
 Render administration, labour and legal relations.  
 Render training and development services.  
 Render organisational development services.  
 Render record management services.  
 Render information technology services.  
 Provide auxiliary services.



**Mr TJ Mothapo**

Oversee the drafting and updating of by-laws.  
Compilation of council agendas.  
Provide Legal Services

**Senior Manager: Community and Social Services**



**Ms Serote MA**

The department is responsible for the maintenance of Parks, Cemeteries and Community Facilities. Renders Protection and Emergency Services. The department also provides Licensing and Registration Services as well as Waste Management and Cleansing Services.

**Senior Manager: Technical Services**



**Ms. B Maswanganyi**

Technical Services Directorate is responsible for the provision of Water and Sanitation Construction and maintenance of Roads and Storm-water infrastructure.  
The department is also responsible for the provision of Electrical Services in areas where the Municipality is licenced to provide electricity. The department provides project management services through the Project Municipal Unit (PMU).

**Chief Financial Officer**



**Mr. Marutha RM**

The Chief Financial Officer (CFO) is responsible for the Budget and Treasury Office( Finance) Budgeting and Financial Reporting, Expenditure and Revenue collection.  
The CFO play an advisory role to the Accounting Officer on the exercise of powers and duties assigned to the Accounting Officer in terms of the MFMA. It is also the CFO who assists the Accounting Officer with the administration of the Municipality bank's accounts and in the preparation and implementation of the Municipality's budget.  
Other than advising the Accounting Officer, the CFO also advise the Senior Managers and other Senior Officials in the exercise of powers and duties assigned to them in terms of Section 78 and 79 of the MFMA. Additionally, the CFO reviews the budget, and account, analyse and draws financial reports, and manages debts, supply chain and other duties as delegated to the CFO and the Accounting Officer.

## **2.4 COMPONENT B: INTERGOVERNMENTAL RELATIONS**

### **INTRODUCTION TO CO-OPERATIVE GOVERNANCE AND INTERGOVERNMENTAL RELATIONS**

Bela-Bela Local Municipality participates in different forums for intergovernmental relations which are Premier Mayor's forum, the Municipal Manager's forum, CFOs Forum and Technical Managers forum. The municipal IDP/PMS Divisions also participate in the Provincial and District Municipality's Fora. These prime forums include sector departments operating at the cold face of society and communities. The Presidential hotline is established and deals with queries raised from various stakeholders inclusive of community members.

#### **2.4 1 INTERGOVERNMENTAL RELATIONS**

##### **2.4.1 .1 NATIONAL INTERGOVERNMENTAL STRUCTURES**

Besides Provincial forums attended by both officials and politicians, other formal intergovernmental structures are dealing directly with the National Government. The interaction between National Government and the Municipality is done through the Provincial forums which are as follows: The Provincial IDP forum, Premier's Lekgotla, Premier's Monitoring and Evaluation forum and the Monitoring and Evaluation Forum by Limpopo Department of Cooperative Governance, Human Settlement and Traditional Affairs (CoGHSTA).

##### **2.4.1.2 PROVINCIAL INTERGOVERNMENTAL STRUCTURE**

The Provincial Planning forum, Premier's Lekgotla, Premier's Monitoring and Evaluation forum and Limpopo Department of Cooperative Governance, Human Settlement and Traditional Affairs (CoGHSTA). These forums assist with the implementation of the Performance Management Systems (PMS) at the municipal level and the establishments of credible IDP and SDBIP and further ensuring that municipalities are striving to obtain Clean Audit Opinions.

##### **2.4.1.3. DISTRICT INTERGOVERNMENTAL STRUCTURES**

Waterberg District Municipality role is to coordinate, facilitate and provide support to the local municipalities on service delivery and governance-related matters. Bela- Bela Local Municipality participates fully in the Waterberg District forums, such as District Planning Forums, the Mayor's forum and the Municipal Managers forum and quarterly back to basic engagement meetings. The latest forum to be established is the District Development Model and is called Khauleza.

## **2.5 COMPONENT C: PUBLIC ACCOUNTABILITY AND PARTICIPATION**

### **OVERVIEW OF PUBLIC ACCOUNTABILITY AND PARTICIPATION**

Communities within Bela Bela Municipality play a vital role to ensure accountability in Municipal affairs. Through an established ward committee system and scheduled IDP/Budget/PMS community participation processes the community was able to hold Council accountable.

The community participation processes have entrenched a culture of involving communities in decision-making processes including finalising the IDP/Budget/PMS of the Municipality.

Through the usage of the local media, Council sittings and established Council Committees (ward committees) communities are continuously informed on municipal governance, management and other development.

## **2.5.1 PUBLIC MEETINGS**

### **2.5.1.1 COMMUNICATION, PARTICIPATION AND FORUMS**

Communication is an important element of good governance. It is through communication that the communities and other stakeholders are informed about the activities of the Municipality and thereby getting empowered to participate in the affairs of the Municipality. Section 18 of the MSA stresses the importance of communication between Councils and Communities. It gives guidelines of issues that the Municipality must communicate to its community. It is in this regard that over the years the Municipality has utilized different strategies to encourage community participation as enshrined in Section 152 of the South African Constitution of 1996. This included programmes of mobilising, informing and educating, engaging and empowering communities in Municipal affairs.

IDP/Budget/PMS public participation processes and ward committee meetings are the cornerstone sessions that entrenches community participation and accountability to the community on municipal programmes. The IDP/Budget/PMS process plan is approved by Municipal Council with a schedule indication date, time and venue. The purpose of these meetings is to give feedback and account to the community on the implementation of the IDP/Budget of the Municipality. They are further utilized as a platform to agree on community needs which shapes the planning processes.

Further than the IDP/Budget/PMS public participation processes, the Municipality involves the community on targeted consultations at ward level, with interested and affected stakeholders (NGOs, business, etc.) and through the IDP/Budget /PMS Representative Forums.

Other methods used to communicate with the community includes ward Imbizos, other forms such as media and utilization of the Municipal website. Over and above acquisition and confirmation of community needs, the Rep Forum meeting serves as a platform for Bela- Bela Local Municipality to engage the different stakeholders during the different stages of the IDP Process as a built-up towards the approval of the future budgets, reports on performance on current and past financial years activities.

### **2.5.1.2 WARD COMMITTEES**

The Municipality has established nine wards committees within 9 wards with 10 members each. The key purpose of ward committees is to create formal unbiased communication channels and cooperative partnership between the community and the Municipality in the ward and facilitate public participation in the process of development, review and implementation management of the Integrated Development Planning of the Municipality and municipal processes.

### 2.5.1.3 IDP REP FORUM MEETINGS

IDP Representative forum consists of ward committee members, formalized organizations, special focus formations, Non Profit formations and other community-based organizations. The Bela Bela Local Municipality held four 2021/2022 IDP Representative as follows:

4x IDP Representative Forums were held as follows:

- ❖ 22<sup>nd</sup> of July 2021
- ❖ 26<sup>th</sup> of October 2021
- ❖ 24<sup>th</sup> of March 2022
- ❖ 11<sup>th</sup> of May 2022

### 2.5.1.5 IDP ROAD-SHOWS

Members of the community, interested stakeholders or organised formations within the jurisdiction of Bela Bela Local Municipality were invited in terms of Section 16; Section 21 (1) (a) (b); and Section 34 (1) (a) of the Local Government: Municipal Systems Act (Act 32 of 2000) to attend and participate on 2021/2022 IDP/Budget / Mayoral Roadshow for the 2021/2022 financial year. The meetings are scheduled as follows:

The 2021 - 2022 IDP/Budget Mayoral Roadshows took place in all the wards within the jurisdiction of Bela Bela Local Municipality as follows:

- ❖ Ward 1 – 03 May 2021
- ❖ Ward 2 – 29 April 2021
- ❖ Ward 3 – 02 May 2021
- ❖ Ward 4 – 18 April 2021
- ❖ Ward 5 – 17 April 2021
- ❖ Ward 6 - 13 April 2021
- ❖ Ward 7 – 25 April 2021
- ❖ Ward 8 - 01 April 2021
- ❖ Ward 9 – 21 April 2021

### **2.5.1.6 STRATEGIC PLANNING SESSION FOR 2021/2022 FY**

Strategic Planning Session was from 14 – 15 March 2020 all councillors, Executive Committee Members, The Mayor, Municipal Manager, Senior and Middle Management members and Ikosi Mahlangu who is the only chief within the jurisdiction of Bela Bela Municipality.

The Strategic Framework provided the strategic direction of the Municipality, which also formed the basis for updating the Vision, Mission, Values, Objectives and Strategies. Furthermore, the most important aspect was the formulation of key performance indicators.

### **2.5.1.7 2021/22 STRATEGIC PLANNING RESOLUTIONS**

#### **OFFICE OF THE MUNICIPAL MANAGER**

1. Filling of strategic positions e.g. DM: Communications/ IDP/PMS/Legal Services
2. Appointment of panel of forensic investigators
3. Procurement of Electronic Customer Care System.
4. Secure Radio Interviews for Community engagements
5. Conduct public awareness on fraud and corruption whistleblowing

#### **BUDGET AND TREASURY**

1. Implementation of Indigent Policy in a fair, just and equitable manner.
2. Put measures to improve revenue collection (Revenue Enhancement Strategy)
3. Provision of appropriate fleet in an affordable manner (Including Monitoring System)
4. Open a centralized stores or appoint suppliers on a short time basis for the purpose of bulk purchases in order to avoid delays
5. Households with rental rooms and shops should not be considered for indigents' registration.
6. To encourage Community of Masakhane and Piennarsrevier to pay for municipal services
7. Improve Audit opinion.

#### **TECHNICAL SERVICES.**

1. Seek funding from the DBSA for the development of the Roads and Stormwater Master Plans.
2. Budget from own source in each financial year for the rehabilitation of atleast 500m (0.5km) of the road network that are in a bad condition.
3. Budget a portion of the MIG each financial year to cover the roads and stormwater backlog.
4. Update the Water and Sanitation Master Plan through the DBSA grant.

5. Investigate and implement an alternative source of water for Rapotokwane Village.
6. Incorporate the development of the Storm Water Ingress Management Plan into the Water and Sanitation Master Plans funded through the DBSA grant.
7. Prioritize atleast one project in each financial year to refurbish the sewerage infrastructure through WSIG funding.
8. Update the Electricity Master Plan through the DBSA grant.
9. Budget from own source to complete the construction of the 132/11kVA 2 X 20MVA sub-station in phases.
10. Budget from own source in each financial year to refurbish the ageing electrical infrastructure in multiple phases.
11. Re-install the capacitor bank at Bela-Bela main sub-station in order to rectify the power factor and thereby reduce/ make as accurate as possible the Eskom Bulk account.
12. Budget from own source in each financial year for the refurbishment of street light cabling and related infrastructure.

### **SOCIAL AND COMMUNITY SERVICES**

1. The Vehicle Testing Station to be opened to the public from April 2021
2. Adherence to payment arrangement with the Department of Transport to ensure consistence provision of face value documents.
3. Commission an investigation into alleged corrupt activities in the traffic licensing department.
4. Provision of appropriate tools of trade including firearms
5. Explore the usage of drones and cameras for traffic monitoring
6. Ensure that the traffic officials are visible in all municipal areas.
7. Convert Marx and Sutter road into a one way street (Technical Services to provide technical support).
8. Develop a program on reduction of illegal dumping sites
9. To conduct educational awareness campaigns with regard to waste management and second burials.
10. Consider using telkom network at traffic and licensing
11. Identification of land for cemeteries within Bela-Bela (R101).

### **PLANNING AND ECONOMIC DEVELOPMENT**

1. Finalization the appointment of town planning specialist
2. Finalization of the improved LED Strategy
3. Budget provision for the SMME and Cooperatives supports
4. To conduct feasibility study for Bela Bela Dam (Game Reversed, Dam and Caravan Park) to be done once the panel of town specialist is appointed.
5. Land Audit report should be presented before municipal council
6. Management of Council Facilities for rental purposes
7. Finalization of outstanding property transactions at Gholbapanpark and middle income.

### **CORPORATE SERVICES**

1. Install Virtual Private Network (VPN) and Video conferencing facility to enhance municipal operations
2. Implement full functional electronic document system
3. Restore / install internet and telephone connectivity in all remote buildings
4. Replace ICT infrastructure in phases
5. Replace laptops, desktops and servers
6. Procurement of mobile office

7. Procurement of furniture
8. Development of HRD and HRM Strategy
9. Training of employees in line with legal requirements for personal and career development guided by WSP
10. Identify and prioritizes all critical vacancies to be filled in all departments (at least 50% per post level range)
11. Engage with organize labor with regard to development of a policy to regulate employment around Covid-19.

**Table:8 below illustrate 2021 -2022 Mayoral Media Statement Released**

<b>2021 – 2022 MAYORAL MEDIA STATEMENTS</b>		
<b>Date</b>	<b>Platform</b>	<b>Ward no / Targeted Group</b>
01 <sup>st</sup> October 2021	local newspaper (Die Pos)	Municipal wide
17 <sup>th</sup> December 2021	local newspaper (Die Pos)	Municipal wide
12 <sup>th</sup> of January 2022	local newspaper (Die Pos)	Municipal wide
15 <sup>th</sup> of June 2022	local newspaper (Die Pos)	Municipal wide
<b>2021 – 2022 MEDIA STATEMENTS FOR SPECIAL FOCUS GROUP</b>		
09 <sup>th</sup> of August 2021	Municipal Facebook page and local newspaper (Die Pos)	Women
01 <sup>st</sup> of December 2021	Municipal Facebook page and local newspaper (Die Pos)	HIV, STI and AIDS awareness
09 <sup>th</sup> & 29 <sup>th</sup> of June 2022	Municipal Facebook page and local newspaper (Die Pos)	Back to School campaigns
09 <sup>th</sup> & 29 <sup>th</sup> of June 2022	Municipal Facebook page and local newspaper (Die Pos)	Youth

### **2.5.1.8 COMMENT ON THE EFFECTIVENESS OF THE PUBLIC MEETINGS**

The Municipality is committed to fostering strategic partnerships with public and private sector institutions to implement programs and projects that are services delivery oriented. Office of the Mayor managed to establish formations such as special focus groups for the youth, the aged, people with disabilities, Church fraternal, traditional health practitioners.

A database has been developed to ensure that the Municipality implements activities that respond to stakeholders' needs and thus creating a sustainable relationship with members of the community.

Municipality developed Communication Strategy intending to enhance effecting and efficient communication with the community. And Customer Care Policy is in place including Batho Pele Service Standards that are implemented by the Customer Care Unit.

Implementation of the Communications Strategy enhanced Municipality communication with the community on service delivery updates. The community is continuously updated on service delivery interruptions via social media platforms and municipal website. Issues that are within Municipal power and functions are addressed and those of other sector departments are referred to the relevant office through the Office of the Mayor.

**TABLE:9 IDP PARTICIPATION AND ALIGNMENT**

<b>IDP Participation and Alignment Criteria</b>	<b>Yes/No</b>
Does the Municipality have impact, outcome, input, output indicators?	Yes
Does the IDP have priorities, objectives, KPIs, development strategies?	Yes
Does the IDP have multi-year targets?	Yes
Are the above aligned and can they calculate into a score?	Yes
Does the budget align directly to the KPIs in the strategic plan?	Yes
Do the IDP KPIs align to the Section 56 Managers	Yes
Do the IDP KPIs lead to functional area KPIs as per the SDBIP?	Yes
Do the IDP KPIs align with the provincial KPIs on the 12 Outcomes	Yes
Were the indicators communicated to the public?	Yes
Were the four-quarter aligned reports submitted within stipulated time frames?	Yes

## **2.5.1.9 PUBLIC SATISFACTION WITH MUNICIPAL SERVICES**

### **PUBLIC SATISFACTION LEVELS**

The Municipality did not conduct a Customer Satisfaction Survey during the 2021/2022 financial year, However, a Customer Care Unit is in place and functional, and is effectively gathering service delivery issues and complaints forwarded by community members. The information gathered by the Customer Care Unit is communicated to various departments within the Municipality to be attended to as soon as possible. Issues raised that are not for the Municipality are referred to relevant departments via the Office of the Mayor. Only one community protest took place in the 2021/22 financial year.

## 2.6 COMPONENT D: CORPORATE GOVERNANCE

### OVERVIEW OF CORPORATE GOVERNANCE

To ensure accountability and governance arrangements are in place, Section 121 (2)(c) of the MFMA supports the requirements of Section 18(1)(d) of the MSA of 2000: stipulates that information on matters of governance should be communicated to communities. This should, according to Sections 65(1)(a) of the MFMA and 46 of the MSA be undertaken through the compilation and publication of the Annual Report. The purpose of the annual report is to promote accountability to communities for decisions taken by the Council and matters relating to administrative structures, throughout a financial year.

#### 2.6.1 RISK MANAGEMENT

No organization operates in a risk-free environment. Risk management is an integral component of good management and decision-making at all levels. It is about making decisions that contribute to the achievement of the Municipality's objectives.

The purpose of an Enterprise Risk Management (ERM) process is to ensure that all significant risks that the Municipality is exposed to (whether at an executive, cluster, branch, component or project level) are proactively identified and managed to acceptable levels continuously. The key drivers to embed such a process within the Municipality are:

- a) The avoidance of unplanned impacts as a consequence of risks that take us by surprise;
- b) The need to protect the Municipality's reputation and image;
- c) To comply with the requirements of applicable laws and regulations;
- d) To ensure that we live the Municipality's values and comply with our code of conduct, and
- e) To foster a culture of responsible risk-taking.

Risks are defined as 'uncertain future events that could influence the achievement of objectives. These could include strategic, operational, financial and compliance objectives. Some risks must be taken in pursuing the opportunity, but the organization should be protected against avoidable losses.

In turn, ERM is defined as a 'process that is affected by people at every level of an organization, is applied in strategy setting and across the organization. It is designed to identify events potentially affecting the entity and manages risks within its risk appetite. It further provides management and the Executive Authority with reasonable assurance regarding the achievement of the entity's objectives.

The definition of ERM reflects certain fundamental concepts. It is:

A process, ongoing and flowing through an entity;

Affected by people at every level of the organization;

Applied in strategy setting;

Applied across the business, at every level and unit,

Includes taking an entity level portfolio view of risk;

Designed to identify potential events that, if they occur, will affect the entity and manage risk within its risk appetite;

Able to provide reasonable assurance to an entity's management and oversight structure; and

Geared to the achievement of objectives in one or more separate but overlapping categories.

Benefits of risk management

Some of the benefits of risk management can be summarized as follows:

Ensures that management is focused on strategic objectives

Identifies and manages cross-organizational risks

Provides integrated responses to risks

Ensures rationalization of capital and financial resources

The Municipality has a risk management committee composed of the head of departments and chaired by an external person.

The risk management committee sits every quarter to discuss risks that threaten the municipal objectives. Below are five high risks identified by the Municipality:

## **TOP TEN RISKS**

- 1.High service delivery backlog.
2. Ageing and under capacitated infrastructure
3. Aging ICT infrastructure
4. Possible litigations against the municipality
5. Illegal dumping of waste
- 6.Cashflow constraints
- 7.Negative audit outcome
- 8.Higher Water and Electricity Distribution losses
- 9.Lack of land for human settlement
- 10.Lack of economic development and growth

## RISK MANAGEMENT MEETINGS WERE HELD AS FOLLOWS – TABLE:10

On the year under review the Risk Management meetings were held as follows:

RISK MANAGEMENT MEETINGS	VENUE
04 <sup>th</sup> of August 2021	Virtual Meeting
20 <sup>th</sup> of October 2021	Virtual Meeting
30 <sup>th</sup> of March 2022	Virtual Meeting
17 <sup>th</sup> of June 2022	Virtual Meeting

### 2.6.3 ANTI-CORRUPTION AND FRAUD

Bela-Bela Local Municipality has priorities fraud risk management as per the Local Government Municipal Finance Management Act (MFMA) No 56 of 2003. Fraud prevention policy and plan are in place. The hotline through which service delivery complaints are received and whistleblowers anonymous are reporting is centralized at the District Municipality and as well as at the Office of the Premier. To instil confidence in the anonymous reporting of incidents of fraud and corrupt activities, the hotline is managed independently. Bela- Bela Local Municipality has sound internal controls in place to work as a deterrent and to also prevent the occurrence of fraud. All reported cases are monitored, investigated and discussed during the Top and Broader Management meeting as well as during the Audit Committee meetings. Internal Audit and Risk Management Committee assist to detect fraudulent and corrupt activities.

#### 2.6.3.3 FINANCIAL MISCONDUCT BOARD

The Municipality has established a financial misconduct board in line with Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings. The purpose of the board is to investigate any financial misconduct. Composition of the Board is as follows :

- Ms. A K Mabitsela - Chairperson
- Mr . N Marobane -Member

- Chief Audit executive – Member
- Legal officer – Member
- Representative from Provincial treasury- Member

### 2.6 .3.4 ACTION TAKEN TO ADDRESS ISSUES RAISED BY THE AG

During the financial year 2021/22 the municipality obtained a qualified audit opinion from the office of the Auditor General of South Africa. Amongst issues that qualified the Municipality are investment property , receivables, payables , revenue, expenditure , cash flow and distribution losses.

Municipality has since developed an Action Plan, developed a schedule of weekly AFS steering committee meetings and over and above this , the Municipality intends to prepare the interim financial statements with intention to address all issues raised in the audit report .

### 2.6.4 INTERNAL AUDIT FUNCTION

Internal Audit Division is a governance structure. The unit reports administratively to the Municipal Manager, functionally to the Audit Committee and has a staff complement of three officials.

The Internal Audit Division is responsible to evaluate the adequacy, effectiveness and efficiency of the internal control system and performance management. The Division provides the necessary assurance and advisory services to the organization and reports quarterly to the Audit Committee.

### COMPOSITION OF PERFORMANCE AND AUDIT COMMITTEE MEMBERS

The following are members of the Committee:

- Mr SAB Ngobeni - Chairperson
- Ms. A K Mabitsela - Member
- Mrs T Mathabatha - Member

### PERFORMANCE AND AUDIT COMMITTEE MEETINGS WERE HELD VIRTUAL AS FOLLOWS:

MEETINGS	DATE OF MEETING	VENUE
Audit Committee	30 <sup>th</sup> of August 2021	Virtual meeting

Audit Committee	23 <sup>rd</sup> of May 2022	Virtual meeting
Audit Committee	24 <sup>th</sup> of June 2022	Virtual meeting
Audit Committee	30 <sup>th</sup> of June 2022	Virtual meeting
Performance Audit Committee	30 <sup>th</sup> of August 2021 and 30 <sup>th</sup> of June 2022	Virtual meeting
Performance Audit Committee	30 <sup>th</sup> of August 2021 and 30 <sup>th</sup> of June 2022	Virtual meeting

## **BBLM PERFORMANCE AND AUDIT COMMITTEE ANNUAL REPORT 2021/2022**

We are pleased to present our report for the financial year ended 30 June 2022.

### **Audit Committee Responsibility**

The Audit Committee reports that it has complied with its responsibilities arising from Section 166 of the Municipal Finance Management Act and Circular 65 issued by the National Treasury. The Audit Committee also reports that it has adopted appropriate formal terms of reference as its Audit Committee Charter, and it has regulated its affairs in compliance with this charter and has discharged all its responsibilities as contained therein, except that we have not reviewed changes in accounting policies and practices.

### **Audit Committee members and attendance**

The above-mentioned Audit Committee members were appointed on the 29 April 2022. The appointment is with effect from 01 May 2022 for three (3) years.

### **Evaluation of Financial Statements**

The Audit Committee has:

Reviewed and discussed the Annual Financial Statements.

Therefore the Audit Committee concurs and accepts the conclusions on the Annual Financial Statements and is of the opinion that the annual financial statements be accepted and read together with the report of the Auditor-General.

### **The Effectiveness of Internal Control**

Our review of the findings of the Internal Audit work, which was based on the risk assessments conducted in the Municipality revealed certain weaknesses, which were then raised with the Municipality.

There has been an improvement in the system of internal control of the Municipality and reducing qualification issues of the previous year. There are several deficiencies in the system of internal control and/or deviations there were reported by the internal auditors and the Auditor-General. In certain instances, the matters reported previously have not been fully and satisfactorily addressed. The Audit Committee notes management's commitment to correct the deficiencies. During the year under review, there was consistent monitoring of action plans and progress.

#### **In-Year Management and Monthly/Quarterly Report**

The Municipality has a monthly and quarterly reporting system to the Council as required by the Municipal Finance Management Act (MFMA). Monitoring and reviews of performance information were periodically in the year under review.

#### **Performance Management**

The AC reviewed the functionality of the performance management system and it appears to be functional, however, there is room for improvement so far as the achievement of planned targets is concerned.

#### **Risk Management**

The AC is of the opinion that Municipality's risk management appears to be effective, and the Municipality did implement a comprehensive risk management strategy and related policies.

#### **Compliance with laws and regulations**

A number of non-compliance with the enabling laws and regulations were revealed by Internal Audit during the year. Thus there is a room for improvement in so far as establishing an effective system for monitoring compliance with laws and regulations and the results of management's investigation and follow-up (including disciplinary action) of any instances of non-compliance.

#### **Internal Audit**

The AC is satisfied with the effectiveness of Internal Audit and commends Management and Council for supporting the unit, however, the unit is not adequately capacitated and the position of additional Internal Auditor should be filled.

#### **Performance Management system**

The AC is satisfied that management did implement an effective management system, however, there is room for improvement in so far as assessment of external service providers' performance regularly.

#### **Conclusion**

The Audit Committee wishes to acknowledge the commitment from the Council, management and staff of the Municipality. The stability in terms of the political and administrative leadership of the Municipality has contributed to these improvements reported

above. We would also like to thank the Mayor for his support, Councillors, senior management for their efforts and internal audit for their contribution.

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Mr SAB Ngobeni

Chairperson of the Audit Committee

Bela-Bela Local Municipality

30 June 2022

### **AUDITOR-GENERAL REPORT FOR 2021/2022 FINANCIAL YEAR**

The Municipality has complied with the requirements of the Municipal Finance Management Act No. 56 of 2003 by compiling the 2021/2022 Annual Financial Statements and submitted these to the Auditor-General for auditing.

### **2021/2022 AUDITOR-GENERAL ACTION PLAN**

The 2021/2022 AGSA Action Plan is in progress.

## 2.6.5 BY-LAWS

During the 2021/2022 financial year, the Municipal Council Approved Municipal By-laws that were taken for public participation. The table below depicts details of public participation dates.

**Table: 11 BY-LAWS REVIEWED DURING 2021/2022 FY**

BY-LAWS REVIEWED DURING 2021/2022 FY					
Description	Dates of Public Participation	Public Participation Conducted Prior to Adoption of By-Laws / Policies (Yes/No)	Date Revised	By-laws Approved (Yes/No)	Date of Publication
Credit and Debt Collection By – law	April / May 2022	Yes	31 <sup>ST</sup> May 2022	Yes	June 2022
Property Rates By – law	April / May 2022	Yes	31 <sup>ST</sup> May 2022	Yes	June 2022
Tariff By – law	April / May 2022	Yes	31 <sup>ST</sup> May 2022	Yes	June 2022
Indigent Support By - law	April / May 2022	Yes	31 <sup>ST</sup> May 2022	Yes	June 2022

## CHAPTER 3

### 3 FINANCIAL HEALTH OVERVIEW

Municipality average debt collection rate was 84% in the 2021/2022 financial year which is above average in the Province. The Municipality's 2021/2022 financial year's total revenue is R 532 million. The highest source of revenue was Service Charges (i.e. income from the sale of water, electricity, waste collection and sanitation) followed by government grants and property rates respectively. The total expenditure of the Municipality for the 2021/2022 financial year was R487 million. The highest expenditure was incurred on employee costs followed by bulk purchases (water and electricity) and general expenditure respectively.

The Municipality's financial performance resulted in a surplus of R45 million. Total consumer debtors after provision for doubtful debts was R57 million at the end of June 2022. Debt collectors are being utilized to collect long outstanding debts. Trade payables amounted to R106 million as of 30 June 2022. Major creditors included bulk purchases (ESKOM) for electricity distributions and (Magalies) for water respectively. Contracted services are reflected as the second-highest expenditure under trade payables.

**Table: 12 below illustrate financial performance for the 2021/2022 financial year.**

Financial Overview 2021/2022			
Description	Original Budget	Adjustment Budget	Actual
<b>Total Revenue (inclusive of capital transfers and contributions)</b>			
Grants	169 724 000	178 408 129	178 250 539
Taxes and Service charges	338 389 921	338 389 921	270 368 872
Other	41 477 548	39 316 432	84 105 230
Sub total	<b>549 591 469</b>	<b>556 114 482</b>	<b>532 724 641</b>
<b>Total Expenditure</b>			
(Less Expenditure)	(459 070 510)	(475 829 116)	(487 157 887)
<b>Surplus / (Deficit)</b>	<b>90 520 959</b>	<b>80 285 366</b>	<b>45 566 754</b>

### 3.1 OPERATING RATIOS

Table:13 below depicts the main operating cost ratios in comparison with national treasury norms

Operating cost ratios 2021/2022	
Details	Value
Increase in revenue	$\frac{(\text{Period Under Review's Total Revenue} - \text{Previous Period's Total Revenue})}{\text{Previous Period's Total Revenue}} \times 100$ $\frac{(532\,724\,641 - 505\,106\,186)}{505\,106\,186} \times 100$ =5.47%
Employee cost	$\frac{\text{Employee Related Costs}}{\text{Total Operating Expenditure}} \times 100$ $\frac{140\,448\,292}{487\,157\,887} \times 100$ =28.83%
Repairs and maintenance	$\frac{\text{Total Repairs and Maintenance expenditure}}{\text{Property, Plant and Equipment and Investment property}} \times 100$ $\frac{140\,448\,292}{487\,157\,887} \times 100$ =1.06%
Finance charges and depreciation	$\frac{\text{Finance charge and depreciation}}{\text{Total operating expenditure}} \times 100$ $\frac{50\,028\,114}{487\,157\,887} \times 100$ =10.27%
Increase in expenditure	$\frac{(\text{Period Under Review's Total Expenditure} - \text{Previous Period's Total Expenditure})}{\text{Previous Period's Total Expenditure}} \times 100$

	$\frac{487\,157\,887}{625\,960\,304} \times 100$ <p>= -22.2%</p>
Interest cover	$\frac{\text{Earnings before interest and taxation}}{\text{Finance charges}}$ $\frac{60\,080\,930}{14\,514\,176} \times 100$ <p>4.14%</p>
Net surplus percentage	$\frac{(\text{Total Operating Revenue} - \text{Total Operating Expenditure})}{\text{Total Operating Revenue}} \times 100$ $\frac{476\,415\,169}{487\,157\,887} \times 100$ <p>=-2.25%</p>

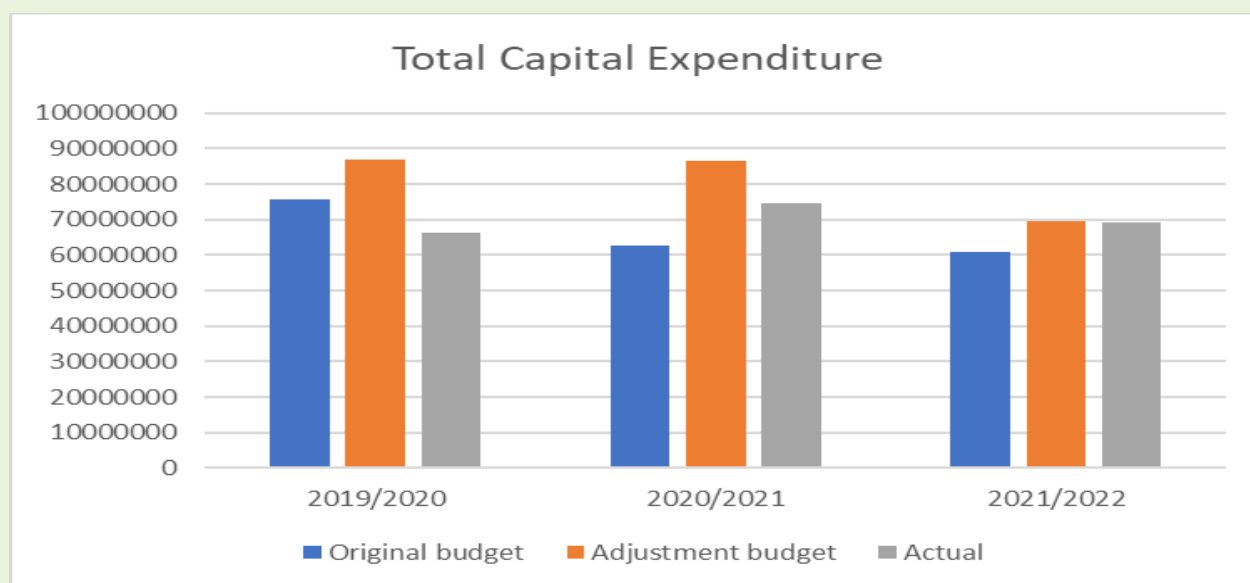
- In the 2021/2022 financial year revenue increased by 5.47%. The increase in service charges is due to tariff increases that were triggered by the increase in bulk purchases, materials and employee-related costs. There is also an increase in other income as a result of an increase in staff recoveries and unknown deposits recognized as own revenue. There was a decline in revenue derived from licenses and permits, this is due to a decline in the number of applications received by the Municipality.
- Employee costs are at 28.65% of the total operating expenditure and are considered to be within the National Treasury norms of between 25% and 40% as stipulated on MFMA Circular No. 71. Repairs and maintenance are at 1.36%. Acquisition and construction of new infrastructure while gradually replacing the old infrastructure and cash flow limitations resulted in lower repairs and maintenance. Depreciation is at 10.22% of the total operating expenditure.
- Total expenditure for the 2021/2022 financial year decreased by 22% from the 2020/2021 financial year. The increase is attributable to a decrease in fair value adjustment.
- The interest cover ratio of 2.98 indicates that the Municipality has more than sufficient earnings to cover interest payments as they fall due and there are no solvency concerns.
- The net surplus constitutes 8% of the total revenue. The surplus has been arrived at after taking into account the non-cash items amounting to R79 million.

### 3.2 CAPITAL EXPENDITURE

Table: 14 below shows the total capital expenditure over three financial years.

Total capital expenditure			
Details	2019/2020	2020/2021	2021/2022
Original budget	75 615 456	62 697 241	60 920 000
Adjustment budget	86 884 330	86 440 307	69 444 000
Actual	66 353 109	74 586 460	69 231 777

#### GRAPH:4 BELOW ILLUSTRATE CAPITAL EXPENDITURE OVER THE PERIOD OF THREE FINANCIAL YEARS

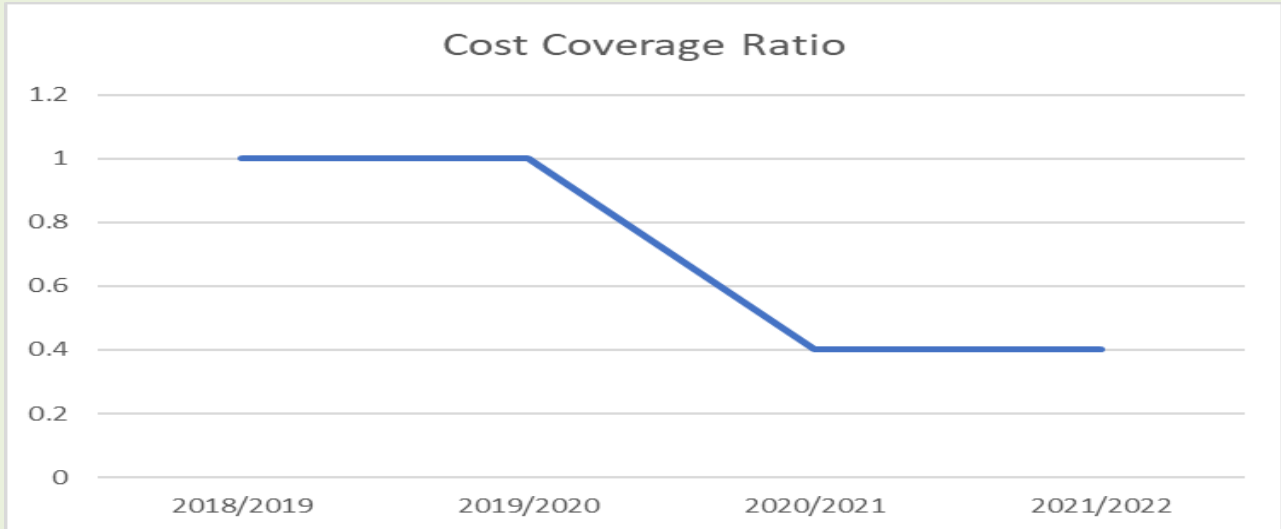


Municipal infrastructure grant spending was 99.97% and Water Services Infrastructure Grant spending was 98.70%. The Municipality had spent 99.69% on the capital budget as of 30 June 2022. All the capital projects undertaken by the Municipality were funded through the capital grants stated above, no projects were funded through their own sourced funds.

### 3.3 INTRODUCTION TO FINANCIAL PERFORMANCE

The graphs below depict the financial performance analyzed in terms of the financial ratios.

**Graph:5 – COST COVERAGE RATIO**

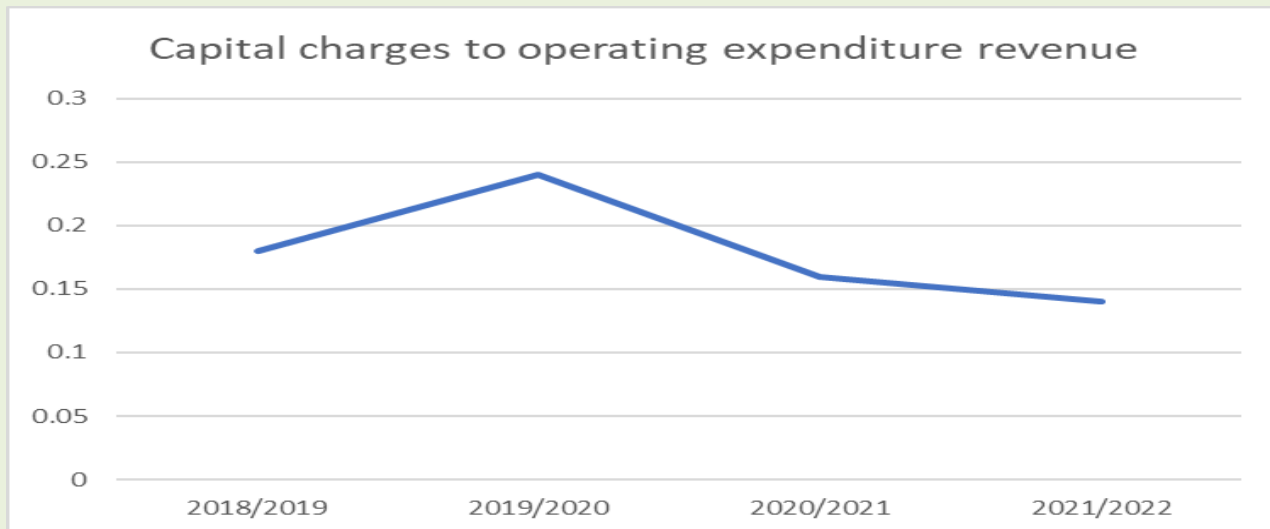


**3.4 GRAPH:6 – OUTSTANDING SERVICE DEBTORS TO REVENUE RATIO**

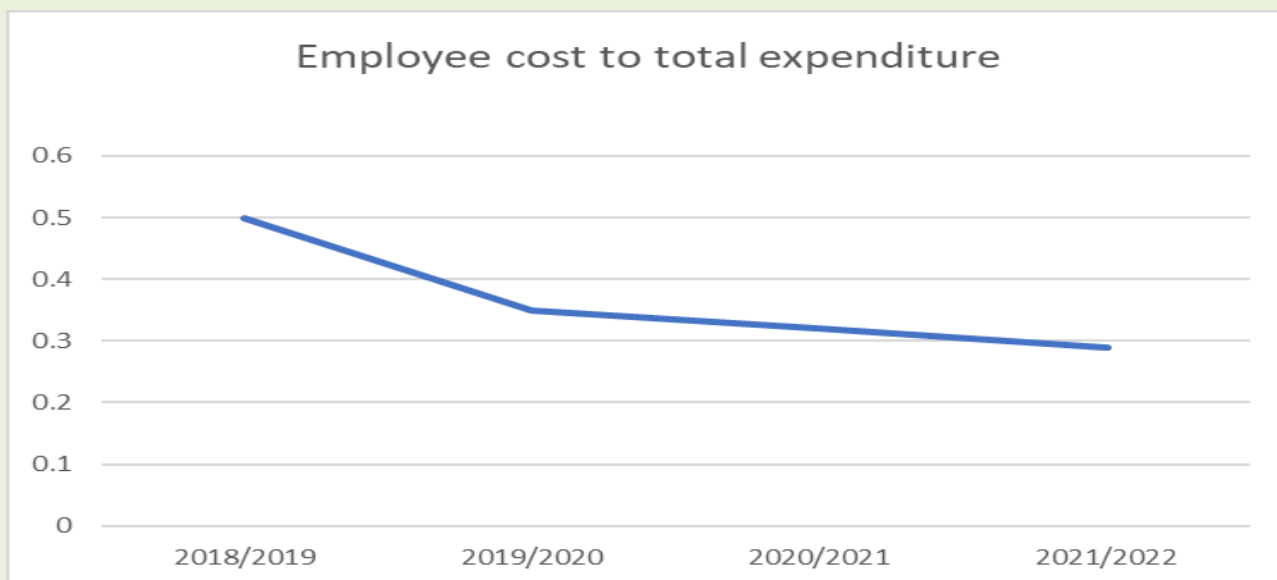


$$\frac{\text{Outstanding debtors}}{\text{Revenue}}$$

**3.5 GRAPH:7 – CAPITAL CHARGES TO OPERATING EXPENDITURE RATIO**

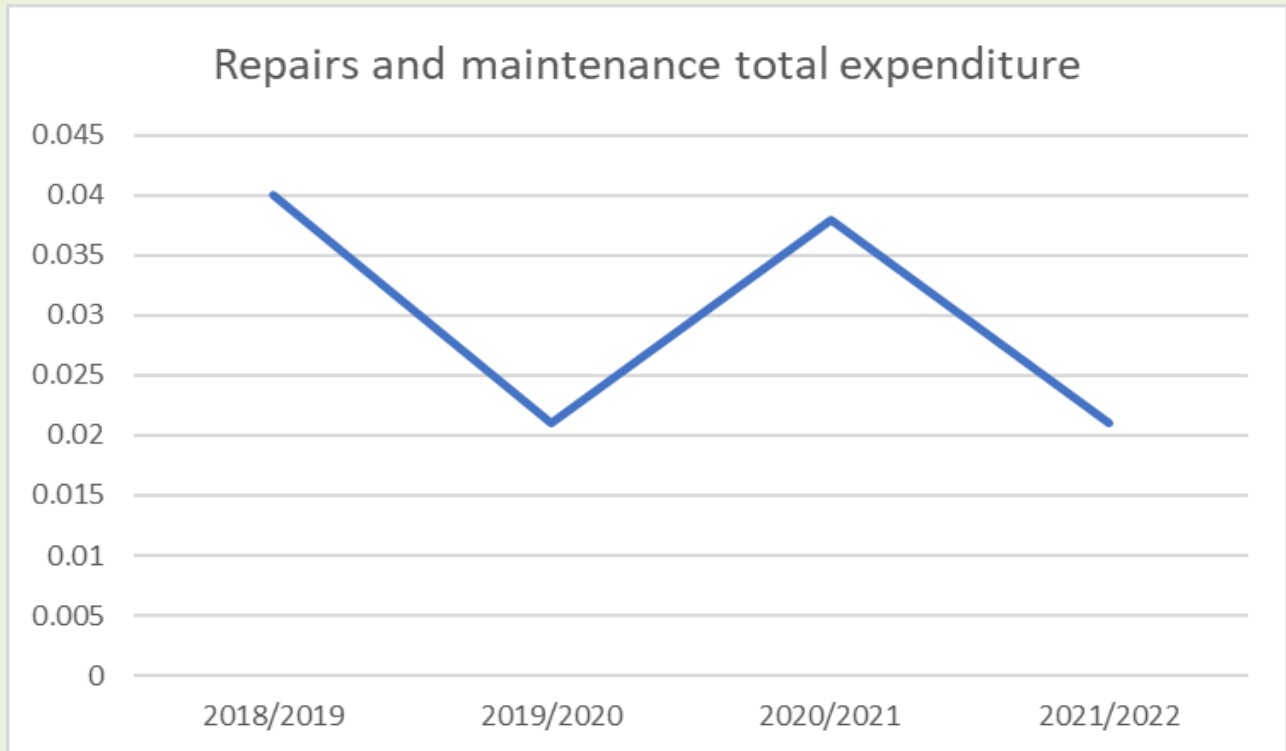


**3.6 GRAPH:8 – EMPLOYEE COST RATIO**



$$\frac{\text{Employee Related Costs}}{\text{Total Expenditure}}$$

### 3.7 GRAPH:9 – REPAIRS MAINTENANCE TO OPERATING EXPENDITURE



$$\frac{\text{Total Repairs and Maintenance expenditure}}{\text{Total Expenditure}}$$

### 3.4 STATEMENT OF FINANCIAL PERFORMANCE

#### Bela Bela Local Municipality

Annual Financial Statements for the year ended 30 June 2022

#### Statement of Financial Performance for the year ended 30 June 2022

Figures in Rand	Note(s)	2022	2021 Restated*
<b>Revenue</b>			
<b>Revenue from exchange transactions</b>			
Service charges	18	189 321 078	178 847 201
Sale of goods and rendering of services		410 640	324 710
Rental of facilities and equipment	19	1 601 858	1 365 599
Agency services	21	3 894 845	4 593 392
Cemetery Fees		498 758	449 027
Commission received		123 416	99 846
Demand charges		157 843	144 589
Other income	22	4 021 110	16 177 543
Interest earned	23	6 362 251	5 469 941
Fair value adjustments	52	25 051 660	-
<b>Total revenue from exchange transactions</b>		<b>231 443 459</b>	<b>207 471 848</b>
<b>Revenue from non-exchange transactions</b>			
<b>Taxation revenue</b>			
Property rates	24	81 047 794	79 460 505
Property rates - Interest received	24	8 492 774	7 588 387
Licences and permits (non-exchange)	50	2 232 263	1 938 558
<b>Transfer revenue</b>			
Government grants and subsidies	25	178 260 539	192 586 288
Fines	20	31 257 812	16 060 600
<b>Total revenue from non-exchange transactions</b>		<b>301 281 182</b>	<b>297 634 338</b>
<b>Total revenue</b>		<b>532 724 641</b>	<b>505 106 186</b>
<b>Expenditure</b>			
Employee related costs	28	(140 448 292)	(147 034 989)
Remuneration of councillors	27	(7 248 348)	(7 508 552)
Depreciation and amortisation	28	(35 513 938)	(32 602 835)
Impairment of assets	51	(4 204 687)	-
Finance costs	29	(14 514 176)	(10 537 838)
Debt impairment	31	(65 266 022)	(66 602 774)
Bulk purchases	33	(117 551 012)	(98 910 251)
Contracted services	34	(40 885 967)	(38 488 434)
Loss on disposal of assets and liabilities		(25 150)	(289 543)
Fair value adjustments	52	-	(169 273 436)
General expenses	32	(61 500 295)	(54 731 652)
<b>Total expenditure</b>		<b>(487 157 887)</b>	<b>(625 960 304)</b>
<b>Surplus (deficit) for the year</b>		<b>45 566 754</b>	<b>(120 854 118)</b>

### 3.5 COMMENT ON FINANCIAL PERFORMANCE

The final audited Financial Statements reflect total revenue of R532 724 641. Revenue from exchange transactions consisted mainly of service charges. Revenue from non-exchange transactions was earned primarily from property rates and government grants.

Total expenditure for the year was R 487 157 887. Employee related costs and bulk purchases constituted 29% and 24% of total expenditure respectively. Total expenditure decreased by 22%. The decrease is mainly due to no fair value adjustment in the current year.

### 3.6. GRANTS

Operating grants

(Figures in Rand)	2022	2021
Equitable share	104 441 000	115 041 000
Finance Management Grant	1 650 000	1 700 000
Extended Public Works Program	1 353 000	1 060 000
SETA	215 062	198 828
Municipal Disaster Relief Grant	-	-
<b>Total Operating grants</b>	<b>107 659 062</b>	<b>117 999 828</b>

Operating grant revenue for the year amounted to R 107 659 062. All the operating grants allocated to the Municipality in terms of the Division of Revenue Act for 2021/2022 were received. No operating grants were withheld by National Treasury during the financial year.

#### 3.6.1 COMMENTS ON CONDITIONAL GRANTS AND GRANTS RECEIVED FROM OTHER SOURCES

Finance Management Grant	1 650 000	1 700 000
Extended Public Works Program	1 353 000	1 060 000
SETA	215 026	198 828
Municipal Infrastructure Grant	27 184 944	25 443 778
Municipal Water Infrastructure Grant	40 499 993	36 994 682
Integration National Electrification Programme	-	8 548 000

Energy Efficiency And Demand Side Management	2 906 504	3 600 000
<b>Total Conditional Grants</b>	<b>73 809 467</b>	<b>77 545 288</b>

A total of R 73 809 467 was recognised as revenue from conditional grants. Conditional grants include both operational and capital grants. Conditional grants are included in revenue only to the extent that the Municipality has met the conditions of those grants. All conditional grants were received from the National Treasury as per the Division of Revenue Act, except for the SETA grant which is received from the Department of Higher Education and Training.

### 3.6.2 COMMENTS ON CAPITAL EXPENDITURE

Capital Expenditure relates mainly to the construction and rehabilitation of municipal assets that will have value lasting over many years. capital expenditure is funded from grants and own generated funds. components deals with capital spending indicating the source of funding and whether the Municipality was able to spend on its planned and approved capital projects.

#### SPENDING AGAINST CAPITAL BUDGET (FIGURES IN RAND)- TABLE:15

Project Name	Funding	Current budget	Total Expenditure
Bela Bela: Storm Water - Spa Park	MIG	R 3,446,364.70	R 3,446,364.70
Bela Bela: Extension Grave Yard	MIG	R 5,808,520.00	R 5,808,544.61
Bela Bela: Development of sport facilities - Spa Park	MIG	R 2,192,278.46	R 2,171,495.41
Bela Bela: Development of sport facilities - Lesiding	MIG	R 1,921,231.82	R 2,183,517.77
Bela Bela: Road Paving and Storm Water 1 (Hostel View & X5)	MIG	R 2,784,943.55	R 2,784,943.54
Bela Bela: Road paving & Storm water X6- Phase 1	MIG	R 4,383,405.80	R 4,142,944.74
Bela Bela: Road paving & Storm water X7- Phase1	MIG	R 474,019.00	R 474,000.00
Bela Bela: Road paving & Storm water X8- Phase1	MIG	R 262,162.22	R 262,160.00
Bela Bela: X 6 Intersection	MIG	R 500,000.00	R 498,747.51
Bela Bela: Road Paving X 4, 6, 7 & 8(Roll-Over)	MIG	R 2,383,074.45	R 2,383,005.45
Supply and install new and faulty water meters (±1200HH in All V	WSIG	R 7,031,278.34	R 6,255,821.58
WCDM: Installation of Bulk Zonal Meters in Bela Bela(Ward 1 to	WSIG	R 275,350.00	R -
2ML WTW in Masakhane	WSIG	R 10,876,927.14	R 10,842,694.72
Bela-Bela Refurbishment of old section of water treatment works	WSIG	R 3,054,349.00	R 2,690,452.37
Upgrade of Bela-Bela Aventura sewer pump station(19_20)	WSIG	R 4,650,647.56	R 4,641,552.27
Bela-Bela water desalination plant -Rapotokwane(19_20)	WSIG	R 5,130,967.98	R 5,032,118.46
Refurbishment of the Warmbad Dam	WSIG	R 5,949,934.84	R 3,714,749.85
Water reticulation in Rapotokwane	WSIG	R 505,545.75	R -
Refurbishment of the Bela Bela Waste Water Treatment Works-P	WSIG	R 9,300,000.00	R 3,119,000.34
Refurbishment of sewer outfall from Aventura PS to Bela-Bela W	WSIG	R 700,000.00	R 698,291.21
Electrification of 900HH-INEP	INEP	R 8,548,000.00	R 8,564,429.10
Energy Efficiency and Demend Side Management	EEDSM	R 3,600,000.00	R 3,600,000.00
<b>Total</b>		<b>R 83,779,000.62</b>	<b>R 73,314,833.63</b>

### 3.8 CASH FLOW MANAGEMENT AND INVESTMENTS

#### Bela Bela Local Municipality

Annual Financial Statements for the year ended 30 June 2022

#### Cash Flow Statement for the year ended 30 June 2022

Figures in Rand	Note(s)	2022	2021 Restated*
<b>Cash flows from operating activities</b>			
<b>Receipts</b>			
Property rates and traffic fines		89 540 568	65 572 663
Service charges		257 932 319	178 847 201
Grants		180 099 062	189 104 968
Interest income		6 362 251	13 058 328
		<u>513 934 200</u>	<u>446 583 160</u>
<b>Payments</b>			
Employee costs		(145 001 172)	(147 839 541)
Suppliers		(297 618 923)	(206 901 011)
Finance costs		(14 514 176)	(9 795 615)
		<u>(457 134 271)</u>	<u>(364 536 167)</u>
<b>Net cash flows from operating activities</b>	35	<u>56 799 929</u>	<u>82 046 993</u>
<b>Cash flows from investing activities</b>			
Purchase of property, plant and equipment	4	(52 485 865)	(79 503 278)
Proceeds from sale of property, plant and equipment	4	-	(228 908)
<b>Net cash flows from investing activities</b>		<u>(52 485 865)</u>	<u>(79 732 186)</u>
<b>Net increase/(decrease) in cash and cash equivalents</b>		<u>4 314 064</u>	<u>2 314 807</u>
Cash and cash equivalents at the beginning of the year		12 516 771	10 201 964
<b>Cash and cash equivalents at the end of the year</b>	15	<u>16 830 835</u>	<u>12 516 771</u>

The accounting policies on pages 13 to 28 and the notes on pages 29 to 81 form an integral part of the annual financial statements.

### 3.9 SUPPLY CHAIN MANAGEMENT

Section 112 of the Municipal Financial Management Act (MFMA) No.56 of 2003 requires municipalities to have a Supply Chain Management Policy which is fair, equitable, transparent, competitive, cost-effective and complying with the prescribed regulatory framework. As guided by the above mentioned Act Bela-Bela Local Municipality revised its SCM Policy during the 2020/2021 financial year to comply and implement the provisions of Section 112 of MFMA. And taking into account other development in Supply Chain Management (SCM) such as the new South African Revenue Services (SARS) phasing out of tax clearance certificates and introduction of compliance PINs, the new Centralized Supplier Database (CSD) and the e-Tender advertisement platform.

### 3.10 COMMENTS SUPPLY CHAIN MANAGEMENT

With regards to the long term contracts and Public-Private Partnerships (PPP) it should be indicated that the Municipality did not have long term contracts and PPP's during the 2020/2021 financial year.

The Municipality is also adhering and complying with Section 26(b) of Local Government Municipal Finance Management Regulations, which allows the Accounting Officer to appoint members of bid committees as and when required.

### 3.11 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. Successful GRAP compliance will ensure that municipal accounts are comparable and more informative for the Municipality. It will also ensure that the Municipality is more accountable to its citizens and other stakeholders. Information on GRAP compliance is needed to enable National Treasury to assess the pace of progress and consider the implications.

### 3.12 INTRODUCTION TO FREE BASIC SERVICES AND INDIGENT SUPPORT

Bela-Bela Local Municipality has approved an Indigent support policy where consumers who earn R3 800 and below qualify to receive free/subsidised basic services. These services include 6kl of water, 50KWH of electricity, free weekly waste collection, free sanitation services and 100% subsidy on property rates. An indigent register has been developed and it is being used as a guide of the number of households provided with the above mentioned free basic services. According to the statistics in the register, Bela-Bela local Municipality provides 4 929 houses with free basic services (Indigents) during the 2021/2022 financial year.

SERVICES	NUMBER
FREE BASIC WATER	4 569
FREE BASIC ELECTRICITY	3 712
FREE BASIC SANITATION	4 929
FREE BASIC REFUSE	4 652

## CHAPTER 4 – SERVICE DELIVERY PERFORMANCE

### 4.1 INTRODUCTION TO BASIC SERVICES

This component includes: water services; waste water (sanitation) services; electricity services; and roads and stormwater services.

Bela-Bela Local Municipality has a total of 18 068 households as per “Census 2011 Statistics” of which 14 497 constitute Urban Residential as per the “Spatial Development Framework Bela-Bela 2011”, meaning that the difference is either not proclaimed, illegal or rural settlements. However the number of households has increased based on Census 2016 Community Survey which also estimates that there are approximately 21 354 households within Bela-Bela municipal area which is 18.9% increase from 2011. It is anticipated that the 2022 Census will reveal an even bigger growth due to emerging informal settlements and formal extensions in the Township and Rural Areas. The inclusion of Savannah Estates is also inevitable although it is on the boundary of the Dr JS Moroka Local Municipality in the Mpumalanga Province, the Demarcation Board has since confirmed that the Settlement is within the Bela-Bela Local Municipality Boundaries.

The Municipality is a Water Services Authority and Provider. During the 2021/2022 financial year there was improvement on the water supply system, and the Municipality was able to supply water reasonably to the Community of particularly Bela-Bela Town and Township.

Magalies water board is contracted to the municipality to provide purified water at 7.5 Mega-Litres (ML) per day. However, on average 6ML/day was received.

Waste Water Treatment Plant and all Pump Stations are on a high critical risk and need to be refurbished and upgraded in order to accommodate all the Settlements and stormwater ingress. The Municipality managed to start with the refurbishment of the Bela-Bela Waste Water Treatment Plant project through WSIG funding from the Department of Water and Sanitation, and the project will continue with its last phase in the next 2022/23 and 2023/24 financial years. Other projects to refurbish/ upgrade Pump Station are set to start with designs in the 2022/23 financial years.

The Municipality was able to secure an in-kind grant from the Development Bank of Southern Africa (DBSA) for the Development of the Water and Sanitation Master Plan, Water Services Development Plan and the Plan to reduce non-revenue Water, due to be completed and approved by Council in the 2022/23 financial year. These plans will assist in effective planning of Water and Sanitation projects, ensuring sustainability of service provisioning.

The Municipality is licenced to provide electricity to Bela-Bela Town, Township and the Farms. Pienaarsrivier, Radium (Masakhane), Rapotokwane Village, Vingerkraal and Tsakane are serviced by Eskom.

During the financial year under review the Municipality has successfully maintained the electricity supply to all consumers, although it was mostly reactive maintenance due to challenges with the shortages of resources. The electrical infrastructure is ageing and there is a dire need for refurbishment. Bulk capacity remains a challenge, however the Municipality developed the electrical master plan through the DBSA in-kind grant, which has also been approved by Council.

The Municipality continues to conduct a road visual assessment and a status quo report on the municipal roads has been produced. Routine road maintenance was maximized to improve roads infrastructure conditions and accessibility. The biggest challenge remains with the undercapacitated stormwater system, which was also regularly maintained to ensure effectiveness. There is an urgent need to develop and Roads and Stormwater Master Plan, and to also upgrade the stormwater system.

#### 4.1.1 INTRODUCTION TO WATER PROVISION

Note: Recent legislation includes the Water Services Act 1997 and the General Enabling Act 2005

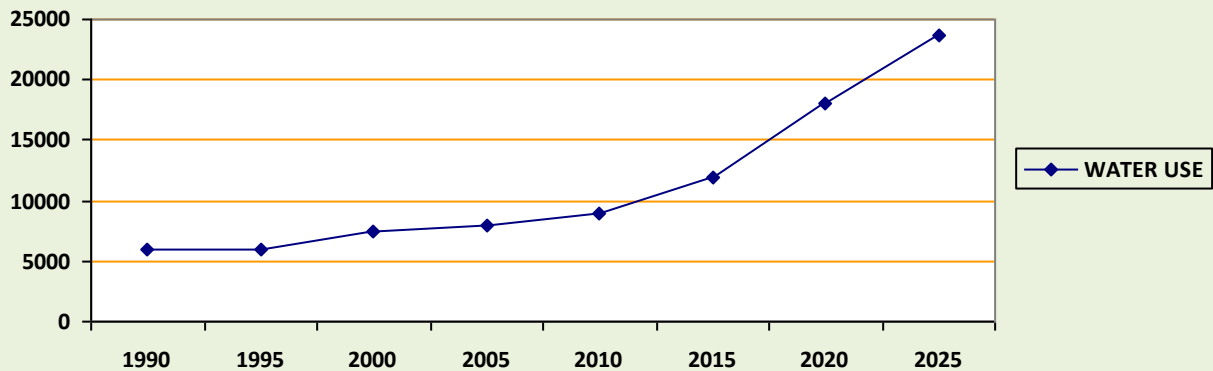
Bela-Bela is supplied predominantly with water sourced from the Warmbaths and Platrivier dams, whose levels improved due to recent high rainfall. Therefore, much challenge with water shortages was not experienced particularly in Bela-Bela Town and Township.

Bela Bela Local Municipality recorded water losses of 20.5% in the 2021/2022 financial year. The Water losses were more often discussed as un-accounted for water which is in two aspects i.e Technical losses (water loss in the system due to infrastructure failure. Non-revenue water (water theft through illegal connections and non - payment by consumers). More stringent measures must be in place to reduce water losses.

Urban Water Usage by 2022 was 15 273kl/day, while for the other category the use is on the Moderate level of 2 865kl/day. The registered 4500 indigent households received 6kl of free basic water per month.

The Total Water Demand in the Jurisdiction of Bela- Bela Local Municipality is calculated at 18 138kl/day (Including Savannah Estates). (Source: Zutari Situational Analysis Report - 2022).

**GRAPH 10: WATER DEMAND**



#### 4.1.2 BULK WATER RESOURCES IN BELA-BELA LOCAL MUNICIPALITY

Bulk Water supply for the Bela-Bela area of jurisdiction is sourced as follows:

- Potable water from Magalies Water Board
- Bela- Bela Local Municipality Water Treatment Works
- Boreholes/ Ground Water

**TABLE 16: AVARAGE BULK WATER SUPPLY**

Main Source/ Dam	Bulk Resources	Coverage	WATER SUPPLY					
			Expected Volume (KI/Month)	Water Demand (KI/month)	% of Contributi on	Actual Delivery (KI/Month)	% Contributio n (Expected Volume)	% Contributio n (Demand)
Roodepoort Dam	Magalies Water (Klipdrift Water Treatment Works)	Bela-Bela	180 784	441784	41%	176,587	97.68%	39.97%
Warmbaths / Platrivier Dams	Bela-Bela Water Treatment Works (WTW)	Bela-Bela Town and Township	225 000		51%	93,103	41.38%	21.07%
Boreholes	Showground, Park, Outpost and Roodepoort	Bela-Bela Town and Township	36 000		8.2%	0	0%	0%
Roodepoort Dam	Magalies Water (Klipdrift Water Treatment Works)	Pienaarsrivier	40 000	82 300	48.6%	25,918	64.79%	31.49%
Boreholes	Rapotokwane	Rapotokwane	4 080	4 395	93%	1,151	28.21%	26.19%
Boreholes and Water Trucks	Tsakane	Tsakane	2 700	2 292	100%	1,053	39%	45.94%
Boreholes	Masakhane/ Radium	Masakhane/ Radium	5 100	6 870	74.2%	1,119	21.93%	16.28%
Boreholes and Water Trucks	Vingerkraal	Vingerkraal	7 800	1 040	unknown	No meter	-	-
<b>TOTALS</b>			<b>501 464</b>	<b>538 681</b>	<b>93.1%</b>	<b>298,930</b>	<b>59.6%</b>	<b>55.5%</b>

**Note:** The expected volume/day is based on the capacity of the Bulk Resources. The expected volume per month = 30days X expected volume/day.

\*\*\*Note that the % Contribution is rounded off to 1 decimal place

Table above illustrates that there is a deficit against the current demand. These water shortages are experienced mostly in areas supplied from Boreholes; viz Masakhane, Rapotokwane Village, Savannah Estates, Vingerkraal and Tsakane.

#### 4.1.3 COMMENT ON WATER USAGE

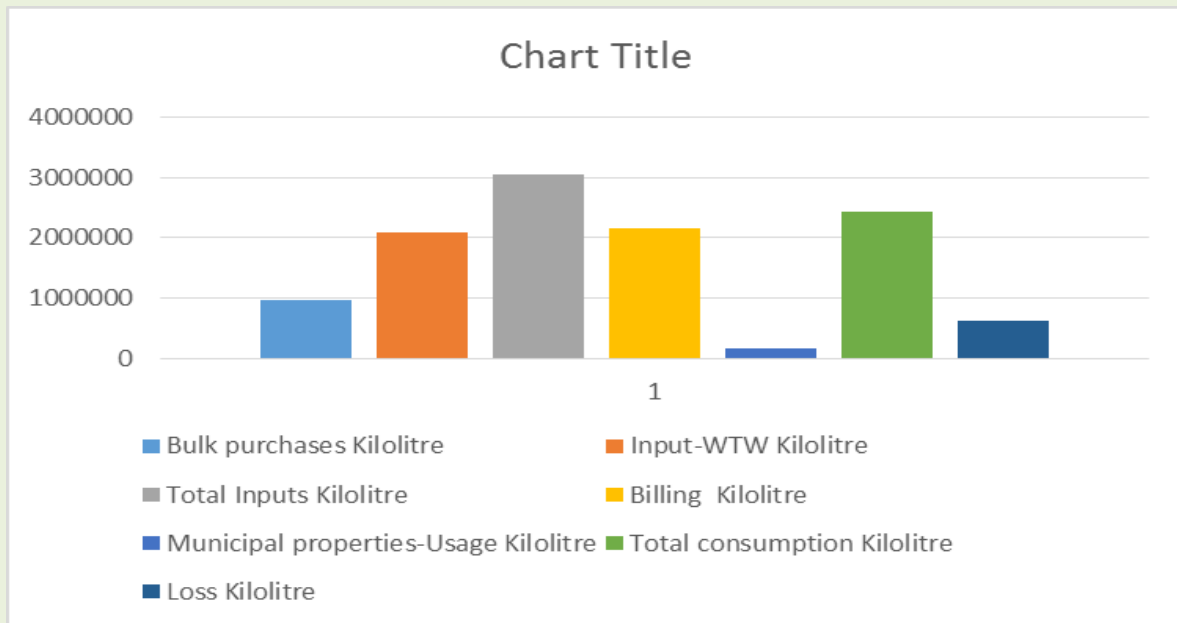
For supply in Bela-Bela Town and Township, the Bela- Bela Water Treatment Works constantly provided water without any challenges, with Magalies Water augmenting the Supply as contracted.

Challenges remained with boreholes in Rapotokwane, Tsakane and Vingerkraal, although repairs were regularly done to ensure functionality.

**TABLE 17: WATER USE**

Water Use – July 2021 to June 2022						
Bulk Purchases (kl)	Input WTW (kl)	Total Input (kl)	Billing (kl)	Municipal Properties - Usage	Total Consumption (kl)	Loss (kl)
2 665 423	1 281 049	3 946 472	1 940 331	1 197 114	3 137 445	809 027

**GRAPH 11: WATER USE**



Due to the high water losses, the following Water Conservation Demand Management actions were prioritized:

- Replacement of Non-functional meters
- Reduce pressure in the reticulation system
- Reduce water losses to minimum acceptable levels
- Education & awareness

- Replacement of ageing infrastructure
- Continuous repair of water pipe bursts/ leakages

**4.1.4 TABLE 18: RESIDENTIAL WATER SERVICES DELIVERY ACCESS PROFILE [WATER]**

Census Category	Description	2018		2019		2020		2021		2022	
		Nr	%	Nr	%	Nr	%	Nr	%	Nr	%
<b>WATER (ABOVE MIN LEVEL)</b>											
Piped (tap) water inside dwelling/ institution	House connections	14 073	78%	14 073	78%	14 073	78%	14 073	78%	14 073	78%
Piped (tap) water inside yard	Yard connections	855	5%	855	5%	855	5%	855	5%	855	5%
Piped (tap) water on community stand: distance less than 200m from dwelling/ institution	Standpipe connection < 200 m	3 136	17%	3 136	17%	3 136	17%	3 136	17%	3 136	17%
Sub-Total: Minimum Service Level and Above		18 064	100%	18 064	100%	18 064	100%	18 064	100%	18 064	100%
* To include informal settlements											

The wording “within/more 200m from dwellings” be replaced with “stand pipes” as it is challenging to measure.

#### 4.1.5 TABLE 19: EMPLOYEES WATER AND SANITATION SERVICES

Employees: Water and Sanitation Services - 2021/2022 Financial year				
Job Level	Number of Employees	Number of Posts	Vacancies	% Vacancy
0-3	2	1	1	50%
4-6	4	3	1	25%
7-9	10	3	7	70%
10-12	4	3	1	25%
13-15	84	50	34	40%
Total	104	60	44	42%

Vacancies in the Water and Sanitation Division is mostly caused by retirements more than resignations. This leaves the Division with serious skills shortages. The vacancy rate of 42% indicates that there is a serious gap in covering operations and maintenance work.

#### 4.1.6 COMMENT ON WATER SERVICES PERFORMANCE OVERALL

The Blue Drop Audit for the 2021/2022 financial year was done with only the system analysis concluded.

**Municipal BDRR Score: 40.1%**

Assessment Areas	Bela Bela /Magalies Water Supply System	Radium Borehole Water System	Rapotokwane Borehole Water System
<b>BULK / WSP</b>		<b>Magalies Water</b>	
A: Total Design Capacity (MI/d)	47	1	1.47
B: % Operational Capacity in terms of design	82.6%	80%	108.8 %
C1a: % Microbiological Compliance	98.8%	100%	0%
C1b: % Microbiological Monitoring Compliance	81.3%	0%	0%
C2a: % Chemical Compliance	98.5%	90.9%	0%
C2b: % Chemical Monitoring Compliance	50%	20.6%	17.7%
D: % Technical Skills	71%	0%	0%
E: % Water Safety Plan Status	73.1%	0%	0%
<b>%BDRR/BDRR max</b>	<b>38.2%</b>	<b>44.7%</b>	<b>98.4%</b>

The Bela Bela/Magalies WSS and Radium borehole falls in the Low-risk category and the Rapotokwane borehole falls in the Critical-risk category.

**Criteria B** - The Bela Bela/Magalies WSS and Radium borehole are operating within their design capacity (<90%) which makes the water systems to be at Low-risk. However, the Rapotokwane borehole is operating above its design capacity (>90%) which makes it non-compliant, and this must be addressed by the WSA.

**Criteria C** – The Bela Bela/Magalies WSS indicates excellent compliance for Microbiological compliance (>98%), Microbiological Monitoring compliance (>80%) and Chemical compliance (>98%). However, the WSS achieved adequate score for Chemical Monitoring compliance. The Radium borehole only achieved an excellent Microbiological compliance (>98%), the Microbiological Monitoring compliance is not monitored by the WSA and there is non-compliance with Chemical compliance (<98%) and Chemical Monitoring compliance (<80%) which presents a serious health risk to the end users. The Rapotokwane borehole indicates no monitoring for Microbiological compliance, Microbiological Monitoring compliance and Chemical compliance, and non-compliance with Chemical Monitoring compliance (<80%) which presents a serious health risk to the consumers as quality of water cannot be guaranteed for consumption.

**Criteria D** – The Bela Bela/Magalies WSS achieved adequate score for compliance with technical skills and Radium borehole and Rapotokwane borehole indicated no presence of technical skills, which indicates that there is insufficient or an absence of the relevant process control staff and maintenance teams.

**Criteria E** – The Bela Bela/Magalies WSS indicated the presence and implementation of a Water Safety Plan and development of risk-based water quality monitoring programmes as outlined in SANS 241:2015. However, Radium borehole and Rapotokwane borehole indicated the absence of a Water Safety Plan.

The Regulator encourages the WSA and WSP to urgently implement the following recommendations to ensure delivery of safe drinking water for all consumers:

- ▣ A and B: Installation of calibrated inflow meters to verify operational capacity at Rapotokwane borehole which is operating at 108.84% of its design.
- ▣ C: Implementation of corrective measures in the event of microbiological and chemical failures to always ensure delivery of safe drinking water. Implementation of monitoring programmes with sufficient samples based on population size as outlined in SANS 241:2015.
- ▣ D: Appointment of suitably qualified staff (supervisors, process controllers and maintenance teams) aligned to set criteria.
- ▣ E: Development of Water Safety Plan as per SANS 241:2015 and WHO guidelines including risk assessment of entire supply system, water quality evaluation based on full SANS 241:2015 analysis of raw and final water, development of risk-based monitoring programmes, and implementation of mitigating measures to address all medium and high risk.

The Water supply systems in Rapotokwane and Masakhane have also since been improved through the installation of Package Plants to improve the water quality.

**(Source: Blue Drop Progress Report 2022)**

## 4.2 INTRODUCTION TO WASTE WATER (SANITATION) PROVISION

BBLM households predominantly have a water borne sanitation system, except in rural areas such as Tsakane, Vingerkraal, Masakhane and Rapotokwane which use Dry Sanitation.

Backlog exists mainly in informal settlements and new extensions within the entire Municipal area, and was recorded at 4 120 households (including informal settlements and rural areas) as of end of June 2022. In order to address this matter the Municipality is supported by the Department of Cooperative Governance, Human Settlements and Traditional Affairs (CoGHSTA) to formalize informal settlements and the realignment of stands in line with township establishment requirements.

The Sanitation Infrastructure comprises of 1 X Biological Activated Sludge Plant in Bela-Bela (Bela-Bela Waste Water Treatment Works), 2 x Oxidation Ponds (Pienaarsrivier and Masakhane), 8 Sewer Pump Stations (Masakhane PS, Pienaarsrivier PS, Settlers PS, Leseding PS, Ext 6 PS, Bospoort 1 PS, Bospoort 2 PS, Aventura PS) and about 1056 Manholes over total length of 175,4km of pipeline.

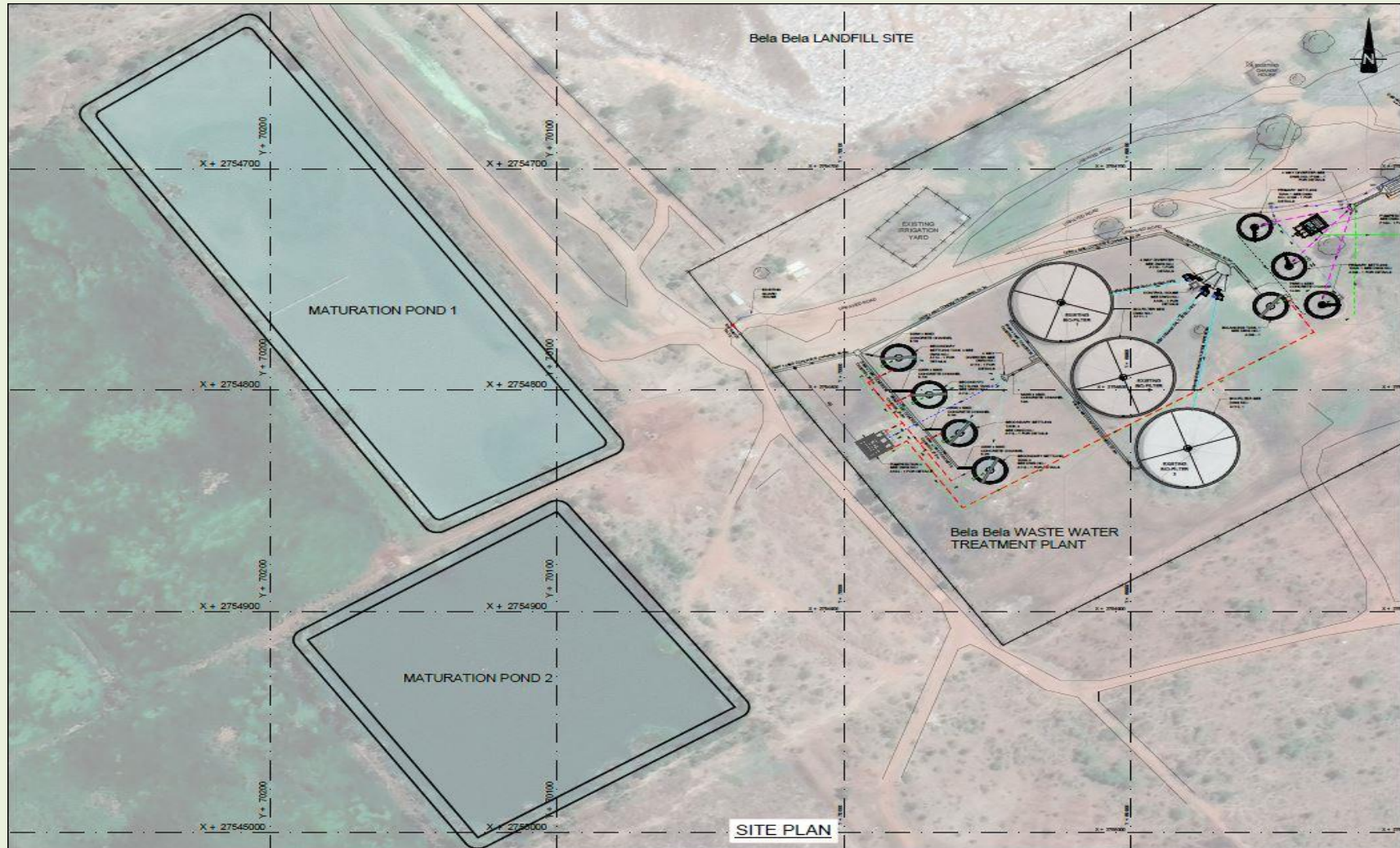
The main challenges with sanitation services are:

- Ageing Infrastructure.
- Under capacitated Bulk Infrastructure, including Waste Water Treatment Plant (Bela-Bela) and Pump Stations.
- Misuse of sewer network (Flushing of foreign objects).
- Stormwater ingress caused by direct connection of household stormwater drains into the sewer system.

These challenges cause major sewage spillages thus causing an Environmental Hazards.

The Bela-Bela Waste Water Treatment Works (WWTW) was not fully functional due to broken down equipment. In the 2020/21 financial year the Municipality received Water Services Infrastructure Grant (WSIG) funding to start with the refurbishment of the WWTW, which proceeded into the 2021/22 financial year and its last phase due to be completed in the 2023/24 financial year. Thereafter, further funding will be sought to upgrade the Plant up to a capacity of 10ML/day so as to accommodate the current and future growth particularly in Bela-Bela Town and Township. The Bela-Bela Township Ext 9 and Ext 25 (Koppewaai) are the newly formalized Settlements that have been connected to the sewerage system. Jacob Zuma is in the process to be formalized and re-aligned and will therefore also be connected to the sewerage system.

FIGURE 2: BELOW INDICATE THE LAYOUT OF THE BELA-BELA WASTE WATER TREATMENT WORKS (WWTW)



4.2.1 Table 21: RESIDENTIAL WATER SERVICES DELIVERY Access Profile [Sanitation]

Actual service levels	2018		2020		2021		2022	
	Actual Nr of HHs	% of total HHs	Actual Nr of HHs	% of total HHs	Actual Nr of HHs	% of total HHs	Actual Nr of HHs	% of total HHs
Full Flush - connected to a sewage system	14 928	82.60%	14 928	82.60%	14 928	82.60%	14 928	82.60%
Low Flush - connected to a sewage system	855	4.73%	855	4.73%	855	4.73%	855	4.73%
Septic tanks - full flush with septic tank	20	0.01%	20	0.01%	20	0.01%	20	0.01%
VIP - Pit latrine with ventilation	862	5.47%	962	5.69%	987	5.69%	987	5.69%
Chemical toilet	0	0	0	0	0	0	0	0
Pit Latrines without ventilation ( Backlog)	1399	7.19%	1299	7.13%	1274	7.00%	1274	7.00%
Bucket toilet	0	0	0	0	0	0	0	0
Other <RDP sanitation services	0	0	0	0	0	0	0	0
No services	0	0	0	0	0	0	0	0
<b>Total</b>	<b>18 064</b>	<b>100</b>	<b>18 064</b>	<b>100</b>	<b>18 064</b>	<b>100</b>	<b>18 064</b>	<b>100</b>

**4.2.2 TABLE 22: EMPLOYEES WATER AND SANITATION SERVICES**

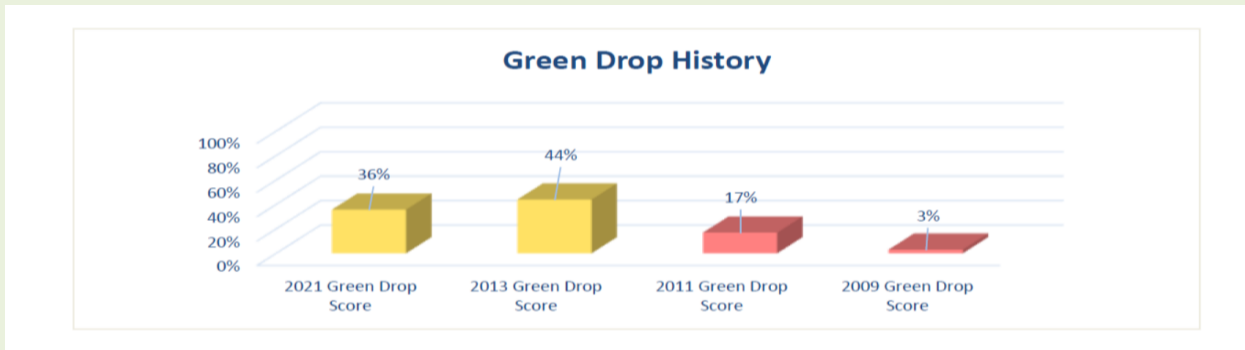
<b>Employees: Water and Sanitation Services - 2021/2022 Financial year</b>				
Job Level	Number of Employees	Number of Posts	Vacancies	% Vacancy
0-3	2	1	1	50%
4-6	4	3	1	25%
7-9	10	3	7	70%
10-12	4	3	1	25%
13-15	84	50	34	40%
Total	104	60	44	42%

#### 4.2.3 COMMENT ON SANITATION SERVICES PERFORMANCE OVERALL

The Green Drop assessment was done and concluded as follows:

<b>Water Service Institution</b>		<b>Bela Bela Local Municipality</b>
<b>Water Service Provider</b>		<b>Bela Bela Local Municipality</b>
<b>Municipal Green Drop Score</b>		<b>VROOM Impression (Towards restoring functionality):</b> 1. Primary settling tank to be unblocked 2. Backup power for primary settling tanks 3. Repairs to Biofilters 4. Install disinfection <b>VROOM Estimate:</b> - R15,192,000
<b>Green Drop Score</b>	<b>32%↓</b>	
<b>2013 Green Drop Score</b>	<b>44%</b>	
<b>2011 Green Drop Score</b>	<b>17%</b>	
<b>2009 Green Drop Score</b>	<b>3%</b>	

Key Performance	Area Weight	Pienaarsrivier	Radium	Warmbaths
<b>A. Capacity Management</b>	15%	60.0%	72.5%	62.0%
<b>B. Environmental Management</b>	15%	58.8%	58.8%	47.0%
<b>C. Financial Management</b>	20%	0.0%	0.0%	10.0%
<b>D. Technical Management</b>	20%	0.0%	0.0%	35.8%
<b>E. Effluent &amp; Sludge Compliance</b>	30%	26.3%	7.5%	15.0%
<b>F. Bonus</b>		34.0%	34.0%	39.0%
<b>G. Penalties</b>		-25.0%	-25.0%	0.0%
<b>H. Disqualifiers</b>		None	None	Notice
<b>Green Drop Score (2021)</b>		<b>25%</b>	<b>21%</b>	<b>34%</b>
<b>2013 Green Drop Score</b>		46% 42% 44%	46% 42% 44%	46% 42% 44%
<b>2011 Green Drop Score</b>		2%	21%	17%
<b>2009 Green Drop Score</b>		0%	0%	0%
<b>System Design Capacity</b>	MI/d	0.2	1	6
<b>Design Capacity Utilisation (%)</b>		NI	NI	75%
<b>Resource Discharged into</b>		Discharge in farm dam, private property	Discharge to maturation ponds	Discharge to maturation
<b>Microbiological Compliance</b>	%	Insufficient data set	Insufficient data set	0%
<b>Chemical Compliance</b>	%	Insufficient data set	Insufficient data set	25%
<b>Physical Compliance</b>	%	Insufficient data set	Insufficient data set	58%
<b>Wastewater Risk Rating (CRR % of CRRmax)</b>		<b>Pienaarsrivier</b>	<b>Radium</b>	<b>Warmbaths</b>
<b>CRR (2011)</b>	%	88.2%	53.0%	60.0%
<b>CRR (2013)</b>	%	88.2%	76.5%	76.0%
<b>CRR (2021)</b>	%	82.4%	88.2%	59.1%



## 4.3 ELECTRICITY

### 4.3.1 INTRODUCTION TO ELECTRICITY

Note: Recent legislation includes the Electricity Amendment Acts 1989; 1994; 1995; and the Electricity Regulation Act 2006.

During the 2021/2022 financial year the Municipality did not electrify any households due to lack of funding and lack of bulk capacity pending the completion of the new Bela-Bela Substation project. A backlog of about 390 households still exists for Bela-Bela Ext 9 and Ext 25 (Koppewaaai) combined. This Backlog can only be covered once the Substation project is complete and functional.

There are two electricity providers in the Bela-Bela municipal area, namely the Bela- Bela Local Municipality and Eskom. As per the Billing information, the Municipality provided access to electricity to 10 468 residential properties and 1 524 non-residential properties (Business, Churches, Schools & Hospitals) as at the end of June 2022.

Bela-Bela Local Municipality supplies Bela-Bela Town, Township, Spa Park, Jinnah Park, Feur n Villa, Eu Montagne, Golfbaanpark as well as outer plot areas like Bospoort and Noodhulp / Roodepoort. Whereas Eskom supplies the remaining areas, smaller towns/nodal points and the rural areas of Bela-Bela Local Municipality viz Radium/ Masakhane, Rapotokwane, Settlers, Pienaarsriver and other farm areas.

### 4.3.2 BULK ELECTRIC SUPPLY

Bela-Bela Local Municipality has one main supply substation namely, Bela-Bela main substation located within town at Industrial Str. Next to the main substation, is the Eskom yard with 2 x 20MVA transformers which supply the substation via 2 x 11kV feeder cables of +/-160 m (each feeder consist of 2x 300mm<sup>2</sup> cables). Eskom is only responsible for supply into the main substation (i.e. 2 x 20MVA supply transformers). The reported Notified Maximum Demand was at 17.75 MVA, however it is currently exceeding our rated capacity. Current usage throughout the year varies between 19 MVA and 25 MVA, with the higher peak in the winter months. Therefore its critical that the new Bela-Bela 135/11KV 2 x MVA Substation project be completed.

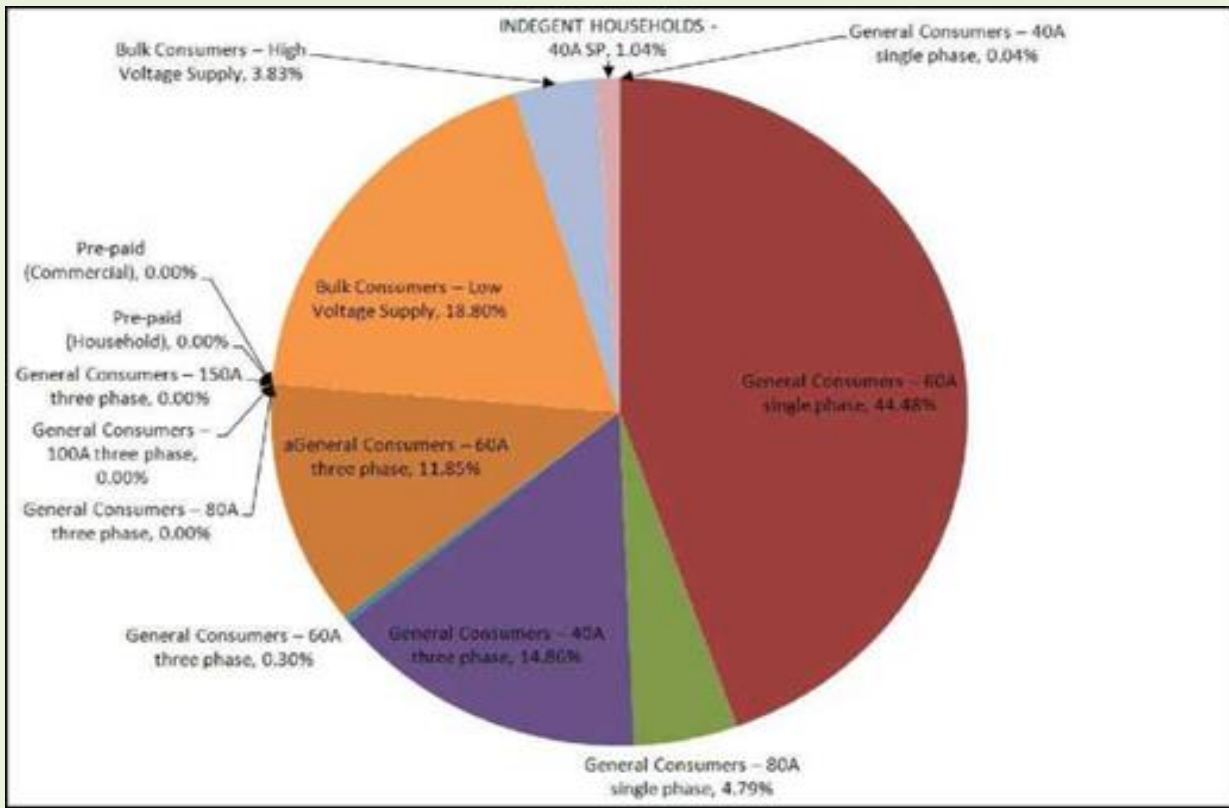
**BELA-BELA MAIN SUB STATION**



**4.3.3 ELECTRICITY SERVICES DELIVERY LEVEL – TABLE: 24**

ELECTRICITY SERVICES DELIVERY LEVEL	
ENERGY ABOVE ( Above Minimum Level )	2021/2022 H/H
ELECTRICITY : (AT LEAST MIN.LEVEL )	658
ELECTRICITY – (AT LEAST MIN.SERVICE LEVEL)	1101
ELECTRICITY –PREPAID (MIN.SERVICE LEVEL)	8504
MINIMUM SERVICE LEVEL AND ABOVE SUB TOTAL	13 827
BELOW MINIMUM LEVEL	0
OTHER SOURCES	3 364

**GRAPH BELOW IS A PERCENTAGE BREAKDOWN OF CAPACITY ALLOCATIONS BY CONSUMER CLASS – GRAPH: 15**



**4.3.4 ELECTRICAL MAINTENANCE**

Maintenance of the Electrical Infrastructure was reactively conducted as follows:

- Replacement of faulty Transformer
- Replacement of faulty Meters
- Repair of cable faults
- Replacement of damaged wooden poles
- Repair/ replacement of blown Fuses and tripped circuit breakers
- Repair of street lights
- Vegetation management
- Switch gear maintenance
- Mini Substation maintenance

- Maintenance of Municipal Facilities/ Building Electricity

One of the biggest challenges with routine maintenance is the shortage of resources, particularly Plant and Equipment, personnel and materials. There is an urgent need to address this challenge.

#### 4.3.5 EMPLOYEES - ELECTRICITY SERVICES – TABLE: 25

Employees : Electricity Services 2021/2022 Financial Year				
Job level	Number of Employees	Number of Posts	Number of Vacancies	% Vacancy
0-3	1	2	1	50 %
4-6	10	15	5	33%
7-9	2	4	2	50%
10-12	3	6	3	50%
13-15	16	35	17	48%
Total	32	62	28	45%

#### 4.3.6 CAPITAL ELECTRIFICATION PROGRAMME – TABLE: 26

Service Objectives	Project Name	2021/2022 Budget
Street Lights	Energy Efficiency Demand Side Management (EEDSM) Programme: Bela Bela - Replacement of HPS Street Lights with LED Luminaires (Phase 2)	R3 000 000.00

#### 4.3.7 COMMENT ON ELECTRICITY SERVICES PERFORMANCE OVERALL:

Based on the 2021/2022 financial year electrical losses calculations, various reasons could be observed which are contributory factors such as technical elements. Therefore the Municipality should implement several interventions which includes:

- Replacement of 1000 Conventional meters
- Cost of supply study to an in depth tariff analysis and review
- Conclusion of supply Contracts with large power users
- Continuous audits on the large power users.
- Continuous of the audits on the streetlights and municipal buildings energy meters.

- Continuation of the audits in the plots around the BBLM.
- Replacement of identified faulty electrical energy meters.
- Some of the emanating challenges reported by the staff are symptomatic to aged cables. These are:
  - Inefficient sections of cable that can no longer carry the rated load
  - Cables that are prone to faults
  - Repeated faulting on the same length of cable

Cable breakdown i.e. cables that will operate for a long time and then instantly fail. With no gradual deterioration experienced.

All of the substation buildings structures require work to address leaks, ventilation, and security. With the exception of the main substation, all substations require major upgrade to MV switchgear panels (with busbars), breakers including protection, control and instrumentation

## 4.4 ROADS AND STORMWATER

This component includes: roads and stormwater drainage.

### 4.4.1 INTRODUCTION TO ROADS AND STORMWATER

Bela- Bela Local Municipality is responsible for routine road maintenance, upgrade and rehabilitation. The roads in the municipal jurisdiction is in an appalling state. It is against this backdrop that the Technical Services Department conducted a Road Visual Assessment in order to obtain much details on work to be done over various streets. However, it must be emphasised that the routine road maintenance as well as refurbishment and upgrade of roads and stormwater infrastructure requires more funds.

Routine road maintenance was maximized to improve roads infrastructure conditions and accessibility. The biggest challenge remains with the undercapacitated stormwater system, which was also regularly maintained to ensure effectiveness. There is an urgent need to develop and Roads and Stormwater Master Plan, and to also upgrade the stormwater system.

### 4.4.2 TABLE 27: RECORDS OF MUNICIPAL ROADS INFRASTRUCTURE

Settlements	Length of Roads/Street		Total
	Paved	Unpaved	
Bela- Bela Town	129.02km	106.10km	235.12km
Bela- Bela Township			
Radium ( Masakhane)	1.03km	3.27km	4.3km
Piennarsrivier	5.1km	3.7km	8.8km
Rapotokwane	1.9km	17.1km	19km
Total	137.05km	130.17km	267.22km

#### 4.4.3 TABLE 28: RECORDS OF MUNICIPAL STORMWATER INFRASTRUCTURE

DESCRIPTION	DISTANCE/ QTY
Guardrails	15.6 KM
Concrete open channels	15.6 KM
Earth open channels	1.7 KM
Underground pipes	62 KM
Catch Inlets (number)	52

#### 4.4.4 ROUTINE ROAD AND STORM WATER MAINTENANCE

Routine Maintenance of the Roads and Stormwater Infrastructure was conducted as follows:

Repair of damaged concrete block paved surfaces

Patching of potholes as and when necessary coupled with availability of materials.

Clear roads of debris to ensure safe operating environment (Use of EPWP & CWP Workers)

Regravelling and blading of unpaved roads as and when resources are available, to enable free flow of traffic.

Maintenance of stormwater infrastructure on a quarterly basis to avoid damage to property and loss of life. (Cleaning open lined channels, cleaning underground pipelines, catchpits, etc).

One of the biggest challenges with routine maintenance is the shortage of resources, particularly Plant and Equipment and personnel. There is an urgent need to address this challenge

#### 4.4.5 TABLE 29: EMPLOYEES ROADS AND STORMWATER SERVICES

Job level	Number of Positions	Number of filled positions	Number of Vacancies	% Vacancy Rate
0-3	1	1	0	0 %
4-6	2	0	2	100 %
7-9	4	1	3	75%
10-12	13	2	11	84%
13-15	31	16	15	48%
Totals	51	20	31	61%

#### 4.4.6 TABLE 30: CAPITAL PROJECTS

Programme	Project Description	Allocated Budget	Annual Milestone	Expenditure by June 2022
Roads and Storm Water	Road Paving and Storm Water X7 - Phase 1  (Ward 3&7)	R7 689 952.45 (Multi-year)	1.4 kilometers of new roads constructed/ surfaced in Bela-Bela Ext 7.	R7 689 952.45  (100%)
Roads and Storm Water	Road Paving and Storm Water X8 - Phase 1  (Ward 4)	R4 511 719.57 (Multi-year)	0.715 kilometers of new roads constructed/ surfaced in Bela-Bela Ext 8.	R4 511 719.57  (100%)
Roads and Storm Water	Bela-Bela: Ext 6 Intersection (Ward 7)	R7 259 569.39 (Multi-year)	A new road intersection from the R101 into Bela-Bela Ext 6 was constructed.	R7 259 569.39  (100%)
Roads and Storm Water	Bela-Bela: Road Paving & Stormwater in Bela Bela Kgosana, Matshapa and street 49  (Ward 5)	R2 776 135.11 (Multi-year)	The project was on its initial stages of construction, and full kilometers to be completed in the 2022/23 financial year.	R2 776 135.11  (100%)
Roads and Storm Water	Bela-Bela: Road Paving and Stormwater in Bela Bela X6 - Phase 2  (Ward 7)	R440 123.79 (Multi-year)	Designs completed and tender advertised for the Construction of Road paving & Storm water in Bela-Bela.	R440 123.79  (100%)
Roads and Storm Water	Bela-Bela: Road Paving and Stormwater in Bela Bela X8 - Phase 2  (Ward 4)	R261 000.00 (Multi-year)	Designs completed and tender advertised for the Construction of Road paving & Storm water in Bela-Bela.	R261 000.00  (100%)

Capital Projects are mainly funded from the Municipal Infrastructure Grant (MIG).

## 4.6 INTRODUCTION TO PLANNING

Planning in South Africa operates within the Legal Framework, which strives to ensure that municipalities deliver their developmentally-oriented planning objectives as embraced under Sections 152 and 153 of the Constitution of South Africa. Bela-Bela Local Municipality, through the Planning and Economic Development Department, is the custodian of land development and land use; and this is guided by planning policies including the Spatial Development Framework (SDF) and Land Use Management Scheme (LUMS).

- a. Ongoing revision, implementation, monitoring, and evaluation of the SDF informed by current realities and policy frameworks
- b. Monitor implementation of the LUMS, capture current and future development
- c. Development of the Land Use and other By-Laws as well as other policy guidelines to enforce the implementation of the LUMS
- d. Coordinated building control activity. (Building plans, and Certificate of Occupancies, implementation of National Building Regulations Act 103 of 1977)
- e. Coordinated/administered land development applications (township establishment, rezoning, consent uses, subdivision and consolidation and any developmental application).

**4.6.1 TABLE:31 BELOW ILLUSTRATE APPLICATIONS FOR LAND USE DEVELOPMENT**

Applications for Land Use Development									
Detail	Formalisation of Township			Rezoning			Built Environment		
	2019/20	2020/21	2021/22	2019/20	2020/21	2021/22	2019/20	2020/21	2021/22
Planning Applications Received	2	1	1	3	3	7	142	124	119
Determination made in a year of recipient	0	1	0	6	3	2	170	124	119
Determination made in the following year	0	1	0	0	0	0	0	0	0
Applications withdrawn	0	0	0	0	0	0	0	0	0
Applications outstanding at a year end	0	1	0	6	0	5	28	9	05

#### 4.6.2 BUILDING PLANS APPLICATIONS –TABLE:32

Building Plans Applications: 2021/2022 Financial Year				
Number of Building Plans received		Number of Building plans approved		Number of Building plans not approved
139		97		42
Details of Building Plans Approved and Not-Approved and reasons thereafter				
Month	Building Plans Received	Building Plans Approved	Building Plans not Approved	Reason
July 2021	09	7	02	Outstanding document (Title deed) To submit Land use rights
August 2021	06	2	4	Outstanding document (Title deed) To submit Land use rights Plans were withdrawn
September 2021	10	10	0	N/A
October 2021	09	07	02	Outstanding document (Title deed) To submit Land use rights
November 2021	22	16	06	Withdrawn Pending Correction by Architect. Non-compliance with property land use rights
December 2021	16	16	0	N/A
January 2022	13	09	04	Withdrawn

				Pending Correction by Architect. Non-compliance with property land use rights
February 2022	6	02	04	Pending Correction by Architect. Non-compliance with property land use rights
March 2022	11	06	05	Withdrawn Pending Correction by Architect. Non-compliance with property land use
April 2022	03	03	0	N/A
May 2022	25	12	13	Withdrawn Pending Correction by Architect. Non-compliance with property land use
June 2022	09	07	02	Withdrawn Pending Correction by Architect. Non-compliance with property land use

**4.6.3 EMPLOYEES SERVICES IN TOWN PLANNING DIVISION – TABLE:33**

<b>Employees Services in Town Planning Division</b>			
<b>Job Level</b>	<b>2021/22</b>		
	<b>Post Number</b>	<b>Employees Number</b>	<b>Vacancy</b>
0-3	2	2	0
4-6	7	2	5
7-9	2	1	1
<b>Total</b>	<b>11</b>	<b>5</b>	<b>6</b>

#### 4.6.4 COMMENT ON THE PERFORMANCE OF PHYSICAL PLANNING OVERALL

The Municipality has the approved Spatial Development Framework and Land Use Management Scheme which is currently implemented, however, few challenges were experienced during the implementation. Enforcement of LUMS is one of the challenges that Municipalities face, as a result, illegal land uses is experienced within Municipality areas. To educate communities about the negative impact of the illegal land use that affects municipal planning for the provision of basic services, the Municipality conducted several awareness campaigns regarding compliance with Land Use Management to reduce the illegal land use and ensure proper planning for the provision of basic services. Another major challenge identified in town planning was the shortage of land for human settlement which resulted in an increasing number of informal settlements. The Municipality has requested the Provincial Department of Cooperative Governance, Human Settlement and Traditional Affairs (CoGHSTA) through the Housing Development Agency (HDA) to purchase the land for the Municipality to develop for human settlement to reduce the number of informal settlements within the Municipality area.

#### 4.6.5 SPA PARK (KOPPEWAAI)

The informal settlement is located at Erven 1491 & 1492. Erven 1491 is registered under the ownership of the Housing Development Agency (HAD), whereas Erf 1492 is registered under SBN Family Trust. The Map below illustrates the location of the informal Settlement:

Spa Park Informal Settlement



During 2021/22 FY there were 250 stands which are serviced and 82 houses were built out of 250 serviced stands, Currently, there is an informal settlement upgrade.

#### 4.6.6 TSAKANE INFORMAL SETTLEMENT

The informal settlement is located at portion 52 of the farm Tweefontein which is under the Bela Bela Local Municipality. The Map below illustrates the location of the settlement:



#### 4.6.7 VINGERKRAAL INFORMAL SETTLEMENT LOCATED ON PORTION 05 OF THE FARM VINGERKRAAL 472-KQ THE SETTLEMENT IS OUTSIDE THE URBAN EDGE



During 2021/22 FY township establishment was approved at Vingerkraal with 1000 stands, the township is not yet serviced.

#### 4.6.8 HUMAN SETTLEMENT

Bela Bela is accredited by the Department of Human Settlement and Department of Cooperative Governance, Human Settlement and Traditional Affairs to manage and administrate beneficiaries within the Municipality. During the financial year, the Municipality was allocated 82 houses which were built at Warmbaths Extension 25. Spa Park Extension 1 and Welgegund (Masakhane) there were land tenure upgrade projects that aimed at rectifying the town planning process to enable residents to receive title deeds.

## 4.7 INTRODUCTION TO ECONOMIC DEVELOPMENT

The Constitution of the Republic of South Africa, 1996: Section 152 states that the object of local government among others (c) is to “promote social and economic development” Section 153 states that one of the developmental duties of municipalities must be (a) to 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. White Paper on Local Government, 1998 indicates that it is the responsibility of the private sector to create jobs and that government has the role to provide an enabling environment.

### 4.7.1 LOCAL ECONOMIC DEVELOPMENT BY-LAWS

Municipality through the Local Economic Development Division initiated a process of developing By-laws and this particular case Outdoor Advertising Controls By-Law and Informal Trading By-Laws were developed and gazetted. By-laws are laws that are adopted by Council of a municipality to regulate the affairs and the services within the jurisdiction of the municipality.

#### 4.7.1.1 Informal Trading By-Law

Its objectives is to:

- Support and encourage street trading as a way of enhancing the Municipality’s existing informal economic activities; and
- Manage street trading in such a way that is acceptable and in line with public health, pedestrian and motorist safety and a free flow of traffic is maintained.

#### 4.7.1.2 Outdoor Advertising By-law

Its objectives is to:

- To regulate Outdoor Advertising within the Municipal Jurisdiction
- Promote safe outdoor advertising in a regulated areas
- Support Businesses and Tourism industry
- Promote uniform outdoor advertisement

### 4.7.2 LOCAL ECONOMIC DEVELOPMENT INITIATIVES

LED initiatives aimed in improving small businesses within the jurisdiction of Bela Bela. One of the critical interventions have been skills development in partnership with various Agencies of government and the private sector. One of the most important training intervention held was Contractor Development Programme which is aimed to equip local contractors to be able to take advantage of the opportunities presented by SANRAL which is investing its resources in upgrading of Bela Bela Local Municipality strategic road network.

Bela Bela Local Economic Development Forum (BBLEDF) is a group of representatives from different local stakeholder formations that are working together and share knowledge for the developments of Bela Bela.

#### 4.7.2.1 Objectives of Bela Bela Local Economic Development Forum:

- To provide strategic input on the LED Strategies and drive the implementation of LED projects / programmes outlined in the IDP
- Improve integrated economic planning
- Co-ordinate access to funding for LED initiatives by creating a multi-sourced funding streams
- Assist the municipality in identifying and capitalizing on local competitive advantage for the economic and social development

- Improve access to sustainable investment finance and capitalize on local competitive advantage for economic development
- Ensure participation of the historically disadvantaged communities in economic development
- Attract investment for projects that will enhance sustainable economic prosperity
- Serve as a vehicle for channeling resources for socio-economic development in terms of social investment obligation
- Promote knowledge management and share best practices
- Foster public private partnerships

#### 4.7.2.2 LOCAL ECONOMIC DEVELOPMENT FORUM MEETINGS:

LOCAL ECONOMIC DEVELOPMENT FORUM MEETINGS HELD AS FOLLOWS:	
DATE	VENUE
17 <sup>th</sup> of March 2022	Council Chamber
21 <sup>st</sup> of April 2022	Council Chamber
12 <sup>th</sup> of May 2022	Council Chamber
23 <sup>rd</sup> of June 2022	Council Chamber

#### 4.7.3 ECONOMIC EMPLOYMENT BY SECTOR – TABLE:34

Economic Employment by Sector			
	Jobs		
Financial Year	2019/20	2020/21	2021/22
Sector	Year 2	Year -1	Year 0
Agric, forestry and fishing	1 403	1 002	2 127
Mining and quarrying	529	532	571
Manufacturing	412	514	536
Wholesale and retail trade	4 311	4 392	4 507
Finance, property, etc.	1 760	1 633	1 714
Govt, community and social services	2 818	2 872	2 942
Infrastructure services	1 508	1 976	2 267
<b>Total</b>	<b>12 741</b>	<b>12 921</b>	<b>14 664</b>

#### 4.7.4 JOB CREATION THROUGH EXTENDED PUBLIC WORKS PROGRAMME – TABLE: 35

Number of jobs created through Municipality's LED initiatives including capital projects (EPWP, CWP)		
Program	EPWP Projects	Number of jobs created
Municipal Capital Project	Technical Services Department	73
CWP	Community Works Program	1 002
EPWP	EPWP	99

#### 4.7.5 EMPLOYEES: LOCAL ECONOMIC DEVELOPMENT SERVICES – TABLE:36

Employees: Local Economic Development Services			
Job Level	2021/2022		
	Number of Posts	Number of Employees	Number of Vacancies
0 - 3	1	1	0
4 - 6	2	1	1
7 - 9	1	1	0
Total	4	3	1

*Totals should equate to those included in Chapter 4 total employee schedule. Employees and Posts numbers are as of 30 June2022*

#### **4.7.6 COMMENTS ON LOCAL ECONOMIC DEVELOPMENT**

The Constitution of the Republic of South Africa, 1996: Section 152 states that the object of local government among others (c) is to “promote social and economic development” Section 153 states that one of the developmental duties of municipalities must be (a) to 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. White Paper on Local Government, 1998 indicates that it is the responsibility of the private sector to create jobs and that government has the role to provide an enabling environment.

The following are the main objectives of Bela Bela Local Economic Development Forum:

- To provide strategic input on the LED Strategies and drive the implementation of LED projects and programmes outlined in the IDP
- Improve integrated economic planning
- Co-ordinate access to funding and finance for LED initiatives and the creation of multi-sourced funding streams
- Assist the municipality in identifying and capitalizing on local competitive advantage for the economic and social development
- Improve access to sustainable investment finance and capitalize on local competitive advantage for economic development
- Ensure participation of the historically disadvantaged communities in economic development
- Attract investment for projects that will enhance sustainable economic prosperity
- Serve as a vehicle for channeling resources for socio-economic development in terms of social investment obligation
- Promote knowledge management and share best practices
- Foster public private partnerships

One of the interventions that the Municipality through the Local Economic Development Division was to establish Bela Bela Local Economic Development Forum (BBLEDF) as a group of representatives from local stakeholder groups working together to utilize their knowledge of the area in proposing developments.

## 4.8 COMMUNITY & SOCIAL SERVICES

This component includes: community parks & open spaces, community halls, sports fields, grounds and courts, cemeteries & crematoria and libraries & archives and waste management services

### 4.8.1 INTRODUCTION TO SOCIAL AND COMMUNITY SERVICES

Two of the objects of local government as enshrined in Section 152 (1) (c) (d) of the Constitution of the RSA is:

- a. To promote social and economic development and
- b. To promote a safe and healthy environment.

Section 24 of the Constitution of RSA Chapter 2 (b) i, ii and iii of Bill of Rights mandate municipalities to protect the environment for the benefit of present and future generations, through reasonable measures that prevent pollution and ecological degradation, promote conservation, secure ecologically sustainable development and use of natural resources. In recognition of this Constitutional obligation, National Environmental Management: Protected Areas Act No 57 of 2003 and Biodiversity Act No 10 of 2004 was promulgated to provide for the protection and conservation of ecologically viable areas and biodiversity.

Some of the local government matters listed in Part B of Schedule 4 and Part B of Schedule 5 within the Constitution of RSA are as follows:

- a. Cemeteries and crematoria
- b. Local sports facilities
- c. Municipal parks and recreation
- d. Bela-Bela Local Municipality within the Social and Community Services department aims to improve the quality of life of its citizens by effectively and efficiently identifying, developing and delivering comprehensive programmes that provide safe, sustainable and aesthetically pleasing recreational parks, municipal buildings, community facilities, streetscape locations, road reserves/verges, sports facilities and cemeteries in accordance with acceptable management practices or standards.
- e. Provide the community with a dignified and responsive cemetery and memorialisation service and consistent maintenance in accordance with acceptable management practices or standards.
- f. promote effective and sustainable "Greening initiatives.

### 4.8.2 CEMETERIES AND CREMATORIUM

Bela-Bela local Municipality has Four cemeteries that are consistently maintained.

- a) Mokoena cemetery is closed and inactive. However, those who have previously booked conduct burials as and when funerals occur.
- b) Masakhane cemetery is used by both communities of Masakhane and Pienaarsrivier.

- c) Warmbaths cemetery is actively used by the community members from Bela-Bela Township, Muslim community, Town, Spa Park and Jinnah Park areas.
- d) Luna street cemetery is inactive and currently closed. We confirm that the cemetery is currently maintained and situated next to the Municipal Main Building.

#### **4.8.3 MAINTENANCE ACTIVITIES**

Maintenance activities at the cemetery include the following:

- a) Clearing of space;
- b) Mowing, edging, and blowing grass;
- c) Herbicides application and Litter picking;
- d) Tree pruning;
- e) Digging of graves as per bookings.

#### **Challenges**

1. The paupers' burials (burial of unknown persons) requests from Sector Departments;
2. The Municipality is gradually running out of burial space;
3. No information board on the operations of the cemeteries
4. There is no numbering from row markings at cemeteries.
5. Theft and vandalism of tombstones and ablution facilities;
6. Rainy seasons leads to overgrowing of grass;
7. Inadequate fleet and equipment.
8. There is no IT system in place for recording and capturing of cemeteries/burial information

#### **Recommendations and interventions**

1. Development of land at new cemetery in Pienaarsrivier as matter of urgency;
2. Security officers to be placed in all graveyards to curd theft and vandalism;
3. Construction of a crematorium to be fast-tracked;
4. Installation of high mast lights in all cemeteries which are solar operated.

#### **4.8.4 PARKS AND RECREATIONAL FACILITIES**

Municipal parks and recreational facilities are used and enjoyed by members of the community and members. The Municipality should emphasise measures to protect and preserve the natural vegetation of parks and recreational facilities to control the use and enjoyment by members of the community.

The Municipality maintained the following parks Mabusela Street park, Leseding Park, Bulbulia street park, Grobler street park, Miles Street park, Oosthuizen Street park, Wood Packer, Moloto park, Pienaarsrivier park and Town park.

The Municipality had an obligation of taking care of the parks and hereunder are scheduled maintenance activities: Cutting and mowing of grass; Irrigation; Weed control; Litter picking, Pruning of trees; Laying of soil/compost/fertilizers.

**FIGURE: 1 LETLHABILE PARK**



**FIGURE: 2 TOWN PARK**



### **Challenges**

- a) Most of our parks are not secured as a result their amenities are vandalised as people have unfettered access to the parks
- b) Trees and plants are stolen from the parks
- c) Water restrictions because of drought which leads to incapacity to irrigate

### **Recommendations**

- a) Installation of the security fence in all parks;
- b) Installation Access control gates;
- c) Installation of a functioning system to transport greywater to the identified facilities.

### **4.8.5 COMMUNITY HALLS**

Bela-Bela Municipality rents out the community halls to the community as part of revenue collection. Community halls are booked for various events such as funerals, wedding, church services, political gatherings and any other event that meet the municipal policy concerning bookings. However, the Municipality uses this venue for its meetings and other government stakeholders are allowed to use these public facilities.

The Municipality has and maintained the following 5 Community Halls:

- a) Spa Pak Community Hall
- b) Jinnah Park Community hall
- c) Bela-Bela Community Hall
- d) Multi-Purpose Center

- e) Pienaarsrivier Community Hall

**Scheduled maintenance activities:**

- a) Cleaning of the hall
- b) Litter picking
- c) Cutting of grass outside and the surrounding

**FIGURE: 3 BELA BELA COMMUNITY HALL**



**FIGURE: 4 JINNAH PARK COMMUNITY HALL**



#### **4.8.6 SPORTS FIELDS, GROUNDS AND COURTS**

The Municipality has and maintained 14 Sports facilities

Bela-Bela high, SUNFA, Ext 6 ,Ext 8, Ponto, Khabele A, Khabele B, Masakhane A, Masakhane B, Pienaarsrivier, Rapotokwane, Moloto, Leseding and Spa Park)

Concerning the Bela-Bela Sports Fields, it should be noted that seven of the ten are just ground sports fields and two with lawn pitches. Furthermore, it should be noted that the Municipality has the responsibility of maintaining the sports fields, however, there is a challenge of insufficient cleaning machinery such as Graders. The Municipality is currently depending on one grader to maintain both Roads and Municipal Sports Fields hence the delays and or non-adherence to the maintenance schedule which also lead to the outsourcing of the function.

**Scheduled maintenance activities are:**

- a) Cutting of lawn;
- b) Cutting of grass of surrounding areas;
- c) Litter control;
- d) Weed control;
- e) Line markings with lime;
- f) Irrigation;
- g) Laying of soil/compost/fertilizers and
- h) Grading of sports grounds

**FIGURE: 5 SUNFA STADIUM**



**FIGURE: 6 LESEDING SPORTS GROUND**



**FIGURE: 7 LESEDING TENNIS AND NETBALL COURTS**



#### 4.8.7 COMMUNITY FACILITIES – TABLE: 38

Bela Bela Municipality Community Facilities							
Service Objectives  Service Indicators  (i)	OUTPUT	2019/20		2020/21		2021/22	
		Target	Actual	Target	Actual	Target	Actual
Community Halls	Cleaning of 5 Com Hall	5	5	5	5	5	5
Maintenance of Parks	Maintenance of 10 Parks	11	11	8	8	10	10
Maintenance of Sports Fields	Maintain 14 sports grounds	13	13	13	13	14	14
Cemeteries	Maintenance of Cemeteries	4	4	4	4	4	4

#### 4.9 INTRODUCTION TO WASTE MANAGEMENT (THIS SECTION TO INCLUDE: REFUSE COLLECTIONS, WASTE DISPOSAL, STREET CLEANSING AND RECYCLING

Section 24(Chapter 2) of the Constitution indicates that everyone has the right to have an environment that is not harmful to his or her health and to have the environment protected for the benefit of present and future generations through reasonable legislative and other measures that :

prevent pollution and ecological degradation;

promote conservation, and Secure ecologically sustainable development and use of natural resources while promoting justifiable economic and social development.

Based on the Constitution National Environmental Management Act (NEMA) 107 of 1998 came to effect with the objective to:

protect health, wellbeing and the environment by providing reasonable measures for-

Minimising the consumption of natural resources.

Avoiding and minimising the generation of waste

Reducing, reusing, recycling and recovering waste.

Treating and safely disposing of waste as a last resort.

Preventing pollution and ecological degradation.

Securing ecologically sustainable development while promoting justifiable economic and social development.

Promoting and ensuring the effective delivery of waste services.

Remediating land where contamination presents or may present a significant risk of harm to health or the environment and

Achieving integrated waste management reporting and planning.

To ensure that people are aware of the impact of waste on their health, well-being and the environment.

To provide for compliance with the measures set out.

Generally, it gives effect to section 24 of the constitution to secure an environment that is not harmful to health and well-being.

The Municipality has an approved Integrated Waste Management Plan (IWMP), which has an optimum approach to waste management planning in terms of the resources allocation, time scheduling achievable targets and allocation of responsibilities.

The overall objective of this IWMP is to reduce the generation of waste and the environmental impact of all forms of waste, thereby ensuring sound socio-economic development, a healthy population and that the quality of environmental resources is no longer adversely affected by uncontrolled and uncoordinated waste management. The internationally accepted waste hierarchy approach for waste avoidance/reduction, reuse, recovery, treatment and disposal is adopted in the strategy.

The Municipality is offering efficient curbside collection programs for recyclables and engaging community participation, recycling programs also contribute to the overall wellbeing of a community. The amount of waste being sent to landfills can both be reduced

The saying that one man's trash is another man's treasure couldn't be true than in the case of recycling, these days there are growing opportunities for communities to earn money by selling their recyclable or their already recycled materials such as papers, plastic bottles and cans. With communities earning money and companies saving money, this is a recycling win-win.

#### **4.9.1 WASTE AND REFUSE REMOVAL ACHIEVEMENTS:**

To comply with the requirements of Section 24 of the 1996 Constitution of Republic of South Africa, (NEMA) 107 of 1998 and Bela Local Municipality approved Integrated Waste Management Plan, which highlighted all the pivotal areas where the Municipality is responsible for Waste Management. During the 2021/2022 financial year, the Municipality collected waste from all formal settlements once per week per household which was at (Bela-Bela Town, Bela-Bela Township, Pienaarsrivier and Masakhane). The collection of waste was also done twice per week in business areas. Furthermore, it should be noted that apart from the collection of waste in the formalised areas, the Municipality could not ignore the informal settlements. The collection of waste was further extended to informal settlements through emptying of Mass Refuse Containers placed in different areas of the informal settlements. The Waste collection service in informal settlements covered Zuma, Koppewaii, Tsakane, Ext 8 and Ext 9.

**FIGURE:1 & 2 KERBSIDE COLLECTION BY COMPACTOR TRUCK**



**FIGURE:3 MASS REFUSE CONTAINER AT MMAMAKWA PRIMARY SCHOOL**



**FIGURE: 4 LANDFILL SITE ENTRANCE**



**FIGURE:5 LANDFILL DISPOSAL AREA (BEFORE)    FIGURE:6 LANDFILL(WORK IN PROGRESS)**



**FIGURE:7 LANDFILL DISPOSAL AREA (AFTER)**

**FIGURE:8 LANDFILL DISPOSAL AREA(AFTER)**



**FIGURE:9 STREETS CLEANSING**



**FIGURE:10 LITTER PICKING**



#### **4.9.2 ILLEGAL DUMPING SITES**

Due to the mushrooming of informal settlements in the municipal area, the Municipality is faced with the challenge of illegal dumping in some areas. For the Municipality to comply with the provisions of Section 24 of the Constitution of RSA the Municipality cleared the illegal dumping areas bi-weekly.

#### **4.9.3 ENVIRONMENTAL AWARENESS CAMPAIGNS**

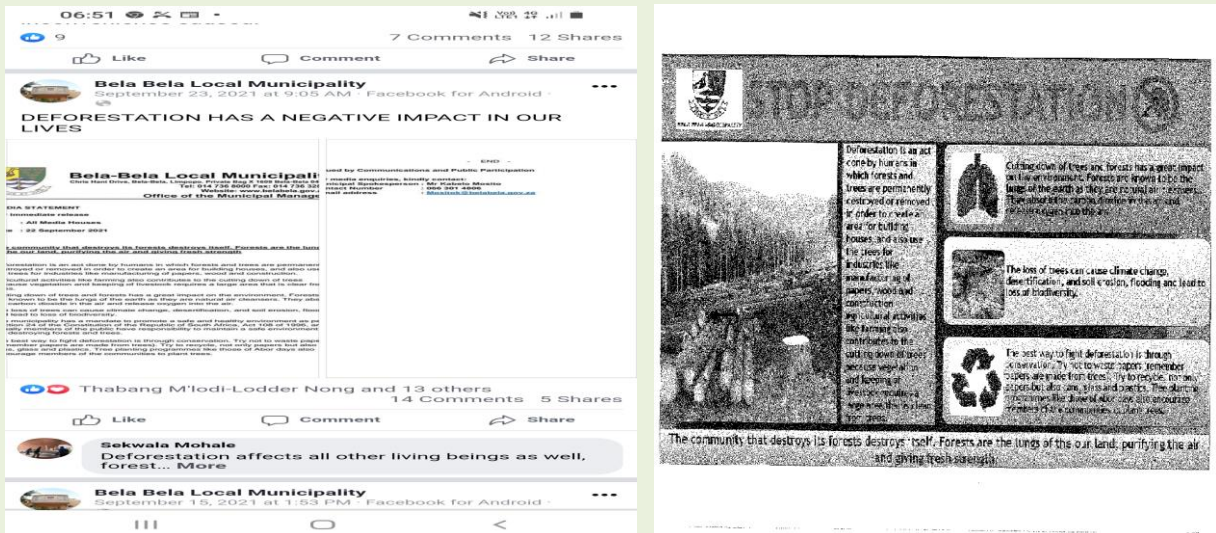
The Municipality conducted 4 community awareness campaigns. Due to the COVID 19 outbreak restrictions, physical interaction with communities could not take place, therefore the Municipality came with a strategy of conducting awareness campaigns through social media, by writing media statements and posting them on the municipal Facebook page and also on the municipal website.

#### 4.9.4 WASTE MANAGEMENT AWARENESS CAMPAIGNS (DEFORESTATION)

An awareness campaign was conducted to educate the community on waste management. The Municipality was concerned about the alarming rate of deforestation. Cutting down trees and forests has great impact on the the environment, forests are known to be the lungs of the earth as they are natural air cleaners. The loss of the trees can cause climate change, soil erosion, flooding and lead to loss of biodiversity.

The awareness campaign was conducted using media statements (facebook and the Municipal website), Municipalities statement of account and pamphlets.

FIGURE: 11 &12 DEFORESTATION

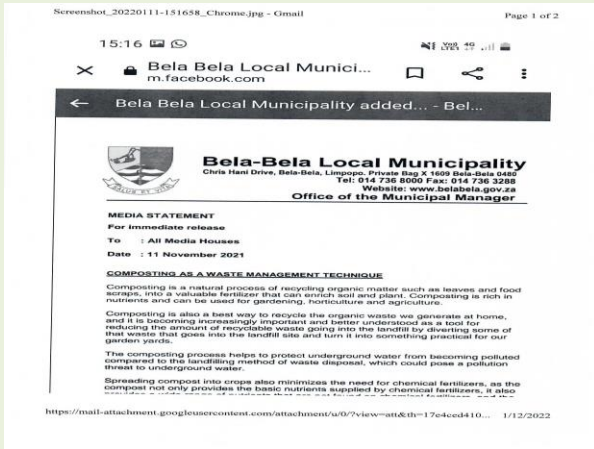


#### 4.9.5 ENVIRONMENTAL AWARENESS CAMPAIGN ( COMPOSTING)

An Environmental awareness campaign was conducted to educate the community on composting. The awareness campaign was aimed at encouraging members of the community to compost their waste.

Composting is also a best way to recycle the organic waste we generate at home, and it is becoming increasingly important and better understood as a tool for reducing the amount of recyclable waste going into the landfill by diverting some of that waste to go into the landfill site and turn it into something practical for our garden yards. The awareness campaign was conducted using media statements (facebook and the Municipal website), Municipalities statement of account and pamphlets.

FIGURES: 13&14 COMPOSTING

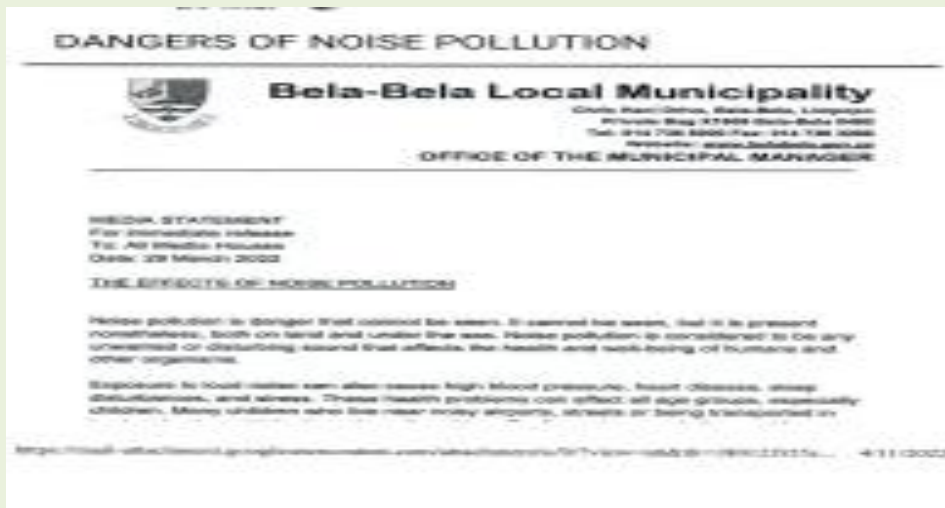


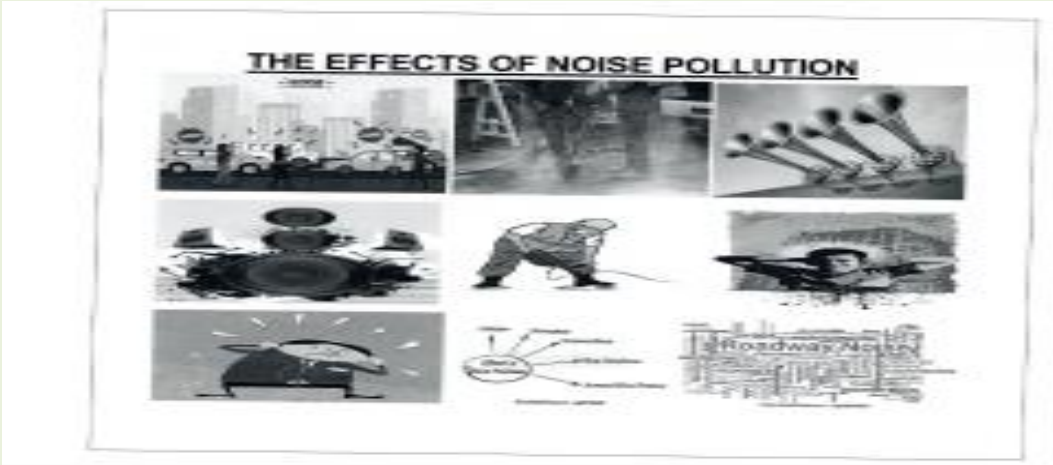
4.9.6 ENVIRONMENTAL AWARENESS CAMPAIGN (NOISE POLLUTION)

An Environmental awareness campaign was conducted to educate the community on noise pollution. The awareness campaign was aimed at making the public aware of the noise pollution. Noise pollution is considered to be any unwanted or disturbing sound that affects the health and well-being of humans and other organisms. Exposure to loud noise can also cause high blood pressure, heart disease, sleep disturbances, and stress. These health problems can affect all age groups, especially children. Many children who live near noisy airports, streets or being transported in loud and noisy vehicles have been found to suffer from stress and other problems, such as impairments in memory, attention level, and reading skill. Noise pollution also impacts the health and well-being of animals.

The awareness campaign was conducted using media statements through facebook and the Municipal website), Municipalities statement of account and pamphlets.

FIGURES: 15 & 16 NOISE POLLUTION

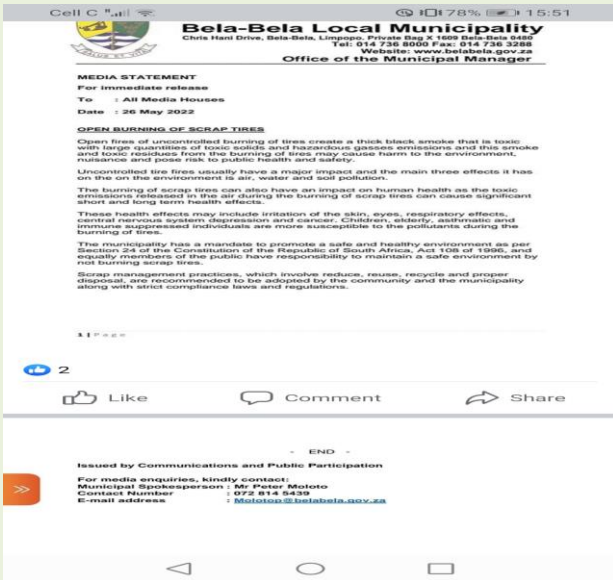




#### 4.9.7 ENVIRONMENT AWARENESS CAMPAIGN( BURNING OF SCRAP TIRES)

An Environmental awareness campaign was conducted to educate the community on the burning of scrap tires. The awareness campaign was aimed at making the public aware of the dangers of burning old tyres as this can have a long term effect on the environment which are land, water and soil pollution and also causing health problems which include respiratory problems. The community was encouraged to practice scrap tire management practice which involves reducing, reusing, recycle and proper disposal. The awareness campaign was conducted using media statements (facebook and the Municipal website), Municipalities statement of account and pamphlets.

**FIGURES: 17 & 18 BURNING OF SCRAP TIRES**



#### 4.9.8 WASTE COMPLAINTS MANAGEMENT

The Municipality had developed a complaints management register. The Municipality registered all complaints received from community members and other stakeholders as well as all complaints identified by municipal officials. All complaints reported in either way were attended to within 48 hours upon receipt.

#### 4.9.9 WASTE MANAGEMENT INITIATIVES

In cognizance of the challenges of a high rate of unemployment, the Municipality came up with waste management initiatives whereby the community can make use of recyclable material to create commodities that can be sold to make money and support their own families or create jobs for other community members

#### 4.9.10 WASTE MANAGEMENT INITIATIVES (PLASTIC RECYCLING)

A community member based in Bela Bela Township has come up with a waste minimization and recycling initiative by starting a project of designing mats using plastic bags. She collects the plastic bags around town, township including the landfill site and reuse them by crumpling them together into plastic mats. The mats are sold to the community, the money assists in providing for the needs of her family and grandchildren as she is the sole provider. This waste management initiative assists the municipality by significantly decreasing the amount of waste that goes to the landfill site. It also helps to reduce land pollution as landfills play a major role in the destruction of the environment.

**FIGURE: 19 TO 21 PLASTIC RECYCLING**





#### 4.9.11 CHALLENGES

The Municipality is experiencing an increase in the number of illegal dumping areas. There is also a shortage of mass refuse containers to be used at illegal dumps and for rental to businesses and to the community.

The Municipality has only 1 permitted landfill site which has a lifespan of 5 years remaining, furthermore the landfill site is not accessible during rainy days. With regard to waste collection, it should be noted that most households are using 85l waste bins which are not able to handle the amount of waste generated. Other households use receptacles without handles (e.g bathtubs and buckets) which pose danger to workers

Due to the new demarcation of boundaries conducted during the 2005/2006 financial year Rapotokwane (Kwa – Litho) was transferred from Mpumalanga province to Limpopo Province within Bela-Bela municipal jurisdiction. Rapotokwane is a rural area situated about 80km from the Bela-Bela landfill site and is currently not serviced in terms of waste management.

Absence of a recycling infrastructure will enable separation of waste at source and diversion of waste streams to material recovery and buy back facilities.

A growing population and economy, which means increased volumes of waste generated. This puts pressure on waste management facilities, which are already in short supply.

#### 4.9.12 SOLID WASTE SERVICE DELIVERY – TABLE:39

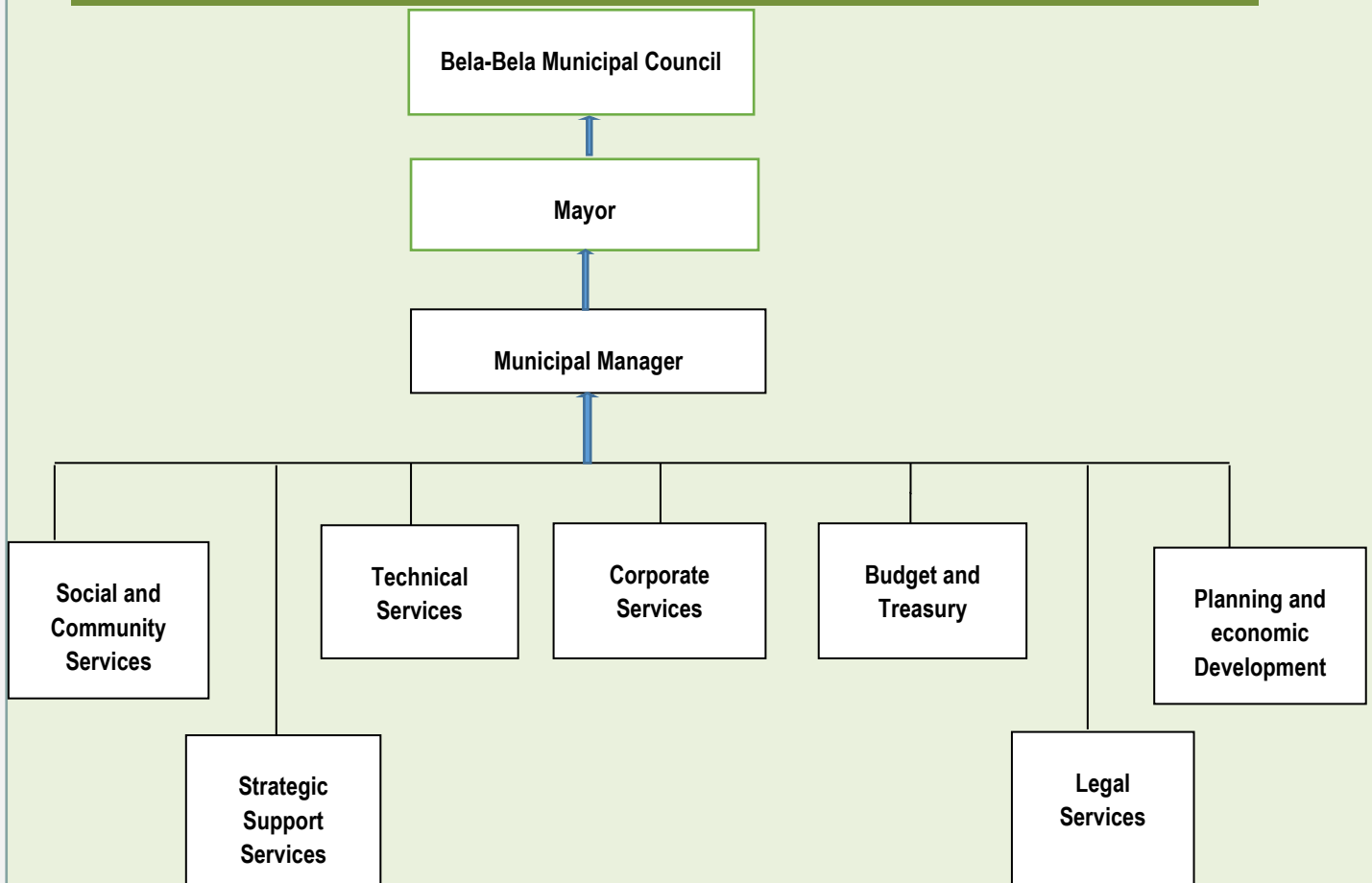
Solid Waste Service Delivery Levels				
Households				
Description	Year -3	Year -2	Year -1	2021/2022
	Actual No.	Actual No.	Actual No.	Actual No.
Solid Waste Removal: (Minimum level)				
Removed at least once a week	9779	9189	9294	9324
Minimum Service Level and Above sub-total	9779	9189	9294	9324
Minimum Service Level and Above percentage	100%	100%	100%	100%
Solid Waste Removal: (Below minimum level)				
Removed less frequently than once a week	0	0	0	0
Using communal refuse dump	0	0	0	0
Using own refuse dump	0	0	0	0
Other rubbish disposal	0	0	0	0
No rubbish disposal	0	0	0	0
Below Minimum Service Level sub-total	0	0	0	0
Below Minimum Service Level percentage	0%	0%	0%	100%
Total number of households	9779	9189	9294	9324

## CHAPTER 5 – ORGANISATIONAL DEVELOPMENT PERFORMANCE

### 5. INTRODUCTION ORGANISATIONAL DEVELOPMENT PERFORMANCE

The Municipality had a staff complement of 330 as provided in the revised Organogram. The municipal organogram makes provision for a Municipal Manager, five Senior Managers (Head of Departments), and three additional Managers which are the Manager of Legal Services, the Manager of PMU and the Manager of Strategic Support Services. Furthermore, the organogram also makes provision for 26 Middle Managers (Divisional Heads)

FIGURE: 1



## 5.1 INTRODUCTION TO THE MUNICIPAL PERSONNEL

### EMPLOYEE TOTALS, TURNOVER AND VACANCIES

Section 66 of the MSA, requires the Municipality through the Office of the Municipal Manager within the Policy Framework as determined by the Municipal Council subject to any applicable legislation to develop a staff establishment for the Municipality which subsequently led to the appointment of personnel as per the Council approved organizational structure. It is in light of the above that the Municipality managed to appoint 330 permanent staff members and 15 contract employees during the 2021/2022 financial year. It should further be noted that although most posts were advertised with the intent to reduce the vacancy rate some of the positions could not be filled due to financial constraints. The tables below provide details of employee totals, vacancy rate and staff turnover.

#### 5.1.1 TOTAL NUMBER OF EMPLOYEES – TABLE:41

Employees					
Description	2020/2021	2021/2022			
	Approved Posts	Approved Posts	Appointed Employees	2021/2022 Variance	2021/2022 Variance
	No.	No.	No.	No.	%
Water	60	60	35	25	42%
Waste Water (Sanitation)	45	45	24	21	46%
Electricity	63	62	32	30	48%
Waste Management	80	81	42	39	48%
Housing	11	11	3	8	73%
Waste Water (Stormwater)	27	26	7	19	73%

<b>Employees</b>					
<b>Description</b>	<b>2020/2021</b>	<b>2021/2022</b>			
	<b>Approved Posts</b>	<b>Approved Posts</b>	<b>Appointed Employees</b>	<b>2021/2022 Variance</b>	<b>2021/2022 Variance</b>
	No.	No.	No.	No.	%
Drainage)					
Roads	25	24	10	15	62%
Transport/Fleet Management	9	5	3	2	40%
Planning	13	13	5	8	61%
Local Economic Development	8	7	3	4	57%
Planning (Strategic & Regulatory)	2	2	1	1	50%
Community & Social Services	2	2	1	1	50%
Protection & Emergency	43	43	32	11	26%
Parks, Sport and Recreation	79	78	45	33	42%
Corporate, Budget, MM, Audit and Other	167	175	93	82	46%
<b>Totals</b>	<b>634</b>	<b>634</b>	<b>336</b>	<b>298</b>	<b>47%</b>

### 5.1.2 VACANCY RATE – TABLE: 42

<b>VACANCY RATE 2021/2022</b>		
Designations	*Total Approved Posts	*Variances (Total time that vacancies exist using full-time equivalents)
	No.	No.
Municipal Manager	1	1
CFO	1	0
Firefighters	Function of WDM	Function of WDM
Other Management: Levels 1-3 (excluding Finance Posts)	39	6
Senior Management: Levels 1-3 (Finance posts)	14	5
Highly Skilled Supervision: Levels 4-6 (excluding Finance posts)	82	39
Highly Skilled Supervision: Levels 4-6 (Finance posts)	23	11
<b>Total</b>	<b>160</b>	<b>61</b>

### 5.1.3 TURNOVER RATE – TABLE: 43

Turn-over Rate			
Details	Total appointments as of beginning of Financial Year	Terminations during the Financial Year	Turn-over Rate%
	No.	No.	
2021/2022	356	27	7.6%

### 5.1.4 COMMENT ON VACANCIES AND TURNOVER:

During the 2021/2022 financial year, the Municipality had twenty-seven (27) terminations of services. The terminations were due to the following reasons: fourteen (14) reached retirement age, one (1) death case, six (6) resignations and six (6) end-of-employment contracts.

### 5.1.5 APPROVED POLICIES – TABLE: 44

During the 2021/2022 financial year the Municipality had 18 employee related policies as depicted as follows:

No	Policy Name	Status
1	Recruitment and Selection Policy	Approved
2	Staff Retention Policy	Approved
3	Overtime Policy	Approved
4	Training Policy	Approved
5	HIV AIDS Policy	Approved
6	Occupational Health and Safety Policy	Approved

No	Policy Name	Status
7	Code of Conduct	Approved
8	Travelling Allowance Policy	Approved
9	Stand-by Allowance	Approved
10	Cell phone Allowance	Approved
11	Dress Code Policy	Approved
12	Bereavement Policy	Approved
13	Employment Equity	Approved
14	Disciplinary Code and Procedure Policy	Approved
15	Long service Recognition Policy	Approved
16	Scarce Skills Policy	Approved
17	EAP Policy	Approved
18.	Leave Policy	Approved

### 5.1.6 INJURY ON DUTY AND SICK LEAVES

Bela-Bela Local Municipality developed and approved the Occupational Health and Safety Policy as guided by the provisions of the OHS Act No 85 of 1993. The policy is aimed at giving effect to the provisions of the OHS Act which requires the Municipality to ensure that all employees and other people who are in any of the premises of the Municipality are safe and the environment is conducive for employees to perform their duties. Although there are policies in place, it should be noted that no institution is risk-free hence always striving to mitigate and prevent the risks. With all the efforts of avoiding risks, there are some accidents such as injuries occurring while performing official duties.. Table 45 below depicts the details of the injuries that occurred during the financial year under review:

### 5.1.7 NUMBER AND COST OF INJURIES ON DUTY 2021/2022 – TABLE:45

Number and Cost of Injuries on Duty 2021/2022						
Type of injury	Injury Leave Taken	Employees using injury leave	Average injury leave taken per employee	Average Injury Leave per employee	Total Estimated Cost	
	Days	No.	%	Days	R'000	
Required basic medical attention only	0	0	0	0	0	
Temporary total disablement	250	1	67.5%	0.67	R 213 360.12	
Permanent disablement	0	0	0	0	0	
Fatal	0	0	0	0	0	
Total	250	0	67.5%	0.67	R 213 360.12	
Number of days and Cost of Sick Leave (excluding injuries on duty)						
Salary band	Total sick leave	The proportion of sick leave without medical certification	Employees using sick leave	Total employees in post*	*Average sick leave per Employee	Estimated cost
	Days	%	No.	No.	Days	R' 000
Senior management (Levels 0-2)	106	0	3	39	2.7	251 349.32
Highly skilled supervision (Levels 3-5)	33	2	6	32	1.03	84 605.68
Highly skilled production (levels 6-8)	20	2	3	56	0.35	66 405.78
Skilled (levels 9-12)	20	1	3	55	0.36	46 243.87
Lower skilled(Levels 13-15)	204	7	29	160	1.28	134 509.71
MM and S56	0	0	0	5	0	0
Total	363	7	44	347	5.72	583 114.36

* - Number of employees in post at the beginning of the year	
*Average calculated by taking sick leave in column 2 divided by total employees in column 5	

#### 5.1.8 COMMENT ON INJURY AND SICK LEAVE:

For the financial year under review, 250 injury leave days were taken by 1 employee who was injured on duty. Awareness campaigns and employee wellness programmes have been initiated and conducted by the Municipality to alert employees on how to avoid health hazards. Capacity building was also identified as a means of reducing injuries on duty. The table above provides details of injuries on duty and the sick leave days taken during the 2021/2022 financial year.

#### 5.1.9 NUMBER OF DISCIPLINARY / MISCONDUCT CASES AND STATUS – TABLE:46

No:	Number of Employees	NATURE OF THE ALLEGED MISCONDUCT	DATE OF SUSPENSION	DETAILS OF THE DISCIPLINARY HEARING: STATUS OF THE CASE	DATE FINALISED
1.	1	Gross misconduct and Fraud	27 May 2022	Still in progress	Not Finalised

#### 5.1.10 COMMENT ON SUSPENSIONS AND CASES OF FINANCIAL MISCONDUCT:

The Municipality adheres strictly to the provisions of the Disciplinary Code, the Collective Agreement and the Labour Relations Act 66 of 1995. The table above depicts only the disciplinary case in place for the year 2021/2022 financial year.

## 5.2 CAPACITATING THE MUNICIPAL WORKFORCE

Section 68 (1) of the Local Government Municipal System Act No: 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. For the Municipality to comply with the above-mentioned act, the Municipality had developed the 2021/2022 Work Skills Plan (WSP) which was submitted to the Local Government Sector Education Training

Authority (LGSETA). The Municipality implements its WSP throughout the year to ensure workforce capacity development. Though the Municipality is required to train its employees and councillors, the Municipality has also focused on initiating training of community members through different groups. The table below depicts the details of training programmes offered during the financial year under review.

#### 5.2.1 SKILLS MATRIX –TABLE: 47

SKILLS MATRIX							
Management level	Gender	Number of skilled employees trained by 30 June 2021					
		Learnership		Skills programmes & another short course		Other forms of training	
		Actual 30 June 2021	Target	Actual 30 June 2021	Target	Actual 30 June 2021	Target
Mayor and Councillors	Female	1	6	0	7	0	0
	Males	2	10	0	10	0	0
MM and S57	Female	0	2	0	2	0	0
	Males	0	2	0	5	0	0
Technicians and trade workers	Female	0	0	0	1	0	0
	Males	0	0	0	8	0	0
Professionals	Female	0	2	0	1	0	0
	Males	0	3	0	1	0	0
Community and	Female	0	0	1	11	0	0

SKILLS MATRIX							
Management level	Gender	Number of skilled employees trained by 30 June 2021					
		Learnership		Skills programmes & another short course		Other forms of training	
		Actual 30 June 2021	Target	Actual 30 June 2021	Target	Actual 30 June 2021	Target
personal service workers	Males	0	0	3	14	0	0
Clerical and administrative workers	Females	6	6	0	10	0	0
	Males	4	4	0	7	0	0
Machine Operators and Drivers	Females	0	4	0	0	0	0
	Males	0	36	0	3	0	0
Skilled Agricultural, Forestry, Fishery, Craft and Related Trades Workers	Females	0	0	0	2	0	0
	Males	0	0	0	11	0	0
Elementary Occupations	Females	0	22	0	42	0	0
	Males	0	27	0	55	0	0
<b>Total Trained as of 30 June 2021</b>	<b>Females</b>	<b>8</b>					
	<b>Males</b>	<b>9</b>					

### 5.3 INTRODUCTION TO INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

The purpose of Information and Communication Technology (ICT) is to enable the Public Service in its service delivery quest. The ICT House of Values depicts the values and key focus areas of ICT service delivery. These objectives, principles, values and key focus areas inform the acquisition, management and use of ICT. ICT Governance is one of the key performance areas as indicated in the 2021/2022 Bela-Bela Municipality's SDBIP. This accountability enables the Institution to align the delivery of ICT services with the strategic and business goals of the Institution.

During 2021/2022 Financial Year (FY), Bela-Bela Local Municipality ICT division has conducted ICT Steering committee meetings to ensure effective and efficient management of ICT resources and processes to facilitate the achievement of Municipal goals and objectives as stipulated in the Municipal Finance Management Act (MFMA) No 56 of 2003. The table below depicts details of Steering Committee meetings held during 2021/2022 FY.

#### 5.3.1 ICT STEERING COMMITTEE MEETINGS – TABLE:48

ICT STEERING COMMITTEE MEETINGS WERE HELD AS FOLLOWS:	
DATE	VENUE
15 <sup>th</sup> of September 2021	Virtual
15 <sup>th</sup> of October 2021	Virtual
15 <sup>th</sup> of February 2022	Virtual
17 <sup>th</sup> of June 2022	Virtual

The Information Communication and Technology (ICT) Governance Framework guides the organizational accountability and responsibilities concerning the ICT functions and its operations as per the Corporate Governance of ICT Policy Framework and the Public Service Act. The ICT Division has the responsibility to develop, implement and review ICT policies to comply with the ICT Governance Framework and Standards Procedures and to adapt to the technological changes in the ICT infrastructure.

The lack of an ICT governance framework can result in a fragmented approach to the implementation and adherence to policies and standards, and unlocking the value that ICT could contribute to business enablement, hence it is of vital importance to continuously develop and review policies that will give effect to different pieces of legislation guiding the usage of ICT in the Public Sector inclusive of Municipalities. It is in light of the above that Bela-Bela Local Municipality developed and reviewed its ICT Policies. Below are the details of the ICT Policies developed, reviewed and approved by the Municipal Council for implementation during the financial year under review (2021/2022 FY).

- ICT Helpdesk Procedure Policy
- ICT Patch Management Policy
- ICT Management Framework
- ICT Charter
- ICT Continuity Management
- ICT Disaster Recovery Policy
- ICT Usage
- ICT Change Management Policy

### 5.3.1.1 WEBSITES

Section 21B of the Local Government Municipal Systems Act (MSA) No 32 of 2000 requires Municipalities to establish official Municipal Website depending on its affordability, the Municipality is further expected to place on the Municipal Website information required to be made public in terms of the MSA and the Local Government Municipal Finance Management Act (MFMA) No 56 of 2003

Municipal Website: Content and Currency on Material	
Documents published on the Municipality's Website	Yes/No
Current annual and adjustments budget and all budget-related documents	Yes
All current budget-related policies	Yes
All quarterly reports tabled in Council in terms of Section 52 of the Municipal Finance Management Act no 56 of 2003 during 2021/2022 Financial Year	Yes
The previous Annual Report (2020/2021)	Yes
All current performance agreements required in terms of section 57(1)(b) of the Municipal Systems Act no 32 of 2000	Yes
All service delivery agreements 2021/2022	N/A
All long term borrowing contracts 2021/2022	N/A

Municipal Website: Content and Currency on Material	
Documents published on the Municipality's Website	Yes/No
All supply chain management contracts above a prescribed value give the value for 2020/2022 FY	N/A
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) during 2021/2022 FY	Y
Contracts agreed in 2021/2022 to which subsection (1) of Section 33 applies, subject to subsection (3) of that section	N/A

### 5.3.1.2 COMMENT MUNICIPAL WEBSITE CONTENT AND ACCESS

In terms of Section 75 of the Municipal Finance Act, No 56 of 2003, the Accounting Officer of a Municipality is expected to place on the municipal website referred to in section 21 of the Local Government Municipal Systems Act No 32 of 2000 information as may be required and prescribed by the above-mentioned Acts. It is in this regard that Bela-Bela Local Municipality established its website which is regularly updated.

### 5.3.2 ICT HUMAN RESOURCE STATISTICS

In terms of Section 67 (1) (a)- (K) of the Local Government Municipal Systems Act (MSA) No 32 of 2000, human resource development must ensure fair, efficient, effective and transparent personnel administration amongst others –

- a) *The recruitment, selection and appointment of persons as staff members,*
- b) *Service conditions of staff*

In terms of the section stated above and Section 66 of the MSA No 32 of 2000, the Municipal Manager established the ICT Division and appointed staff thereof, and further determined the conditions of service. The table below depicts the details of the Human Resource statics for the ICT Division

**Table:49 below depicts the details of the Human Resource statics for the ICT Division.**

Job Level	Number of employees	Number of posts approved	Number of posts filled	Vacancies
Level 1	1	1	1	0
Level 3	1	2	1	1
Level 4	1	2	1	1
Level 6	3	5	3	2

## CHAPTER 6

### 6 ANNUAL PERFORMANCE SCORECARD REPORT FOR THE 2021/2022 FINANCIAL YEAR

Bela-Bela Local Municipality established Performance Management Systems (PMS) as guided by Section 38 of the Local Government Municipal Systems Act, No 32 of 2000. As required by the above mentioned Act the established PMS commensurate with the resources of the Municipality, its circumstances and is also in line with the priorities, objectives, indicators and targets contained in its Integrated Development Plan (IDP). Furthermore, the Municipality set appropriate key performance indicators as a yardstick for measuring the 2021/2022 performance. The set indicators also outlined the outcomes and impact concerning the Municipality's developmental priorities and objectives as set out in the Approved 2021/2022 Integrated Development Plan (IDP).

Emanating from 2021/2022 Approved IDP and 2021/2022 budget, the Municipality developed an SDBIP which organizational scorecard providing a strategic direction on how will the organization implement and account for the budget, developmental objectives and priorities approved for the financial year under review. The Municipality also established the process of regular reporting to Council and to communities, whereby Management, Audit Performance Committee, and the Mayor tabled quarterly Service Delivery and Budget Implementation Plan performance reports. The Municipality also complied with the provisions of Section 46 of the Local Government Municipal Systems Act by compiling the 2021/2022 Annual Performance Report which was submitted to the Auditor General as required by Section 45 of the Local Government Municipal Systems Act No 32 of 2000.

#### AUDITOR-GENERAL REPORT FOR 2021/2022 FINANCIAL YEAR

Bela-Bela Local Municipality complied with the provisions of Section 125 of MFMA and Section 45 of MSA of 2000 by compiling and submitting both the 2021/2022 Annual Performance Report and the 2021/2022 Annual Financial Statements. Both the 2021/2022 Annual Performance Report and 2021/2022 Annual Financial Statements were submitted to the Auditor General for auditing by the Auditing as per regulation

**2021/2022 AUDITED ANNUAL FINANCIAL STATEMENT : ANNEXURE A**

**2021/2022 ANNUAL PERFORMANCE REPORT : ANNEXURE B**

**2021/2022 AUDITOR - GENERAL REPORT : ANNEXURE C**

**2021/2022 OVERSIGHT REPORT : ANNEXURE D**

**STATUTORY ANNUAL REPORT PROCESS – TABLE: 50**

No.	Activity	Timeframe
1	Consideration of next financial year's Budget and IDP process plan. Except for the legislative content, the process plan should confirm in-year reporting formats to ensure that reporting and monitoring feed seamlessly into the Annual Report process at the end of the Budget/IDP implementation period.	July
2	Implementation and monitoring of approved Budget and IDP commences (In-year financial reporting).	
3	Finalize 4 <sup>th</sup> quarter Report for the previous financial year	
4	Submit the Draft 2021/2022 Annual Report to Internal Audit and Auditor-General	
5	Audit/Performance committee considers Annual Performance Report of the Municipality	August
6	Municipality submits 2021/2022 Annual Performance Report including consolidated 2021/2022 Annual Financial Statements to Auditor General.	
7	Auditor General assesses Draft Annual Report including consolidated Annual Financial Statements and Performance data	September - October
8	The Municipality receives the Auditor General findings and began to address the Auditor General's comments	November
9	Mayor tables Annual Report and audited Financial Statements to Council complete with the Auditor- General's Report	
10	Audited Annual Report is made public and representation is invited	
11	Oversight Committee (MPAC) assesses Annual Report	February/ March
12	Mayor tables Annual Report and audited Financial Statements to Council complete with the Auditor- General's Report	March
13	Council adopts Annual and Oversight report, Publicise both reports and Submitted to the relevant provincial and national sector departments	March
14	Commencement of draft Budget/ IDP finalization for next financial year. Annual Report and Oversight Reports	March

	being used as input.	
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## 6.1 COMMENT ON THE ANNUAL REPORT PROCESS

In terms of Section 127 (2) of the Local Government Municipal Finance Management Act No 56 of 2003, the Mayor of the Municipality must within seven months after the end of the year, table in the Municipal Council the Annual Report of the Municipality and any Municipal Entity under the Municipality's sole or shared control. To comply with the provisions of the above-mentioned Act, Bela-Bela Local Municipality established a process of compiling the 2021/2022 Annual Report. The process began with the adoption of the National Treasury Circular 11 and 63 which provides guidance on how and when to compile and to submit the Annual Report. It should be noted that the requirements of the two circulars complement each other hence both applied in the compilation of the 2021/2022 Annual Report of the Municipality.

Over and above, the compilation of the 2021/2022 Annual Report as per the above mentioned National Treasury Circulars allow the Municipality to provide more and comprehensive information on the activities and decisions made by the Municipality during the financial year under review.

Furthermore, the Municipality adhered to the timeliness on the compilation of the Annual Report to provide more range of information on the challenges, successes and the overall performance of the Municipality. The information assists the new planning cycle for the 2021/2022 Financial Year. The Municipality also compiled the 2021/2022 four quarterly performance reports in line with the Approved 2021/2022 IDP, Approved 2021/2022 Service Delivery and Budget Implementation Plan (SDBIP) and the Approved 2021/2022 Budget, which formed the basis of the 2021/2022 Annual Performance Report which was compiled and submitted to the relevant sector departments on the 31<sup>st</sup> August 2022

## 6.2 TABLE:51 2021/2022 AUDIT ACTION PLAN

<b>Accessibility indicators</b>	Explore whether the intended beneficiaries are able to access services or outputs.
<b>Accountability documents</b>	Documents used by executive authorities to give “full and regular” reports on the matters under their control to Parliament and provincial legislatures as prescribed by the Constitution. This includes plans, budgets, in-year and Annual Reports.
<b>Activities</b>	The processes or actions that use a range of inputs to produce the desired outputs and ultimately outcomes. In essence, activities describe “what we do”.
<b>Adequacy indicators</b>	The quantity of input or output relative to the need or demand.
<b>Annual Report</b>	A report is to be prepared and submitted annually based on the regulations set out in Section 121 of the Municipal Finance Management Act. Such a report must include annual financial statements as submitted to and approved by the Auditor-General.
<b>Approved Budget</b>	The annual financial statements of a Municipality as audited by the Auditor General and approved by a council or a provincial or national executive.
<b>Baseline</b>	The current level of performance that a Municipality aims to improve when setting performance targets. The baseline relates to the level of performance recorded in a year prior to the planning period.
<b>Basic municipal service</b>	A municipal service is necessary to ensure an acceptable and reasonable quality of life to citizens within that particular area. If not provided it may endanger the public health and safety or the environment.
<b>Budget year</b>	The financial year for which an annual budget is to be approved – means a year ending on 30 June.
<b>Cost indicators</b>	The overall cost or expenditure of producing a specified quantity of outputs.
<b>Distribution indicators</b>	The distribution of capacity to deliver services.
<b>Financial Statements</b>	Includes at least a statement of financial position, statement of financial performance, cash-flow statement, notes to these statements and any other statements that may be prescribed.
<b>General Key performance indicators</b>	After consultation with MECs for local government, the Minister may prescribe general key performance indicators that are appropriate and applicable to local government generally.
<b>Impact</b>	The results of achieving specific outcomes, such as reducing poverty and creating jobs.
<b>Inputs</b>	All the resources that contribute to the production and delivery of outputs. Inputs are “what we use to do the work”. They include finances, personnel, equipment and buildings.
<b>Integrated Development Plan (IDP)</b>	Set out municipal goals and development plans.
<b>National Key performance areas</b>	<ul style="list-style-type: none"> <li>• Service delivery &amp; infrastructure</li> <li>• Local Economic development</li> <li>• Municipal transformation and institutional development</li> <li>• Financial viability and management</li> <li>• Good governance and community participation</li> <li>• Spatial Rational</li> </ul>
<b>Outcomes</b>	The medium-term results for specific beneficiaries that are the consequence of achieving specific outputs. Outcomes should relate clearly to an institution's strategic goals and objectives set out in its plans. Outcomes are “what we wish to achieve”.
<b>Outputs</b>	The final products, or goods and services produced for delivery. Outputs may be defined as “what we produce or deliver”. An output is a concrete achievement (i.e. a product such as a passport, an action such as a presentation or immunization, or a service such as processing an application) that contributes to the achievement of a Key Result Area.
<b>Performance Indicator</b>	Indicators should be specified to measure performance in relation to input, activities, outputs, outcomes and impacts. An indicator is a type of information used to gauge the extent to which output has been achieved (policy developed, presentation delivered, service rendered)

<b>Performance Information</b>	Generic term for non-financial information about municipal services and activities. Can also be used interchangeably with performance measures.
<b>Performance Standards:</b>	The minimum acceptable level of performance or the level of performance that is generally accepted. Standards are informed by legislative requirements and service-level agreements. Performance standards are mutually agreed on criteria to describe how well work must be done in terms of quantity and/or quality and timeliness, to clarify the outputs and related activities of a job by describing what the required result should be. In this EPMDS performance standards are divided into indicators and the time factor.
<b>Performance Targets:</b>	The level of performance that municipalities and their employees strive to achieve. Performance Targets relate to current baselines and express a specific level of performance that a Municipality aims to achieve within a given time period
<b>Service Delivery Budget Implementation Plan</b>	The detailed plan was approved by the mayor for implementing the Municipality's delivery of services; including projections of the revenue collected and operational and capital expenditure by vote for each month. Service delivery targets and performance indicators must also be included.
<b>Vote:</b>	<p>One of the main segments into which a budget of a Municipality is divided for the appropriation of money for the different departments or functional areas of the Municipality. The Vote specifies the total amount that is appropriated for the purpose of a specific department or functional area.</p> <p>Section 1 of the MFMA defines a "vote" as:</p> <p><i>a) one of the main segments into which a budget of a Municipality is divided for the appropriation of money for the different departments or functional areas of the Municipality; and</i></p> <p><i>b) which specifies the total amount that is appropriated for the purposes of the department or functional area concerned</i></p>

## APPENDIX A – COUNCILLORS; COMMITTEE ALLOCATION AND COUNCIL ATTENDANCE

Section 18 (1) of the Local Government Municipal Structures Act No 117 of 1998 indicates that Municipalities must have Municipal Councils which consists of a number of Councillors determined by the MEC for Local Government in the Province. Sub-section 2 of the Act further indicates that a Municipal Council must meet at least quarterly, however, it should be noted that Bela-Bela Local Municipality held Council meetings quarterly as per the Council approved schedule of meetings, furthermore, Special Council meetings were also held as and when necessary. Table 51 below depicts the number of Council and Subcommittee meetings held and the attendance by each Councillor.

### 01 JULY 2021 TO 29 OCTOBER 2022.

NAME OF COUNCILLOR	FULL TIME/PART-TIME	PARTY REPRESENTATIVE	NO OF COUNCIL MEETINGS SCHEDULED	NO OF COUNCIL MEETINGS ATTENDED	% OF ATTENDANCE	NO OF SUBCOMMITTEE MEETINGS SCHEDULED	NO OF SUBCOMMITTEE MEETINGS ATTENDED	% OF ATTENDANCE
CLLR NGOBENI MJ	Full time	ANC	03	02	67%	04	00	0%
CLLR MOELETSI RZ	Full time	ANC	03	02	67%	Not assigned to attend Subcommittees	Not assigned to attend Subcommittees	Not assigned to attend Subcommittees
CLLR LEDWABA MH	Full time	ANC	03	01	33%	04	00	0%
CLLR HLUNGWANE FS	Part time	ANC	03	02	67%	04	01	25%
CLLR MALULEKA SE	Part time	ANC	03	02	67%	04	01	25%
CLLR SEALE SD	Part time	EFF	03	02	67%	04	01	25%
CLLR MALETE YMS	Part time	ANC	03	02	67%	04	1	25%
CLLR MODIMOLA LR	Part time	ANC	03	02	67%	Not assigned to attend Subcommittees	Not assigned to attend Subcommittees	Not assigned to attend Subcommittees
CLLR APHANE MP	Part time	ANC	03	01	33%	04	00	0%

NAME OF COUNCILLOR	FULL TIME/ PART-TIME	PARTY REPRESENTATIVE	NO OF COUNCIL MEETINGS SCHEDULED	NO OF COUNCIL MEETINGS ATTENDED	% OF ATTENDANCE	NO OF SUBCOMMITTEE MEETINGS SCHEDULED	NO OF SUBCOMMITTEE MEETINGS ATTENDED	% OF ATTENDANCE
CLLR SHIKA MA	Part time	ANC	03	02	67%	04	01	25%
CLLR MOTHOKWA KF	Part time	DA	03	02	67%	11	04	25%
CLLR SENOSHA MD	Part time	DA	03	01	33%	Not assigned to attend Subcommittees	Not assigned to attend Subcommittees	Not assigned to attend Subcommittees
CLLR MAKHUBELA MJ	Part-time	BRA	03	02	67%	Not assigned to attend Subcommittees	Not assigned to attend Subcommittees	Not assigned to attend Subcommittees
CLLR MOSWEOU AR	Part time	EFF	03	02	67%	04	00	0%
CLLR RAS MN	Part time	DA	03	02	67%	04	00	0%
CLLR KRUGER HJL	Part time	DA	03	02	67%	04	01	25%
CLLR MANAME B	Part time	ANC	03	01	33%	04	01	25%

**NEW COUNCIL 22 NOVEMBER 2022 TO 30 JUNE 2022**

NAME OF COUNCILLOR	FULL TIME/ PART-TIME	PARTY REPRESENTATIVE	NO OF COUNCIL MEETINGS SCHEDULED	NO OF COUNCIL MEETINGS ATTENDED	% OF ATTENDANCE	NO OF SUBCOMMITTEE MEETINGS SCHEDULED	NO OF SUBCOMMITTEE MEETINGS ATTENDED	% OF ATTENDANCE
CLLR GM Seleka	Full time	ANC	10	10	100%	6	6	100%
CLLR TN Zikhali	Full time	ANC	10	10	100%	Not assigned to attend Subcommittees	Not assigned to attend Subcommittees	Not assigned to attend Subcommittees
CLLR JM Mabua	Full time	ANC	10	10	100%	Not assigned to attend Subcommittees	Not assigned to attend Subcommittees	Not assigned to attend Subcommittees
CLLR FS Hlungwane	Part time	ANC	10	8	80%	6	5	83%
CLLR PV Mashaba	Part time	ANC	10	8	80%	6	4	67%
CLLR MH Ledwaba	Part time	DA	10	9	90%	6	6	100%
						6	5	83%
CLLR SD Seale	Part time	EFF	03	9	90%	6	Not assigned to attend Subcommittees	Not assigned to attend Subcommittees
CLLR MJ Ngobeni	Part time	ANC	10	8	80%	6	2	33%
CLLR KS Rachidumela	Part time	ANC	10	10	100%	6	6	100%
CLLR K Sepuru	Part time	ANC	10	10	100%	6	5	83%
CLLR MF Koover	Part time	ANC	10	9	90%	6	5	83%

NAME OF COUNCILLOR	FULL TIME/ PART-TIME	PARTY REPRESENTATIVE	NO OF COUNCIL MEETINGS SCHEDULED	NO OF COUNCIL MEETINGS ATTENDED	% OF ATTENDANCE	NO OF SUBCOMMITTEE MEETINGS SCHEDULED	NO OF SUBCOMMITTEE MEETINGS ATTENDED	% OF ATTENDANCE
CLLR JH Mills	Part time	DA	10	9	90%	6	5	83%
						6	6	100%
CLLR JD Cloete	Part time	DA	10	10	100%	6	6	100%
						6	6	100%
CLLR MJ Makhubela	Part-time	BRA	10	10	100%	Not assigned to attend Subcommittees	Not assigned to attend Subcommittees	Not assigned to attend Subcommittees
CLLR MO Tlaka	Part time	EFF	10	8	80%	6	4	67%
CLLR MN Ras	Part time	DA	10	9	90%	6	4	67%
CLLR HJL Kruger	Part time	DA	10	10	100%	6	5	83%

## APPENDIX B – COMMITTEES AND COMMITTEE PURPOSES

Section 79 of the Local Government Municipal Structures Act No 117 of 1998 requires Municipal Councils to establish one or more Section 80 Committees necessary for the effective and efficient performance of any of its functions or to exercise its powers. It is in light of the above that Bela-Bela Local Municipal Council during its inaugural sitting in 2021 established various Council Committees to assist the Executive Committee to function effectively and further determined the functions of each Committee and also appointed the Chairpersons for each Committee. Table 52 below depicts the details of the Committees established as well as the purpose of such Committees.

<b>Committees (other than Mayoral / Executive Committee) and Purposes of Committees</b>	
<b>Municipal Committees established in terms of Section 79 of the Municipal Systems Act No 117 of 1998</b>	<b>Purpose of Committee</b>
Social and Community Services Sub-Committee	Section 80 Committee appointed in terms of Section 79 of MSA No 117 of 1998 to assist the Executive Committee in performing its responsibilities of amongst others advising Council on matters related to Social and Community Services.
Planning and Economic Development/Infrastructure Sub-committee	Section 80 Committee appointed in terms of Section 79 of MSA No 117 of 1998 to assist the Executive Committee in performing its responsibilities of amongst others advising Council on matters related to Planning and Technical Services.
Governance and Transformation/ Budget & Treasury Subcommittee	Section 80 Committee appointed in terms of Section 79 of MSA No 117 of 1998 to assist the Executive Committee in performing its responsibilities of amongst others advising Council on matters related to the Budget and Treasury and Corporate Services.
Municipal Public Account Committee (MPAC)	Oversight Committee which plays an oversight role over the work of the administration and advice Council as per the legislative requirements.
Audit and Risk Management Committees	Oversight Committee established in terms of Section 166 of the Local Government Municipal Finance Management Act (MFMA) No 56 of 2003. This Committee advises the Municipal Council, the Political Office Bearers, the Accounting Officer and the Management Staff on matters listed under Section 166 (2)(a-e) of the MFMA.
Integrated Development Planning (IDP) Steering Committee	Technical support through IDP Review process
IDP Rep Forum	Stakeholder participatory mechanism during the IDP Review process
Top Management	Strategic management decision-making structure established in terms of Section 77 of the Local Government Municipal Finance Management Act no 56 of 2003. This Committee assists the Accounting Officer in managing and coordinating the financial administration of the Municipality.
Broader Management	Operational management decision-making structure established to assist the Top Management in performing its responsibilities.

## COMMITTEES OF COUNCIL EXCLUDING THE MAYORAL/EXECUTIVE COMMITTEES

### APPENDIX C –THIRD-TIER ADMINISTRATIVE STRUCTURE

Third Tier Structure		
Initials & Surname	Title	Directorate/ Department
Ramolobeng MN	Divisional Manager: Human Resources Management	Corporate Services
Nkuna D	Divisional Manager: Information Technology	Corporate Services
Seima MA	Divisional Manager: Council Support and Administration	Corporate Services
Mahlare K	Divisional Manager: Human Resources Development	Corporate Services
Vacant	Manager Legal Services	Office of the Municipal Manager
Tshikovhi C	Divisional Manager: Integrated Development & Planning	Office of the Municipal Manager
Mogweemang L	Divisional Manager: Local Economic Development	Planning & Economic Development
Mhlongo v	Divisional Manager: Performance Management System	Office of the Municipal Manager
Manzini M	Divisional Manager: Town Planning	Planning & Economic Development
Vacant	Divisional Manager Human Settlement	Planning & Economic Development
Pilane T	Divisional Manager: Roads & Stormwater	Technical Services
Moloto MJ	Divisional Manager: Water & Sanitation	Technical Services
Kotsokoane T	Divisional Manager Electrical	Technical Services
Vacant	Divisional Manager: Parks and Cemeteries	Social & Community Services
Monare I	Divisional Manager: Protection and Emergency Services	Social & Community Services

Third Tier Structure		
Initials & Surname	Title	Directorate/ Department
Mohlala AMS	Divisional Manager: Waste & Cleansing	Social & Community Services
Raborolo D	Divisional Manager Sport, Arts & Culture	Social & Community Services
Kabe KC	Chief Audit Executive	Office of the Municipal Manager
Moloto OPK	Divisional Manager: Communications	Office of the Municipal Manager
Mothapo TJ	Manager Strategic Support Services	Office of the Municipal Manager
Titi T	Divisional Manager: Revenue	Budget & Treasury Office
Matwalana LT	Divisional Manager: Licensing	Social & Community Services
Vacant	Divisional Manager: Expenditure	Budget & Treasury Office
Mohale T	Divisional Manager: SCM	Budget & Treasury Office
Motshoane LJ	Divisional Manager: Budget and Reporting	Budget & Treasury Office
Vacant	Specialist Financial Statements	Budget & Treasury Office
Vacant	Divisional Manager Assets, Fleet & Inventory	Budget & Treasury Office