

BLUE CRANE ROUTE MUNICIPALITY (EC102)



Draft ANNUAL REPORT 2022/2023

CONTENTS

CONTENTS.....	2
CHAPTER 1 – MAYOR’S FOREWORD AND EXECUTIVE SUMMARY.....	5
COMPONENT A: MAYOR’S FOREWORD.....	5
COMPONENT B: EXECUTIVE SUMMARY.....	6
1.1. MUNICIPAL MANAGER’S OVERVIEW.....	6
1.2. MUNICIPAL FUNCTIONS, POPULATION AND ENVIRONMENTAL OVERVIEW.....	7
1.2.1 INTRODUCTION TO BACKGROUND DATA.....	7
1.2.2 POPULATION AND ENVIRONMENTAL OVERVIEW.....	7
1.2.3 DEMOGRAPHICS PER WARD.....	11
1.2.4 DEMOGRAPHIC TRENDS.....	13
1.2.5 WATER AND SANITATION PROVISION.....	15
1.2.6 ELECTRICITY.....	17
1.2.7 SOLID WASTE MANAGEMENT.....	18
1.2.8 ECONOMIC ANALYSIS.....	19
1.2.9 SOCIO ECONOMIC DIMENSION.....	20
1.2.10 POWERS AND FUNCTIONS OF THE MUNICIPALITY.....	24
1.3. ORGANISATIONAL DEVELOPMENT OVERVIEW.....	25
CHAPTER 2 – GOVERNANCE.....	27
COMPONENT A: POLITICAL AND ADMINISTRATIVE GOVERNANCE.....	27
3.1 POLITICAL GOVERNANCE.....	28
2.2 ADMINISTRATIVE GOVERNANCE.....	29
COMPONENT B: INTERGOVERNMENTAL RELATIONS.....	30
3.2 INTERGOVERNMENTAL RELATIONS.....	30
COMPONENT C: PUBLIC ACCOUNTABILITY AND PARTICIPATION.....	32
COMPONENT D: CORPORATE GOVERNANCE.....	33
2.5 RISK MANAGEMENT.....	34
2.6 ANTI-CORRUPTION AND FRAUD.....	34
2.7 SUPPLY CHAIN MANAGEMENT.....	36
2.8 BY-LAWS.....	37

2.9 WEBSITES	37
CHAPTER 3 – SERVICE DELIVERY PERFORMANCE (PERFORMANCE REPORT PART I).....	39
COMPONENT A: BASIC SERVICES.....	39
3.1 water and waste water services	39
3.2 ELECTRICITY SERVICES: THIS SECTION INCLUDES – PLANNING, DISTRIBUTION, PROTECTION, AND PROJECTS	41
3.3 HUMAN SETTLEMENT:	42
INTRODUCTION TO HOUSING	42
3.4 WASTE MANAGEMENT (THIS SECTION TO INCLUDE: REFUSE COLLECTIONS, WASTE DISPOSAL, STREET CLEANING AND RECYCLING).....	43
COMPONENT B:.....	44
3.5 ROADS & STORMWATER SERVICES: (POTHOLE PATCHING, AND STORMWATER MAINTENANCE).....	44
INTRODUCTION TO ROADS & STORMWATER SERVICES.....	44
COMPONENT D:.....	46
3.6 TRANSPORT (INCLUDING VEHICLE LICENSING & PUBLIC BUS OPERATION).....	46
3.7 LIBRARIES; and COMMUNITY FACILITIES; OTHER	47
3.8 CEMETORIES AND CREMATORIUMS	48
COMPONENT E: ENVIRONMENTAL PROTECTION.....	49
3.9 ENVIRONMENTAL PROTECTION.....	49
3.10 POLLUTION CONTROL	50
3.11 INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES	51
3.12 FIRE.....	53
COMPONENT K: ORGANISATIONAL PERFORMANCE SCORECARD.....	58
CHAPTER 4 – ORGANISATIONAL DEVELOPMENT PERFORMANCE.....	59
(PERFORMANCE REPORT PART II)	59
COMPONENT A: MANAGING THE MUNICIPAL WORKFORCE	59
4.1 WORKFORCE POLICY DEVELOPMENT	59
4.2 INJURIES, SICKNESS AND SUSPENSIONS.....	60

4.3 PERFORMANCE REWARDS	61
COMPONENT C: CAPACITATING THE MUNICIPAL WORKFORCE	61
APPENDICES	62
APPENDIX A – COMMITTEES AND COMMITTEE PURPOSES	62
APPENDIX B –THIRD TIER ADMINISTRATIVE STRUCTURE	63
APPENDIX C – FUNCTIONS OF MUNICIPALITY / ENTITY	64
APPENDIX D- WARD COMMITTEE MEMBERS AND ALLOCATION	65

CHAPTER 1 – MAYOR’S FOREWORD AND EXECUTIVE SUMMARY

COMPONENT A: MAYOR’S FOREWORD

Section 127(2) of the Municipal Finance Management Act (MFMA) 56 of 2003 enjoins the Mayor to table to the municipal Council the Annual Report for a financial year under review. It is for this purpose that the Draft Annual Report for 2022/23 financial year is prepared for the Council and the community of Blue Crane Route Municipality. The purpose of such a report is to provide a record of the activities of the municipality during the financial year in which it relates. This report is prepared in recognition of our obligation as an accountable and transparent government. It reflects how we fared in the implementation of our Integrated Development Plan (IDP) and budget for 2022/2023 financial year.

During the year under review, collective efforts of both Political and Administration strived to achieve the outcomes of service delivery for all residents of Blue Crane Route Municipality. Although there were many impediments in providing service delivery such as aging infrastructure, theft and vandalism, service delivery protests and heavy rains, the municipality strove to ensure its objectives.

BCRM has consistently received Unqualified Audit Opinions over the past 7 years. Despite the huge financial constraints facing the municipality we have managed to keep afloat and were able to meet our third-party obligations.

It is therefore a pleasure to present the Draft Annual Report for 2022/2023 financial year.

**CLLR B.A MANXOWENI
MAYOR**

COMPONENT B: EXECUTIVE SUMMARY

1.1. MUNICIPAL MANAGER'S OVERVIEW

This 2022/23 Annual Report is prepared in terms of Section 121 of the MFMA of 2003, Section 46 of the Municipal Systems Act No. 32 of 2000 and National Treasury Circular No. 63, which seeks to give effect to BCRM legislative and constitutional mandate.

Blue Crane Route Municipality is a Category B municipality entrusted with discharging Section 155 and 156 of the Constitution of RSA (Act 108 of 1996) and Section 83 and 84 of the Municipal Systems Act. All Senior Management positions have been filled.

The following services are performed on a shared basis: Fire and Disaster Management, Land Use, Environmental Health (SBDM), Housing Development (DHS), Rural Roads (Dept. Of Roads & Transport), Library Services (DSRAC) and Local Economic Development (Cacadu Development Agency).

From a governance and Institutional Arrangement perspective the municipality is relatively functional. The Audit and Performance Audit Committee and the Internal Audit Unit are fully effective as they continue to discharge their respective statutory obligations. The municipality obtained an Unqualified Audit opinion for 2021/22 financial year with reduction of matters of emphasis.

The following are the top 6 strategic risks the municipality has identified during the year under review:

- Inability to collect revenue that is due to the municipality.
- Slow spending of grant funding;
- Inadequacy in the implementation of MSCOA;
- Inadequate implementation of asset management policies, regulations, and procedures
- Ineffective Records Management processes and
- Inadequate leave administration

May I take this opportunity to thank our Council and staff for their commitment and dedication in ensuring that Blue Crane Route continues to discharge its constitutional and statutory obligations despite the challenges.

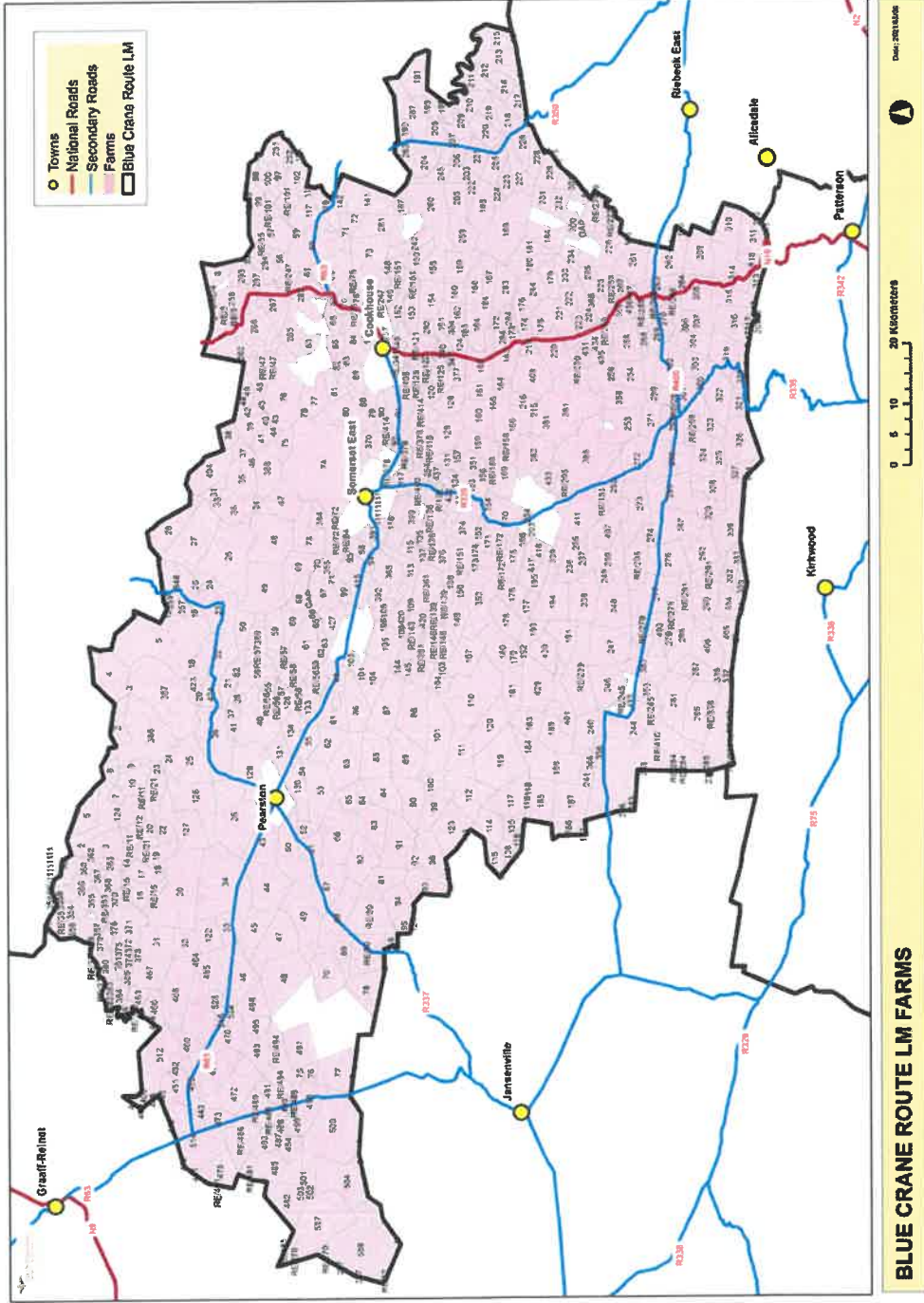
MR M.P NINI
MUNICIPAL MANAGER

The Blue Crane Route Municipality falls within the jurisdiction of the Sarah Baartman District Municipality. The Municipality's area is bordered on the North-east of Raymond Mhlaba Municipality (Amathole DM), North-west of Inxuba Yethemba municipality (Chris Hani DM), South of Makana Municipality and the South-west of Sundays River Valley municipality. The Blue Crane Route Municipality is located at 67 Nojoli Street, Somerset East.

The Blue Crane Route area comprises of the primary node of Somerset East, which is the main commercial hub, two secondary service centres i.e Pearston and Cookhouse, and vast rural commercial farmlands. Per the Community survey that was conducted 2016, the municipality's population has moved from 36 002 to 36 063, 1.7% growth rate. The figures below reflect the findings per Census 2011, the community survey 2016 reflects the overall growth of the area not at ward level:

- Somerset East (Wards 2, 3 and 5 = 19172)
 - Town Area, Vosloodal, Chris Hani, Francisvale, Aeroville, Clevedon, Mnandi, Old Location, New Brighton, Westview and Uitkeer.
- Cookhouse (Wards 1 and 6 = 10 898)
 - Bhongweni and Newtown
 - Golden Valley and Middleton rural nodes
 - Town area and Cradock place
- Pearston (Ward 4 = 5 933)
 - Town Area, Millenium Park, Nelsig and Khanyiso

Somerset East is the administrative seat of the municipality and situated at the foot of the Boschberg Mountain. Blue Crane Route Municipality has 6 Wards and the total of eleven (11) Councillors who constitute Council. The map below reflects farms that are within the Blue Crane Route Municipality.



DEMOGRAPHIC PROFILE

Table 1: Population and extent of Area km² - EC, CDM and BLM

Stats SA 2011	Province of the Eastern Cape	Sarah Baartman District Municipality	Blue Crane Route Local Municipality
Total Population	6 562 053	450 584	36 002
Total Population (Community Survey 2016)	6 996 976	479923	36063
Area km ²	168 966 km ²	58 243.3 km ²	11 068.56 km ²

Source: StatsSA 2011

As indicated by the statistical information above, Blue Crane Route accounts for 8% of the Sarah Baartman District and 0.5% of the Provincial population. Geographically Blue Crane Route makes up 19% of the District municipality's landmass with a population density of 3.25 per km².

According to StatsSA -Census 2011, the total population of Blue Crane Route is 36 002, however as per the Community Survey conducted 2016, the population figures have increased from 36002 to 36063. This then therefore indicates that the growth rate of the population is very slow due to number of issues flowing from migration, death and birth rate.

The most significant roads passing through the area are the; **N10, R61, R63, and R390,**

The approximate distance between the towns is:

- Somerset East to Pearston : 50 Km.
- Somerset East to Cookhouse : 25 Km.
- Cookhouse to Pearston : 75km.

1.2.3 DEMOGRAPHICS PER WARD

Table 2: Age Distribution, Gender, Population Grouping and Head of Household

DEMOGRAPHICS								
Age distribution	00 - 04	05 – 09	10 – 14	15 – 34	35 - 64	65 - 85+	Ward Total	%
Ward 1	549	454	422	1555	1566	203	4749	13.2
Ward 2	814	583	591	1882	2265	611	6747	18.7
Ward 3	705	671	601	2185	2320	498	6979	19.4
Ward 4	661	668	570	1788	1817	428	5933	16.5
Ward 5	542	526	475	1628	1804	470	5446	15.1
Ward 6	686	550	449	2068	2083	313	6148	17.1
Grand Total BCRM	3956	3453	3108	11106	11856	2523	36002	100
Gender	Male	%	Female	%	Total			
Ward 1	2390	50.3	2359	49.7	4749			
Ward 2	3289	48.7	3458	51.3	6747			
Ward 3	3311	47.4	3668	52.6	6979			
Ward 4	2938	49.5	2995	50.5	5933			
Ward 5	2547	46.8	2899	53.2	5446			
Ward 6	3206	52.1	2943	47.9	6149			
Grand Total BCR	17680	49.1	18322	50.9	36002			
Population Group	Black	Coloured	White	Indian/Asian	Other	Ward Total		

Ward 1	3278	1143	289	10	28	4749		
Ward 2	3169	2370	1128	37	44	6747		
Ward 3	6493	378	68	19	21	6979		
Ward 4	2211	3365	287	26	43	5933		
Ward 5	1813	3387	203	15	28	5446		
Ward 6	4283	1246	479	10	131	6148		
Grand Total BCR	21247	11888	2453	118	295	36002		
Head Household: Gender	Male	%	Female	%	Total Ward			
Ward 1	823	70.1	351	29.9	1174			
Ward 2	1048	56.8	797	43.2	1845			
Ward 3	1161	57.5	859	42.5	2019			
Ward 4	914	57.6	671	42.3	1586			
Ward 5	769	51.7	719	48.3	1488			
Ward 6	1212	73.5	436	26.4	1649			
Grand Total BCR	5927	60.7	3834	39.3	9761			

Source: StatsSA 2011

1.2.4 DEMOGRAPHIC TRENDS

Table 3: Age distribution, Gender, Population Grouping and Head of Household

DEMOGRAP HICS	STATSSA 2001	STATSSA 2011	%	GROWTH % p.a.	COMSURVEY 2016	GRO WTH %
BCRM Total Population	35407	36002		0.17	36063	1.7%
Age distribution	35 005	36 003				
0-14	10 293	10517	29.2	0.2	11825	2.34
15-64	22 485	22962	63.8	0.2	21892	-0.96
65+	2 227	2524	7.0	1.3	2347	-1.45
Gender	35 003	36 002			36063	
Male	16806	17680	49.1	0.5	-	-
Female	18197	18322	50.9	0.1	-	-
Population Grouping	35 003	36 001				
Black	20861	21247	59.0	0.19	-	-
Coloured	11515	11888	33.0	0.32	-	-
White	2606	2453	6.8	-0.6	-	-
Indian/Asian	21	118	0.3	46.2	-	-
Other	0	295	0.8	-	-	-
Head of Household: Gender	9 595	9 761				

DEMOGRAP HICS	STATSSA 2001	STATSSA 2011	%	GROWTH % p.a.	COMSURVEY 2016	GRO WTH %
BCRM Total Population	35407	36002		0.17	36063	1.7%
Male	6 486	5 927	60.7	-0.9	-	-
Female	3 109	3 834	39.3	2.3	-	-

Source: StatsSA

StatsSA 2011 reflects that 29% of the population are young and under 15 year of age, which requires intergovernmental planning efforts to jointly focus on improved education and providing sport and recreation facilities. Sport plays an important part in youth development and relevant role-players should form partnerships to promote sport initiatives and youth programmes in Blue Crane Route. The high number of children could also be an indication of a dependency on child support grants.

According to StatsSA 2011 a 7% increase has occurred, from 32% to 39%, in respect of female headed households between 2001 and 2011. The increase is relatively high considering that the population growth rate has been very low over a 10-year period and the male to female sex ratio has only risen marginally. This could be reflective of males migrating in search of employment opportunities outside of the municipal area or the occurrence of single mothers deciding to create a basis for their young with the option of marriage later in life.

A large segment (50.1% -StatsSA 2011) of the population speaks IsiXhosa, followed by 42.2% communicating in Afrikaans. Black South Africans account for 59% of the population, followed by 33% Coloured South Africans. Stats 2011 also indicates that 95.5% of the population were born in South Africa.

1.2.5 WATER AND SANITATION PROVISION

Table 4: Water and Sanitation Provision

BASIC SERVICE / INFRASTRUCTURE	BLUE CRANE ROUTE AREA (STATSSA 2001)	BLUE CRANE ROUTE AREA (STATSSA 2011)	%	GROWTH % p.a.	BLUE CRANE ROUTE AREA (CS 2016) %
Total number of households	9 595	9 761		1.7%	
Sanitation	9 470	9 760		3.06%	
Flush toilets	4439	7856	80.5	7.7	88.4
Flush septic tank	390	395	4.0	0.1	-
Chemical	244	25	0.3	-9.0	0.1
VIP	127	83	0.9	-3.5	-
Pit latrines without ventilation	752	327	3.4	-5.7	4.1
Bucket latrine	1921	277	2.8	-8.6	2.9
None	1597	617	6.3	-6.1	3.5
Other		180	1.8	-	-
Water – Access to piped water	8 530	9 740		12.4%	91.2
Household	2289	5022	51.5	11.94	-
In yard	5027	3903	40.0	-2.24	-
Community stand <200 m	526	323	3.3	-3.86	-
Community Stand >200m	688	172	1.7	-7.50	-

No access to piped (tap) water		340	3.5		8.8
Water – Source of water		9 760			
Water scheme operated by municipality or other WSP		7830	80.2		-
Borehole	128	955	9.8	64.6	-
Spring	5	30	0.3	50.0	-
Rain tank	196	275	2.8	4.0	-
Dam/stagnant water	207	317	3.2	5.3	-
River/stream	201	53	0.5	-7.4	-
Water vendor	17	31	0.3	8.2	-
Water Tanker		132	1.4	-2.7	-
Other	180	137	1.4		-

Source: StatsSA 2011 and CS 2016

The level of waterborne system/connection shows a growth of 7.7% p.a. over a period of 10 years (2001 to 2011). The number of bucket latrines reflects a negative growth of -8.6% p.a. over the same period which in effect means that bucket toilets have been reduced by 85.6% from 20.3% in 2001 to 2.8% in 2011. The standard and provision of sanitation and water shows a significant improvement from 2001 to 2011. The BCRM has a total of 8929 houses which has access to drinking water and basic level of sanitation. Three hundred and fifty (350) households which make (4%) of the households are people living in the informal settlements, their access to sanitation is in a form of bucket system and have access to drinking water in a form of community stand pipes which are within 200m walking distance from the households.

1.2.6 ELECTRICITY

Table 5: Energy for Lighting

BASIC SERVICE INFRASTRUCTURE	BLUE CRANE ROUTE AREA (STATSSA 2001)	BLUE CRANE ROUTE AREA (STATSSA 2011)	%	GROWTH % p.a.	BLUE CRANE ROUTE AREA (CS 2016) %
Total number of households	9 595	9 761			
Energy (Access)	9 470	9 760		3.06%	
Electricity	6 161	8 486	86.9	3.8	88.9
Gas	23	17	0.2	-2.6	-
Paraffin	2 135	306	3.1	-8.6	-
Candles	1 057	876	9.0	-1.7	-
Solar	34	36	0.4	0.6	-
Other	60	0	0.0	-10.0	11.1
None		39	0.4		-

Source: StatsSA 2011: Community Survey 2016

Access to electricity has improved from 65.1% in 2001 to 86.9% in 2011. Community survey conducted in 2016 also shows a slight change from 86.9% to 88.9%. The dependency on paraffin and candles were reduced from 22.5% and 11.2% in 2001 to 3.1% and 9.0% in 2011. BCRM also supply's farm areas that are >100km radius. The current backlogs in those different lines are the rotten / old network, with falling poles due to its life span. Regular routine maintenance is done but due financial constraint this exercise is not improving in most areas but in some areas, it is improving. There are constant power failures occurring in those lines. Electricity is supplied to all schools, hospital (Andre Vosloo) and Somerset East correction services.

1.2.7 SOLID WASTE MANAGEMENT

Table 6: Refuse Removal Services

BASIC SERVICE / INFRASTRUCTURE	BLUE CRANE ROUTE AREA (STATSSA 2001)	BLUE CRANE ROUTE AREA (STATSSA 2011)	%	GROWTH % p.a.	BLUE CRANE ROUTE AREA (CS 2016) %
Total number of households	9 595	9 761			
Refuse Removal	9 467	9 761	%	3.10%	
How often by municipality?					
a) @ least once a week	6351	7842	80.3	2.35	86.1
b) Less often	28	51	0.5	8.21	0.4
How often is refuse bags provided	Once in 3 months	Once in 3 months			
Mode Disposal					
a) Communal dumping	59	78	0.8	3.22	4.3
b) Own dump	2440	1444	14.8	-4.08	6.4
c) No disposal	589	195	2.0	-6.69	2.6
Other	0	151	1.5		0.1
No of Licensed Landfill sites		3			
No of un-licensed landfill sites		0			

Source: StatsSA 2011 and CS 2016

In 2011, 80.3% of households in the BCRM had access to a weekly refuse removal service as compared to 67.1% in 2001. In 2016 it has increased to 86.1. All residential areas, excluding farm areas, have access to refuse removal services. There is a fixed schedule for household and business refuse collection. Both household and business refuse are collected once a week. The municipality does not have a schedule for garden refuse. Waste Collection Strategies include skip bins and kerb side collections on a weekly basis. The illegal dumping sites are cleared monthly. This is not without challenges due to availability of equipment as well as fleet.

Municipal Environmental Programme is supported with Community Works Programs (CWP) and Expanded Public Works Programme (EPWP) on an on-going basis. Community awareness programmes are conducted to educate the community about environmental issues; however communities have not fully embraced the concept of keeping the area clean and there are still illegal dumping spots. There is a private company conducting on site recycling.

1.2.8 ECONOMIC ANALYSIS

Local economic development is vital to the future development of the BCRM; the economy of this Municipality is based primarily on agriculture and Tourism. In essence the activities that dominate are: Agriculture: Intensive Farming operations (Cash crops/ Lucerne production, dairy's, etc) Extensive farming operations: Cattle & Goat farming, game farming. Agriculture dominates the district's economy, contributing 28% of all value added and amounting to 41% of formal employment.

Summary of the Economic Sector:

Agriculture: Farming (livestock abattoir), Game hunting, Exotic Fruits, Citrus Fruits and Manufacturing (dairy)

Agro - processing: Mohair

Tourism: Museum, Art gallery, game reserves, Hiking trails with waterfall, B'nB's and Hotels and Bestershoek Lodge

Renewable energy: Wind Farms and potential Hydro- energy

Largest threats: Climate change, localised droughts, cheap imports, changing economic climate in South Africa, Disasters (floods), unemployment and crime rate.

The municipality is in the process of capacitating LED unit. The following are the economic infrastructure/projects within the municipal area which are being implemented through the Cacadu Development Agency:

1. Somerset East Industrial Park

This project has the potential to be the ultimate economic driver for the municipal economy. Launch and handover of bulk infrastructure at the Industrial Park has been done. Funding for the project is R28m.

2. Somerset East New Aerodrome

The construction of the new Somerset East Aerodrome was completed in 2016. Upon completion of fencing, it is envisaged that a Pilot training school will be established. CDA has entered into a lease agreement with the Flight Academy which is licenced.

3. Boschberg Tourism Hub

Currently the Boschberg Tourism Hub is a responsibility of CDA since the disestablishment of BCDA. The current challenge with the Tourism Hub is the lack of security. The building is vandalised and the Lease Agreement between BCRM and the Lessee has lapsed and not renewed.

Other LED Projects

1. R335 Road Project

The R335 road project is a long-term project that will be constructed in different phases.

2. Renewable Energy (Wind farms)

There are windfarms within the Province of the Eastern Cape. There are five (5) within Blue Crane Route jurisdiction situated in Cookhouse area. This wind farm has made contribution to social development projects focusing on early childhood development programmes.

3. Revitalisation of the rail

The project was implemented in Cookhouse by Transnet and +- 100 job opportunities were created

1.2.9 SOCIO ECONOMIC DIMENSION

Table 7: Socio Economic

SOCIO ECONOMIC ANALYSIS	BLUE CRANE ROUTE (STATSSA 2001)	BLUE CRANE ROUTE AREA (STATSSA 2011)	%	GROWTH % p.a.
Total Population				
No	32292	28152	87.85	-1.28

disability/Unspecified				
Sight	571	2294	7.16	30.18
Hearing	221	350	1.09	5.84
Communication	78	82	0.26	0.51
Physical / Walking	1118	465	1.45	-5.84
Intellectual / Remembering	133	265	0.83	9.92
Emotional / Self Care	298	438	1.37	4.70
Multiple disability	300	0	0.00	-10.00
Not applicable		3956		
	35 011	36 002		

Source: StatsSA 2011

StatsSA indicates that there has been an overall decline of -1.28% p.a. in the number of population with disabilities. People with a sight disability have increased drastically by 5.6% from 1.6% in 2001 to 7.2 in 2011.

Table 8: Income Category

SOCIO ECONOMIC ANALYSIS	BLUE CRANE ROUTE (STATSSA 2001)	BLUE CRANE AREA (STATSSA 2011)	%	GROWTH % p.a.
Total Population				
Income 15 to 65				
No Income	180	10 504	46.09	573.6
R1 – R400	3 454	1 254	5.50	-6.4

R401 – R800	1 557	1 198	5.26	-2.3
R801 - R1600	929	4 924	21.61	43.0
R1601 – R3200	794	1 582	6.94	9.9
R 3 201 - R 6 400	566	933	4.09	6.5
R 6 401 - R 12 800	239	763	3.35	21.9
R 12 801 - R 25 600	58	489	2.15	74.3
R 25 601 - R 51 200	27	101	0.44	27.4
R 51 201 - R 102 400	32	30	0.13	-0.6
R 102 401 - R 204 800	7	28	0.12	30.0
R 204 801 or more	3	12	0.05	30.0
Unspecified	0	973	4.27	
	7 846	22 791		

Source: StatsSA

StatsSA 2011 reflects that poverty levels are high with 46.1% of the population not receiving any income, and a further 10.8% earn less than R801 per month, therefore technically falling under the poverty line. This is exacerbated by the fact that 65.7% of the potential labour force are not working. The population lack buying power which makes it difficult to exploit local economic development opportunities and the situation implies a high dependency on social grants. Interventions must be created and expedited to support poor communities.

The potential economic active labour force accounts for 60.2% of the total population which reinforces the need to boost the economy and stimulate job growth.

Table 9: Labour Status

BLUE CRANE ROUTE AREA (STATSSA 2011)			%	GROWTH % p.a.
Employed	7839	7434	34.3	-0.52
Unemployed	5355	3300	15.2	-3.84
Non-economically active	9471	10935	50.5	1.55
	22665	21669		

Source: StatsSA

StatsSA indicates that 15.2% of the potential workforce is unemployed and a further 50.5% are not economically active in 2011. The remaining 34.3% of the labour force is employed. The overall dependency ratio is 56.8 persons per hundred population of working age. StatsSA 2011 also concludes that 1 953 of the youth in Blue Crane Route are unemployed.

Table 10: Education Levels 20 year +

SOCIO ECONOMIC ANALYSIS	BLUE CRANE ROUTE AREA (STATSSA 2001)	BLUE CRANE ROUTE AREA (STATSSA 2011)	%	GROWTH % p.a.	BLUE CRANE ROUTE AREA (Community Survey 2016) %
Total Population					
Level of education 20 +					
No schooling	4 088	2 592	8.24	-3.7	6.3
Some primary	5 956	10 895	34.65	8.3	21.7
Complete primary	1 977	2 516	8.00	2.7	9.9
Some secondary	5 361	9 577	30.46	7.9	38.9

SOCIO ECONOMIC ANALYSIS	BLUE CRANE ROUTE AREA (STATSSA 2001)	BLUE CRANE ROUTE AREA (STATSSA 2011)	%	GROWTH % p.a.	BLUE CRANE ROUTE AREA (Community Survey 2016) %
Total Population					
Level of education 20 +					
Std 10/Grade 12	2 437	4 420	14.06	8.1	20.7
Higher	1 075	1 392	4.43	2.9	2.5
Unspecified	0	49	0.16		0

Source: StatsSA and CS 2016

Stats SA 2011 shows that 8.24% of the population over 20 years of age have not received any schooling. The figure is moderate and furthermore shows a decline or negative growth of -36.6% for the past decade (since 2001), when 4 088 or 19.6% of the population over 20 years had not undergone any schooling.

1.2.10 POWERS AND FUNCTIONS OF THE MUNICIPALITY

The municipal mandate stems from the section 155 and 156 of the Constitutions (Act 108 of 1996) which assigns powers and functions drawing from the schedules 4b & 5b. In terms of the Part B of schedule 4 and 5 of the Constitution, Blue Crane Route Municipality has the following powers & functions:

Schedule 4 Part B	Schedule 5 Part B
Powers exercised by the BCRM	Powers exercised by the BCRM
<ul style="list-style-type: none"> ○ Air pollution ○ Building regulations ○ Electricity and gas reticulation ○ Firefighting services ○ Local tourism 	<ul style="list-style-type: none"> ○ Amusement facilities ○ Billboards and the display of advertisements in public places ○ Cemeteries ○ Cleansing

<ul style="list-style-type: none"> ○ Municipal airports ○ Municipal planning ○ Municipal public works ○ Stormwater management systems in built-up area ○ Trading regulations ○ Water and sanitation services 	<ul style="list-style-type: none"> ○ Control of public nuisances ○ Control of undertakings that sell liquor to the public ○ Facilities for the accommodation, care and burial of animals ○ Fencing and fences ○ Licensing and control of undertakings that sell food to the public ○ Local amenities ○ Local sport facilities ○ Municipal abattoirs ○ Municipal parks and recreation ○ Municipal roads ○ Noise pollution ○ Pounds ○ Public places ○ Refuse removal, refuse dumps and solid waste disposal ○ Street trading ○ Street lighting ○ Traffic and parking
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1.3. ORGANISATIONAL DEVELOPMENT OVERVIEW

During the year under review, the organisational structure undergone a review process which was subjected to intense engagements with all internal stakeholders. This culminated into an organogram being adopted by Council. The municipality has a workforce of 271 permanent employees and 147 temporary employees. All the senior management positions are filled. Organisational policies and bylaws were developed, some reviewed and approved by Council. Performance Management Framework and Individual Performance Management Policy were also reviewed; performance management has not cascaded to other levels of management except for Senior Management.

COMMENT ON THE ANNUAL REPORT PROCESS

The annual report is a product of inputs by various departments and relevant stakeholders on the activities and programmes that were implemented and those that were not achieved against the annual plan of the municipality. The year under review has been a relatively successful but challenging year in ensuring that the municipality complies with good governance principles, laws and regulations and adherence to the annual report processes and deadlines.

CHAPTER 2 – GOVERNANCE

INTRODUCTION TO GOVERNANCE

In terms of the Municipal Structures Act, Blue Crane Route Municipality is a Collective type, which means it has an Executive Committee (EXCO) led by the Honorable Mayor. EXCO has a role of processing all items for consideration by the Council which is led by the Honorable Speaker.

COMPONENT A: POLITICAL AND ADMINISTRATIVE GOVERNANCE

Section 151(3) of the Constitution of RSA allows the Municipal Council to govern on its own initiative and local government affairs of the local community. The municipality has four standing committees aligned to the four (4) Directorates of the municipality. The committees sit once per quarter and special meetings when there is a need. The committee meetings are attended by all Councillors, Management and staff members of their respective directorates. Council meetings sit once per quarter and special Council meetings when there is a need for a Council resolution. The Council meetings are chaired by the Speaker and attended by all Councillors, Management and members of the community.

Blue Crane Route Municipality is comprised of eleven (11) Councillors; six (6) of which are ward Councillors, and five (5) proportional representative Councillors. The Speaker is a proportional representative (PR) Councillor. The ward Councillors are responsible for the wards they are representing, and PR Councillors provide support to wards. The structure of Council constituted as follows:

- 1 Cllr B.A Manxoweni – Mayor : ANC
- 2 Cllr N. Nkonyeni-Yantolo – Speaker : ANC
- 3 Cllr Z. S Baskiti- Ward 1 (ANC)
- 4 Cllr A. Heynse- Ward 2 (DA)
- 5 Cllr A. Dyantyi- Ward 3(ANC)
- 6 Cllr M.K Mali- Ward 4(ANC)
- 7 Cllr C. Nel- Ward 5 (DA)
- 8 Cllr P. Sonkwala- Ward 6 (ANC)
- 9 Cllr E. Miggels – EFF :PR
- 10 Cllr J. Martin – DA :PR
- 11 Cllr F. Brown – DA: PR

Blue Crane Route Municipality has established a Municipal Public Account Committee (MPAC) which is an Oversight Committee. MPAC is comprised of both ward and PR Councillors, with Councillor Z.S Baskiti as the Chairperson. It provides Council with comments and recommendations on the Annual Report. During the year under review the MPAC convened at least 2 meetings as part of its oversight responsibilities. During the financial year, the municipality had a functional Audit & Performance Committee. Four (4) ordinary and 2 special meetings were held during the year. The Audit & Performance committee is currently serving its first year of its 3-year contract. Audit & Performance Committee charter was reviewed and submitted to Council for consideration and approval.

The municipality has a functional Disciplinary Board which also functions as MFMA Section 32 Committee to assist Council in investigation of Unauthorized, Irregular and Fruitless and Wasteful expenditure.

The municipality has a functional internal audit unit which constitute: Manager: IA, Internal Auditor and two IA Interns. Internal Audit Charter was reviewed and submitted to Audit Committee for approval.

3.1 POLITICAL GOVERNANCE

POLITICAL STRUCTURE

Cllr B. A Manxoweni: **MAYOR**

**CHAIRPERSON: CORPORATE SERVICES STANDING COMMITTEE, AND
FINANCE STANDING COMMITTEE.**

Cllr N Yantolo Nkonyeni: **SPEAKER OF THE COUNCIL**

Cllr P Sonkwala: **CHIEF WHIP**

Cllr Z.S Baskiti: **MPAC CHAIRPERSON**

Cllr J Martin: **CHAIRPERSON COMMUNITY SERVICES STANDING COMMITTEE**

Cllr M.K Mali: **CHAIRPERSON TECHNICAL SERVICES STANDING COMMITTEE**

POLITICAL DECISION-TAKING

The process of Council decision commences at the Standing Committee level through recommendations, which are later tabled at the EXCO and passed for adoption/Approval by Council. All Council resolutions become final and binding. Political decisions and resolutions are taken at the

Council meeting. Decisions are taken through consensus, or a majority vote of the Councillors present in the meeting. A resolution register developed from decisions taken by Council is maintained, monitored and tabled for tracking / oversight in all ordinary Council meetings.

2.2 ADMINISTRATIVE GOVERNANCE

The BCRM has the following Directorates in its organizational structure. These are, Office of the Municipal Manager, Corporate Services, Community Services, Financial and Technical Services

TOP ADMINISTRATIVE STRUCTURE

MUNICIPAL MANAGER

(Mr M.P Nini)

Function

Oversee the functioning and performance of the following Directorates, i.e

- Corporate Services
- Finance
- Community Services
- Technical and Infrastructure Services
- Office of the Municipal Manager

DIRECTOR CORPORATE SERVICES:

(Mrs Novuko Kubone)

- Administration
- Human Resources
- ICT
- Customer Care

DIRECTOR: FINANCIAL SERVICES

(Mr Nigel Delo)

- Income and Expenditure
- Budget and Financial Reporting
- Assets and Supply Chain Management

DIRECTOR: COMMUNITY SERVICES

(Mrs Yolisa Mniki)

- Parks and Recreation
- Environmental Health and cleansing
- Fire and Rescue Services
- Traffic Services
- Environmental Management
- Library Services

DIRECTOR: TECHNICAL SERVICES

(Mr Ayanda Gaji)

- Roads and Stormwater
- Projects Management Unit
- Electro-Mechanic
- Water Services
- Human Settlements
- Town Planning and Land Use Management

COMPONENT B: INTERGOVERNMENTAL RELATIONS

The concept of Integrated Development Planning (IDP) is embedded on the principle of co-operation amongst various spheres of government for the purpose of providing better co-ordination and services to the community. It is in this context that co-operative governance and inter-governmental relations becomes of utmost importance. Blue Crane Route Municipality has no functional Inter-Governmental Relations Forum (IGR) due to poor attendance by other stakeholders.

3.2 INTERGOVERNMENTAL RELATIONS

The municipality continues to have good working relations with the following stakeholders and associations; however IGR forum needs to be strengthened.

- South African Local Government Association (SALGA)
- Dept of Co-operative and Traditional Affairs (COGTA)
- National and Provincial Treasury
- Sarah Baartman District Municipality (SBDM)

- Dept of Rural Development and Land Reform
- Dept of Energy
- Dept of Water and Sanitation
- Department of Human Settlements
- Dept of Social Development
- South African Police Service
- Independent Electoral Commission
- Auditor General
- Cacadu Development Agency (CDA)
- Office of the Premier
- Dr Beyers Naude Local Municipality and
- Ndlambe Local municipality

2.3.2 RELATIONSHIP WITH MUNICIPAL ENTITY

The BCRM has good relations with the Cacadu Development Agency (CDA). These relations were strengthened by the decision of the BCRM Council to dis-establish its previous entity, the BCDA. Currently the CDA oversees the co-ordination and implementation of BCRM Local Economic Developments programmes. This is managed through a Service Level Agreement (SLA) signed between the two parties.

2.3.3 DISTRICT INTERGOVERNMENTAL STRUCTURES

The municipality enjoys good relations with the Sarah Baartman District Municipality. Councilor P Sonkwala is the BCRM Representative in the District Municipality. The municipality also participates in the following district structures:

- District Mayor's Forum
- District Speakers' Forum
- District Women Commission
- District MM's Forum
- District Wide Infrastructure Forum
- District PMS Forum
- District IDP Rep Forum

- District-wide Disaster Management Forum
- District Legal Advisors Forum
- Internal Audit & Risk Forum
- District Disaster JOC (Joint Operations Committee) Forum
- District HR Forum

COMPONENT C: PUBLIC ACCOUNTABILITY AND PARTICIPATION

Public accountability and participation play an important role in the promotion of democracy in local government. The municipality uses the Ward Based Planning model to engage the community on matters relating to Performance Management, IDP and Budget. This places public accountability and participation at the basic level of community engagements.

The municipality has a public participation system in place that informs interaction between the municipality and the communities. Public engagements were conducted throughout the year using different forums, meetings, events, Media and BCRM websites. The following structures have been established to enhance public participation:

- **IDP/BUDGET/PMS REPRESENTATIVE FORUM**

IDP/Budget/PMS Representative Forum sits once a quarter. The forum is chaired by the Mayor, Cllr B Manxoweni and is attended by Councillors, Government departments, organized structures in the community, Community Development Workers (CDW's) and BCRM Management. The IDP/PMS/Budget Representative Forum is the structure which facilitates and co-ordinates participation in the IDP/Budget/PMS Process.

- **WARD COMMITTEES**

Ward Committees are meant to deepen public participation in the governance of the municipality and to encourage participation by communities. The main task of the ward committee members is to be a channel between the municipality and its communities and to ensure that the communities are informed of pending activities of Council. On the other hand, they bring genuine community interests to the attention of the municipality. The ward committee meetings are not sitting as they are supposed to.

PUBLIC/COMMUNITY MEETINGS

Public meetings are held in two ways, at times they are requested by community through petition to the Office of the Speaker to address issues that affect service delivery such as water and electricity crisis. At times they are requested by the municipality to address any communal issues.

- **MAYORAL OUTREACH /IMBIZO AND WARD BASED PLANNING MEETINGS**

Mayoral outreach /imbizo and ward-based planning meetings are conducted twice a year to give feedback to the community on the municipal performance against ward-based plans which were implemented in the previous financial year and to get inputs for the review/planning process for the next financial. These platforms allow communities to participate in the drafting and finalization of IDP and Budget.

2.4 IDP PARTICIPATION AND ALIGNMENT

IDP Participation and Alignment Criteria*	Yes/No
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 57 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

COMPONENT D: CORPORATE GOVERNANCE

2.5 RISK MANAGEMENT

The accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial control, risk management and internal control..." The purpose of the Risk Management is to:

- Advance the development and implementation of modern management practices and to support innovation throughout the municipality.
- Contribute to building a risk-smart workforce and environment that allows for innovation and responsible risk-taking while ensuring legitimate precautions are taken to protect the public interest, maintain public trust, and ensure due diligence.
- BCRM has an Enterprise Risk Management Framework policy in place that guided Council and management in identifying, rating, responding, monitoring and evaluating as well communicating risks within the municipality. A strategic risk assessment workshop was held during the beginning of the financial year with the assistance of Internal Audit Unit. High risks, medium and low risks were identified within the risk appetite of the municipality and actions to mitigate risks were identified and captured on a risk register.
- Mitigation plans were developed to curb the level and impact of risks on achieving municipal objectives. The plans were regularly reviewed on a quarterly basis. Reports on the quarterly reviewed were regularly tabled to Audit Committee. Departments are also appraised of the status of their risks quarterly. For the 2021/22 financial year, the following are high risk areas identified by the municipality:
 - Inability to collect revenue that is due to the municipality
 - Slow spending of grant money
 - Inadequate MSCOA financial management
 - Inadequate implementation of asset management policies, regulations, and procedures
 - Ineffective Records Management processes
 - Inadequate leave administration

2.6 ANTI-CORRUPTION AND FRAUD

All actual or suspected incidents should be reported without delay to immediate line manager. Should an employee be concerned that the immediate line manager is involved; the report can be made to any other member of management, the Municipal Manager and/or the Chairperson of the Audit

Committee. The Municipal Manager will initiate an investigation into the matter.

A whistle-blowing facility is one of the most effective tools in identifying fraud occurring within an organization. The fraud prevention plan indicates that employees and other parties are encouraged to report their suspicions of fraud without fear of reprisal.

The following general provisions apply to whistle-blowing facilities:

- All employees and suppliers can contact the hotline to voice any concern that they have relating to fraudulent behavior that has a bearing on Blue Crane;
- Trained operators will respond to calls in most of the official languages in South Africa;
- Operators will probe callers for specific facts to record as much information and understand the incident as clearly as possible; and
- Although callers may choose to tell the whistleblowing consultants who they are, the call report will never reveal their identity unless the caller specifically allows this, thereby protecting the caller's anonymity.

If employees or the community wish to report allegations of fraud and corruption anonymously, they can contact the whistleblowing hotline operated by the Public Services Commission on 0800 701 701, all calls to this number are through a secured answering service and are treated with utmost confidence. Employees or the community can also make use of the presidential hotline 17737.

Duties of Internal and external auditor

The MFMA stipulates that a Municipality must maintain a system of internal audit under the control and direction of an audit committee. Furthermore, the internal audit function of Blue Crane is required to report on matters relating to:

- Internal Control:
- Accounting procedures and practices;
- Risk and risk management thereof;
- Loss control; and
- Compliance with applicable legislation.

Blue Crane Route Municipality has an Internal Audit unit, that reports to the Accounting Officer administratively and to the Audit Committee functionally. In terms of the Audit Committee Charter, the primary role of the Audit Committee is to:

- Evaluate the performance of internal audit unit
- Review the internal audit function compliance with its mandate as approved by the Audit Committee;
- Review and approve the internal audit charter, internal audit plans and internal audit unit conclusions on internal control;
- Review significant difference of opinion between management and internal audit function;
- Evaluate the independence and effectiveness of internal auditors; and
- Review the co-operation and co-ordination between the internal and external audit function

The anti-corruption capacity within Blue Crane Route Municipality is responsible for the investigation of allegations of fraud and corruption that is brought to its attention. Additionally, it will support the risk management procedures from a fraud risk identification perspective.

2.7 SUPPLY CHAIN MANAGEMENT

The Municipality has a Supply Chain Management Policy, SCM Policy for Infrastructure Procurement and Delivery Management as per the requirements of the National Treasury Standard for Procurement Delivery Infrastructure Management. The objective of these policies is to provide a policy framework within which the Municipal Manager, Chief Financial Officer and other Senior Managers must institute and maintain a Supply Chain Management System which is transparent, efficient, equitable, and competitive. The policies also ensure the principles of best value for money for the municipality are outlined; applies the highest possible ethical standards; and promotes local economic development. By adopting the policies, the Council further pledged itself and the municipal administration to the full support of the Proudly South African campaign and to the observance of all applicable national legislation, including specifically the:

- Preferential Procurement Policy Framework Act No. 5 of 2000 and its regulations;
- Broad Based Black Economic Empowerment Act. No. 53 of 2003 and any applicable code of practice promulgated in terms of that Act; and
- Where applicable, the Council also pledges itself to observe the requirements of the Construction Industry Development Board (CIDB) Act No. 38 of 2000 and its regulations.

Reports on the implementation of the SCM policy are submitted quarterly to the Accounting Officer; the Mayor; and Council. The SCM Annual report on the implementation of the SCM policy for the 2022/2023 financial year was submitted to the Accounting Officer; Mayor and the Council. The unit has a full staff compliment, and the staff are aware of the SCM Code of Conduct. Service Provider

Performance is regularly monitored with the help of Project Managers / End Users. Tax matters for all transactions above R15 000 were confirmed to be in order through the Central Supplier Database. Declarations of interest are checked for all transactions; a register of Related Parties is kept and forms part of the AFS Notes. The municipality has a functional Bid Committee system. Challenges were experienced during the year leading to delays in the procurement of some service delivery projects. There were tenders that had to be re-advertised due to non-responsiveness of bidders and contract management is also one of the issues that have been highlighted by the Office of the Auditor General. Transformation to pro-activeness of the unit is one of the improvements that the municipality is working on.

2.8 BY-LAWS

Section 11 (3) of the Municipal Systems Act, 2000 empowers Municipal Council to exercise executive and legislative authority to pass and implement by-laws and policies. By-laws were reviewed in the year under review. The workshop for Councillors, Senior Management and Middle management was conducted.

2.9 WEBSITES

Municipal Website: Content and Currency of Material		
Documents published on the Municipality's / Entity's Website	Yes / No	Publishing Date
Current annual and adjustments budgets and all budget-related documents	YES	07-07-2023
All current budget-related policies	YES	11-08-2023
The previous annual report (Year -1)	YES	14-04-2023
The annual report (Year 0) published/to be published		
All current performance agreements required in terms of section 57(1)(b) of the Municipal Systems Act (Year 0) and resulting scorecards	YES	22-08-2022
All service delivery agreements (Year 0)	YES	11-08-2023
All long-term borrowing contracts (Year 0)	YES	11-08-2023
All supply chain management contracts above a prescribed value (give value) for Year 0	YES	11-08-2023
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 Year 1	NO (no assets have been disposed of)	
Contracts agreed in Year 0 to which subsection (1) of section 33 apply, subject to subsection (3) of that section	YES	11-08-2023

Public-private partnership agreements referred to in section 120 made in Year 0		
All quarterly reports tabled in the council in terms of section 52 (d) during Year 0	YES	11-08-2023

COMMENT MUNICIPAL WEBSITE CONTENT AND ACCESS:

The municipal website serves as a key communication tool for community participation, improves stakeholder involvement and facilitates stakeholder monitoring and evaluation of municipal performance. All the required information is regularly updated on the municipal website and its official address is <https://www.bcrm.gov.za>. Section 75 of the MFMA requires that the municipalities place key documents and information on their website, including the;

- IDP,
- annual budget,
- adjustments budgets and
- budget related documents
- policies.
- Performance Management Reports
- Strategic documents
- Contract Agreements

CHAPTER 3 – SERVICE DELIVERY PERFORMANCE (PERFORMANCE REPORT PART I)

INTRODUCTION

COMPONENT A: BASIC SERVICES

This component includes: water; waste water (sanitation); electricity; waste management; and housing services; and a summary of free basic services.

This component includes water; wastewater (sanitation); electricity; waste management; housing services; and a summary of free basic services.

3.1 WATER AND WASTE WATER SERVICES

This section includes – water reticulation, sewer reticulation, and water regulation

BCRM is composed of 3 towns: Somerset East, Pearston & Cookhouse. The BCRM covers an area of 11 068 square kilometers which makes up 19% of SBDM geographical area. Based on the Statistical overview, the population of this WSA grew by an annual average of 0.72% - 38 800 residents in 2020. There are 10 604 households in Blue Crane Route Local Municipality. The average number of people per households is 3,7. BCRM has an estimated water availability of ± 6000 kl/day = 180 ML/Month

In terms of water sources in the towns it is found that:

- Cookhouse is dependent on water from the Orange Fish irrigation scheme and has no surface or borehole sources.
- Pearston obtains its water solely from boreholes, there is no surface water available.
- Somerset East water is obtained from surface water, which is seasonal and dependent on rainfall, as well as water from the Orange Fish River irrigation scheme which is the only reliable source in town. The town extracts water from:
 - i. Wellfields and Kalela Fountain
 - ii. The canal
 - iii. Bestershoek dam

Boreholes:

Pearston Area: The town of Pearston heavily relies on ground water for the purpose of potable and irrigational use. Currently the town has 5 x existing production boreholes of which only 3 x borehole is in operation. The existing 5 x production boreholes has a potential of supplying 1.27MI/day .

The current 3 x production borehole delivers a safe sustainable yield of 0.84MI per day. The municipality is currently in the process of drilling additional two boreholes. Somerset East Area: Somerset East has 7 production boreholes, 3 in operation. The town of SE current yield is 2.8 ML/day.

Cookhouse Area: No boreholes.

Water Reticulation, Sewer Reticulation & Water Regulation Operational Matters:

- 187km water pipelines.
- 2 of 4 Water Treatment Works operating beyond design capacity (Bestershoek & Cookhouse).
- 3x Waste Water Treatment Works fully functional for all three towns (some have Operational and Maintenance issues).
- 5x Sewer pumpstation need to be upgraded in Somerset East.
- 5x Raw water storage dams (Cookhouse, Bestershoek, Van de Walt, Lake Bertie, Mountain (Bosberg).
- 14x Raw Water Reservoirs in all three towns.
- Draft Water By-Law in place.
- 90% of sewer and water complaints attended to in the first & second quarter.
- The municipality water and sanitation budget for Operations & Maintenance is less than 2% for this current 2022/2023 FY. This is less than the norm of 8%. This adversely affects the Operational and Maintenance plans implementation.
- 10 process controllers managing 4x WTW and 3x Waste Water Treatment Works
- Chemical (quarterly) and Biological (monthly) sample collection and testing.

3.2 ELECTRICITY SERVICES: THIS SECTION INCLUDES – PLANNING, DISTRIBUTION, PROTECTION, AND PROJECTS

INTRODUCTION TO ELECTRICITY

Blue Crane Route Municipality is the electricity distribution licence holder with licence number NER/D/EC102, and supplies electricity to Somerset East, Cookhouse and Pearston. It has one bulk supply point with an installed capacity of 18 MVA and a maximum demand of 17.2 MVA. The network consists of 28 km of medium voltage (MV) underground cable, 928 km of low voltage (LV) underground cable, 2 600 km of MV overhead lines and 128 km of LV overhead lines.

The Municipality has 8 411 customers, which are categorised as follows: 6 696 prepaid domestic; 768 domestic credit meters; 354 commercials; 572 agricultural and 21 industrial customers.

Overhead Lines:

In general, the overhead network of the Blue Crane Route Local Municipality is old and most of it has been in service for more than 50 years. However, certain 22 kV distribution lines, particularly the ones transmitting from the Main Substation to farmers at Zuurberg, were installed in 1965 and an urgent replacement programme was needed to ensure continuous supply of power. The Swartzhoek and Pearston were also needed maintenance.

Planning, Distribution, Protection, and Projects Operational Matters:

- Dilapidated infrastructure.
- Prolonged lead time on fault findings due to geographical and extent of the areas.
- Ineffective customer care system.
- Two-way radio system not in place.
- 8 x vehicles in our possession: 80% is not in good condition.
- Substation capacity: 2 x 10MVA transformers = 20MVA.
- 2nd largest overhead lines after ESKOM.
- Approx. 1400km electrical network.
- Outdated lifespan of the electrical lines +/- 45 years.
- Lack of resources a to attend to electrical faults

3.3 HUMAN SETTLEMENT:

This section includes – Housing projects monitoring and evaluation; needs register; registration of unregistered properties; issuing of title deeds; administration of housing subsidies; agreement of sales; upgrading of informal settlements.

INTRODUCTION TO HOUSING

The Human Settlements National Government has created a National controlled system of Needs register, National Housing Needs Register online (NHNR) in order to capture applicants.

The system is structured in the following way:

- The Municipal official will use search and find a questionnaire using the identity of an applicant and check the status of the applicant.
- The Municipal official can confirm or deny if the applicant is captured in the housing needs register.
- The municipal officials use the system to populate the database of applicants per area / Town.

Challenges:

- 1) Inaccessibility to farm areas.
- 2) Lack or inadequate information supplied by applicants.

The projects implemented by DHS are:

- Pearston 50 Phase 1 (Ward 4) – Only 11 units in construction.

Housing Operational Matters:

(a) Registration of unregistered properties:

The registration of unregistered properties within the BCRM it's an on-going project that is funded by the DHS to restore the dignity of all beneficiaries that benefited in the olden days and were never given ownership of their benefited properties. The programme includes only those pre 1994 housing projects. (Old Mnandi, Aeroville, West View, Francisvale, Old Location, New Brighton, Khanyiso in Pearston, Bongweni Location in Cookhouse.) The Unit encourages all the above-mentioned location to visit the office if their said properties are still unregistered for their application or registration for title/ ownership.

3.4 WASTE MANAGEMENT (THIS SECTION TO INCLUDE: REFUSE COLLECTIONS, WASTE DISPOSAL, STREET CLEANING AND RECYCLING)

INTRODUCTION TO WASTE MANAGEMENT

Refuse collection services are provided as per schedule to all the household and businesses of Blue Crane Route Municipality in Somerset East, Cookhouse and Pearston. Household and Business waste is collected at least once per week on different days in residential areas of Somerset East. In Cookhouse and Pearston household and business refuse is collected Monday's only and the rest of the remaining days in that week are used to collect garden refuse.

The challenge with the collection of garden refuse is that it is not regulated by the municipality. Members of the community dump any day of the week. Some even create illegal dumps as they do not want to dump in front of their own properties and so they dump on the street corners. The municipality employed 64 casuals through DFFE for cleaning of the three towns.

All three of the municipal landfill sites are licensed but none is managed according to the minimum requirements for landfill sites.

COMMENT ON WASTE MANAGEMENT SERVICE PERFORMANCE OVERALL:

No capital budget was allocated for waste management for the financial year under review. The following are the waste management challenges as experienced by BCRM in the 2022/23 financial year.

1. Old refuse collection vehicles, which are constantly going for repairs and therefore hampering service delivery.
2. Demoralised staff members due to lack of equipment.
3. The management of the landfill site continues to be a challenge. The municipality does not compact because there is no bulldozer. There are also no controlled accesses to the landfill site. The municipality fenced the Somerset East Landfill Site and constructed a guardhouse at the Cookhouse Landfill Site through funding that was received from DEDEA. A request was submitted to DEDEA for changes on the Business Plan to replace the installation of the Weigh Bridge R650000.00 with on-site Remediation of the Somerset East Landfill Site.

COMPONENT B:

3.5 ROADS & STORMWATER SERVICES: (POTHOLE PATCHING, AND STORMWATER MAINTENANCE)

INTRODUCTION TO ROADS & STORMWATER SERVICES

The road network within the Blue Crane Route Local Municipal Area falls under the jurisdiction of three (3) authorities, namely:

- South African National Roads Agency Limited (SANRAL), who is responsible for National Route R63 and R67, which traverses the area.
- Eastern Cape Department of Transport, who is responsible for provincial trunk, main, district and minor roads within the area; and
- The BCRLM, who is responsible for all municipal roads.

BCRM road network is above 147km road in length (municipal roads). ± 30% of the municipal road is in poor state. Different categories of roads needs various maintenance options such as Routine Maintenance, Event Driven Maintenance, Responsive Maintenance, Condition Responsive Maintenance etc.

The road network within BCRM is composed as follows:

Category	Road Length (km)	Percentage
National (SANRAL)	278.9	10.0%
Provincial	2 367.6	84.7%
Sub-Total	2 646.5	94.7%
Municipal (Blue Crane Route LM)		
Cookhouse	19.6	0.7%
Pearston	28.6	1.0%
Somerset East	97.5	3.5%
Other	2.2	0.1%
Sub-Total	147.8	5.3%
Total	2794.3	100.0%

The total road network within the Blue Crane Route Local Municipal Area and under the jurisdiction of the municipality consists of 147.8km, of which 66.2km (or 44.8%) are Paved roads.

It be noted that: Paved roads comprise flexible (tar), block and concrete roads. Unpaved roads comprise gravel and earth (in-situ) roads as well as tracks.

The below table shows different town road category and their length:

Town	Municipal Road Length (km)		
	Paved	Unpaved	Total
Cookhouse	8.9	10.7	19.6
Pearston	7.6	21.0	28.6
Somerset East	49.6	48.0	97.5
Other	0.1	2.0	2.2
Total	66.2	81.7	147.8
Percentage	44.8%	55.2%	100.0%

Maintenance plans:

Every five years, the municipality requests five streets per ward and do proper planning for construction. Depending on the available budget (MIG), some streets are not implemented due to limited budget, length, width and other factors.

Stormwater management plan in place for Somerset East, it is still pending for other two Towns/areas (Pearston & Cookhouse). The municipality has roads maintenance plan for all the three towns. The condition of each town is depicted as follows:

Town	Paved Road Condition: Road Length (km)					Total Length
	Very Good	Good	Fair	Poor	Very Poor	
Cookhouse	0.0	4.4	4.1	0.4	0.0	8.9
Pearston	0.1	1.6	5.9	0.0	0.0	7.6
Somerset East	4.7	24.1	16.2	4.2	0.1	49.2
Other	0.0	0.0	0.0	0.0	0.0	0.0
Total	4.8	30.1	26.1	4.5	0.1	65.7
Percentage	7.3%	45.9%	39.8%	6.9%	0.2%	100.0%

COMPONENT D:

3.6 TRANSPORT (INCLUDING VEHICLE LICENSING & PUBLIC BUS OPERATION)

INTRODUCTION TO TRAFFIC SERVICES

Traffic services include Traffic Law Enforcement, Motor Vehicle Licensing Driver's License testing and renewals, Roadworthy Test & Technical Services (Street Painting).

3.6.1 Traffic Law Enforcement

The key function of the Traffic Department is to provide safer roads for all stakeholders within the BCRM area: The Municipality has a mandate to:

1. Conduct preventative traffic patrols and enforce traffic legislation
2. Enforce speed limits
3. Attend to traffic accidents
4. Enforce parking legislation
5. Enforce municipal by laws

The key objective of this function is to ensure safe and free flow of traffic within BCRM Municipal area.

3.7.2. Motor Vehicle Licensing Driver's License testing, and Roadworthy Test

The key objective of this function is to ensure safety on the roads by ensuring a high level of competency amongst vehicle drivers and roadworthy vehicles.

The Municipality has a responsibility to:

- Test applicants and issue learner license
- Test applicants and issue driver's license
- Renew driving license
- Renew and issue Professional driving permits
- Test Vehicles
- Issue roadworthy certificates

Staff Complement:

1. 1x Traffic Officers (Law Enforcement - 2 vacant). Chief Traffic Officer started in September 2020. Two Traffic Officer resigned, and one position was filled, and the Examiner Driver License started in July 2022 and the other position still to be filled by an Examiner Motor Vehicles.

2. 1 E-natis Supervisor & 1 E-natis Clerks (Registering Authority). One E-natis clerk passed away in March 2020 and the position was filled in November 2020. The other E-Natis clerk resigned in December 2020 and the position was filled, and the Natis Clerk started in April 2022.
3. VTS — Position Vacant (Roadworthy Centre). An examiner was employed on a three month's contract from May 2021 .
4. DLTC — Positions Vacant (Examiner of driver license)
5. Technical Service 1 General worker (Road marking) vacant.
6. Commonage & Pound - A Pound Master & 3 Assistances. Three general workers positions are vacant.

3.7 LIBRARIES; AND COMMUNITY FACILITIES; OTHER

INTRODUCTION TO COMMUNITY AND SOCIAL SERVICES

Blue Crane Route Municipal Libraries provide services at 6 public libraries across the Municipal area. Anyone may use these libraries, but only members may loan library material and use the computers. The Library Service aims to provide information resources in various formats to the entire BCRM population and to foster a life-long reading culture.

- Functions provided by the libraries: Provide updated information to scholars and the community.
- All the libraries have computers, but no internet. Colour printers and competitive prices for printing help to give good service. Some of the libraries have tablets to provide clients with further information.
- Outreach programmes are conducted for adults and children.
- Educational programmes for pre-scholars and scholars.
- Holiday programmes for children.
- 3 Libraries have Jungle gyms
- 3 Libraries have a hall for meetings and other activities

These programmes ensure that every interested member of the community is reached and supplied with relevant information.

Mandela day was celebrated in July with a reading program: 67 minutes reading. Successful holiday programs were held during July and December. National book week and Women's month were celebrated in August. September saw Heritage day celebrated with an exhibition at the Museum. Story hour at different libraries are ongoing. A successful World Read Aloud day was held during February. Two hundred and ninety-one children participated in this. South African Library week was held at Jakes Gerwel Hall on 8 March 2023. Seven Municipalities took part in this wonderful event. Provincial Library week event was held in Cookhouse at Madiba Hall. The prize giving of the previous event was also held there. An Easter program was held in April. World play day was held in May and the children enjoyed it tremendously. Workers day and Mother's day were also celebrated

We are dependent on the internet for information in our daily lives. Search engines provide us with information depending on our formulated questions. Therefore the answers we get is not always relevant. That is why there is libraries.

"Google can bring you back 100 000 answers. A librarian can bring you back the right one." Neil Gaiman.

- 6 Qualified librarians and 2 qualified teachers oversee these libraries
- 2 Assistant librarians assist the librarian in their work
- 2 library assistants at 2 libraries supplied by DSRAC
- 1 Cleaner in every library
- TOTAL of 18 staff members – one librarian to be appointed for WD West this year.
- Small libraries have approximately 15 000 and larger libraries have approximately 20 000 books. Total of approximately 95 000 books.
- New books received in 2022-2023: 950 to the value of R178 845
- Mini lib for the Blind at Langenhoven library
- Total books circulated 2022-2023: 32 265
- New members: Children 983 Adults 143

3.8 CEMETORIES AND CREMATORIUMS

INTRODUCTION TO CEMETORIES & CREMATORIUMS

BCRM has nine cemeteries in total. Only six of the nine cemeteries are officially operating. These are all three in Pearston, one in Cookhouse and two in Somerset East. The other three are full. Two cemeteries in Bongweni and Aeroville are about to reach their full capacity and that means new sites must be identified soon and an application must be submitted to the Department of Environmental

Affairs for authorization. The new Aeroville cemetery In Somerset East has been established as per the Record of Decision from the Department of Environmental Affairs and approval for burials was granted by the Department of Environmental Affairs.

The maintenance of cemeteries is performed by a group of employees who are also responsible for the parks and open spaces. It is difficult to separate expenditure for cemeteries as there is no separate budget for them. This is for both general expenditure and employee expenses. The municipality is assisted mostly by the CWP participants to clean cemeteries due to shortage of staff and resources. The function is not performed effectively as there is currently lack of resources and the staff allocated to do the function are poorly coordinated. The department plans to coordinate the three programs assisting with cemetery cleansing function.

COMPONENT E: ENVIRONMENTAL PROTECTION

3.9 ENVIRONMENTAL PROTECTION

Health inspections are integral part of the function of Municipal Health Services. The function of Municipal Health Services was absorbed by the Sarah Baartman District as of 1 January 2022. Abattoir licencing is a function of the Department of Agriculture who also have their own inspectors to conduct inspections at the abattoir.

COMMENT ON THE PERFORMANCE OF HEALTH INSPECTIONS, Etc OVERALL:

The Environmental Health Practitioners (EHP) are responsible for Health inspections as part of their scope of practice. The scope of work includes;

- Water quality monitoring
- Food control
- Health surveillance of premises
- Surveillance and prevention of communicable diseases
- Waste management

The EHP's perform their functions within the BCRM area of jurisdiction, and their reports are submitted to Council after being discussed in a Council standing committee on monthly basis. The same reports are submitted to the district on a quarterly basis. Towards the end of the financial year under review,

the function was taken over by the Sarah Baartman District. Two EHPs are seconded to the municipality.

Water quality monitoring is done monthly in terms of SANS 241 and all deviations are attended to and reported to the Technical Services for further intervention. Food control is done through health inspections on food handling premises in terms of Food, Cosmetic and Disinfectant Act Regulations (i.e. R638). Those food handling premises that are not compliant with the Regulations are given notices to rectify the conditions with a specified timeframe. Health surveillance of premises is also conducted in the same manner.

Waste management is a function of the municipality and EHP's are required to ensure compliance with the Waste Management Act and also to prevent occurrence of diseases that could be as a result of waste not being properly managed. The municipality has teams that do the actual collection, transportation and disposal of waste. The two units work together to ensure waste is managed in an acceptable manner.

3.10 POLLUTION CONTROL

INTRODUCTION TO ENVIRONMENTAL PROTECTION

This component includes pollution control; biodiversity and landscape; and costal protection.

Environmental protection is a function that is performed by an Environmental Services. The municipality does not have an Environmental Management Unit yet. A provision for the appointment of the Environmental Management Officer has been made in the organogram. There is no funding for this position as a result some of the functions of this unit are performed by Environmental Health Practitioners.

SERVICE STATISTICS FOR POLLUTION CONTROL

Since BCRM does not have a unit performing environmental protection, the functions that overlap with those of Environmental Health are performed by the Environmental Health Practitioners (EHP). Urban areas in the BCRM are primary centres of activity that generate air quality impacts. This includes particulate and other emissions. They are as a result of either concentrated traffic volumes, industrial activities including household fires.

Currently, the municipality does not have own Air Quality Management Plan. Ordinarily such plans are prepared by the District municipality.

Old infrastructure with insufficient capacity results in sewerage spillages and thus health risks. This also has a potential of water pollution which can lead to a spread of diseases. For the year under review no complaints were received regarding noise pollution.

COMMENT ON THE PERFORMANCE OF POLLUTION CONTROL OVERALL:

Pollution control in the form of prevention of nuisances such as illegal dumps is done by the EHP's. They together with other government community-based programmes mobilise the communities and do awareness campaigns amongst the community. These environmental awareness campaigns are focusing on eradication of illegal dumps and beautifying these spots. The community members are encouraged to adopt these beautified spots and protect them from vandalism. The programmes are targeted to have at two awareness campaigns per quarter on a continuous basis. Expenditure for these programmes is provided for under operational budget.

Air pollution is the function of the district municipality and Sarah Baartman District Municipality involved all municipalities in its district to develop an Air Quality Management Plan to deal with issues of air pollution. Pollution control due to nuisance is dealt with in terms of the Health Act, National Norms and Standards for Environmental Health and local Municipal Bylaws.

3.11 INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

Information and communication technology section is the internal ICT service provider to the municipality. ICT section under the Directorate of corporate services has a task of providing ICT services for all BRCM employees through efficient and effective support, to ensure stability of IT systems and associated infrastructure.

ICT section is tasked with the support of core ICT systems and infrastructure within the municipality, This support for all ICT services is provisioned through incident and service request management processes.

Summary of ICT services

- IT Systems support – Both Hardware and Software
- Network and System Infrastructure
- Management of printing services

- ICT security and Risk management
- Business Continuity and Disaster Recovery
- Communication services; Phones, email, Internet access and mobile phones and mobile data access
- ICT governance

KEY ACHIEVEMENTS

Implementation of ICT Governance

In support of the ICT governance Framework and ICT policy framework the following policies and the ICT Strategy were reviewed and adopted by council:

- Telephone Management Policy
- IT Network Security Policy
- ICT Disaster Recovery Plan
- ICT Strategy

Implementation of Business continuity

Two standby generators were procured to address loadshedding challenges at Corporate services and Townhall offices.

KEY CHALLENGES

Challenges

Equipment Failures and instability

IT infrastructure (Servers, network, computer equipment) has reached the end of life. Insufficient funding is the major challenge which has resulted to equipment failures.

Scarce skills

A need to upskill IT staff in hardware platforms increases as new technologies become available. To meet these increasing demands becomes a challenge due to limited skills and budgets.

Funding

Funding to maintain and provide required server infrastructure and storage remains a challenge due to high costs of implementing cloud infrastructure.

COMMENT ON THE PERFORMANCE OF ICT SERVICES OVERALL:

ICT had a limited budget for Capital projects for the year under review. R200 000.00 for end user computer equipment and R1.2 million for standby generators.

Six (6) laptops were procured out of the R200k equipment budget for the for the new councillors.
Two (2) Standby Generators and UPSs were Installed at corporate Services and Townhall as part of Capital Projects.

Effective ICT governance was ensured by reviewing four (4) ICT policies and Information and communication Technology Strategy.

3.12 FIRE

INTRODUCTION TO FIRE SERVICES

The period July 2022 to June 2023 generally had a significant decrease mainly informal dwellings and the fatality rate and an increase in vegetation fires. We also continued with our Community Awareness education average of 6 per quarter was conducted on-going programmes at hospitals, retirement villages schools, clinics, etc. We also focused on tariff implementation charges are being levied for services rendered as well as bylaw enforcement. Installation Process of Peace Officers are underway.

CRITICAL ASPECTS UNRESOLVED BASED ON JANUARY 2015 REPORT

- Staff shortage and non-compliance with SANS 10090 Community protection against fire with regards to manning levels, response times and resources
- Also the absence of control room staff contributes to a further delay in emergency response time of which can result in serious repercussions for council.

..
Currently the airport is non-compliant with Aviation authority regulations or standards and the increase of stray animals on the runway can results in serious accidents. please note with the absence of a Rapid intervention foam vehicle and adequate foam supplies in any eventuality of a plane crash may result in some major disaster. We as the fire service are not adequately equipped and resourced.

COMMENT ON THE PERFORMANCE OF FIRE SERVICES OVERALL:

Below find detailed tabled report on service delivery activities

CATEGORY	1 st July 2022- 30 June 2023
NUMBER OF FIRES AS FOLLOWS	
BUILDINGS	3
DWELLINGS (formal - brick & mortar)	11
INFORMAL DWELLINGS (Shacks/mud/hut etc.)	14
ELECTRICAL	2
RUBBISH	26
VEGETATION	43
TRANSPORT (Cars/busses/trains/aircraft/ship)	1
OTHER (not specified above)public unrest	3
SUB TOTAL	

NUMBER OF SPECIAL SERVICES	1 st July 2021- 30 June 2022
ACCIDENTS (Cars/busses/trains/aircrafts etc.)	8
RESCUE (people/animals trapped/lost from machinery or water etc.)	0
SPILLAGES (oil, diesel on road services)	0
MISCELLANEOUS (any other not specified)	0
HAZMAT SPILLAGES (chemicals ect.)	0
SUB TOTAL	8

ACCUMALATED HOURS FOR DURATION OF INCIDENT	1 st July 2022- 30 June 2023
Vegetation	89hrs
Hazmat	0

	1 st July 2022- 30 June 2023
NUMBER OF ANCILLARY SERVICES	
Provision of Potable Water	0
Locked premises	
Any other types of humanitarian services	
SUB TOTAL	0

	1 st July 2022- 30 June 2023
NUMBER OF NO - SERVICES	
Extinguish before arrival	0
False Alarm Good Intent	2
False Alarm Malicious	0
SUB TOTAL	2

GRAND TOTAL OF INCIDENTS.	
----------------------------------	--

	1 st July 2022- 30 June 2023
NUMBER OF PEOPLE INVOLVED IN:	
Fires	51
Accidents	22
TOTAL	

	1 st July 2022- 30 June 2023
NUMBER OF FATALITIES	
Fires	2
Accidents	0
TOTAL	0

	1 st July 2022- 30 June 2023
NUMBER OF INJURIES:	

Fires	7
Accidents	9
TOTAL	
	1 st July 2022- 30 June 2023
ESTIMATED DAMAGES (inclusive of Contents and Building/land)	R 400 0000
ESTIMATED VALUES (Contents and Building)	R3 550 000

	1 st July 2022- 30 June 2022
ESTIMATED DAMAGES (Veld Fires)	0
ESTIMATED VALUES	

NO. OF STAFF (Full Time)	
Chief Fire Officer	
Assistant/Deputy Chief	
	AREA /MUNICIPAL
Divisional Commanders	
Station Commanders	1
Platoon Commanders	0
Senior / Leading Fire fighters	0
Fire Fighters	0
Control Room Operators	0
Reservist/Volunteer Fire fighters	
Admin staff	3
Other staff	0
TOTAL	8

COMMENT ON THE PERFORMANCE OF FIRE SERVICES OVERALL:

See table below Operating and Capital expenditure from SBDM service level agreement funded Projects

item	Description	Amount
3	Control room equipment for Somerset ,Pearston ,Cookhouse	R 400 000,00
	Emergency Fire Fighting ,Nozzles,lighting,hazmat etc	R 295 000,00
	LDV light rescue unit 4x4	R 1260 000
	Capital Items Total	R 1990 000
	Operational items Total	R 640 000
14	PPE /Uniform Bunkersuits ,Combat gear	R 240 000
9	Salaries Learner fire fighters and training	R 440 000

Disaster management–

Disaster and fire awareness's was conducted jointly find below listed some key objectives:

- Prompt reporting of emergencies and disaster call center number
- Classes of fire
- Fire behavior
- Extinguishing methods
- Safe evacuation methods and procedures
- Stop drop and roll method
- Fire safety tips at home
- What to do in the event of fire and disaster.
- Disaster preplanning and resilience
- Risk and hazard mitigation methods
- Proper use of portable fire equipment

Fire Safety Inspections and Disaster management risk mitigation ;

A total of 261 commercial and other entities ie : shops were inspected for fire safety compliance in BCRM area.

- Flammable liquid certificates issued
- Hydrant inspections ---- 222
- Control burning permits issued ---- 9
- Awarenesses conducted --- 32
- Number of civilians and teachers and learners made aware -----3360

COMPONENT K: ORGANISATIONAL PERFORMANCE SCORECARD

This component includes Annual Performance Report for the year under review. The annexure is attached with the detailed performance information of the municipality.

CHAPTER 4 – ORGANISATIONAL DEVELOPMENT PERFORMANCE (PERFORMANCE REPORT PART II)

COMPONENT A: MANAGING THE MUNICIPAL WORKFORCE

In accordance with the requirements of s67 of the MSA 2000 that necessitates municipalities to develop and adopt appropriate systems and procedures to ensure fair; efficient; effective; and transparent personnel administration. During the year under review the municipal council developed, reviewed, and adopted the following policies.

4.1 WORKFORCE POLICY DEVELOPMENT

1. Acting policy
2. Dress code, uniform & protective clothing policy
3. Municipal night shift allowance
4. Overtime policy
5. Standby policy
6. Employment policy
7. Municipal bereavement policy
8. Remuneration policy
9. Leave encashment policy
10. Employee relations policy
11. Termination of services policy
12. Employee Assistance policy
13. HIV & AIDS Policy
14. Smoking policy
15. Substance abuse policy
16. Sexual harassment policy
17. Inclement weather policy
18. Labour relations policy
19. OHS Policy
20. Employment equity & affirmative action policy
21. Training and development policy
22. Individual performance management policy

OTHER POLICIES IN PLACE

- Leave management policy – not reviewed
- Retention strategy – not reviewed
-

4.2 INJURIES, SICKNESS AND SUSPENSIONS

Number and Cost of Injuries on Duty					
Type of injury	Injury Leave Taken	Employees using injury leave	Proportion employees using sick leave	Average Injury Leave per employee	Total Estimated Cost
	Days	No.	%	Days	R'000
Required basic medical attention only	4	2	50%	1	R5 547
Temporary total disablement	73	3	4%	15	R107 526
Permanent disablement					
Fatal					
Total	77	5	6%	15	R113 073

COMMENT ON INJURY AND SICK LEAVE:

In cases of temporal disablement injuries and similar injuries or injuries that happen in the same place more often, investigative inspections are conducted by the OHS Officer and the Department/Business Unit SHE Representative. If the injuries happened due to faulty equipment/tools the use of such is immediately prohibited and Departments are made aware of such actions, as these are some of the measurements taken to minimise injuries at work. SHE Committee Meetings are also held regularly / as mandated and safety precautionary measures are discussed, and recommendations made are forwarded to Management for decision taking.

BCRM does not have their own doctors and injured employees are referred to our local hospitals and clinics for immediate attention and some are referred to Specialists that are outside the BCRM jurisdiction but are transported there by the Municipality. Sick leave due to an injury on duty is not treated the same as the normal sick leave, we use leave books that clearly indicate the IOD Sick Leave and the normal Sick Leave.

Number and Period of Suspensions				
Position	Nature of Alleged Misconduct	Date of Suspension	Details of Disciplinary Action taken or Status of Case and Reasons why not Finalised	Date Finalised
Watercare Superintended	Gross Insubordination	22-Jun-23	The employee is subjected to the disciplinary hearing, we are facilitating only the sitting date.	The employee is subjected to the disciplinary hearing, we are busy facilitating the sitting date.

Position	Nature of Alleged Misconduct and Rand value of any loss to the municipality	Disciplinary action taken	Date Finalised
CASHIER	THEFT OF MONEY	Theft of money, the municipality lost R8095.20, but the money will be recouped from the employee, since she still have monies that are still in the position of the municipality.	Currently HR Section is in the process of money deductions for all the amount that was lost.

4.3 PERFORMANCE REWARDS

No Performance bonuses were awarded during the year under review.

COMPONENT C: CAPACITATING THE MUNICIPAL WORKFORCE

The position of Skills Development Facilitator is vacant, and the duties were assigned to another official. This is aimed at ensuring continuous identification, introduction and implementation of programs that will give access to employment opportunities and further personal empowerment towards improved service delivery. These objectives are well documented in a workplace skills plan which inter alia seeks to redress employment inequalities

APPENDICES

APPENDIX A – COMMITTEES AND COMMITTEE PURPOSES

Committees (Executive Committee) and Purposes of Committees	
Municipal Committees	Purpose of Committee
Finance	To deliberate on matters related to finances of the municipality e.g. income, expenditure and
	Supply Chain Management Functions.
Corporate Services	To deliberate on matters related to Administration, Human Resources and Records Management.
Community Services	To deliberate on matters related to Environmental Health Traffic, Parks and Open Spaces,
	Libraries, Waste Management, Commonage and Pound, Disaster Management and Protection Services
Technical Services	To deliberate on matters related to Electricity, Roads and Stormwater, Mechanical Workshop
	MIG, Water and Sanitation and Housing and Land Use.
LLF	To discuss labour related issues
MPAC	Oversight on municipal overall performance
Internal Audit	Ensures implementation of internal control
Land Committee	Attend to issues related to municipal land and properties.

APPENDIX B –THIRD TIER ADMINISTRATIVE STRUCTURE

Third Tier Structure	
Directorate	Director / Manager (State title and name)
Municipal Manager Office	Municipal Manager: Mr M.P Nini
	Manager: Internal Audit- Ms Phelokazi Ndumndum
	Manager: IDP/Performance Management- Ms Samela Hanabe
Finance Department	Director Financial Service (CFO)- Mr N.B Delo
	Manager: Revenue and Expenditure- Mr Julius Maputha
	Manager: Financial and Audit Matters- Mr Martin Meyer
	Manager: Supply Chain Management- Ms Ayanda Mbebe
Community Services	Director Community Services- Mrs Y Mniki
	Manager: Environmental Health Services- Mr Francois Trichard
	Chief: Protection Services- Mr Roland Hare
	Chief: Fire and Disaster- Mr John Conmway
Technical Services	Director Technical Services – Mr A Gaji
	Head: Electrical Services- Mr Vuyani Apollis
	Manager: PMU- Ms Nonkqubela Dlova
	Manager: Maintenance and Infrastructure: Mr Albertus Swanepoel
Corporate Services	Director Corporate Services – Mrs N Kubone
	Manager: ICT- Mr Mzwandile Gush

APPENDIX C – FUNCTIONS OF MUNICIPALITY / ENTITY

Schedule 4 Part B	Schedule 5 Part B
Powers exercised by the BCRM	Powers exercised by the BCRM
<ul style="list-style-type: none"> ○ Air pollution ○ Building regulations ○ Electricity and gas reticulation ○ Firefighting services ○ Local tourism ○ Municipal airports ○ Municipal planning ○ Municipal public works ○ Stormwater management systems in built-up area ○ Trading regulations ○ Water and sanitation services 	<ul style="list-style-type: none"> ○ Amusement facilities ○ Billboards and the display of advertisements in public places ○ Cemeteries ○ Cleansing ○ Control of public nuisances ○ Control of undertakings that sell liquor to the public ○ Facilities for the accommodation, care and burial of animals ○ Fencing and fences ○ Licensing and control of undertakings that sell food to the public ○ Local amenities ○ Local sport facilities ○ Municipal abattoirs ○ Municipal parks and recreation ○ Municipal roads ○ Noise pollution ○ Pounds ○ Public places ○ Refuse removal, refuse dumps and solid waste disposal ○ Street trading ○ Street lighting ○ Traffic and parking

APPENDIX D- WARD COMMITTEE MEMBERS AND ALLOCATION

WARD 1

1. Kula Nomvume Jeanette : Agriculture Association, Farm Workers and Employment
2. Fani Vuyokazi : Business & Informal Traders
3. Mbenya Khanyisa : Community Based Organization
4. Mali Unathi : Community Safety Forum
5. Kwatsha Busisiwe Zelda : Education
6. Maqenge Xabiso : Environment & Tourism
7. Mtana Noxolo : Health & Welfare and People living with disabilities
8. Dywili Ngubengwe Armstrong : Religious Groups & Senior Citizens
9. Xhaso Vuyiswa : Sport, Culture and Youth
10. Sixaxa Andiswa : Women

WARD 2

1. Gegesi Abednego : Arts, Sport & Culture
2. Webb Willem : Community Based Organisation and Community Safety Forum
3. Isaacs Gaywin Andrew : Employment
4. Mbunge Vuyiseka : Environment, Health & Welfare
5. Nel Emile Riaan : Farm workers
6. Toni Neliswa Charmaine : People living with disabilities
7. Jacobs Josef : Rate Payers & Civic Association
8. Jordaan Michelle Zelda : Religions Groups
9. Sekori Kegomoditshwe Sinnah : Women & Senior Citizens
10. Brander Mzoxolo Norman : Youth

WARD 3

1. Asisipho Wonderboy Nywebeni : Community Based Organisation & Community Safety Forum
2. Silumko Wiseman Lawrence : Education
3. Mandlakhe Melville Storm : Employment
4. Mandisi Justice Memese : Health & Welfare
5. Nonceba Priscilla Heka : Religious Grouping
6. Nosiphenkosi Mbotya : Sports, Culture and Youth
7. Thuleka Pamela Gcume : People living with disabilities
8. Julia Blouw : Women
9. Ntombizanele Primrose Mahobe : Senior Citizens

** Only 9 members could be elected and not 10 as these were the only sectors nominated.

WARD 4

- | | |
|-----------------------------|---------------------------------------|
| 1. Pumzile Matthews Danster | : Agricultural Association & Business |
| 2. Gerald Zongezile Danster | : Community Safety Forum |
| 3. Thembakazi Precious Jas | : People Living with disabilities |
| 4. Verryne Piet | : Education |
| 5. Anele Andrew Kulati | : Senior Citizens |
| 6. Ivan Setiele | : Unemployed & Employed |
| 7. Annie Kamin | : Health & Welfare |
| 8. Mandile Afrika | : Sport & Art and Culture |
| 9. Mina Malgas | : Women |
| 10. Luyanda Ncingolo | : Youth |

WARD 5

- | | |
|-------------------------------|---|
| 1. Xaluva Sonwabile Siviwe | : Agriculture |
| 2. Hartzenberg Tamarah Reinel | : Business |
| 3. Stofile Ntombomzi Cynthia | : Community Based Organisation & Community Safety Forum |
| 4. Storm Wellington Vuyo | : Education |
| 5. Malambile Phumula Doreen | : Employment |
| 6. Zoeloe Deon Martin | : Health & Welfare and People Living with Disabilities |
| 7. Memese Thembisa Elsie | : Religious Groups & Senior Citizens |
| 8. Arends Rose Mary | : Sport & Culture and Youth |
| 9. Faku Nonkonzo Veronica | : Traditional Leaders |
| 10. Gogo Noluthando Junior | : Women |

WARD 6

- | | |
|-----------------------------|---|
| 1. Antoni Trinity Loyiso | : Agriculture Association & Farm Workers and Employment |
| 2. Piliso Noma-Afrika | : Environment |
| 3. Mjekula Sindiswa | : Business |
| 4. Mbombiya Mandla Xolani | : Community Based Organisation & Community Safety Forum |
| 5. Silimeni Sinazo | : Education |
| 6. Baskiti Anelisa | : Health & Welfare and People living with Disabilities |
| 7. Dwane Ntombizanele Ethel | : Rate Payers & Civil Association |
| 8. Mtengwana Lungelwa | : Religious Groups |
| 9. Fani Melisizwe | : Sport & Youth |

** Sindiswa Mjekula was also single - nominated under the women sector. She could not be endorsed again under a different sector and so there are 9 members elected instead of 10.