



**STELLENBOSCH**  
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref: 3/4/3/5/3/4

2019-08-02

**NOTICE OF A  
COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING**

**WEDNESDAY: 2019-08-07 AT 14:00**

**TO** Cllr J Q Smit [Chairperson]

**COUNCILLORS** JK Hendriks  
C Manuel  
N Olayi  
P Sitshoti (Ms)  
LL Stander

**Ex officio** Executive Mayor, Ald G Van Deventer (Ms)

Notice is hereby given that a Community and Protection Services Committee meeting will be held in the Council Chamber, Town House, Plein Street, Stellenbosch on **Wednesday, 2019-08-07 at 14:00** to consider the attached Agenda.

CLLR Q SMIT  
**CHAIRPERSON**

**COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING**

**2019-08-07**

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	NONE	
<b>9.</b>	<b>CONSIDERATION OF URGENT MATTERS</b>	
<b>10.</b>	<b>MATTERS TO BE CONSIDERED IN-COMMITTEE</b>	
	NONE	

## AGENDA

COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING

2019-08-07

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1.	OPENING AND WELCOME	
2.1	COMMUNICATION BY THE CHAIRPERSON	(3/4/3/6)
2.2	DISCLOSURE OF INTERESTS	(3/6/2/2)
3.	APPLICATION FOR LEAVE OF ABSENCE	
4.	CONFIRMATION OF MINUTES	
4.1.1	CONFIRMATION OF THE MINUTES: COMMUNITY DEVELOPMENT AND COMMUNITY SERVICES COMMITTEE MEETING:2019-06-05	(3/4/3/5/2/4)

The minutes of the Community and Protection Services Committee Meeting held on 2019-06-05 is attached as **APPENDIX 1**.

**FOR CONFIRMATION**

# **APPENDIX 1**





**STELLENBOSCH**  
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref: 3/4/3/5/3/4

2019-06-05

**MINUTES**

**COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING**

**2019-06-05 AT 14:00**

**COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING**

**2019-06-05**

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	NONE	
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	NONE	
<b>9.</b>	<b>CONSIDERATION OF URGENT MATTERS</b>	
<b>10.</b>	<b>MATTERS TO BE CONSIDERED IN-COMMITTEE</b>	
	NONE	

**MINUTES OF THE COMMUNITY AND PROTECTION SERVICES COMMITTEE MEETING HELD ON 2019-06-05 AT 14:00 IN THE COUNCIL CHAMBER, TOWN HOUSE, PLEIN STREET, STELLENBOSCH**

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**PRESENT:** Cllr Q Smit [Acting Chairperson: Protection Services]

**COUNCILLORS:** JK Hendriks  
C Manuel  
LL Stander

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**OFFICIALS:** Director: Community and Protection Services (G Boshoff)  
Senior Manager: Protection Services (C Kitching)  
Manager: Community Services (M Aalbers (Ms))  
Manager: Fire & Disaster (W Smith)  
Chief: Law Enforcement (C Thorpe)  
Senior Librarian (Z Malambile (Ms))  
Senior Administration Officer (T Samuels (Ms))  
Interpreter (J Tyatyeka)

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<b>1.</b>	<b>OPENING AND WELCOME</b>
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The Acting Chairperson, Cllr Q Smit, welcomed all present at the meeting.

<b>2.1</b>	<b>COMMUNICATION BY THE CHAIRPERSON</b>	<b>(3/4/3/6)</b>
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NONE

<b>2.2</b>	<b>DISCLOSURE OF INTERESTS</b>	<b>(3/6/2/2)</b>
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NONE

<b>3.</b>	<b>APPLICATION FOR LEAVE OF ABSENCE</b>
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The following applications for leave of absence were approved in terms of the Rules of Order By-law of Council:-

Cllr N Olayi – 5 June 2019  
Cllr P Sitshoti (Ms) 5 June 2019

<b>4.</b>	<b>CONFIRMATION OF MINUTES</b>
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<b>4.1</b>	<b>CONFIRMATION OF THE MINUTES: COMMUNITY DEVELOPMENT AND COMMUNITY SERVICES COMMITTEE MEETING:2019-03-06</b>	<b>(3/4/3/5/2/4)</b>
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The minutes of the Community and Protection Services Committee Meeting held on 2019-03-06 were **confirmed as correct.**

<b>4.3</b>	<b>REPORT/S BY THE DIRECTOR: COMMUNITY AND PROTECTIONS SERVICES RE OUTSTANDING RESOLUTIONS TAKEN AT PREVIOUS MEETINGS</b>	<b>(3/4/3/5/2/2)</b>
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NONE

5.	<b>COMMUNITY DEVELOPMENT AND COMMUNITY SERVICES</b>
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5.1	<b>NON-DELEGATED MATTERS</b>
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NONE

5.2	<b>DELEGATED MATTERS</b>
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5.2.1	<b>COMMUNITY DEVELOPMENT MONTHLY REPORT: AUGUST 2018</b>
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Collaborator No:

IDP KPA Ref No:

File Plan:

Meeting Date:

Dignified Living: Municipal Focus Area 21

8/1/4/2/3

5 June 2019

1. **SUBJECT: COMMUNITY DEVELOPMENT MONTHLY REPORT: AUGUST 2018**

2. **PURPOSE**

To present to the Portfolio Committee the monthly report relating to the functioning and activities of the Department: Community Development for the period: August 2018.

3. **DELEGATED AUTHORITY**

For information to the Portfolio Committee and Municipal Manager.

4. **EXECUTIVE SUMMARY**

The Department: Community Development is responsible for service delivery to vulnerable groups. The monthly report accounts for the activities and programmes as implemented by the Community Development Department for the above-mentioned period.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 5.2.1**

**NOTED**

the Community Development Monthly Report for August 2018.

**OR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Michelle Aalbers
<b>POSITION</b>	<i>Manager Community Development</i>
<b>DIRECTORATE</b>	<i>Planning and Economic Development</i>
<b>CONTACT NUMBERS</b>	8408
<b>E-MAIL ADDRESS</b>	<a href="mailto:Michelle.aalbers@stellenbosco.gov.za">Michelle.aalbers@stellenbosco.gov.za</a>
<b>REPORT DATE</b>	April 2019

<b>5.2.2</b>	<b>COMMUNITY DEVELOPMENT MONTHLY REPORT: SEPTEMBER 2018</b>
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

File Plan:

Dignified Living: Municipal Focus Area 21

5 June 2019

8/1/4/2/3

1. **SUBJECT: COMMUNITY DEVELOPMENT MONTHLY REPORT: SEPTEMBER 2018**

2. **PURPOSE**

To present to the Portfolio Committee the monthly report relating to the functioning and activities of the Department: Community Development for the period: September 2018.

3. **DELEGATED AUTHORITY**

For information to the Portfolio Committee and Municipal Manager.

4. **EXECUTIVE SUMMARY**

The Department: Community Development is responsible for service delivery to vulnerable groups. The monthly report accounts for the activities and programmes as implemented by the Community Development Department for the above-mentioned period.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 5.2.2**

**NOTED**

the Community Development Monthly Report for September 2018.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Michelle Aalbers
<b>POSITION</b>	<i>Manager Community Development</i>
<b>DIRECTORATE</b>	<i>Planning and Economic Development</i>
<b>CONTACT NUMBERS</b>	8408
<b>E-MAIL ADDRESS</b>	<a href="mailto:Michelle.aalbers@stellenbosco.gov.za">Michelle.aalbers@stellenbosco.gov.za</a>
<b>REPORT DATE</b>	April 2019

<b>5.2.3</b>	<b>COMMUNITY DEVELOPMENT MONTHLY REPORT: OCTOBER 2018</b>
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Collaborator No:

IDP KPA Ref No:

File Plan:

Meeting Date:

Dignified Living: Municipal Focus Area 21

8/1/4/2/3

5 June 2019

**1. SUBJECT: COMMUNITY DEVELOPMENT MONTHLY REPORT: OCTOBER 2018**

**2. PURPOSE**

To present to the Portfolio Committee the monthly report relating to the functioning and activities of the Department: Community Development for the period: October 2018.

**3. DELEGATED AUTHORITY**

For information to the Portfolio Committee and Municipal Manager.

**4. EXECUTIVE SUMMARY**

The Department: Community Development is responsible for service delivery to vulnerable groups. The monthly report accounts for the activities and programmes as implemented by the Community Development Department for the above-mentioned period.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 5.2.3**

**NOTED**

the Community Development Monthly Report for October 2018.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Michelle Aalbers
<b>POSITION</b>	<i>Manager Community Development</i>
<b>DIRECTORATE</b>	<i>Planning and Economic Development</i>
<b>CONTACT NUMBERS</b>	<i>8408</i>
<b>E-MAIL ADDRESS</b>	<i>Michelle.aalbers@stellenboscv.gov.za</i>
<b>REPORT DATE</b>	<i>April 2019</i>



<b>5.2.4</b>	<b>COMMUNITY DEVELOPMENT MONTHLY REPORT: NOVEMBER 2018</b>
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**Collaborator No:**

**IDP KPA Ref No:**

**File Plan:**

**Meeting Date:**

**Dignified Living: Municipal Focus Area 21**

**8/1/4/2/3**

**5 June 2019**

**1. SUBJECT: COMMUNITY DEVELOPMENT MONTHLY REPORT: NOVEMBER 2018**

**2. PURPOSE**

To present to the Portfolio Committee the monthly report relating to the functioning and activities of the Department: Community Development for the period: November 2018.

**3. DELEGATED AUTHORITY**

For information to the Portfolio Committee and Municipal Manager.

**4. EXECUTIVE SUMMARY**

The Department: Community Development is responsible for service delivery to vulnerable groups. The monthly report accounts for the activities and programmes as implemented by the Community Development Department for the above-mentioned period.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 5.2.4**

**NOTED**

the Community Development Monthly Report for November 2018.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Michelle Aalbers
<b>POSITION</b>	<i>Manager Community Development</i>
<b>DIRECTORATE</b>	<i>Planning and Economic Development</i>
<b>CONTACT NUMBERS</b>	8408
<b>E-MAIL ADDRESS</b>	<a href="mailto:Michelle.aalbers@stellenbosc.gov.za">Michelle.aalbers@stellenbosc.gov.za</a>
<b>REPORT DATE</b>	April 2019

<b>5.2.5</b>	<b>COMMUNITY DEVELOPMENT MONTHLY REPORT: DECEMBER 2018</b>
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Collaborator No:

IDP KPA Ref No:

File Plan:

Meeting Date:

Dignified Living: Municipal Focus Area 21

8/1/4/2/3

5 June 2019

**1. SUBJECT: COMMUNITY DEVELOPMENT MONTHLY REPORT: DECEMBER 2018**

**2. PURPOSE**

To present to the Portfolio Committee the monthly report relating to the functioning and activities of the Department: Community Development for the period: December 2018.

**3. DELEGATED AUTHORITY**

For information to the Portfolio Committee and Municipal Manager.

**4. EXECUTIVE SUMMARY**

The Department: Community Development is responsible for service delivery to vulnerable groups. The monthly report accounts for the activities and programmes as implemented by the Community Development Department for the above-mentioned period.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 5.2.5**

**NOTED**

the Community Development Monthly Report for December 2018.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Michelle Aalbers
<b>POSITION</b>	<i>Manager Community Development</i>
<b>DIRECTORATE</b>	<i>Planning and Economic Development</i>
<b>CONTACT NUMBERS</b>	8408
<b>E-MAIL ADDRESS</b>	<i>Michelle.aalbers@stellenbossc.gov.za</i>
<b>REPORT DATE</b>	<i>April 2019</i>

<b>5.2.6</b>	<b>COMMUNITY DEVELOPMENT MONTHLY REPORT: JANUARY 2019</b>
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Collaborator No:

IDP KPA Ref No:

File Plan:

Meeting Date:

Dignified Living: Municipal Focus Area 21

8/1/4/2/3

5 June 2019

**1. SUBJECT: COMMUNITY DEVELOPMENT MONTHLY REPORT: JANUARY 2019**

**2. PURPOSE**

To present to the Portfolio Committee the monthly report relating to the functioning and activities of the Department: Community Development for the period: January 2019.

**3. DELEGATED AUTHORITY**

For information to the Portfolio Committee and Municipal Manager.

**4. EXECUTIVE SUMMARY**

The Department: Community Development is responsible for service delivery to vulnerable groups. The monthly report accounts for the activities and programmes as implemented by the Community Development Department for the above-mentioned period.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 5.2.6**

**NOTED**

the Community Development Monthly Report for January 2019.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Michelle Aalbers
<b>POSITION</b>	<i>Manager Community Development</i>
<b>DIRECTORATE</b>	<i>Planning and Economic Development</i>
<b>CONTACT NUMBERS</b>	8408
<b>E-MAIL ADDRESS</b>	<a href="mailto:Michelle.aalbers@stellenbosco.gov.za">Michelle.aalbers@stellenbosco.gov.za</a>
<b>REPORT DATE</b>	April 2019

<b>5.2.7</b>	<b>COMMUNITY DEVELOPMENT MONTHLY REPORT: FEBRUARY 2019</b>
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Collaborator No: 642672  
 IDP KPA Ref No: Dignified Living: Municipal Focus Area 21  
 File Plan: 8/1/4/2/3  
 Meeting Date: 5 June 2019

**1. SUBJECT: COMMUNITY DEVELOPMENT MONTHLY REPORT: FEBRUARY 2019**

**2. PURPOSE**

To present to the Portfolio Committee the monthly report relating to the functioning and activities of the Department: Community Development for the period: February 2019.

**3. DELEGATED AUTHORITY**

For information to the Portfolio Committee and Municipal Manager.

**4. EXECUTIVE SUMMARY**

The Department: Community Development is responsible for service delivery to vulnerable groups. The monthly report accounts for the activities and programmes as implemented by the Community Development Department for the above-mentioned period.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 5.2.7**

**NOTED**

the Community Development Monthly Report for February 2019.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Michelle Aalbers
<b>POSITION</b>	<i>Manager Community Development</i>
<b>DIRECTORATE</b>	<i>Planning and Economic Development</i>
<b>CONTACT NUMBERS</b>	8408
<b>E-MAIL ADDRESS</b>	<a href="mailto:Michelle.aalbers@stellenbosco.gov.za">Michelle.aalbers@stellenbosco.gov.za</a>
<b>REPORT DATE</b>	April 2019

<b>5.2.8</b>	<b>COMMUNITY DEVELOPMENT MONTHLY REPORT: MARCH 2019</b>
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Collaborator No: 642673  
 IDP KPA Ref No: Dignified Living: Municipal Focus Area 21  
 File Plan: 8/1/4/2/3  
 Meeting Date: 5 June 2019

**1. SUBJECT: COMMUNITY DEVELOPMENT MONTHLY REPORT: MARCH 2019**

**2. PURPOSE**

To present to the Portfolio Committee the monthly report relating to the functioning and activities of the Department: Community Development for the period: March 2019.

**3. DELEGATED AUTHORITY**

For information to the Portfolio Committee and Municipal Manager.

**4. EXECUTIVE SUMMARY**

The Department: Community Development is responsible for service delivery to vulnerable groups. The monthly report accounts for the activities and programmes as implemented by the Community Development Department for the above-mentioned period.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 5.2.8**

**NOTED**

the Community Development Monthly Report for March 2019.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Michelle Aalbers
<b>POSITION</b>	<i>Manager Community Development</i>
<b>DIRECTORATE</b>	<i>Planning and Economic Development</i>
<b>CONTACT NUMBERS</b>	8408
<b>E-MAIL ADDRESS</b>	<a href="mailto:Michelle.aalbers@stellenboscv.gov.za">Michelle.aalbers@stellenboscv.gov.za</a>
<b>REPORT DATE</b>	April 2019

<b>5.2.9</b>	<b>MONTHLY REPORT: LIBRARIES: JUNE 2018</b>
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Collaborator No:

IDP KPA Ref No:

File Plan:

Meeting Date: 5 June 2019

1. **SUBJECT: MONTHLY REPORT: LIBRARIES: JUNE 2018**

2. **PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Sections: Libraries for June 2018.

3. **DELEGATED AUTHORITY**

For notification by the Portfolio committee

4. **EXECUTIVE SUMMARY**

To present the monthly activity report of the Sections: Libraries for the month of June 2018 to the Committee for notification.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 5.2.9**

**NOTED**

the Libraries Monthly Report for June 2018.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Albert van der Merwe</i>
<b>POSITION</b>	<i>Manager: Community Services</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8161</i>
<b>E-MAIL ADDRESS</b>	<a href="mailto:albert.vandermerwe@stellenbosch.gov.za">albert.vandermerwe@stellenbosch.gov.za</a>
<b>REPORT DATE</b>	

MINUTES

**COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING**

2019-06-05

<b>5.2.10</b>	<b>MONTHLY REPORT: LIBRARIES: JULY 2018</b>
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Collaborator No:

IDP KPA Ref No:

File Plan:

Meeting Date: 5 June 2019

1. **SUBJECT: MONTHLY REPORT: LIBRARIES: JULY 2018**2. **PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Sections: Libraries for July 2018.

3. **DELEGATED AUTHORITY**

For notification by the Portfolio committee

4. **EXECUTIVE SUMMARY**

To present the monthly activity report of the Sections: Libraries for the month of July 2018 to the Committee for notification.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 5.2.10**

**NOTED**

the Libraries Monthly Report for July 2018.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Albert van der Merwe</i>
<b>POSITION</b>	<i>Manager: Community Services</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8161</i>
<b>E-MAIL ADDRESS</b>	<i>albert.vandermerwe@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	

5.2.11	MONTHLY REPORT: LIBRARIES: AUGUST 2018
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Collaborator No:

IDP KPA Ref No:

File Plan:

Meeting Date: 5 June 2019

1. SUBJECT: MONTHLY REPORT: LIBRARIES: AUGUST 2018

2. PURPOSE

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Sections: Libraries for August 2018.

3. DELEGATED AUTHORITY

For notification by the Portfolio committee

4. EXECUTIVE SUMMARY

To present the monthly activity report of the Sections: Libraries for the month of August 2018 to the Committee for notification.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 5.2.11**

**NOTED**

the Libraries Monthly Report for August 2018.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Albert van der Merwe</i>
<b>POSITION</b>	<i>Manager: Community Services</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8161</i>
<b>E-MAIL ADDRESS</b>	<i>albert.vandermerwe@ Stellenbosch.gov.za</i>
<b>REPORT DATE</b>	



5.2.12	MONTHLY REPORT: LIBRARIES: SEPTEMBER 2018
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Collaborator No:

IDP KPA Ref No:

File Plan:

Meeting Date: 5 June 2019

1. SUBJECT: MONTHLY REPORT: LIBRARIES: SEPTEMBER 2018

2. PURPOSE

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Sections: Libraries for September 2018.

3. DELEGATED AUTHORITY

For notification by the Portfolio committee

4. EXECUTIVE SUMMARY

To present the monthly activity report of the Sections: Libraries for the month of September 2018 to the Committee for notification.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 5.2.12**

**NOTED**

the Libraries Monthly Report for September 2018.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Albert van der Merwe</i>
<b>POSITION</b>	<i>Manager: Community Services</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8161</i>
<b>E-MAIL ADDRESS</b>	<i>albert.vandermerwe@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	

5.2.13	MONTHLY REPORT: LIBRARIES: OCTOBER 2018
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Collaborator No:

IDP KPA Ref No:

File Plan:

Meeting Date: 5 June 2019

1. SUBJECT: MONTHLY REPORT: LIBRARIES: OCTOBER 2018

2. PURPOSE

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Sections: Libraries for October 2018.

3. DELEGATED AUTHORITY

For notification by the Portfolio committee

4. EXECUTIVE SUMMARY

To present the monthly activity report of the Sections: Libraries for the month of October 2018 to the Committee for notification.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 5.2.13**

**NOTED**

the Libraries Monthly Report for October 2018.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Albert van der Merwe</i>
<b>POSITION</b>	<i>Manager: Community Services</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8161</i>
<b>E-MAIL ADDRESS</b>	<i>albert.vandermerwe@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	

<b>5.2.14</b>	<b>MONTHLY REPORT: LIBRARIES: NOVEMBER 2018</b>
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Collaborator No:

IDP KPA Ref No:

File Plan:

Meeting Date: 5 June 2019

1. **SUBJECT: MONTHLY REPORT: LIBRARIES: NOVEMBER 2018**

2. **PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Sections: Libraries for November 2018.

3. **DELEGATED AUTHORITY**

**For notification by the Portfolio committee**

4. **EXECUTIVE SUMMARY**

To present the monthly activity report of the Sections: Libraries for the month of November 2018 to the Committee for notification.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 5.2.14**

**NOTED**

the Libraries Monthly Report for November 2018.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<b>Albert van der Merwe</b>
<b>POSITION</b>	<b>Manager: Community Services</b>
<b>DIRECTORATE</b>	<b>Community and Protection Services</b>
<b>CONTACT NUMBERS</b>	<b>Ext 8161</b>
<b>E-MAIL ADDRESS</b>	<b>albert.vandermerwe@ Stellenbosch.gov.za</b>
<b>REPORT DATE</b>	

5.2.15	MONTHLY REPORT: LIBRARIES: DECEMBER 2018
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Collaborator No:

IDP KPA Ref No:

File Plan:

Meeting Date:

5 June 2019

1. **SUBJECT: MONTHLY REPORT: LIBRARIES: DECEMBER 2018**

2. **PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Sections: Libraries for December 2018.

3. **DELEGATED AUTHORITY**

For notification by the Portfolio committee

4. **EXECUTIVE SUMMARY**

To present the monthly activity report of the Sections: Libraries for the month of December 2018 to the Committee for notification.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 5.2.15**

**NOTED**

the Libraries Monthly Report for December 2018.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Albert van der Merwe</i>
<b>POSITION</b>	<i>Manager: Community Services</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8161</i>
<b>E-MAIL ADDRESS</b>	<i>albert.vandermerwe@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	<i>April 2019</i>

5.2.16	MONTHLY REPORT: LIBRARIES: JANUARY 2019
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Collaborator No:

IDP KPA Ref No:

File Plan:

Meeting Date: 5 June 2019

1. SUBJECT: MONTHLY REPORT: LIBRARIES: JANUARY 2019

2. PURPOSE

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Sections: Libraries for January 2019.

3. DELEGATED AUTHORITY

For notification by the Portfolio committee

4. EXECUTIVE SUMMARY

To present the monthly activity report of the Sections: Libraries for the month of January 2019 to the Committee for notification.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 5.2.16**

**NOTED**

the Libraries Monthly Report for January 2019.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Albert van der Merwe</i>
<b>POSITION</b>	<i>Manager: Community Services</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8161</i>
<b>E-MAIL ADDRESS</b>	<i>albert.vandermerwe@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	

5.2.17	MONTHLY REPORT: LIBRARIES: FEBRUARY 2019
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Collaborator No: 646344  
 IDP KPA Ref No:  
 File Plan:  
 Meeting Date: 5 June 2019

1. SUBJECT: MONTHLY REPORT: LIBRARIES: FEBRUARY 2019

2. PURPOSE

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Sections: Libraries for February 2019.

3. DELEGATED AUTHORITY

For notification by the Portfolio committee

4. EXECUTIVE SUMMARY

To present the monthly activity report of the Sections: Libraries for the month of February 2019 to the Committee for notification.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 5.2.17**

**NOTED**

the Libraries Monthly Report for February 2019.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Albert van der Merwe</i>
<b>POSITION</b>	<i>Manager: Community Services</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8161</i>
<b>E-MAIL ADDRESS</b>	<i>albert.vandermerwe@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	

5.2.18	MONTHLY REPORT: LIBRARIES: MARCH 2019
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Collaborator No: 646378  
 IDP KPA Ref No:  
 File Plan:  
 Meeting Date: 5 June 2019

1. **SUBJECT: MONTHLY REPORT: LIBRARIES: MARCH 2019**

2. **PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Sections: Libraries for March 2019.

3. **DELEGATED AUTHORITY**

**For notification by the Portfolio committee**

4. **EXECUTIVE SUMMARY**

To present the monthly activity report of the Sections: Libraries for the month of March 2019 to the Committee for notification.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 5.2.18**

**NOTED**

the Libraries Monthly Report for March 2019.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Albert van der Merwe</i>
<b>POSITION</b>	<i>Manager: Community Services</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8161</i>
<b>E-MAIL ADDRESS</b>	<i>albert.vandermerwe@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	

<b>6.</b>	<b>REPORTS FROM PROTECTION SERVICES</b>
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<b>6.1</b>	<b>NON-DELEGATED MATTERS</b>
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NONE

<b>6.2</b>	<b>DELEGATED MATTERS</b>
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<b>6.2.1</b>	<b>MONTHLY REPORT FOR AUGUST 2018: TRAFFIC SERVICES</b>
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**Collaborator No:**

**IDP KPA Ref No:** Safest Valley

**Meeting Date:** 5 June 2019

**1. SUBJECT: MONTHLY REPORT FOR AUGUST 2018: TRAFFIC SERVICES**

**2. PURPOSE**

To submit a monthly report to the Standing Committee on traffic related enforcement and administrative performance of the department for August 2018 (APPENDIX 1).

**3. DELEGATED AUTHORITY**

For the Portfolio Committee to note.

**4. EXECUTIVE SUMMARY**

The report provides an overview of traffic law enforcement activities such as vehicle check points conducted, general enforcement in terms of the National Road Traffic Act, National Land Transport Act & parking/street By-law, awareness campaigns, training (pre-primary-secondary and tertiary education), accident response, registration & licensing of vehicles, vehicle testing, driver & learner testing and prosecution of traffic offences and income and expenditure report on income generated by the department.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.1**

**NOTED**

the monthly report for August 2018 by Traffic Services.



<b>6.2.2</b>	<b>MONTHLY REPORT FOR SEPTEMBER 2018: TRAFFIC SERVICES</b>
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Collaborator No:

IDP KPA Ref No: Safest Valley

Meeting Date: 5 June 2019

1. **SUBJECT: MONTHLY REPORT FOR SEPTEMBER 2018: TRAFFIC SERVICES**

2. **PURPOSE**

To submit a monthly report to the Standing Committee on traffic related enforcement and administrative performance of the department for September 2018 (**APPENDIX 1**).

3. **DELEGATED AUTHORITY**

For the Portfolio Committee to note.

4. **EXECUTIVE SUMMARY**

The report provides an overview of traffic law enforcement activities such as vehicle check points conducted, general enforcement in terms of the National Road Traffic Act, National Land Transport Act & parking/street By-law, awareness campaigns, training (pre-primary-secondary and tertiary education), accident response, registration & licensing of vehicles, vehicle testing, driver & learner testing and prosecution of traffic offences and income and expenditure report on income generated by the department.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.2**

**NOTED**

the monthly report for September 2018 by Traffic Services.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Albert van der Merwe</i>
<b>POSITION</b>	<i>ACTING DIRECTOR COMMUNITY &amp; PROTECTION SERVICES</i>
<b>DIRECTORATE</b>	<i>COMMUNITY &amp; PROTECTION SERVICES</i>
<b>CONTACT NUMBER</b>	<i>021 – 808 8437</i>
<b>E-MAIL ADDRESS</b>	<i>albert.vandermerwe@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	<i>October 2018</i>

<b>6.2.3</b>	<b>MONTHLY REPORT FOR OCTOBER 2018: TRAFFIC SERVICES</b>
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Collaborator No:

IDP KPA Ref No: Safest Valley

Meeting Date: 5 June 2019

**1. SUBJECT: MONTHLY REPORT FOR OCTOBER 2018: TRAFFIC SERVICES**

**2. PURPOSE**

To submit a monthly report to the Standing Committee on traffic related enforcement and administrative performance of the department for October 2018 (**APPENDIX 1**).

**3. DELEGATED AUTHORITY**

For the Portfolio Committee to note.

**4. EXECUTIVE SUMMARY**

The report provides an overview of traffic law enforcement activities such as vehicle check points conducted, general enforcement in terms of the National Road Traffic Act, National Land Transport Act & parking/street By-law, awareness campaigns, training (pre-primary-secondary and tertiary education), accident response, registration & licensing of vehicles, vehicle testing, driver & learner testing and prosecution of traffic offences and income and expenditure report on income generated by the department.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.3**

**NOTED**

the monthly report for October 2018 by Traffic Services.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Albert van der Merwe</i>
<b>POSITION</b>	<b>ACTING DIRECTOR COMMUNITY &amp; PROTECTION SERVICES</b>
<b>DIRECTORATE</b>	<b>COMMUNITY &amp; PROTECTION SERVICES</b>
<b>CONTACT NUMBER</b>	<i>021 – 808 8437</i>
<b>E-MAIL ADDRESS</b>	<i>albert.vandermerwe@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	<i>October 2018</i>

<b>6.2.4</b>	<b>MONTHLY REPORT FOR NOVEMBER 2018: TRAFFIC SERVICES</b>
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**Collaborator No: 643192**

**IDP KPA Ref No: Safest Valley**

**Meeting Date: 2019-06-05**

**1. SUBJECT: MONTHLY REPORT FOR NOVEMBER 2018: TRAFFIC SERVICES**

**2. PURPOSE**

To submit a monthly report to the Standing Committee on traffic related enforcement and administrative performance of the department for November 2018 (**APPENDIX 1**).

**3. DELEGATED AUTHORITY**

For the Portfolio Committee to note.

**4. EXECUTIVE SUMMARY**

The report provides an overview of traffic law enforcement activities such as vehicle check points conducted, general enforcement in terms of the National Road Traffic Act, National Land Transport Act & parking/street By-law, awareness campaigns, training (pre-primary-secondary and tertiary education), accident response, registration & licensing of vehicles, vehicle testing, driver & learner testing and prosecution of traffic offences and income and expenditure report on income generated by the department.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.4**

**NOTED**

the monthly report for November 2018 by Traffic Services.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Albert van der Merwe</i>
<b>POSITION</b>	<i>ACTING DIRECTOR COMMUNITY &amp; PROTECTION SERVICES</i>
<b>DIRECTORATE</b>	<i>COMMUNITY &amp; PROTECTION SERVICES</i>
<b>CONTACT NUMBER</b>	<i>021 – 808 8437</i>
<b>E-MAIL ADDRESS</b>	<i>albert.vandermerwe@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	

<b>6.2.5</b>	<b>MONTHLY REPORT FOR DECEMBER 2018: TRAFFIC SERVICES</b>
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Collaborator No: 643222

IDP KPA Ref No: Safest Valley

Meeting Date: 2019-06-05

**1. SUBJECT: MONTHLY REPORT FOR DECEMBER 2018: TRAFFIC SERVICES**

**2. PURPOSE**

To submit a monthly report to the Standing Committee on traffic related enforcement and administrative performance of the department for December 2018 (**APPENDIX 1**).

**3. DELEGATED AUTHORITY**

For the Portfolio Committee to note.

**4. EXECUTIVE SUMMARY**

The report provides an overview of traffic law enforcement activities such as vehicle check points conducted, general enforcement in terms of the National Road Traffic Act, National Land Transport Act & parking/street By-law, awareness campaigns, training (pre-primary-secondary and tertiary education), accident response, registration & licensing of vehicles, vehicle testing, driver & learner testing and prosecution of traffic offences and income and expenditure report on income generated by the department.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.5**

**NOTED**

the monthly report for December 2018 by Traffic Services.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Albert van der Merwe</i>
<b>POSITION</b>	<i>ACTING DIRECTOR COMMUNITY &amp; PROTECTION SERVICES</i>
<b>DIRECTORATE</b>	<i>COMMUNITY &amp; PROTECTION SERVICES</i>
<b>CONTACT NUMBER</b>	<i>021 – 808 8437</i>
<b>E-MAIL ADDRESS</b>	<i>albert.vandermerwe@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	

<b>6.2.6</b>	<b>MONTHLY REPORT FOR JANUARY 2019: TRAFFIC SERVICES</b>
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**Collaborator No:** 643225

**IDP KPA Ref No:** Safest Valley

**Meeting Date:** 2019-06-05

**1. SUBJECT: MONTHLY REPORT FOR JANUARY 2019: TRAFFIC SERVICES**

**2. PURPOSE**

To submit a monthly report to the Standing Committee on traffic related enforcement and administrative performance of the department for January 2019 (**APPENDIX 1**).

**3. DELEGATED AUTHORITY**

For the Portfolio Committee to note.

**4. EXECUTIVE SUMMARY**

The report provides an overview of traffic law enforcement activities such as vehicle check points conducted, general enforcement in terms of the National Road Traffic Act, National Land Transport Act & parking/street By-law, awareness campaigns, training (pre-primary-secondary and tertiary education), accident response, registration & licensing of vehicles, vehicle testing, driver & learner testing and prosecution of traffic offences and income and expenditure report on income generated by the department.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.6**

**NOTED**

the monthly report for January 2019 by Traffic Services.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Albert van der Merwe</i>
<b>POSITION</b>	<i>ACTING DIRECTOR COMMUNITY &amp; PROTECTION SERVICES</i>
<b>DIRECTORATE</b>	<i>COMMUNITY &amp; PROTECTION SERVICES</i>
<b>CONTACT NUMBER</b>	<i>021 – 808 8437</i>
<b>E-MAIL ADDRESS</b>	<i>albert.vandermerwe@ Stellenbosch.gov.za</i>
<b>REPORT DATE</b>	

<b>6.2.7</b>	<b>MONTHLY REPORT FOR FEBRUARY 2019: TRAFFIC SERVICES</b>
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Collaborator No: 643227

IDP KPA Ref No: Safest Valley

Meeting Date: 2019-06-05

**1. SUBJECT: MONTHLY REPORT FEBRUARY 2019: TRAFFIC SERVICES**

**2. PURPOSE**

To submit a monthly report to the Standing Committee on traffic related enforcement and administrative performance of the department for February 2019 (**APPENDIX 1**).

**3. DELEGATED AUTHORITY**

For the Portfolio Committee to note.

**4. EXECUTIVE SUMMARY**

The report provides an overview of traffic law enforcement activities such as vehicle check points conducted, general enforcement in terms of the National Road Traffic Act, National Land Transport Act & parking/street By-law, awareness campaigns, training (pre-primary-secondary and tertiary education), accident response, registration & licensing of vehicles, vehicle testing, driver & learner testing and prosecution of traffic offences and income and expenditure report on income generated by the department.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.7**

**NOTED**

the monthly report for February 2019 by Traffic Services.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Albert van der Merwe</i>
<b>POSITION</b>	<i>ACTING DIRECTOR COMMUNITY &amp; PROTECTION SERVICES</i>
<b>DIRECTORATE</b>	<i>COMMUNITY &amp; PROTECTION SERVICES</i>
<b>CONTACT NUMBER</b>	<i>021 – 808 8437</i>
<b>E-MAIL ADDRESS</b>	<i>albert.vandermerwe@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	

<b>6.2.8</b>	<b>MONTHLY REPORT FOR MARCH 2019: TRAFFIC SERVICES</b>
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**Collaborator No: 646338**

**IDP KPA Ref No: Safest Valley**

**Meeting Date: 2019-06-05**

**1. SUBJECT: MONTHLY REPORT MARCH 2019: TRAFFIC SERVICES**

**2. PURPOSE**

To submit a monthly report to the Standing Committee on traffic related enforcement and administrative performance of the department for March 2019 (**APPENDIX 1**).

**3. DELEGATED AUTHORITY**

For the Portfolio Committee to note.

**4. EXECUTIVE SUMMARY**

The report provides an overview of traffic law enforcement activities such as vehicle check points conducted, general enforcement in terms of the National Road Traffic Act, National Land Transport Act & parking/street By-law, awareness campaigns, training (pre-primary-secondary and tertiary education), accident response, registration & licensing of vehicles, vehicle testing, driver & learner testing and prosecution of traffic offences and income and expenditure report on income generated by the department.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.8**

**NOTED**

the monthly report for March 2019 by Traffic Services.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<b>Albert van der Merwe</b>
<b>POSITION</b>	<b>ACTING DIRECTOR COMMUNITY &amp; PROTECTION SERVICES</b>
<b>DIRECTORATE</b>	<b>COMMUNITY &amp; PROTECTION SERVICES</b>
<b>CONTACT NUMBER</b>	<b>021 – 808 8437</b>
<b>E-MAIL ADDRESS</b>	<b>albert.vandermerwe@ Stellenbosch.gov.za</b>
<b>REPORT DATE</b>	

<b>6.2.9</b>	<b>MONTHLY REPORT FOR APRIL 2019: TRAFFIC SERVICES</b>
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Collaborator No: 636340

IDP KPA Ref No: Safest Valley

Meeting Date: 2019-06-05

**1. SUBJECT: MONTHLY REPORT APRIL 2019: TRAFFIC SERVICES**

**2. PURPOSE**

To submit a monthly report to the Standing Committee on traffic related enforcement and administrative performance of the department for April 2019 (**APPENDIX 1**).

**3. DELEGATED AUTHORITY**

For the Portfolio Committee to note.

**4. EXECUTIVE SUMMARY**

The report provides an overview of traffic law enforcement activities such as vehicle check points conducted, general enforcement in terms of the National Road Traffic Act, National Land Transport Act & parking/street By-law, awareness campaigns, training (pre-primary-secondary and tertiary education), accident response, registration & licensing of vehicles, vehicle testing, driver & learner testing and prosecution of traffic offences and income and expenditure report on income generated by the department.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.9**

**NOTED**

the monthly report for April 2019 by Traffic Services.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Albert van der Merwe</i>
<b>POSITION</b>	<i>ACTING DIRECTOR COMMUNITY &amp; PROTECTION SERVICES</i>
<b>DIRECTORATE</b>	<i>COMMUNITY &amp; PROTECTION SERVICES</i>
<b>CONTACT NUMBER</b>	<i>021 – 808 8437</i>
<b>E-MAIL ADDRESS</b>	<i>albert.vandermerwe@ Stellenbosch.gov.za</i>
<b>REPORT DATE</b>	



<b>6.2.10</b>	<b>QUARTERLY REPORT ON BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT: JULY 2018 – SEPTEMBER 2018</b>
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Collaborator No:

IDP KPA Ref No:

Meeting Date: 5 June 2019

**1. SUBJECT: QUARTERLY REPORT ON BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT: JULY 2018 – SEPTEMBER 2018**

**2. PURPOSE**

To submit a Quarterly Report to the Standing Committee on By-law Enforcement statistics and Events Management for the period 01 July 2018 until 30 September 2018.

**3. DELEGATED AUTHORITY**

For Portfolio Committee to note.

**4. EXECUTIVE SUMMARY**

The report provides an overview of law enforcement activities and events for the period from July to September 2018 and highlights of all the various activities which occurred in the mentioned period. It covers the period with the focus on high visibility and special operations by the Law Enforcement department together with SAPS as well as Event applications considered and approved.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.10**

**NOTED**

the Quarterly Report on By-law Enforcement and Events Management for the period 01 July 2018 until 30 September 2018.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	GERALD ESAU
<b>POSITION</b>	<b>DIRECTOR COMMUNITY &amp; PROTECTION SERVICES</b>
<b>DIRECTORATE</b>	<b>COMMUNITY &amp; PROTECTION SERVICES</b>
<b>CONTACT NUMBERS</b>	<b>X8437</b>
<b>E-MAIL ADDRESS</b>	<b>Gerald.esau@stellenbosch.gov.za</b>
<b>REPORT DATE</b>	<b>10 October 2018</b>

6.2.11	<b>QUARTERLY REPORT ON BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT: OCTOBER 2018 – DECEMBER 2018</b>
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Collaborator No:

IDP KPA Ref No:

Meeting Date: 5 June 2019

**1. SUBJECT: QUARTERLY REPORT ON BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT: OCTOBER 2018 – DECEMBER 2018**

**2. PURPOSE**

To submit a Quarterly Report to the Standing Committee on By-law Enforcement statistics and Events Management for the period 1 October 2018 until December 2018.

**3. DELEGATED AUTHORITY**

For Portfolio Committee to note.

**4. EXECUTIVE SUMMARY**

The report provides an overview of law enforcement activities and events for the period from October to December 2018 and highlights of all the various activities which occurred in the mentioned period. It covers the period with the focus on high visibility and special operations by the Law Enforcement department together with SAPS as well as Event applications considered and approved.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.11**

**NOTED**

the Quarterly Report on By-law Enforcement and Events Management for the period 1 October 2018 until December 2018.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Neville Langenhoven
<b>POSITION</b>	<i>Manager: By-Law and Events Management</i>
<b>DIRECTORATE</b>	<b>COMMUNITY &amp; PROTECTION SERVICES</b>
<b>CONTACT NUMBERS</b>	<b>X8497</b>
<b>E-MAIL ADDRESS</b>	<i>Neville.langenhoven@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	<b>25 January 2019</b>

<b>6.2.12</b>	<b>FEEDBACK ON MONTHLY REPORT: BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT: JANUARY 2019</b>
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Collaborator No: 643138

IDP KPA Ref No:

Meeting Date: 2019-06-05

**1. SUBJECT: FEEDBACK ON MONTHLY REPORT: BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT: JANUARY 2019**

**2. PURPOSE**

To submit a monthly report to the Standing Committee on By-law Enforcement statistics and Events Management for the period 01 January 2019 until 31 January 2019.

**3. DELEGATED AUTHORITY**

For Portfolio Committee to note.

**4. EXECUTIVE SUMMARY**

The report provides an overview of law enforcement activities and events for the month of January 2019 and highlights of all the various activities which occurred in the mentioned period. It covers the period with the focus on high visibility and special operations by the Law Enforcement department together with SAPS.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.12**

**NOTED**

the monthly feedback report of By-law Enforcement statistics and Events Management for January 2019.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Neville Langenhoven
<b>POSITION</b>	<i>Manager: By-Law and Events Management</i>
<b>DIRECTORATE</b>	<b>COMMUNITY &amp; PROTECTION SERVICES</b>
<b>CONTACT NUMBERS</b>	<b>X8497</b>
<b>E-MAIL ADDRESS</b>	<i>Neville.langenhoven@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	<i>25 January 2019</i>

6.2.13	<b>FEEDBACK ON MONTHLY REPORT: BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT: FEBRUARY 2019</b>
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Collaborator No: 643177

IDP KPA Ref No:

Meeting Date: 2019-06-05

**1. SUBJECT: FEEDBACK ON MONTHLY REPORT: BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT: FEBRUARY 2019**

**2. PURPOSE**

To submit a monthly report to the Standing Committee on By-law Enforcement statistics and Events Management for the period 01 February 2019 until 28 February 2019.

**3. DELEGATED AUTHORITY**

For Porfolio Committee to note.

**4. EXECUTIVE SUMMARY**

The report provides an overview of law enforcement activities and events for the month of February 2019 and highlights of all the various activities which occurred in the mentioned period. It covers the period with the focus on high visibility and special operations by the Law Enforcement department together with SAPS.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.13**

**NOTED**

the monthly feedback report of By-law Enforcement statistics and Events Management for February 2019.

<b>6.2.14</b>	<b>MONTHLY REPORT FOR AUGUST 2018: FIRE &amp; DISASTER</b>
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Collaborator No: 609374  
IDP KPA Ref No:  
Meeting Date: 5 June 2019

**1. SUBJECT: MONTHLY REPORT FOR AUGUST 2018: FIRE & DISASTER**

**2. PURPOSE OF REPORT**

To notify the Committee of the monthly activities that were conducted by the Fire & Disaster Services for August 2018 (**see APPENDIX 1**).

**3. DELEGATED AUTHORITY**

For notification by the Portfolio Committee.

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of Fire & Disaster Services for the month of August 2018 to the Committee for notification.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.14**

**NOTED**

the monthly report for August 2018 by Fire and Disaster.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Wayne Smith
<b>POSITION</b>	<i>Manager: Fire Services and disaster management</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8771</i>
<b>E-MAIL ADDRESS</b>	<a href="mailto:wayne.smith@ Stellenbosch.gov.za">wayne.smith@Stellenbosch.gov.za</a>
<b>REPORT DATE</b>	<i>April 2019</i>

MINUTES

COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING

2019-06-05

<b>6.2.15</b>	<b>MONTHLY REPORT FOR SEPTEMBER 2018: FIRE &amp; DISASTER</b>
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Collaborator No: 609374  
 IDP KPA Ref No:  
 Meeting Date: 5 June 2019

**1. SUBJECT: MONTHLY REPORT FOR SEPTEMBER 2018: FIRE & DISASTER**

**2. PURPOSE OF REPORT**

To notify the Committee of the monthly activities that were conducted by the Fire & Disaster Services for September 2018 (see APPENDIX 1).

**3. DELEGATED AUTHORITY**

For notification by the Portfolio Committee.

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of Fire & Disaster Services for the month of September 2018 to the Committee for notification.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.15**

**NOTED**

the monthly report for September 2018 by Fire and Disaster.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Wayne Smith
<b>POSITION</b>	<i>Manager: Fire Services and disaster management</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8771</i>
<b>E-MAIL ADDRESS</b>	<a href="mailto:wayne.smith@stellenbosch.gov.za">wayne.smith@stellenbosch.gov.za</a>
<b>REPORT DATE</b>	<i>April 2019</i>

MINUTES

**COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING**

2019-06-05

<b>6.2.16</b>	<b>MONTHLY REPORT FOR OCTOBER 2018: FIRE &amp; DISASTER</b>
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Collaborator No: 609374  
 IDP KPA Ref No:  
 Meeting Date: 5 June 2019

1. **SUBJECT: MONTHLY REPORT FOR OCTOBER 2018: FIRE & DISASTER**
2. **PURPOSE OF REPORT**  
  
 To notify the Committee of the monthly activities that were conducted by the Fire & Disaster Services for October 2018 (see APPENDIX 1).
3. **DELEGATED AUTHORITY**  
  
 For notification by the Portfolio Committee.
4. **EXECUTIVE SUMMARY**  
  
 To present the monthly activity report of Fire & Disaster Services for the month of October 2018 to the Committee for notification.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.16**

**NOTED**

the monthly report for October 2018 by Fire and Disaster.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Wayne Smith
<b>POSITION</b>	<i>Manager: Fire Services and disaster management</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8771</i>
<b>E-MAIL ADDRESS</b>	<a href="mailto:wayne.smith@ Stellenbosch.gov.za">wayne.smith@ Stellenbosch.gov.za</a>
<b>REPORT DATE</b>	<i>April 2019</i>

MINUTES

COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING

2019-06-05

<b>6.2.17</b>	<b>MONTHLY REPORT FOR NOVEMBER 2018: FIRE &amp; DISASTER</b>
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Collaborator No: 609374  
 IDP KPA Ref No:  
 Meeting Date: 5 June 2019

**1. SUBJECT: MONTHLY REPORT FOR NOVEMBER 2018: FIRE & DISASTER**

**2. PURPOSE OF REPORT**

To notify the Committee of the monthly activities that were conducted by the Fire & Disaster Services for November 2018 (see **APPENDIX 1**).

**3. DELEGATED AUTHORITY**

For notification by the Portfolio Committee.

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of Fire & Disaster Services for the month of October 2018 to the Committee for notification.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.17**

**NOTED**

the monthly report for November 2018 by Fire and Disaster.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Wayne Smith
<b>POSITION</b>	<i>Manager: Fire Services and disaster management</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8771</i>
<b>E-MAIL ADDRESS</b>	<a href="mailto:wayne.smith@stellenbosch.gov.za">wayne.smith@stellenbosch.gov.za</a>
<b>REPORT DATE</b>	<i>April 2019</i>



MINUTES

COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING

2019-06-05

<b>6.2.18</b>	<b>MONTHLY REPORT FOR DECEMBER 2018: FIRE &amp; DISASTER</b>
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Collaborator No: 609374  
 IDP KPA Ref No:  
 Meeting Date: 5 June 2019

**1. SUBJECT: MONTHLY REPORT FOR DECEMBER 2018: FIRE & DISASTER**

**2. PURPOSE OF REPORT**

To notify the Committee of the monthly activities that were conducted by the Fire & Disaster Services for December 2018 (see APPENDIX 1).

**3. DELEGATED AUTHORITY**

For notification by the Portfolio Committee.

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of Fire & Disaster Services for the month of December 2018 to the Committee for notification.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.18**

**NOTED**

the monthly report for December 2018 by Fire and Disaster.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Wayne Smith
<b>POSITION</b>	<i>Manager: Fire Services and disaster management</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8771</i>
<b>E-MAIL ADDRESS</b>	<a href="mailto:wayne.smith@stellenbosch.gov.za">wayne.smith@stellenbosch.gov.za</a>
<b>REPORT DATE</b>	<i>April 2019</i>

MINUTES

COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING

2019-06-05

6.2.19	MONTHLY REPORT FOR JANUARY 2019: FIRE & DISASTER
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Collaborator No: 609374  
 IDP KPA Ref No:  
 Meeting Date: 5 June 2019

## 1. SUBJECT: MONTHLY REPORT FOR JANUARY 2018: FIRE &amp; DISASTER

## 2. PURPOSE OF REPORT

To notify the Committee of the monthly activities that were conducted by the Fire & Disaster Services for January 2019 (see APPENDIX 1).

## 3. DELEGATED AUTHORITY

For notification by the Portfolio Committee.

## 4. EXECUTIVE SUMMARY

To present the monthly activity report of Fire & Disaster Services for the month of January 2019 to the Committee for notification.

## RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.19

## NOTED

the monthly report for January 2019 by Fire and Disaster.

## FOR FURTHER DETAILS CONTACT:

NAME	Wayne Smith
POSITION	<i>Manager: Fire Services and disaster management</i>
DIRECTORATE	<i>Community and Protection Services</i>
CONTACT NUMBERS	<i>Ext 8771</i>
E-MAIL ADDRESS	<a href="mailto:wayne.smith@stellenbosch.gov.za">wayne.smith@stellenbosch.gov.za</a>
REPORT DATE	<i>April 2019</i>

MINUTES

**COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING**

2019-06-05

<b>6.2.20</b>	<b>MONTHLY REPORT FOR FEBRUARY 2019: FIRE &amp; DISASTER</b>
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Collaborator No: 643305  
 IDP KPA Ref No:  
 Meeting Date: 2019-06-05

**2. SUBJECT: MONTHLY REPORT FOR FEBRUARY 2019:  
FIRE & DISASTER**

**2. PURPOSE OF REPORT**

To notify the Committee of the monthly activities that were conducted by the Fire & Disaster Services for February 2019 (**see APPENDIX 1**).

**3. DELEGATED AUTHORITY**

For notification by the Portfolio Committee.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.20**

**NOTED**

the monthly report for February 2019 by Fire and Disaster.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Wayne Smith
<b>POSITION</b>	<i>Manager: Fire Services and disaster management</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8771</i>
<b>E-MAIL ADDRESS</b>	<a href="mailto:wayne.smith@ Stellenbosch.gov.za">wayne.smith@Stellenbosch.gov.za</a>
<b>REPORT DATE</b>	<i>April 2019</i>

<b>6.2.21</b>	<b>MONTHLY REPORT FOR MARCH 2019: FIRE &amp; DISASTER</b>
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Collaborator No: 6646364  
 IDP KPA Ref No:  
 Meeting Date: 2019-06-05

**2. SUBJECT: MONTHLY REPORT FOR MARCH 2019: FIRE & DISASTER**

**2. PURPOSE OF REPORT**

To notify the Committee of the monthly activities that were conducted by the Fire & Disaster Services for March 2019 (**see APPENDIX 1**).

**3. DELEGATED AUTHORITY**

For notification by the Portfolio Committee.

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of Fire & Disaster Services for the month of March 2019 to the Committee for notification.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.21**

**NOTED**

the monthly report for March 2019 by Fire and Disaster.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Wayne Smith
<b>POSITION</b>	<i>Manager: Fire Services and disaster management</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8771</i>
<b>E-MAIL ADDRESS</b>	<a href="mailto:wayne.smith@ Stellenbosch.gov.za">wayne.smith@Stellenbosch.gov.za</a>
<b>REPORT DATE</b>	

<b>6.2.22</b>	<b>FEEDBACK REPORT: IMPS-SA NATIONAL CONFERENCE HELD AT KWADUKUZA MUNICIPALITY KZN</b>
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**Collaborator No:**

**IDP KPA Ref No:** Safest valley

**Meeting Date:** 5 June 2019

**1. SUBJECT: FEEDBACK REPORT: IMPS-SA NATIONAL CONFERENCE HELD AT KWADUKUZA MUNICIPALITY KZN**

**2. PURPOSE**

To provide feedback with regard to the above- mentioned conference attended.

**3. DELEGATED AUTHORITY**

Portfolio Standing Committee

**4. EXECUTIVE SUMMARY**

The IMPS-SA National Conference was held at Kwadukuza Municipality in KZN and attended by the Acting Manager: Law Enforcement, Mr NC Langenhoven and Senior Inspector L Williams. The theme of conference was "Municipal Public Safety: Serving all the people in the RSA".

The department wishes to thank the Council for affording the relevant officials the opportunity to attend the said conference and the knowledge gained.

**RECOMMENDATION TO THE EXECUTIVE MAYOR FROM COMMUNITY AND PROTECTION SERVICES COMMITTEE: 2019-06-05: ITEM 6.2.22**

**NOTED**

the Feedback Report of IMPS-SA National Conference held at Kwadukuza Municipality in Kwazulu-Natal (KZN).

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	NEVILLE LANGENHOVEN
<b>POSITION</b>	<b>ACTING MANAGER: LAW ENFORCEMENT</b>
<b>DIRECTORATE</b>	<b>COMMUNITY &amp; PROTECTION SERVICES</b>
<b>CONTACT NUMBERS</b>	<b>X8497</b>
<b>E-MAIL ADDRESS</b>	<b>Neville.langenhoven@stellenbosch.gov.za</b>
<b>REPORT DATE</b>	<b>01 October 2018</b>

<b>7.</b>	<b>REPORTS SUBMITTED BY THE MUNICIPAL MANAGER</b>
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NONE

<b>8.</b>	<b>NOTICES OF MOTIONS AND NOTICES OF QUESTIONS RECEIVED BY THE MUNICIPAL MANAGER</b>
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NONE

<b>9.</b>	<b>URGENT MATTERS</b>
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NONE

<b>10.</b>	<b>MATTERS TO BE CONSIDERED IN-COMMITTEE</b>
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NONE

The meeting adjourned at 14:30.

**CHAIRPERSON:** .....

**DATE:** .....

**Confirmed on** ..... **with/without amendments.**

AGENDA

**COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING**

2019-08-07

<b>4.3</b>	<b>REPORT/S BY THE DIRECTOR: COMMUNITY AND PROTECTIONS SERVICES RE OUTSTANDING RESOLUTIONS TAKEN AT PREVIOUS MEETINGS</b> <span style="float: right;"><b>(3/4/3/5/2/2)</b></span>
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NONE

<b>5.</b>	<b>COMMUNITY DEVELOPMENT AND COMMUNITY SERVICES</b>
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<b>5.1</b>	<b>NON-DELEGATED MATTERS</b>
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NONE

<b>5.2</b>	<b>DELEGATED MATTERS</b>
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<b>5.2.1</b>	<b>COMMUNITY DEVELOPMENT MONTHLY REPORT: APRIL 2019</b>
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<b>Collaborator No:</b>	<b>648283</b>
<b>IDP KPA Ref No:</b>	<b>Dignified Living: Municipal Focus Area 21</b>
<b>File Plan:</b>	<b>8/1/4/2/3</b>
<b>Meeting Date:</b>	<b>7 August 2019</b>

**1. SUBJECT: COMMUNITY DEVELOPMENT MONTHLY REPORT: APRIL 2019****2. PURPOSE**

To present to the Portfolio Committee the monthly report relating to the functioning and activities of the Department: Community Development for the period: April 2019.

**3. DELEGATED AUTHORITY**

For information to the Portfolio Committee and Municipal Manager.

**4. EXECUTIVE SUMMARY**

The Department: Community Development is responsible for service delivery to vulnerable groups. The monthly report accounts for the activities and programmes as implemented by the Community Development Department for the above-mentioned period.

**5. RECOMMENDATION**

that the Community Development Monthly Report for April 2019, be noted.

**6. DISCUSSION / CONTENTS****6.1 Background**

The monthly report lists all functions performed by the various sections in the Department Community Development. It show-cases successes achieved and projects completed for the set time frames.

**6.2 Discussion**

Service delivery in the department is in line with the identified KPI's of the department. It can be noted that individual consultations with Ward Councillors resulted in the identification of 72 ward projects of which 12 have been implemented. Most of the administrative processes for the creation of UKeys and virement of funds have been completed. It is foreseen that all ward projects will be implemented.

**6.3 Financial Implications**

Financial implications as per approved budget.

**6.4 Legal Implications**

The recommendation in this report complies with Council's policies and all applicable legislation.

**6.5 Staff Implications**

This report has no staff implications to the Municipality.

**6.6 Previous / Relevant Council Resolutions**

None

**6.7 Risk Implications**

This report has no risk implications for the Municipality.

**6.8 Comments from Senior Management****6.8.1 Municipal Manager**

Agree with the recommendations

**6.8.1 Director: Infrastructure Services**

None required



AGENDA

COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING

2019-08-07

**6.8.2 Director: Planning and Economic Development**

None required.

**6.8.3 Director: Community and Protection Services**

Agree with the recommendations

**6.8.4 Director: Corporate Services**

None required.

**6.8.5 Chief Financial Officer**

None required.

**6.8.6 Municipal Manager**

Agree with the recommendations

**ANNEXURES****Annexure A:** Community Development Monthly Report: April 2019**FOR FURTHER DETAILS CONTACT:**


<b>NAME</b>	Michelle Aalbers
<b>POSITION</b>	<b>Manager Community Development</b>
<b>DIRECTORATE</b>	<b>Planning and Economic Development</b>
<b>CONTACT NUMBERS</b>	<b>8408</b>
<b>E-MAIL ADDRESS</b>	<b>Michelle.aalbers@stellenbosc.gov.za</b>
<b>REPORT DATE</b>	<b>April 2019</b>

**DIRECTOR: COMMUNITY AND PROTECTION SERVICES**

The contents of this report have been discussed with the Portfolio Committee Chairperson and the Councillor agrees with the recommendations.

# **ANNEXURE A**

**Monthly Report**  
**Community Development Department**  
**APRIL 2019**

<b>CAPITAL EXPENDITURE</b>					
<b>Projects</b>	<b>Original Budget</b>	<b>Actual Expenditure</b>	<b>Provisional</b>	<b>Shadows</b>	<b>Balance</b>
20180716042308					
Furniture Tools & Equip	45 000	41 630.44	0.00	2 300.00	1 069.56
<b>Implementing the model of partnerships between the municipality and local organizations to collectively further development in the community through focussing on existing resources and needs as identified by the particular community.</b>					
<b>YOUTH</b>					
<b>Activity 1:</b> (Describe activity its objectives, partnerships and outcomes)					
<b>Franschhoek Youth House and Indoor Sport Centre</b>					
Employment termination – lead to no activity from the Franschhoek office. Advertising of the position was not approved due to the current restructuring process.					
Total persons reached (Activity 1)					0
Ward No					NA
Budget Allocated					0
<b>Activity 2:</b> (Describe activity its objectives, partnerships and outcomes)					
<b>Learner and Driver license lessons for unemployed youth</b>					
The driving lessons are currently taking place with the 17 candidates that have passed the learners the first time around. The 2 <sup>nd</sup> attempt for the learner's licenses took place on the 30 <sup>th</sup> of April 2019. Unfortunately only 2 out of the 10 candidates have passed their second attempt. Our biggest challenge is still the commitment from the youth to pitch for the tests and their lessons. Applicants who indicated that they have learner license will now be recruited to fill the available spaces for driver's lessons.					
Total persons reached (Activity 2)					27
Ward No					All
Budget Allocated					
<b>Activity 3:</b> (Describe activity its objectives, partnerships and outcomes)					
<b>Assistant House Keeper training</b>					
The training finished on the 30 <sup>th</sup> of April 2019. The final report will be forwarded in due course. The candidates enjoyed the training and have been exposed to practical experiences. Graduation will take place within the month of June. The proposed date for the ceremony is the 19 <sup>th</sup> of June 2019.					
Total persons reached (Activity 3)					10
Ward No					1-3
Budget Allocated					
<b>Activity 4:</b> (Describe activity its objectives, partnerships and outcomes)					
<b>Basic Plumbing Skills</b>					
The closing date for candidates for the plumbing course was on the 4 <sup>th</sup> of April 2019. The selection process took place which led to 14 candidates being selected to attend the course. The field trip took place on the 25 <sup>th</sup> of April 2019 and the training commenced on the 29 <sup>th</sup> of April 2019.					
Total persons reached (Activity 4)					14
Ward No					11-13, 16, 17, 19, 21
Budget Allocated					



**Activity 5:** (Describe activity its objectives, partnerships and outcomes)

### Assistant Chef and Food & Beverage Training

13 applicants successfully completed the I-Power (Personal Development and Life skills course) and made it through to the final selection for the above mentioned course. With encouraging words from Cllr Pietersen, they embarked on the industry field visit as the last component of the R&S phase and training commenced thereafter at the Private Hotel School in Vlotenburg.



Total persons reached (Activity 5)	13
Ward No	4; 5; 12-15; 18 & 19
Budget Allocated	

**BUDGET ALLOCATION FOR THE ABOVE TRAINING COURSES WILL BE REFLECTED IN THE REPORT AFTER PAYMENT.**

**Activity 6:** (Describe activity its objectives, partnerships and outcomes)

### JPI 27: Makapula High School: Strategic Workshop

The JPI working committee met with the Governing Body, Educators and learner representatives to align the outcomes of the Schutte research and the existing SIP of the school. The goal was to identify areas of commonality in order to create common ground, not duplicate efforts and to align actions through existing structures in the school and linking up with other partners (REMRO). The result will be a SWOT analysis and strategic plan that incorporate the priorities as it exist within the vision of the school aligned with the priorities of the Schutte research outcomes.



Total persons reached (Activity 6)	24
Ward No	12-15
Budget Allocated	4 000
<b>Persons reached for the month</b>	<b>89</b>

## CHILDREN

**Activity 1:** (Describe activity its objectives, partnerships and outcomes)

### Greater Stellenbosch ECD Capacity Building Engagement: 12 April 2019

The quarterly capacity building session on registration of partial care centres in the WCO24 area was attended by all four ECD Forums, Klapmuts, Kayamandi, Franschoek and Stellenbosch. Officials from various departments (Provincial Department of Social Development, Planning Department, Fire Department, Cape Winelands Environmental Health Practitioners and TEECSA) that assist with compliance of ECD centres presented information relating to process and requirements that forms part of the registration applications. The capacity building informed and clarified the roles of each department and their roles in terms of compliance within an ECD centre.





Total persons reached (Activity 1)	87
Ward No	All
Budget Allocated	20 300

**Activity 2:** (Describe activity its objectives, partnerships and outcomes)

### Capacity Building with unregistered ECD's in Kayamandi: 23-26 April 2019 Kuyasa, Kayamandi

The official in partnership with The Early Care Foundation (ASHA) trained 19 unregistered sites in Kayamandi on writing of policies that were a requirement in an ECD centre. These policies should govern the running of the partial care centre and also a requirement of compliance that is added by Department of Social Development in registration of ECD centre.



Total persons reached (Activity 2)	22
Ward No	12-17
Budget Allocated	7 200

**Activity 3:** (Describe activity its objectives, partnerships and outcomes)

### GIS Updating of ECD Facilities:

TEEC Centre, St. Joseph Pre Primary, Pumpkin Patch, Speelkring Pre-Primary, Jessie Keet, Little Rainbows, Efata, The Ikhushasa Project, Liwalethu ECD, Lapland Day Care

Total persons reached (Activity 3)	10
Ward No	1,2,3,6,16
Budget Allocated	0
<b>Persons reached for the month</b>	<b>119</b>

### Grant in Aid

**Activity 1:** (Describe activity its objectives, partnerships and outcomes)

Council approved the proposed Grant in Aid allocations along with the Draft Budget at the end of March 2019. Public participation allows for comments and appeals on the budget and Grant in Aid allocations during the month of April. By the closing date 43 appeals were received. The department will consider all comments and appeals and prepare a submission to council for final approval of the 2019-2020 Grant in Aid allocations to be approved at the end of May 2019.

Total persons reached (Activity 1)	43
Ward No	All
Budget Allocated	0
<b>Persons reached for the month</b>	<b>43</b>

**ELDERLY**

**Activity 1:** (Describe activity its objectives, partnerships and outcomes)

**Regional Golden Games**

The Cape Winelands Regional Golden Games took place on 30 April 2019. This event was attended by clubs and service centres across the district. A total of 1300 persons attended this event of which Stellenbosch Municipality had 230 participants. The Elderly were addressed by the Deputy Mayor of Cape Winelands as well as the Regional Manager of DCAS. They were encouraged to stay involved with the activities for the elderly and to keep on being active within their different communities and to recruit other elderly within their areas to become involved in their activities in order for the programs to reach all our elderly within the region.



Total persons reached (Activity 1)	230
Ward No	All
Budget Allocated	37 620
<b>Persons reached for the month</b>	<b>230</b>

**PEOPLE LIVING ON THE STREET**

**Activity 1:** (Describe activity its objectives, partnerships and outcomes)

**Give Responsibly Campaign**

The campaign was launched in March 2019. Feedback on progress is done in collaboration with the implementation partners which means that we are reliant on feedback received from them. Heartflow coordinates the feedback and receives it by the 10<sup>th</sup> of each month. Municipal monthly reporting thus reflects the statistics of the month prior to the reporting period.

Coupons Sold	<b>1000</b>	Coupons Redeemed	<b>300</b>
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**Publicity Created:**

1. Article in Rapport
2. Article in Eikestad News
3. Municipal Facebook posts
4. Recordings for television interview: Fokus

Marketing material designed (posters and flyers) currently at printers to be distributed.

**Current list of Distribution Partners: 37**



The Department, Heartflow and Law Enforcement Officials are in the process of developing a solution to food provision in the evenings to limit the need for begging in the evenings.

Total persons reached (Activity 1)	1 300
Ward No	All
Budget Allocated	11 937
<b>MUNICIPAL NIGHT SHELTER</b>	Capacity/Night 7 women, 31 men

	Referrals Stellenb N/Shelter	Women	Men	New Women	New Men	Ave / Night
<b>Occupancy</b>	0	1	29	0	3	18

**Incidents:**

- The usual swearing at the supervisor and fellow clients of the shelter accompanied by disrespect continued during the month.
- Persons shown away (Shelter full): 0

**Employment Creation opportunities:** This service provides a way of income for some of the residents who are willing to do the washing. Only a few people used the service.

**Cleaning project:** Two of the ladies of the Stellenbosch Night Shelter have taken over the cleaning project. Although the Shelter is cleaned by the client's very morning, they will only do the basics.



SOCIAL RELIEF OF DISTRESS		Total No of New Incidents	7	
<b>APRIL 2019</b>				
<b>Incident 1:</b>  Date: 2 April 2019 Location: <b>Coronation / Everlasting Street; Klapmuts</b> Describe incident and assistance provided: 3 Formal structures were affected. One structure completely burned and the other 2 partially affected. Hot meals provided to all those affected. Other SRD resources only given to the house completely damaged. SASSA has been notified.	Hot meals B	15		
	Hot meals S	15		
	Special	Transp		
	Food parcel S	0		
	Food parcel L	1		
	Blankets	5		
	Mattresses	5		
	Vanity M	3		
	Vanity F	2		
	Vanity B	0		
	Total persons reached (Incident 1)		5	
	Ward No		18	
Budget Allocated		9 188.02		
<b>Incident 2:</b>  Date: 2 April 2019 Location: Lanquedoc Farm, Annandale Road Describe incident and assistance provided: 1 structure completely damaged. Hot meals were provided until the 4 <sup>th</sup> of April 2019. All SRD items were issued and SASSA notified.	Hot meals B	18		
	Hot meals S	18		
	Special	Transp		
	Food parcel S	0		
	Food parcel L	1		
	Blankets	6		
	Mattresses	6		
	Vanity M	4		
	Vanity F	2		
	Vanity B	0		
	Total persons reached (Incident 2)		6	
	Ward No		20	
Budget Allocated		10 534.06		
<b>Incident 3:</b>  Date: 8 April 2019 Location: <b>16 Mineola Street, Groendal Franschhoek</b> Describe incident and assistance provided: Formal brick house severely damaged and declared unsafe and one backyard informal structure completely destroyed by fire. One family consisting of 7 people left destitute. The Department assisted with blankets, food parcel, vanity packs and counselling. Matrasses are still outstanding. SASSA has been notified.	Hot meals B	21		
	Hot meals S	21		
	Special	Transp		
	Food parcel S	1		
	Food parcel L			
	Blankets	2		
	Mattresses	o/s		
	Vanity M	1		
	Vanity F	1		
	Vanity B	0		
	Total persons reached (Incident 3)		2	
	Ward No		1	
Budget Allocated		4 143.49		
<b>Incident 4:</b>  Date: 19 April 2019 Location: <b>73 Primrose Street, Cloetesville</b> Describe incident and assistance provided: Hot meals were provided to 2 fire victims. SRD only issued to the structure that was totally affected. SASSA notified.	Hot meals B	12		
	Hot meals S	12		
	Special	Transp		
	Food parcel S	1		
	Food parcel L	0		
	Blankets	1		
	Mattresses	1		
	Vanity M	1		
	Vanity F	0		
	Vanity B	0		
	Total persons reached (Incident 4)		2	
	Ward No		16	
Budget Allocated		5 497.54		
<b>Incident 5:</b>	Hot meals B	0		
	Hot meals S	0		



Date: 20 April 2019 Location: <b>D67 Luyolo Street, Kayamandi</b> Describe incident and assistance provided: 1 Structure affected. All household items destroyed by fire. No hot meals arranged as the notification from Disaster indicated that the structure was slightly damaged. All other SRD resources issued and SASSA has been notified.	Special	0
	Food parcel S	1
	Food parcel L	0
	Blankets	1
	Mattresses	1
	Vanity M	1
	Vanity F	0
	Vanity B	0
Total persons reached (Incident 5)		1
Ward No		13
Budget Allocated		1 465.54
<b>Incident 6:</b>	Hot meals B	27
Date: 21 April 2019 Location: <b>Azania, Kayamandi</b> Describe incident and assistance provided: 2 informal structures were affected. Hot meals were provided from 21 April until 29 April 2019. No other SRD were issued as no incident and verified report was received. This information was requested from Disaster management, but nothing was received.	Hot meals S	27
	Special	Transp
	Food parcel S	0
	Food parcel L	0
	Blankets	0
	Mattresses	0
	Vanity M	0
	Vanity F	0
	Vanity B	0
Total persons reached (Incident 6)		3
Ward No		12
Budget Allocated		7 654.50
<b>Incident 7:</b>	Hot meals B	0
Date: 25 April 2019 Location: <b>37 Sokuqala Street, Costaland, Kayamandi</b> Describe incident and assistance provided: 1 Structure partially destroyed. No SRD assistance as no fire, incident or verified report received. Only whatsapp notification.	Hot meals S	0
	Special	0
	Food parcel S	0
	Food parcel L	0
	Blankets	0
	Mattresses	0
	Vanity M	0
	Vanity F	0
	Vanity B	0
Total persons reached (Incident 7)		1
Ward No		13
Budget Allocated		0
<b>Persons reached for the month</b>		<b>20</b>
<b>WARD PROJECTS</b>		
<b>Project 1:</b>		
Councillor Malcolm Johnson hosted a Reading Awareness Program on 18 April 2019 for 300 learners from the Pniel and Kylemore.		
The objective of this project was to encourage children to read. The focus was on education and to explain the importance of literacy when wanting to achieve at school. All children were encouraged to join the library.		
The councillor would like to thank all role players and partners who helped make this day special for these learners.		
Total persons reached (Project 1)		300
Ward No		4
Budget Allocated		28 380
<b>Project 2</b>		
Councillor Jan-Karel Hendrik hosted a Leadership Program for the youth in the Ward 19 area. The		

attendees participated in activities and various techniques like time-management, conflict resolution were discussed. Opportunities from Bergzicht Training Centre, Crystals and Stellemploy were discussed and pamphlets were distributed allowing the participants to read up on these organisations and to have the contact numbers readily available.



During the group discussions participants discussed the elements of a good curriculum vitae and they were even exposed to interviews where various panels (members from the ward committee, councillor and representatives from Bergzicht Training Centre and Crystals) interviewed them to show them how it is done.

Total persons reached (Project 2)	80
Ward No	19
Budget Allocated	17 100

**Project 3:**

Councillor Jan-Karel Hendrik educated children on Anti-Bullying techniques and how victims become victors. Children shared experiences and encouraged one another not to keep quiet, but rather to address the matter as soon as you become aware of it. Adults present were also encouraged to assist these young ones in dealing with these conflict situations in an appropriate manner and not to carry the burden alone.



The program was hosted at the KrommeRhee community hall. Important telephone numbers were distributed like (**SAPD - 10111, Childline - 080 0150150, Ward office 021 808-8037, Councillor Hendriks - 074 6472742**).

The children requested that Councillor should host more of these awareness gatherings to assist them with the various challenges that they face.

The councillor would like to thank all role players and partners who helped make this day special for these children

Total persons reached (Project 3)	80
Ward No	19
Budget Allocated	17 800

**Project 4:**

Councillor Nosibulelo Sinkinya hosted a Youth Skills Development Program in the form of a Learners Licence Drive. 18 Youth participated in this program and 10 successfully completed the test and acquired their Code B Learners Licences.

These participants expressed their heartfelt gratitude to the Councillor and the Service Provider for the opportunity afforded to them. They indicated that they are looking forward to the next phase of acquiring a Drivers Licence and requested that Councillor please include the next phase in her project planning for the new financial year.



Total persons reached (Project 4)	18
Ward No	15
Budget Allocated	19 980

**Project 5:**

Councillor Emily Fredericks hosted a Youth Skills Development Program in the form of a Learners Licence Drive for 18 youth participants. 3 Participants dropped out due to failing the eye test and 9 out of 14 successfully completed the test and acquired their Code B Learners Licences.

The participants were all very excited and impressed with their performance. They thanked both the Councillor and the Service Provider for this opportunity.



Total persons reached (Project 5)	18
Ward No	18
Budget Allocated	16 540

**Project 6:** (Describe activity its objectives, partnerships and outcomes)

Councillor Elsabe Vermeulen hosted her annual Children's Easter Program from 19-22 April 2019. This event was hosted over three days with 200 children entertained per day. The focus of this years' program, was road safety and was presented by Ms Lizelle Moses. The participants enjoyed an exciting interactive three days.







The children and parents voiced their appreciation for this annual initiative and praised Councillor Vermeulen for her love and care towards these children. One parent said: "My children usually want to go and visit family during the holidays, but Easter Weekend they want to be at home to partake in aunty Elsabe's program."

Total persons reached (Project 6)	600
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Ward No	16
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Budget Allocated	10 998
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<b>Total Persons Reached for the Month</b>	<b>1 096</b>
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### MEETINGS AND ENGAGEMENTS

Date	Description
3	S80 Community and Protection Services
3	S71
5	JPI – Prep 13 April
5	Small Group Feedback: Street People
9	Poster and Flyer design: Heartflow
10	Mentally ill people on the street: Justice and Health
11	Ward 18: MSDF/IDP/Budget Public Participation Meeting
11	Risk Register
15	Mentally Ill persons on the Street: SAPS
15	Municipal Youth Day
16	Ward 5: MSDF/IDP/Budget Public Participation Meeting
17	CW Elderly LOC Meeting (Worcester)
18	BSC
23	BEC
24	Municipal Youth Day
24	CW Elderly LOC
25	Meeting Director: CDW Function
25	Posters and Flyers: Final Proofs - Printers
25	Ward 20: MSDF/IDP/Budget Public Participation Meeting
26	Briefing: IDP Sector Engagement
29	Planning of Child Protection Week: Jamestown Planning
29	IDP Sector Engagement: Social
29	Ward 13: MSDF/IDP/Budget Public Participation Meeting
29	Ward 3: MSDF/IDP/Budget Public Participation Meeting

### ITEM SUBMISSION

Collab no	Description
642672	Monthly Report – February 2019
642673	Monthly Report – March 2019

### OUTSTANDING COUNCIL RESOLUTIONS

Collab no	Description
535080	Night Shelter Item – 76% - awaiting feedback from office of MM
539732	Street People Policy – 100% - Draft approved at Council. In process of public participation. Closing date for comments 1 July 2019.

### FQ'S AND TENDERS

No	Status	Termination Date
39/17	BSM: Emergency Food parcels: Monthly contract management completed. Preparations were done to prepare specifications for new tender. Refer BSM60/19.	June 2019
25/18	BSM: Mayoral Youth Skills Development: Contract Management completed. Implementation of programme underway. Prepared new tender. Refer BSM 61/19	June 2019
50/18	BSM: Emergency Food Provision: Contract Management completed.	June 2020
86/18	BSM: Social Relief of Distress Resources: Contract management completed.	June 2021
116/18	BSM: Mayoral Youth Skills Development: Contract management completed	June 2021
28/19	FQ: Learner and Driver Licence: Implementation in process.	June 2019
66/19	FQ: Social Relief of Distress Resources: Depleted the amount on order. Require new processes. Refer BSM 81/19 and FQ 236/19.	
236/19	FQ: Social Relief of Distress: Mattresses: Refer BSM81/19. Closing date 2 May 2019	
48/19	BSM: Youth Learner and Driver Licence Programme: In process of BEC	June 2021
60/19	BSM: Emergency Food Parcels: Tender closed on 17 April. Received 6 bids. In process of functional evaluation.	June 2022
61/19	BSM: Mayoral Youth Skills: Assistant Chef and Basic Food Preparation. Tender closed on 17 April. Received 5 bids. In process of evaluation.	June 2021
81/19	BSM: Social Relief of Distress Resources: Mattresses. Evaluation completed. Implementation Date: 1 July 2019	June 2020

**OFFICE MANAGEMENT**

One-on-one with Director	0
Joint Management Meetings (Director)	3
Consultation with portfolio chair	0
Departmental meetings	2

**REPORTS, COMMUNICATION AND FEEDBACK SUBMITTED**

Monthly Departmental Report	1
Monthly OHS Report	0
Ignite reporting and uploading	1

**HR**

Discipline	0
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## Leave stats

**PayDay** SOFTWARE SYSTEMS **EMPLOYEE SELF SERVICE**

Access Employee Leave Claims HR Mailbox Approvals Queries

[Click here to print this page](#)

**Self Service Level Manager Leave Matrix**

Please Select A Month and Year to View the Leave Matrix

Select Year: 2019 Select Month: April Submit

**LEGEND**

Approved Pending A=Annual C=Accum L=Long Service S=Sick F=Fam.Resp. U=Unpaid T=Overtime O=Other  
B=Occasional M=Maternity Y=Study D=Lv.Sold

Co., EmpL.Cde	Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	Total
01 1212121	KRUVWAGEN,FD	A														O																.00
01 175050	MAYEMBANAJ	T	T	T	T				F	F																						42.00
01 175132	AALBERS (BEZUIDENHOUDT),M																A	A														2.00
01 904021	JANSEN,PB				A	A	A	A	A	A																						6.00
02 20180048	CONRADIE,JP																															
02 20180049	CLAASSENS,B																															
02 20180050	ANTONIE,D																															
02 20180051	LEWIS,JA																															
02 20180053	NTWABANE,NE																															
02 20180054	NGETU,SSS																															

**LOOKING AHEAD: May 2019**

- 1 May 2019: Quarterly WEP Engagement: Groendal Community Hall
- 2 May 2019: Kayamandi ECD Forum Meeting: Trust Centre Kayamandi
- 4 May 2019: Inkuthazo Yesizwe Educational Outing with Ikhaya Primary 26 learners

22 May 2019: Kayamandi ECD Forum Child Protection Day  
 24 May 2019: Elderly Club Capacity Building Session  
 27 May 2019: Klapmuts ECD Forum Child Protection Launch  
 28 May 2019: Jamestown Child Protection Day  
 29 May 2019: Cotlands work and Play Launch: Franschoek Indoor Centre  
 30 May 2019: Devonvalley Primary School Child Protection Day  
 31 May 2019: Ikhaya Primary School Child Protection Day  
 29 April – 31 May 2019: Youth Skills Plumbing Training  
 15-22 May 2019: Youth IDP sessions  
 1-31 May 2019: Youth Assistant Chef and Food&Bevrange Training

## IN THE MEDIA

Rapport, Sondag 14 April 2019

# Stellenbosch kies koepons bo kleingeld

**Jan-Jan Joubert**

Dis 'n kopseer vir menige bevoorregte: die gewroeg om geld te gee of nie vir haweloses wat in hul armoede bedel vir 'n aalmoes om die ergste honger te stil.

Die stadsraad van Stellenbosch het in Januarie met 'n plan voorendag gekom om te verseker dat die geld wat aan bedelaars gegee word nie gebruik word om gom, dwelms of drank te koop nie, maar eerder vir kos, komberse of skuiling aangewend word.

Adv. Gesie van Deventer, burgemeester van Stellenbosch, het dié projek van stapel gestuur, wat die weg kan baan vir ander plaaslike owerhede om haweloses by te staan.

Mense wat bedelaars wil help, kan nou koepons aan hulle skenk pleks van kontant, wat ingeruil

kan word vir noodsaaklikhede by een van die dorp se nagskuilings.

Die koepons vir die Gee Verantwoordelikeveldtog kan by deelnemende ondernemings op die dorp gekoop word teen R10 elk.

Om te voorkom dat die koepons geroof of vir minder kontant geruil word deur bedelaars wat die geld vir 'n minder edele doel wil bereik, word die bevoorregte se naam op die koepon geskryf. Sedert die projek aan die begin van die jaar begin het, is reeds 800 koepons verkoop. Die idee is die gevolg van 'n beraad wat die gemeenskap verlede jaar gehou het waarby inwoners, sakelui, welsynsorganisasies en studente betrek is.

“Omdat die persepsie bestaan



**Adv. Gesie van Deventer, burgemeester van Stellenbosch.**

dat Stellenbosch 'n welvarende gemeenskap is, en veral omdat studente suksel om nie te gee nie, is baie van die straatbedelaars mense wat van omliggende gebiede af inkom en 'n redelike bestaan voer met die geld wat hulle bedel,” sê Van Deventer.

“Die doelwit is om die fokus te verskuif na mense wat werklik in Stellenbosch woon, en om hul situasies te verbeter met 'n stelsel wat hul menswaardigheid eerbiedig, hulle meer selfversorgend maak, hulle help om verantwoordelike keuses te maak en veiligheid in die hand werk, terwyl dit bevoorregte mense die geleentheid gee om te help.”

Volgens Van Deventer probeer

Stellenbosch om deur die projek beste praktyk te vestig vir die takeling van 'n netelige probleem.

Charl Reyneke van die welsynsorganisasie HeartFlow het by die bekendstelling gesê een van die grootste voordele is dat die program welsynsorganisasies sal help om saam te werk.

12 organisasies, kerke en ondernemings verkoop reeds koepons, sê Stuart Grobbelaar, kommunikasiebestuurder van die munisipaliteit. “Die koepons wat ons tot dusver verkoop het, het ons stoutste verwagtinge oortref. Dit lyk asof hierdie plan werklik 'n sukses kan wees,” sê Grobbelaar.

Van die organisasies wat reeds die inisiatief onderskryf het, sluit in die Stellenbosse nagskuiling, Straatlig, die Universiteit Stellenbosch en die organisasie Feeding in Action.

<b>5.2.2</b>	<b>COMMUNITY DEVELOPMENT MONTHLY REPORT: MAY 2019</b>
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<b>Collaborator No:</b>	<b>651141</b>
<b>IDP KPA Ref No:</b>	<b>Dignified Living: Municipal Focus Area 21</b>
<b>Meeting Date:</b>	<b>7 August 2019</b>
<b>File Plan:</b>	<b>8/1/4/2/3</b>

**1. SUBJECT: COMMUNITY DEVELOPMENT MONTHLY REPORT: MAY 2019**

**2. PURPOSE**

To present to the Portfolio Committee the monthly report relating to the functioning and activities of the Department: Community Development for the period: May 2019.

**3. DELEGATED AUTHORITY**

For information to the Portfolio Committee and Municipal Manager.

**4. EXECUTIVE SUMMARY**

The Department: Community Development is responsible for service delivery to vulnerable groups. The monthly report accounts for the activities and programmes as implemented by the Community Development Department for the above-mentioned period.

**5. RECOMMENDATION**

that the Community Development Monthly Report for May 2019, be noted.

**6. DISCUSSION / CONTENTS**

**6.1 Background**

The monthly report lists all functions performed by the various sections in the Department Community Development. It show-cases successes achieved and projects completed for the set time frames.

**6.2 Discussion**

Service delivery in the department is in line with the identified KPI's of the department. It can be noted that individual consultations with Ward Councillors resulted in the identification of 72 ward projects of which 12 have been implemented. Most of the administrative processes for the creation of UKeys and virement of funds have been completed. It is foreseen that all ward projects will be implemented.

**6.3 Financial Implications**

Financial implications as per approved budget.

**6.4 Legal Implications**

The recommendation in this report complies with Council's policies and all applicable legislation.

**6.5 Staff Implications**

This report has no staff implications to the Municipality.

**6.6 Previous / Relevant Council Resolutions**

None

**6.7 Risk Implications**

This report has no risk implications for the Municipality.

**6.8 Comments from Senior Management****6.8.1 Municipal Manager**

Agree with the recommendations

**6.8.1 Director: Infrastructure Services**

None required

**6.8.2 Director: Planning and Economic Development**

None required.

**6.8.3 Director: Community and Protection Services**

Agree with the recommendations

**6.8.4 Director: Corporate Services**

None required.

**6.8.5 Chief Financial Officer**

None required.

**6.8.6 Municipal Manager**

Agree with the recommendations



AGENDA

**COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING**2019-08-07

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**ANNEXURES****Annexure A:** Community Development Monthly Report: May 2019**FOR FURTHER DETAILS CONTACT:**





<b>NAME</b>	Michelle Aalbers
<b>POSITION</b>	<b><i>Manager Community Development</i></b>
<b>DIRECTORATE</b>	<b><i>Planning and Economic Development</i></b>
<b>CONTACT NUMBERS</b>	<b>8408</b>
<b>E-MAIL ADDRESS</b>	<b><i>Michelle.aalbers@stellenbosc.gov.za</i></b>
<b>REPORT DATE</b>	<b><i>April 2019</i></b>

**DIRECTOR: COMMUNITY AND PROTECTION SERVICES**

The contents of this report have been discussed with the Portfolio Committee Chairperson and the Councillor agrees with the recommendations.

# **ANNEXURE A**

**Monthly Report**  
**Community Development Department**  
**MAY 2019**

<b>CAPITAL EXPENDITURE</b>					
<b>Projects</b>	<b>Original Budget</b>	<b>Actual Expenditure</b>	<b>Provisional</b>	<b>Shadows</b>	<b>Balance</b>
20180716042308					
Furniture Tools & Equip	45 000.00	41 630.44	0.00	3187.650	181.91
<b>Implementing the model of partnerships between the municipality and local organizations to collectively further development in the community through focussing on existing resources and needs as identified by the particular community.</b>					
<b>YOUTH</b>					
<b>Activity 1:</b> (Describe activity its objectives, partnerships and outcomes)					
<b>Franschhoek Youth House and Indoor Sport Centre</b>					
Employment termination – lead to no activity from the Franschhoek office. Advertising of the position was not approved due to the current restructuring process.					
Total persons reached (Activity 1)					0
Ward No					NA
Budget Allocated					0
<b>Activity 2:</b> (Describe activity its objectives, partnerships and outcomes)					
<b>Youth Skills Training: Job Hunting</b>					
A job hunting session was held on the 28 <sup>th</sup> of May 2019 at the Wemmershoek Community Hall in partnership with the Department of Labour and Social Development. Unemployed youth were transported from the Lanquedoc area. Although the group was small, the interaction between the youth and the facilitator was very good. The psychology of being unemployed was addressed and the youth highlighted challenges that they experience on a daily basis. They received the opportunity to enrol on the database of the department of labour as well for opportunities within the broader Western Cape.					
					
Total persons reached (Activity 2)					13
Ward No					3
Budget Allocated					7 000
<b>Activity 3:</b> (Describe activity its objectives, partnerships and outcomes)					
<b>Mayoral Youth Skills Development</b>					
This initiative is in the build up to Youth Day. Three different artisan courses were available to contribute towards youth development and were advertised in all the wards. The following progress can be reported:					
<u>Plumbing Training</u>					
The plumbing training concluded on the 28 <sup>th</sup> of May 2019. Fourteen learners were recruited for this initiative and all 14 learners successfully completed the course. The certificate ceremony was held on the 30 <sup>th</sup> of May 2019 at the Stellemploy Training Centre. The learners got the chance to showcase their work to their family members attending the ceremony, explaining the processes and the different tools and material to be used.					

The Manager Community Development was the guest speaker at the certificate ceremony, encouraging the learners to start building their *personal brand*, to market their services.

Laurenzo Newman, the top performing student, gave us an amazing speech, *"We all discovered that we knew nothing about plumbing when we arrived here. We have learned a lot and now we know how to install sanitary ware and how to maintain it"*.

Lubabalo Ngubane said:

*"We did not know one another before this learning opportunity. We worked together and learned a lot and know we are friends"*.

Some of them are already busy with private jobs and Juan van der Walt will start working in the week of 3 June at a private plumbing company.



Assistant House Keeper Training

The training finished on the 30<sup>th</sup> of April 2019 after a 4 week training course. 10 learners were accepted into the program. Unfortunately 3 learners dropped out during the training course. This challenge will be discussed with the service provider to address the way forward with future trainings. The award ceremony is planned for 19 June 2019.

Cooking and Food Service Assistant Training

The training started on the 8<sup>th</sup> of April 2019 and concluded on the 17<sup>th</sup> of May 2019 with 12 learners. After the theoretical training the learners were placed within the industry for the work integrated learning sessions from the 20<sup>th</sup> of May 2019 until the 10<sup>th</sup> of June 2019. The award ceremony is planned for 14 June 2019.

Learner and Driver Licence Training

The driving lessons are currently taking place with the 19 candidates that have passed the learners. The driver tests have been booked for the month of June 2019 as those were the only available dates.

Our biggest challenge is still the commitment from the youth to pitch up for the driving lessons.

Total persons reached (Activity 3)		52
Ward No	1, 2, 4, 5, 6, 10-19	
Budget Allocated	495 355.67	
<b>Persons reached for the month</b>		<b>65</b>

**ELDERLY**

**Activity 1:** (Describe activity its objectives, partnerships and outcomes)

**Registration and Governance Capacity Building**

A capacity building session was held with representatives of six local elderly clubs on the registration process of an organisation as well as the responsibilities of the organisation to keep itself registered. The transition required from a voluntary group to a formalized organization is daunting and the elderly requires

assistance with this to ensure sustainability of services for the elderly within their community. A few challenges were highlighted within the various clubs and advice was given by both the municipality as well as the officials from the Department of Social Development. This session was arranged to empower the elderly on the rules and regulations as dictated by the NPO Act. Three clubs did not attend on the day. Individual mentoring sessions will be scheduled to address the challenges that were highlighted.

Total persons reached (Activity 1)	13
Ward No	3-6, 16-17, 20
Budget Allocated	11 810.00
<b>Persons reached for the month</b>	<b>13</b>

## CHILDREN

**Activity 1:** (Describe activity its objectives, partnerships and outcomes)

### **Educational Camp: Inkuthazo Yesizwe Organization**

The official in collaboration with Inkuthazo Yesizwe Organization hosted a one day camp for learners from Ikaya Primary School focussing on grade 5, 6 & 7 at the Eiden Forest on the 04 May 2019 in Stellenbosch.

The number of learners that attended was 24 and six facilitators. The programme for the day included activities that related to education, self-discipline, and being part of a team (responsibility and accountability to others). The criteria for selection of learners were based on achievement, focussing on the top two learners of each class. The aim was to promote hard work and excellence in their academic life relating it to their general life and how it contributes towards bettering their future and secure their dreams.

Total persons reached (Activity 1)	30
Ward No	12-15
Budget Allocated	1 800

**Activity 2:**

### **Child Protection Month Programmes: 24,27-31 May 2019**

Child Protection Week is commemorated in the country annually to raise awareness of the rights of children as articulated in the Constitution of the Republic of South Africa and Children's Act (Act No. 38 of 2005). South Africa has drafted legislation, based on the United Convention of the Rights of the Child, the African Charter on the Rights and Welfare of the Child and the Constitution.

The campaign began in 1997 and it aims to mobilise all sectors of society to ensure that children and cared for and protected. While the initiative is led by the Minister of Social Development, it is every citizen's duty to protect children and contribute towards creating a safe and secure environment for them.

The official in collaboration with internal departments (Traffic, Fire Safety, and Disaster Management) and external role-players (Department of Education, Department of Social Development, Green Door, Usiko, Cotlands, ECD Forums and Stellenbosch SAPS) hosted a weeklong programme in different communities. The theme was "Let us all protect our Children to move forward". The programme focused on the challenges experienced by children and how they can access assistance from community role-players that work with children. The programme was as follows:

#### **24 May 2019: Kayamandi ECD Forum Legacy Hall**

The event started with a peaceful march from Kayamandi Library to Legacy Hall. The main message for the day was the importance of children being vigilant and safe at all times. The role-players each presented on safety and the ECD forum invited Mrs Mayembana a previous Health promoter at Department of Health, to present on the subject of My Body. Simplicity for Change presented an educational presentation on safety using the Billy the Dog character. About 24 ECD's attended and the total of children attending was 391.





**27 May 2019: Klapmuts ECD Forum: Community Hall, Klapmuts**

This event was in collaboration with the Klapmuts ECD Forum. The ECD's were divided into groups and the role-players presented with each group. Seven ECD Centres and 297 children attended the programme.



**28 May 2019: Jamestown Weber Gedenk Primary and Jakkerland ECD Centre Child Protection Day**

This event was held at Weber Gedenk Primary School with the Grade 6 learners and Jakkerland ECD Centre. The Weber Gedenk Primary School Programme focused on Anti-Bullying Campaign and Jakkerland ECD Centre focused on stranger danger programme. The number of learners (Grade 6) that attended the programme was 67 and the Jakkerland ECD learner was 45.



**29 May 2019: Devonvalley Primary School Child Protection Day**

The Devonvalley Primary School Programme focused on Anti-Bullying Campaign. The group of children that



attended the programme was from Grade R to Grade 7 and 297 learners were present.



**29 May 2019: TLASA World Play Day and Child Protection Day: Franschoek Indoor Sports Centre**

The Toy Library Association South Africa (TLASA), promotes World Play Day which is celebrated on May 28 each year. It is an event that has been celebrated nationally at Toy Libraries, ECD Centers, NGO’s and Government Departments for the past 8 years. World Play Day is a celebration of the right of children to play and is a campaign that highlights the importance of play for the developing child. On 28 May children from across the globe will celebrate World Play Day – a truly exhilarating celebration on our annual calendar as it not only offers children an opportunity to explore new ways of learning, but gives adults a chance to connect with their inner child. Theme for 2019 World Play Day is “Play is a Right!” The official in collaboration with Cotlands invited 16 ECD centres from the Stellenbosch Municipal Area to attend the programme. In total 293 children, 50 staff members from Cotlands and 30 teachers attended. The programme was indeed a success and ECD centres learnt different ways to make learning fun.



**31 May 2019: Ikaya Primary School, Kayamandi**

This awareness programme was held at Ikaya Primary School with the Grade R-7 learners, the partners also presented information on the importance of safety. The Programme focused on Anti-Bullying Campaign and foundation phase learners focused on stranger danger programme. The total amount of learners who attended the programme was 1396 and they enjoyed the programme.



	Total persons reached (Activity 2)	2 799
	Ward No	All
	Budget Allocated	75 447.50

**Activity 3:** (Describe activity its objectives, partnerships and outcomes)

**GIS Updating of ECD Facilities**

Kuyasa Playgroup, Siyavuya Creche, Pillars of the Nation, Junior Akademie,

Kleine Diamantjies, Sweetheart Daycare, Babbelbekkies Daycare				
Ward No			2-4, 10, 12, 13	
Budget Allocated			0	
<b>Persons reached for the month</b>			<b>2 836</b>	
<b>GENDER</b>				
<b>Activity 1:</b> (Describe activity its objectives, partnerships and outcomes)				
<b>Quarterly WEP Engagement: GROENDAL Community Hall</b>				
The official in collaboration with Widow Empowerment Project Organization hosted the WEP quarterly activity. The theme of the day was "As We Journey On". This was to look at different programmes that can be implemented to assist the WEP members for the financial year of 2019/20. The groups discussed programmes and trainings that could be implemented to be able to assist them in their respective journeys.				
				
Total persons reached (Activity 1)			97	
Ward No			1,2 12-15	
Budget Allocated			20 200	
<b>Activity 2:</b> (Describe activity its objectives, partnerships and outcomes)				
<b>Mothers and Father's Day: Doornbosch, Stellenbosch</b>				
The official in collaboration with the Bottelary Conservancy, SAPS and Department of Social Development, organized a parent's day to raise awareness of child protection month. The parents who attended were from Middelvlei, Fransmanskraal, Bonfoi, Vlottenburg, Goedehoop, Devonvalley and Weltevrede. SAPS' presentation focussed on the services that they provide and urged the farm communities to report any crime that occurs within their respective areas. Department of Social Development introduced the new social worker who has started working in the area and also provided contact information in order for the community to be able to access the service. The DSD team provided information on the services that they render in the area and also promoted parents to become safety parents in their communities. They also explained the screening process and how important the role of a safety parent is in communities.				
				
Total persons reached (Activity 2)			43	
Ward No			11	
Budget Allocated			3 500	
<b>Persons reached for the month</b>			<b>140</b>	
<b>PEOPLE LIVING ON THE STREET</b>				
<b>Give Responsibly Campaign</b>				
The campaign was launched in March 2019. Feedback on progress is done in collaboration with the implementation partners which means that we are reliant on feedback received from them. Heartflow coordinates the feedback and receives it by the 10 <sup>th</sup> of each month. Municipal monthly reporting thus reflects the statistics of the month prior to the reporting period.				
<b>Coupons Sold</b>		<b>2 360</b>	<b>Coupons Redeemed for services</b>	<b>540</b>



**Publicity Created:**

FOKUS: Broadcasted on 19 May 2019

Marketing material designed (posters and flyers) in process of distribution: Already at the university, provincial hospital and municipal buildings. Still require effort to distribute at local business.

**Current list of Distribution Partners: 37**



The Department, Heartflow and Law Enforcement Officials are assisting by providing access to tinned food in the evenings in order to address the reason for begging at night as food are only provided during the day at the taxi rank. .

**MUNICIPAL NIGHT SHELTER** Capacity/Night 7 women, 31 men

	Referrals Stellenb N/Shelter	Women	Men	New Women	New Men	Ave / Night
<b>Occupancy</b>	0	3	32	1	10	18

**Incidents:**

- The usual swearing at the supervisor and fellow clients of the shelter accompanied by disrespect continued during the month.
- Persons shown away (Shelter full): 0

**Employment Creation opportunities:** This service provides a way of income for some of the residents who are willing to do the washing. Only a few people used the service.

**Cleaning project:** Two of the ladies of the Stellenbosch Night Shelter have taken over the cleaning project. Although the Shelter is cleaned by the client's very morning, they will only do the basics.

<b>SOCIAL RELIEF OF DISTRESS</b>		<b>Total No of New Incidents</b>	<b>4</b>
<b>FOLLOW-UP ON PREVIOUS INCIDENTS April 2019</b>			
<b>Incident 1:</b>  Date: 8 April 2019 Location: <b>16 Minneola Street; Groendal; Franschoek</b> Describe incident and assistance provided: Delivered outstanding mattresses.	Hot meals B		
	Hot meals S		
	Special		
	Food parcel S		
	Food parcel L		
	Blankets		
	Mattresses	2	
	Vanity M		
	Vanity F		
	Vanity B		
Total persons reached (Incident 1)		2	
Ward No		1	
Budget Allocated		1 212	
<b>Incident 2:</b>  Date: 21 April 2019 Location: <b>AZ 10151, Azania, Kayamandi</b> Describe incident and assistance provided: All outstanding resources were distributed after the department was able to make contact with the beneficiaries.	Hot meals B		
	Hot meals S		
	Special		
	Food parcel S	1	
	Food parcel L		
	Blankets	1	
	Mattresses	1	
	Vanity M		
	Vanity F	1	
	Vanity B		
Total persons reached (Incident 2)		1	
Ward No		12	
Budget Allocated		1 140.45	
<b>May 2019 Incidents</b>			
<b>Incident 1:</b>  Date: 02 May 2019 Location: <b>868 Bassi Street, Kayamandi</b> Describe incident and assistance provided: Two backyard shacks completely destroyed and minor damages to the formal brick house. 5 People left destitute including a two week old baby. The Department assisted with blankets, food parcel, vanity packs and a baby pack. Matrasses are still outstanding. SASSA has been notified.	Hot meals B		
	Hot meals S		
	Special		
	Food parcel S	2	
	Food parcel L		
	Blankets	4	
	Mattresses	O/S	
	Vanity M	2	
	Vanity F	2	
	Vanity B	1	
Total persons reached (Incident 1)		5	
Ward No		15	
Budget Allocated		1 464.92	
<b>Incident 2:</b>  Date: 03 May 2019 Location: <b>Nikanini, Kayamandi</b> Describe incident and assistance provided: Awaiting verification report.	Hot meals B	12	
	Hot meals S	12	
	Special		
	Food parcel S		
	Food parcel L		
	Blankets		
	Mattresses		
	Vanity M		
	Vanity F		
	Vanity B		
Total persons reached (Incident 2)		3	
Ward No		12	
Budget Allocated		878.52	

<b>Incident 3:</b>  Date: 4 May 2019 Location: <b>Bassi Street next to Kayamandi SAPS</b> Describe incident and assistance provided: Fire incident occurred on 04/5/2019, a structure completely destroyed by fire. Ms Kruiwagen activated hot-meals from the 05/05/2019. SRD items and fire report for Home Affairs and SASSA were issued to victims from the 06/05/2019 and mattresses were issued on the 30/05/2019. <b>Hot meals are still provided daily as the people have not been relocated.</b>	Hot meals B	631
	Hot meals S	631
	Special	28
	Food parcel S	
	Food parcel L	
	Blankets	22
	Mattresses	22
	Vanity M	17
	Vanity F	5
	Vanity B	
Total persons reached (Incident 3)		22
Ward No		13
Budget Allocated		81 055.06
<b>Incident 4:</b>  Date: 7 May 2019 Location: <b>Section B 74, Langrug; Franschoek</b> Describe incident and assistance provided: 1 informal structure was affected by a fire and was completely destroyed. No notification and incident report received. Only received the verification report from HIS and therefore no meals were activated. All other SRD resources were issued.	Hot meals B	
	Hot meals S	
	Special	
	Food parcel S	1
	Food parcel L	
	Blankets	1
	Mattresses	1
	Vanity M	
	Vanity F	1
	Vanity B	
Total persons reached (Incident 4)		1
Ward No		1
Budget Allocated		1 140.45
<b>Incident 5:</b>  Date: 25 May 2019 Location: <b>9 Lamla Street, Kayamandi</b> Describe incident and assistance provided: Family of 5 affected through fire. All emergency relief items delivered.	Hot meals B	25
	Hot meals S	25
	Special	
	Food parcel S	
	Food parcel L	1
	Blankets	5
	Mattresses	5
	Vanity M	5
	Vanity F	
	Vanity B	
Total persons reached (Incident 5)		5
Ward No		13
Budget Allocated		6 267.95
<b>Incident 6:</b>  Date: 25 May 2019 Location: <b>26 Clementine Street, Groendal, Franschoek</b> Describe incident and assistance provided: Hot meals provided, still on-going. Awaiting verification report.	Hot meals B	35
	Hot meals S	35
	Special	
	Food parcel S	
	Food parcel L	
	Blankets	
	Mattresses	
	Vanity M	
	Vanity F	
	Vanity B	
Total persons reached (Incident 6)		5
Ward No		2
Budget Allocated		2 562.35

**Project 3:**

Councillor Rozette Du Toit distributed warm jackets and gloves to the Ward 10 Neighbourhood watch on 21 May 2019.



Total persons reached (Project 3)	12
Ward No	10
Budget Allocated	9 510
<b>Total Persons Reached for the Month</b>	<b>172</b>

**MEETINGS AND ENGAGEMENTS**

Date	Description
2	Departmental Risk Register Update
3	Kayamandi ECD Forum Meeting: Corridor Offices
4	ABBA Breakfast
6	Directorate meeting on tender requirements
6	Festival of Lights
6	RMC Homeless and Landfill
6	Franschhoek – Social Needs Shofar
7	BEC – BSM 81/19
8	Section 80
9	GiA Appeals
9	S71
9	BEC BSM 48/19
10	JPI 27
10	Valcare Amazing Race: Paarl
13	Give Responsibly Distribution
16	SCAN
16	Cloetesville Elderly Club
14	E-Bosch
15	BEC BSM 81/19
22	SDN Quarterly meeting
22	SDN Manco Meeting
23	Cape Winelands Elderly Forum Meeting
24	BAC BSM 81/19
27	Festival of Lights
27	Directorate OHS
28	CP3 Training

30	IDP Debriefing session
31	Street People – Public Comment Discussion

### ITEM SUBMISSION

Collab no	Description
	Monthly Report – April. Report and route form submitted for approval

### OUTSTANDING COUNCIL RESOLUTIONS

Collab no	Description
535080	Night Shelter Item – 76% - awaiting feedback from office of MM
539732	Street People Policy – 100% - Draft approved at Council. In process of public participation. Closing date for comments 1 July 2019.

### FQ'S AND TENDERS

No	Status	Termination Date
39/17	BSM: Emergency Food parcels: Monthly contract management completed. Preparations were done to prepare specifications for new tender. Refer BSM60/19.	June 2019
25/18	BSM: Mayoral Youth Skills Development: Contract Management completed. Implementation of programme underway. Prepared new tender. Refer BSM 61/19	June 2019
50/18	BSM: Emergency Food Provision: Contract Management completed.	June 2020
86/18	BSM: Social Relief of Distress Resources: Contract management completed.	June 2021
116/18	BSM: Mayoral Youth Skills Development: Contract management completed	June 2021
28/19	FQ: Learner and Driver Licence: Implementation in process.	June 2019
236/19	FQ: Social Relief of Distress: Mattresses: Refer BSM81/19. Items delivered	
48/19	BSM: Youth Learner and Driver Licence Programme: BAC on 10-05-2019 award made.	June 2021
60/19	BSM: Emergency Food Parcels: Functional evaluation completed awaiting date for BEC	June 2022
61/19	BSM: Mayoral Youth Skills: Assistant Chef and Basic Food Preparation. Tender closed on 17 April. Functional evaluation completed awaiting date for BEC	June 2021
81/19	BSM: Social Relief of Distress Resources: Mattresses. BAC on 24-05-2019 award made.	June 2020

### OFFICE MANAGEMENT

One-on-one with Director	1
Joint Management Meetings (Director)	3
Consultation with portfolio chair	0
Departmental meetings	4

### REPORTS, COMMUNICATION AND FEEDBACK SUBMITTED

Monthly Departmental Report	1
Monthly OHS Report	1
Ignite reporting and uploading	1

### HR

Discipline	0
Leave stats	



**PayDay** EMPLOYEE SELF SERVICE  
Software Systems

Access Employee Leave Claims HR Mailbox Approvals Queries

[Click here to print this page](#)

**Self Service Level Manager Leave Matrix**

Please Select A Month and Year to View the Leave Matrix

Select Year: 2019 Select Month: May Submit

**LEGEND**

Approved Pending A=Annual C=Accum L=Long Service S=Sick F=Fam.Resp. U=Unpaid T=Overtime O=Other  
B=Occasional M=Maternity Y=Study D=Lv.Sold

Co., Empl.Cde	Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total	
01	1212121 KRUYHAGEN.FD	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	7.00	
01	175050 MAVENBANA.F						A	O								O									O								5.00	
01	175132 AALBERS (BEZUIDENHOUT),M														A	A																	8.00	
01	904021 JANSEL.PB																																	
02	20180048 CONRADIE.JP																																	4.00
02	20180049 CLAASSENS.B																																	
02	20180050 ANTONIE.D																																	
02	20180051 LEWIS.KA																																	
02	20180053 NTWABANE																																	
02	20180054 NGETU.SSS																																	

**LOOKING AHEAD: June 2019**

- 10-12 June: SISI – Reusable Sanitary Towels Project
- 13 June: Elderly Abuse Day
- 14 June: Mayoral Youth Skills: Assistant Chef and Food Preparation Award Ceremony
- 18-21 June: Youth IDP Meetings
- 19 June: Mayoral Youth Skills: Assistant Housekeeper Award Ceremony
- 17-20 June 2019: Asha Training
- 22 June 2019: June Holiday Programmes (Cloetesville, Stellenbosch Farms)
- 25 June 2019:Foster Care Programme, Child Welfare and DSD

**IN THE MEDIA**

Paarl Post, 16 May 2019



5.2.3	<b>COMMUNITY DEVELOPMENT MONTHLY REPORT: JUNE 2019</b>
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**Collaborator No:** 655260  
**IDP KPA Ref No:** Dignified Living: Municipal Focus Area 21  
**Meeting Date:** 7 August 2019  
**File Plan:** 8/1/4/2/3

**1. SUBJECT: COMMUNITY DEVELOPMENT MONTHLY REPORT: JUNE 2019**

**2. PURPOSE**

To present to the Portfolio Committee the monthly report relating to the functioning and activities of the Department: Community Development for the period: June 2019.

**3. DELEGATED AUTHORITY**

For information to the Portfolio Committee and Municipal Manager.

**4. EXECUTIVE SUMMARY**

The Department: Community Development is responsible for service delivery to vulnerable groups. The monthly report accounts for the activities and programmes as implemented by the Community Development Department for the above-mentioned period.

**5. RECOMMENDATION**

that the Community Development Monthly Report for June 2019, be noted.

**6. DISCUSSION / CONTENTS**

**6.1 Background**

The monthly report lists all functions performed by the various sections in the Department Community Development. It show-cases successes achieved and projects completed for the set time frames.

**6.2 Discussion**

Service delivery in the department is in line with the identified KPI's of the department. It can be noted that individual consultations with Ward Councillors resulted in the identification of 72 ward projects of which 12 have been implemented. Most of the administrative processes for the creation of UKeys and virement of funds have been completed. It is foreseen that all ward projects will be implemented.

**6.3 Financial Implications**

Financial implications as per approved budget.

**6.4 Legal Implications**

The recommendation in this report complies with Council's policies and all applicable legislation.

**6.5 Staff Implications**

This report has no staff implications to the Municipality.

**6.6 Previous / Relevant Council Resolutions**

None

**6.7 Risk Implications**

This report has no risk implications for the Municipality.

**6.8 Comments from Senior Management****6.8.1 Municipal Manager**

Agree with the recommendations

**6.8.1 Director: Infrastructure Services**

None required

**6.8.2 Director: Planning and Economic Development**

None required.

**6.8.3 Director: Community and Protection Services**

Agree with the recommendations

**6.8.4 Director: Corporate Services**

None required.

**6.8.5 Chief Financial Officer**

None required.

**6.8.6 Municipal Manager**

Agree with the recommendations



AGENDA

**COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING**2019-08-07

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**ANNEXURES****Annexure A:** Community Development Monthly Report: June 2019**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Michelle Aalbers
<b>POSITION</b>	<i>Manager Community Development</i>
<b>DIRECTORATE</b>	<i>Planning and Economic Development</i>
<b>CONTACT NUMBERS</b>	<b>8408</b>
<b>E-MAIL ADDRESS</b>	<i>Michelle.aalbers@stellenbosc.gov.za</i>
<b>REPORT DATE</b>	<i>April 2019</i>

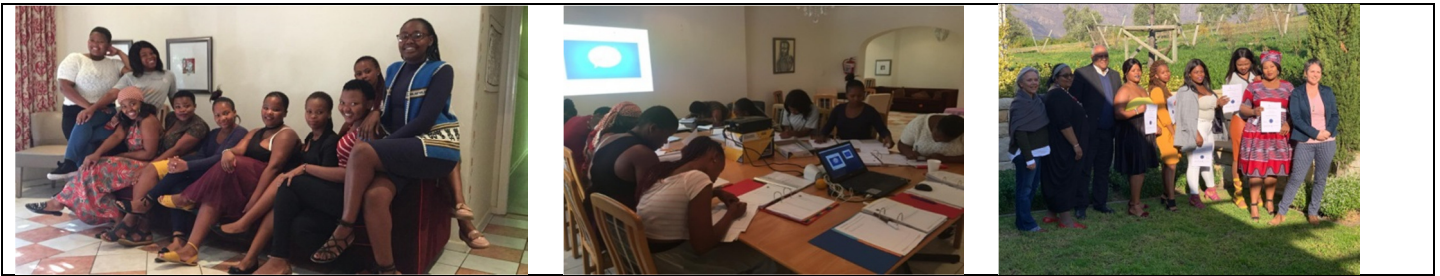
**DIRECTOR: COMMUNITY AND PROTECTION SERVICES**

The contents of this report have been discussed with the Portfolio Committee Chairperson and the Councillor agrees with the recommendations.

# **ANNEXURE A**

**Monthly Report**  
**Community Development Department**  
**JUNE 2019**

<b>CAPITAL EXPENDITURE</b>					
<b>Projects</b>	<b>Original Budget</b>	<b>Actual Expenditure</b>	<b>Provisional</b>	<b>Shadows</b>	<b>Balance</b>
20180716042308					
Furniture Tools & Equip	45 000	44 818.00	0.00	0.00	182.00
<b>Implementing the model of partnerships between the municipality and local organizations to collectively further development in the community through focussing on existing resources and needs as identified by the particular community.</b>					
<b>YOUTH</b>					
<b>Activity 1:</b> (Describe activity its objectives, partnerships and outcomes)					
<p><b>Franschhoek Youth House and Indoor Sport Centre</b>  Employment termination – lead to no activity from the Franschhoek office.  Advertising of the position was not approved due to the current restructuring process.</p>					
Total persons reached (Activity 1)					0
Ward No					NA
Budget Allocated					0
<b>Activity 2:</b> (Describe activity its objectives, partnerships and outcomes)					
<p><b>Learner and Driver license lessons for unemployed youth</b>  This program was a fairly challenging experience by both the department and the service provider. The FQ allowed for 27 learners to be enrolled from the applications that we received. From the 27 that was elected and received learner's classes only 19 have passed their learners licenses. Some learners were substituted with those that already had learners, to reach the targeted number. The classes for the driver's lessons then commenced where most of the difficulties were experienced, and where the learners just did not pitch for their appointments. The learners have signed commitment forms although they have not adhered to all the criteria. The biggest challenge was getting the learners to pitch up for the lessons and their exam appointments. The implementation time period of the driver's lessons also influenced the opportunity for the learners to be given a second opportunity after they have failed on the 1<sup>st</sup> attempt. Unfortunately our traffic department were booked to full capacity and could not allow for more appointments.</p>					
Total persons reached (Activity 2)					<b>27</b>
Ward No					1,10-18,20,21
Budget Allocated					151 940
<b>Activity 3:</b> (Describe activity its objectives, partnerships and outcomes)					
<p><b>Assistant House Keeper training</b>  On the 19<sup>th</sup> of June we celebrated the graduation of the learners receiving their certificates for completing the housekeeping assistant course. From the 10 learners that entered the course only 6 learners completed. The drop-out was due to unforeseen circumstances and although follow-up sessions were held with those individuals, they just could not comply with the course requirements. The duration of the course was for 2 months where they received theoretical as well as practical training. The service provider has an excellent relationship with Leeu Estate in Franschhoek and the learners were all incorporated into this establishment for their practical training. 3 X Learnerships: for Higher Certificate Hospitality Management Programme at Boland College were given to the 3 best performers.</p>					



Total persons reached (Activity 3)	6
Ward No	2, 12-15
Budget Allocated	222 908.30

**Activity 4:** (Describe activity its objectives, partnerships and outcomes)

**Assistant Chef and Food & Beverage Training**

On the 14<sup>th</sup> of June 2019, we celebrated the graduation of the 13 learners that participated within the particular course. This course has been the highlight of the courses as one of the learners by the end of the course had already signed a permanent contract of employment at the institution where she has been placed for her practical. The duration of the course was 10 weeks which consisted of 7 weeks theoretical and practical training and a 3 week work integrated learning opportunity. The 3 weeks gives them the opportunity to experience the reality of working within the sector and for them to gain the necessary work related experience. The learners do not only get the training subsidised by the municipality, Bergzicht are also giving them continued mentoring and support for the following year after the training has been completed for them to become successful in applying for permanent employment. The group now started with their employability component of the programme which is not included in the municipal programme. This includes basic computer skills and front of house training at Bertus Basson's Eike Restaurant.



Total persons reached (Activity 4)	13
Ward No	4; 5; 12-15; 18 & 19
Budget Allocated	210 600

**Activity 5:** (Describe activity its objectives, partnerships and outcomes)

**Mayoral Youth Day Celebration** took place on the 17<sup>th</sup> of June 2019 on Jamestown Sports Ground. All departments collaborated to make this day a success. This will now be an annual event that will be rotated within the different wards. This year only comprised of soccer but for the following years, more sporting codes will be included. Sport is one of the programs within the communities to assist our youth to become active and off the street as a prevention method against drugs and crime.







Total persons reached (Activity 5)	247
Ward No	All
Budget Allocated	22 762-50

**Activity 6:** (Describe activity its objectives, partnerships and outcomes)

**Youth IDP:** A session was held with the youth to inform them about the process of the IDP. Why it is important to be part of the IDP process and how the IDP cycle works. This session was done in partnership with the IDP office. They had to indicate how their perfect town looks and what should be incorporated into the towns. They also indicated the challenges they face within their community and how they will be able to address those issues. This has given them some insight into the processes and how difficult it is for local government to roll out certain functions that are of a concern to them.



Total persons reached (Activity 6)	27
Ward No	5,6,16,17,19
Budget Allocated	7 080
<b>Persons reached for the month</b>	<b>320</b>

**CHILDREN**

**Activity 1:** (Describe activity its objectives, partnerships and outcomes)

**Girl Child Project: Lanquedoc Girls Pageant**




The official in collaboration with Wilma Josephs a resident of Lanquedoc organised a girls pageant. Approximately 25 girls ages 5-35 entered the pageant and it was divided according to the age groups into the following categories:

- Miss Tinkerbell 5-12 years
- Miss Teen 13-19
- Miss Autumn 20-35.

The pageant was not based on beauty but on personality and confidence levels of the ladies. The programme was well received and supported by the community of Lanquedoc. The official assisted in the making of their first sashes which will be handed down every year.



Total persons reached (Activity 1)	25
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	Ward No	3
	Budget Allocated	10 907
<b>Activity 2:</b> (Describe activity its objectives, partnerships and outcomes)		
<b>Cloetesville Holiday Programme Day</b> The official in collaboration with Ms Magdalene Blankenberg (Cloetesville community member), One Voice One Umbrella Victim Empowerment and Safe House held a holiday programme for school going children in Cloetesville. The main focus was on reporting abuse to persons they can trust.		
Total persons reached (Activity 2)		83
Ward No		16
Budget Allocated		1 752.50
<b>Activity 3:</b> (Describe activity its objectives, partnerships and outcomes)		
<b>GIS Updating of ECD Facilities:</b> Thembalethu ECD, Leratong Daycare, Indiphakamele, Lithalethu, Klappmuts Junior Academy, Teletubies, Teletubies Wemmershoek, Little Rainbow, Kleine Handjies, Lapland Daycare, Haute Cabriere, Little Dolphins, Pumpkin Patch, St Joseph, Jessie Keet		
Total persons reached (Activity 3)		15
Ward No		12, 15
Budget Allocated		0
<b>Activity 4:</b> (Describe activity its objectives, partnerships and outcomes)		
<b>ABC Motsepe Schools Choral Eisteddfod SASCE: Rhema Church, Randburg 24 June 2019</b> Ikhaya Primary School was chosen to represent Western Cape Primary schools at the National Choral Eisteddfod in Johannesburg on the 24 <sup>th</sup> of June 2019. The children that attended were 75 and 5 teachers. The children were exposed to a national programme.		
		
Total persons reached (Activity 4)		75
Ward No		13,14,15
Budget Allocated		1 752.50
<b>Activity 5:</b> (Describe activity its objectives, partnerships and outcomes)		
<b>Asha Child Care Programme Training: Legacy 24-28 June 2019</b> This programme was in collaboration with Asha and Kayamandi ECD Forum. This was a follow up training on administration and work plans of an ECD facility. The focus was on the participants giving feedback on how they were engaging with their board members in terms of writing of policies and also producing work plans or programmes that was applicable to their crèches.		
Total persons reached (Activity 5)		50
Ward No		13,14,15
Budget Allocated		10 000
<b>Persons reached for the month</b>		<b>248</b>



**Grant in Aid**

**Activity 1:** (Describe activity its objectives, partnerships and outcomes)

After approval of donations by Council in May, the department contacted the successful applicants and arranged for the signing of the GiA MOU's. All organizations approved by council signed the MOU except one. This organization stopped functioning in the time between the application and approval. This fact was only discovered once they were contacted to sign the agreement. An item will be prepared to take to council to inform them of the donation that can now not materialize.

Total persons reached (Activity 1)	63
Ward No	All
Budget Allocated	3 788 391.00
<b>Persons reached for the month</b>	<b>63</b>

**GENDER**

**Activity 1:** (Describe activity its objectives, partnerships and outcomes)

**Sisi Subz Pads Awareness Programme:10-12 June 2019**

The Stellenbosch Municipality in collaboration with BFF Safety Group organized the Sisi Subz Pads Awareness Programme. The content of the programme focused on the following:

- Education as the key to unlock the future and break the cycle of poverty
- Importance of female health in order for girls to attend school continuously

The organising team (Stellenbosch Municipality and BFF Safety Group) was working collaboratively with Department of Health, SISI pads and Sonke Gender Justice

We are looking forward to growing project in near future, to reach all girls in Stellenbosch Municipal area and to bring more partners on-board. The planned programme and numbers reached were as follows:

- **10 June 2019: Dalubuhle and Groendal Primary Schools, Franschoek**

Dalubuhle Primary School: 70



Groendal Primary School:37



- **11 June 2019: Klapmuts and JJ Rhode Primary Schools**

Klapmuts Primary School: 61



JJ Rhode Primary School: 29



• 12 June 2019: PC Pietersen and Bruckner De Villiers Primary Schools

PC Pietersen Primary School: 14



Bruckner De Villiers Primary School: 20



Ikaya Primary School has been rescheduled for the week of the 9<sup>th</sup> of July 2019, due to children not being at school on the above mentioned date.

Generally there was a low turnout due to exams being completed and learner's attendance is therefore low.



Total persons reached (Activity 1)	231
Ward No	All
Budget Allocated	0.00
<b>Persons reached for the month</b>	<b>231</b>

**ELDERLY**

**Activity 1:** (Describe activity its objectives, partnerships and outcomes)

We have been contacted by Grounded Media to assist them to mobilise community members for a **financial literacy program**. Grounded Media has been commissioned by the First National Bank (FNB) to conduct a set of financial literacy training workshops with the objective of informing and educating the public about managing their money. The National Consumer Financial Education Strategy recognises that South Africans are not appropriately equipped with the necessary skills and knowledge to manage their household finances, select suitable financial products and services and to plan for their futures financially. Over-indebtedness, which is made worse by unscrupulous lending, is also a particular problem for many consumers. These workshops were conducted in the interest of improving financial literacy levels of community members. The community development co-ordinator mobilised the groups of the elderly as well as approaching community organisations who were interested in these sessions. These were therefore not only elderly but also allowed for youth within the community. The municipality assisted with venues where possible.





Total persons reached (Activity 1)	447
Ward No	3,5,6,20, 18
Budget Allocated	0

**Activity 2:** (Describe activity its objectives, partnerships and outcomes)

International Elderly Abuse Day was held on the 13<sup>th</sup> of June 2019 at the Weber Gedenk Hall in Jamestown. This was a request from our portfolio councillor. This program was hosted to make the elderly aware of the current situation faced in our communities on a daily basis and let them know who the relevant governmental service departments is and their roles within our communities. This was an opportunity to connect them to the right persons within the various departments. The ward councillor extended his services to the community. Speakers from DSD, SAPS and the Department of Justice came to share their daily experiences as well as giving the elderly the necessary route for referring or laying a complaint and safety tips they can follow.



Total persons reached (Activity 2)	56
Ward No	21
Budget Allocated	8 806,86
<b>Persons reached for the month</b>	<b>503</b>

**PEOPLE LIVING ON THE STREET**

**Activity 1:** (Describe activity its objectives, partnerships and outcomes)

**Give Responsibly Campaign**

The campaign was launched in March 2019. Feedback on progress is done in collaboration with the implementation partners which means that we are reliant on feedback received from them. Heartflow coordinates the feedback and receives it by the 10<sup>th</sup> of each month. Municipal monthly reporting thus reflects the statistics of the month prior to the reporting period.



Coupons Sold	<b>3 400</b>	Coupons Redeemed	<b>961</b>
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**Publicity Created:**

1. Communication with US to reach students via electronic board in Neelsie and through persons emails once they are back from holidays.

Marketing material distributed at US, hospital and municipality. Struggling to get permission to distribute at SAPS, Eikestad Mall and other restaurants.

**Current list of Distribution Partners: 37**



The Department, Heartflow and Law Enforcement Officials are in the process of developing a solution to food provision in the evenings to limit the need for begging in the evenings. It has been instituted, but seems that not all shifts of law enforcement officials are aware of what the project is about.

Received enquiries from other areas about the campaign:  
Darkentstein  
Kleinmond

Total persons reached (Activity 1)	961
Ward No	All
Budget Allocated	0
<b>MUNICIPAL NIGHT SHELTER</b>	Capacity/Night 7 women, 31 men

	Referrals Stellenb N/Shelter	Women	Men	New Women	New Men	Ave / Night
<b>Occupancy</b>	0	2	35	0	4	17

- Incidents:**
- The usual swearing at the supervisor and fellow clients of the shelter accompanied by disrespect continued during the month.
  - Persons shown away (Shelter full): 0

**Employment Creation opportunities:** This service provides a way of income for some of the residents who are willing to do the washing. Only a few people used the service.  
**Cleaning project:** Two of the ladies of the Stellenbosch Night Shelter have taken over the cleaning project. Although the Shelter is cleaned by the client's very morning, they will only do the basics.

<b>SOCIAL RELIEF OF DISTRESS</b>		<b>Total No of New Incidents</b>	<b>16</b>
<b>May 2019 – Follow-up on previous incidents</b>			
<b>Incident 1:</b> (Outstanding issue)  Date: 02-05-2019 Location: <b>868 Bassi Street, Kayamandi</b> Describe incident and assistance provided: Outstanding mattresses issued on the 7 <sup>th</sup> of June 2019.	Hot meals B		
	Hot meals S		
	Special		
	Food parcel S		
	Food parcel L		
	Blankets		
	Mattresses		4
	Vanity M		
	Vanity F		
	Vanity B		
Total persons reached (Incident 1)			4
Ward No			15
Budget Allocated			1 212
<b>Incident 2:</b> (Outstanding issue)  Date: 03-05-2019 Location: <b>Zone B, Nkanini, Kayamandi</b> Describe incident and assistance provided: <u>Requested verified list again.</u>	Hot meals B		
	Hot meals S		
	Special		
	Food parcel S		
	Food parcel L		
	Blankets		
	Mattresses		
	Vanity M		
	Vanity F		
	Vanity B		
Total persons reached (Incident 2)			3
Ward No			12
Budget Allocated			
<b>Incident 3:</b> (Outstanding issue)  Date: 04-05-2019 Location: <b>Bassi Street, next to Kayamandi Police Station</b> Describe incident and assistance provided: All SRD resources have been provided. Still providing hot meals on daily basis as we are awaiting re-location by housing department. <u>Concern relating to cost involved in this incident has been raised with management.</u>	Hot meals B		660
	Hot meals S		660
	Special		
	Food parcel S		
	Food parcel L		
	Blankets		
	Mattresses		
	Vanity M		
	Vanity F		
	Vanity B		
Total persons reached (Incident 3)			22
Ward No			13
Budget Allocated			67 144.8
<b>Incident 4:</b> (Outstanding issue)  Date: 25-05-2019 Location: <b>26 Clementine Street, Groendal, Franschhoek</b> Describe incident and assistance provided: Hot meals provided till 23 June. <u>Requested verified list again.</u>	Hot meals B		115
	Hot meals S		115
	Special		
	Food parcel S		
	Food parcel L		
	Blankets		
	Mattresses		
	Vanity M		
	Vanity F		
	Vanity B		
Total persons reached (Incident 4)			5
Ward No			2
Budget Allocated			8 419.15

<b>JUNE 2019 incidents</b>		
<b>Incident 1:</b>  Date: 02-06-2019 Location: <b>11<sup>th</sup> Close, Snake Valley, Kayamandi</b> Describe incident and assistance provided: 1 informal structure completely destroyed. 2 people were affected. All SRD resources were issued.	Hot meals B	
	Hot meals S	
	Special	
	Food parcel S	1
	Food parcel L	
	Blankets	2
	Mattresses	2
	Vanity M	1
	Vanity F	1
	Vanity B	
Total persons reached (Incident 1)		2
Ward No		13
Budget Allocated		1 921.99
<b>Incident 2:</b>  Date: 04-06-2019 Location: <b>20 Hoek Street, Cloeteville</b> Describe incident and assistance provided: (Flood) 1 Structure and household items damaged as a result of heavy rain. SRD resources were distributed to the affected persons.	Hot meals B	
	Hot meals S	
	Special	
	Food parcel S	1
	Food parcel L	
	Blankets	4
	Mattresses	4
	Vanity M	
	Vanity F	4
	Vanity B	
Total persons reached (Incident 2)		4
Ward No		19
Budget Allocated		3 541.80
<b>Incident 3:</b>  Date: 06-06-2019 Location: <b>J80 Ndumeda Street, Kayamandi</b> Describe incident and assistance provided: (Flood) 1 Structure flooded as a result of heavy rain. Household items were damaged as a result of the flooding. SRD resources were distributed to the affected persons. Only 2 mattresses were issued at this stage as there was no place for the goods to be accommodated within the structure. Incident was also referred to Child Welfare and Social Development for assessment and assistance.	Hot meals B	
	Hot meals S	
	Special	
	Food parcel S	
	Food parcel L	1
	Blankets	5
	Mattresses	2
	Vanity M	
	Vanity F	5
	Vanity B	
Total persons reached (Incident 3)		5
Ward No		15
Budget Allocated		2 714.25
<b>Incident 4:</b>  Date: 08-06-2019 Location: <b>Ghiff, Pniel</b> Describe incident and assistance provided: 2 Informal structures destroyed by fire at the Ghiff next to Pniel cemetery. 4 People affected. Social Relief of Distress resources distributed to the affected. SASSA has been notified.	Hot meals B	16
	Hot meals S	16
	Special	
	Food parcel S	2
	Food parcel L	
	Blankets	4
	Mattresses	4
	Vanity M	3
	Vanity F	1
	Vanity B	
Total persons reached (Incident 4)		4
Ward No		4
Budget Allocated		4 996.43

<b>Incident 5:</b>  Date: 21-06-2019 Location: <b>17 Collin Street, Klapmuts</b> Describe incident and assistance provided: 5 Backyard structures destroyed by fire. 9 People affected. Social Relief of Distress resources distributed to the affected. SASSA has been notified. Blankets to be provided.	Hot meals B	84
	Hot meals S	84
	Special	
	Food parcel S	3
	Food parcel L	1
	Blankets	o/s
	Mattresses	9
	Vanity M	5
	Vanity F	3
	Vanity B	
Total persons reached (Incident 5)		9
Ward No		18
Budget Allocated		13 815.09
<b>Incident 6:</b>  Date: 21-06-2019 Location: <b>Mountain View, Jamestown</b> Describe incident and assistance provided: Assisted with warm food. Requested confirmation of re-location and verified list.	Hot meals B	162
	Hot meals S	162
	Special	18
	Food parcel S	o/s
	Food parcel L	
	Blankets	o/s
	Mattresses	o/s
	Vanity M	o/s
	Vanity F	
	Vanity B	
Total persons reached (Incident 6)		18
Ward No		21
Budget Allocated		1 694.16
<b>Incident 7:</b>  Date: 21-06-2019 Location: <b>Mandela City, Klapmuts</b> Describe incident and assistance provided: 1 structure affected by fire. SRD resources distributed.	Hot meals B	
	Hot meals S	
	Special	
	Food parcel S	1
	Food parcel L	
	Blankets	1
	Mattresses	1
	Vanity M	
	Vanity F	1
	Vanity B	
Total persons reached (Incident 7)		1
Ward No		18
Budget Allocated		1 140.45
<b>Incident 8:</b>  Date: 21-06-2019 Location: <b>C79, Nkanini, Kayamandi</b> Describe incident and assistance provided: 1 Informal structure destroyed by wind. 1 Person affected. Social Relief of Distress resources distributed to the affected.	Hot meals B	
	Hot meals S	
	Special	
	Food parcel S	1
	Food parcel L	
	Blankets	1
	Mattresses	1
	Vanity M	1
	Vanity F	
	Vanity B	
Total persons reached (Incident 8)		1
Ward No		12
Budget Allocated		1 121.54



<b>Incident 9:</b>  Date: 21-06-2019 Location: <b>8 Pine Street, Cloeteville</b> Describe incident and assistance provided: Wendy house destroyed by wind. <u>Incident report required and verified list</u> . One structure and 2 persons affected	Hot meals B	
	Hot meals S	
	Special	
	Food parcel S	o/s
	Food parcel L	
	Blankets	o/s
	Mattresses	o/s
	Vanity M	o/s
	Vanity F	
	Vanity B	
Total persons reached (Incident 9)		2
Ward No		16
Budget Allocated		0.00
<b>Incident 10:</b>  Date: 21-06-2019 Location: <b>2 Hoek Street, Cloeteville</b> Describe incident and assistance provided: Minor damage. Plastic roof covering supplied. <u>No SRD required</u> .	Hot meals B	0
	Hot meals S	0
	Special	0
	Food parcel S	0
	Food parcel L	0
	Blankets	0
	Mattresses	0
	Vanity M	0
	Vanity F	0
	Vanity B	0
Total persons reached (Incident 10)		0
Ward No		19
Budget Allocated		0.00
<b>Incident 11:</b>  Date: 21-06-2019 Location: <b>2 Olifant Street, Cloeteville</b> Describe incident and assistance provided: (Roof collapsed) 1 Informal structure destroyed by wind. 4 People affected. Verified list received. <u>Incident report outstanding</u> .	Hot meals B	
	Hot meals S	
	Special	
	Food parcel S	o/s
	Food parcel L	
	Blankets	o/s
	Mattresses	o/s
	Vanity M	o/s
	Vanity F	
	Vanity B	
Total persons reached (Incident 11)		4
Ward No		17
Budget Allocated		0.00
<b>Incident 12:</b>  Date: 21-06-2019 Location: <b>Watergang (Azania), Kayamandi</b> Describe incident and assistance provided: 163 Structures and 261 persons affected by rain and wind. Verified report received with missing information. <u>Awaiting assessment report from DM</u> .	Hot meals B	
	Hot meals S	
	Special	200
	Food parcel S	
	Food parcel L	
	Blankets	
	Mattresses	
	Vanity M	
	Vanity F	
	Vanity B	
Total persons reached (Incident 12)		261
Ward No		12
Budget Allocated		4 182.00

<b>Incident 13:</b>  Date: 22-06-2019 Location: <b>38 Primrose Street, Cloetesville</b> Describe incident and assistance provided: Roof damage. Plastic cover provided. <u>No SRD required.</u>	Hot meals B	0
	Hot meals S	0
	Special	0
	Food parcel S	0
	Food parcel L	0
	Blankets	0
	Mattresses	0
	Vanity M	0
	Vanity F	0
	Vanity B	0
Total persons reached (Incident 13)		0
Ward No		16
Budget Allocated		0
<b>Incident 14:</b>  Date: 23-06-2019 Location: <b>Zone O, Kayamandi</b> Describe incident and assistance provided: 22 Informal structures destroyed by fire in Zone O. 81 People affected. Social Relief of Distress resources distributed to the affected. SASSA has been notified.	Hot meals B	243
	Hot meals S	243
	Special	
	Food parcel S	9
	Food parcel L	13
	Blankets	81
	Mattresses	81
	Vanity M	33
	Vanity F	48
	Vanity B	1
Total persons reached (Incident 14)		81
Ward No		15
Budget Allocated		92 197.29
<b>Incident 15:</b>  Date: 27-06-2019 Location: <b>120 Curry Street, Cloetesville</b> Describe incident and assistance provided: 1 Informal structure destroyed by fire. 2 People affected. Social Relief of Distress resources distributed to the affected.	Hot meals B	8
	Hot meals S	8
	Special	
	Food parcel S	1
	Food parcel L	
	Blankets	2
	Mattresses	2
	Vanity M	2
	Vanity F	
	Vanity B	
Total persons reached (Incident 15)		2
Ward No		16
Budget Allocated		2 488.76
<b>Incident 16:</b>  Date: 29-06-2019 Location: <b>Sapphire Street, Groendal</b> Describe incident and assistance provided: 3 Structures and 13 persons affected by fire. <u>Awaiting signed verified report.</u> Providing hot meals.	Hot meals B	20
	Hot meals S	20
	Special	
	Food parcel S	o/s
	Food parcel L	
	Blankets	o/s
	Mattresses	o/s
	Vanity M	o/s
	Vanity F	o/s
	Vanity B	
Total persons reached (Incident 16)		10
Ward No		2
Budget Allocated		1 464.20
<b>Persons reached for the month</b>		<b>404</b>

**WARD PROJECTS****Project 1:**

Councillor Emily Fredericks hosted a Youth Motivational Program on Sunday, 09 June 2019. The event was facilitated by the Prison Ministry Group who did a walk about around Klapmuts and proclaimed how substance abuse destroyed their lives. The community were invited to come to Klapmuts Primary School Hall and listen to live witnesses who could proclaim how their lives changed. This event was attended by approximately 300 spectators.



Total persons reached (Project 1)	300
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Ward No	18
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Budget Allocated	11 750
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**Project 2**

Councillor Emily Fredericks hosted a Youth Reconciliation Program for the 2<sup>nd</sup> consecutive year. This event was made up of 5 dance groups consisting of 6 members each. The aim of this program was to encourage the youth to stand together and unite and to move towards common goals.



The program included detailed information on various opportunities for youth that they might not have been aware of like Stellemploy, Bergzicht Training, Crystals and many more.

Total persons reached (Project 2)	30
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Ward No	18
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Budget Allocated	9 600
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**Project 3:**

Councillor Charles Manuel hosted a Youth Program. To date no report was received.

Total persons reached (Project 3)	
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Ward No	
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Budget Allocated	
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**Project 1 (MAY 2019 – omitted from the monthly report):**

Councillor Jan-Karel Hendrik hosted a Women's High Tea on 05 May 2019 for 80 females from the surrounding Ward 19 areas.



The theme of this High Tea was starting your own business. Gladys Jacobs of SEDA was the invited guest speaker and Peter Gabriels of Province was also invited to address these ladies. The objective of this project was to make sure that women know where to find support should they need to start a small business to help keep the pot boiling



The councillor thanked all role players and partners who helped make this day special for these ladies.

Total persons reached (Project 4)	80
Ward No	19
Budget Allocated	20 750

### Project 2 (MAY 2019 – omitted from the monthly report):

Councillor Charles Manual hosted a Senior Citizens Program on 17 May 2019. The attendees really enjoyed this gathering and felt honoured to be served by the Councillor.



The lunch consisted of braai which gave these senior citizens lots of time to get to know one another. After the lunch they were all entertained with a variety of sweet treats. The event closed off with a lucky draw and ten lucky winners walked away with prizes.

Total persons reached (Project 5)	80
Ward No	3
Budget Allocated	10 660

**Total Persons Reached for the Month 490**

### MEETINGS AND ENGAGEMENTS

Date	Description
3	Youth Safety Training Requirements: C Kitching
3	Ikaya Primary
3	Departmental KPI's
5	S 71
5	E-Bosch
5	CDW Function – Discussion with Director
5	S 80
6	eXtraordinary Solutions

11	Helderberg Street People Centre and Community Garden
11	BEC BSM 60
13	SCAN Strategic Session
14	Chef Training Certification
18	KPI Discussions
18	Festival of Lights
18	Capital Projects 2019-2020
19	S Pieters GiA Jamestown
19	Leeu Estates – Ass Housekeeping Certification
20	BEC BSM 60
20	Central OHS
21	BAC BSM 60
21	CDWM – Myrtle Benjamin
21	Directorate Strategic Session
27	BSC BSM 3/20
28	Communication Forum

**ITEM SUBMISSION**

Collab no	Description
648283	Monthly Report – April 2019
651141	Monthly Report – May 2019

**OUTSTANDING COUNCIL RESOLUTIONS**

Collab no	Description
535080	Night Shelter Item – 78% - awaiting feedback from office of MM
539732	Street People Policy – 100% - Draft approved at Council. In process of public participation. Closing date for comments 1 July 2019.

**FQ'S AND TENDERS**

No	Status	Termination Date
39/17	BSM: Emergency Food parcels: Monthly contract management completed. Preparations were done to prepare specifications for new tender. Refer BSM60/19.	June 2019
25/18	BSM: Mayoral Youth Skills Development: Contract Management completed. Implementation of programme underway. Prepared new tender. Refer BSM 61/19	June 2019
50/18	BSM: Emergency Food Provision: Contract Management completed.	June 2020
86/18	BSM: Social Relief of Distress Resources: Contract management completed.	June 2021
116/18	BSM: Mayoral Youth Skills Development: Contract management completed	June 2021
28/19	FQ: Learner and Driver Licence: Contract Completed.	June 2019
236/19	FQ: Social Relief of Distress: Mattresses: Refer BSM81/19. Contract completed	
48/19	BSM: Youth Learner and Driver Licence Programme: Award completed	June 2021
60/19	BSM: Emergency Food Parcels: Cancelled – refer BSM 3/20	June 2022
61/19	BSM: Mayoral Youth Skills: Assistant Chef and Basic Food Preparation. Tender closed on 17 April. Received 5 bids. Awaiting BEC date.	June 2021
81/19	BSM: Social Relief of Distress Resources: Mattresses. Award made. Appeal period	June 2020
3/20	BSM: BSC completed on 27/06/2019. Advertising to follow	June 2022

**OFFICE MANAGEMENT**

One-on-one with Director	0
Joint Management Meetings (Director)	4
Consultation with portfolio chair	0

Departmental meetings	3
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**REPORTS, COMMUNICATION AND FEEDBACK SUBMITTED**

Monthly Departmental Report	1
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Monthly OHS Report	1
--------------------	---

Ignite reporting and uploading	1
--------------------------------	---

**HR**

Discipline	0
------------	---

**Leave stats**

**PayDay EMPLOYEE SELF SERVICE**

Access Employee Leave Claims HR Mailbox Approvals Queries

[Click here to print this page](#)

**Self Service Level Manager Leave Matrix**

Please Select A Month and Year to View the Leave Matrix

Select Year: 2019 Select Month: June Submit

**LEGEND**

Approved	Pending	A=Annual	C=Accum	L=Long Service	S=Sick	F=Fam.Resp.	U=Unpaid	T=Overtime	O=Other																								
B=Occasional	M=Maternity	Y=Study	D=Lv.Sold																														
		1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30																														Total	
		S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S			
01	1212121	KRUYWAGEN,FD																															1.00
01	175620	MATEBANKA,F																															13.00
01	175132	AALBERS (BEZUIDENHOUDT),M																															1.00
01	904021	JANSEN,PB																															6.00
02	20180048	CONRADIE,JP																															
02	20180049	CLAASSENS,B																															
02	20180050	ANTONIE,D																															
02	20180051	LEWIS,KA																															
02	20180053	NTWABANE,NE																															
02	20180054	NGETU,SSS																															

**LOOKING AHEAD: July 2019**

- 10 July 2019: Sisi Awareness Programme Ikaya Primary School
- 18 July 2019: Mandela Day
- 26 July 2019: Greater Stellenbosch Quarterly ECD Engagement: Wemmershoek
- 31 July 2019 – 02 August 2019:2019 Bi-Annual Special Programs Masterclass across Public and Private Sector Organisations Hilton Hotel Durban

**IN THE MEDIA**

**STELLENBOSCH**  
STELLENBOSCH • FNIEL • FRANSCHHOEK  
MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

**2018 - 2019 Mayoral Youth Skills Development Programme**

**S**teffenbosch Municipality is proud to announce the start of the 2018 - 2019 Mayoral Youth Skills Development Programme. This programme is designed to equip young people with the necessary skills and knowledge to enter the workforce and contribute to the local economy.

The programme includes various activities such as:

- Planting trees in the community.
- Food service, food and beverage service projects at local venues.
- Business plan writing and presentation.
- Financial literacy training.
- Group discussions and networking opportunities.

We are proud of our young people and thank our partners for their support. We would also like to thank the staff members who have been instrumental in making this programme a success.

AGENDA

**COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING**

2019-08-07

<b>5.2.4</b>	<b>MONTHLY REPORT: LIBRARIES: APRIL 2019</b>
--------------	--

Collaborator No: 655201  
 IDP KPA Ref No:  
 File Plan:  
 Meeting Date: 7 August 2019

**1. SUBJECT: MONTHLY REPORT: LIBRARIES: APRIL 2019**

**2. PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Sections: Libraries for April 2019.

**3. DELEGATED AUTHORITY**

**For notification by the Portfolio committee**

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of the Sections: Libraries for the month of April 2019 to the Committee for notification.

**5. RECOMMENDATION**

that the monthly reports be noted by the Committee.

**6. DISCUSSION / CONTENTS**

**6.1 Background**

The Section: Libraries specialises in public liaison, ad hoc projects and the promotion of literature within the Greater Stellenbosch Area.

**6.2 Discussion**

The Libraries Section consists of one Manager: Library Services, and five Senior Librarians to manage this section effectively. Their main functions are to provide effective and efficient library service to clients and to promote culture of reading.

**6.3 Financial Implications**

None

**6.4 Legal Implications**

The recommendations in this report comply with Council's policies and all applicable legislation.

AGENDA

**COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING**

2019-08-07

**6.5     Staff Implications**

None

**6.6     Previous / Relevant Council Resolutions**

None

**6.7     Risk Implications**

None

**6.8     Comments from Senior Management****6.8.1   Director: Infrastructure Services**

None required

**6.8.2   Director: Planning and Economic Development**

None required

**6.8.3   Director: Community and Protection Services**

None required

**6.8.4   Director: Strategic and Corporate Services**

None required

**6.8.5   Chief Financial Officer**

None required

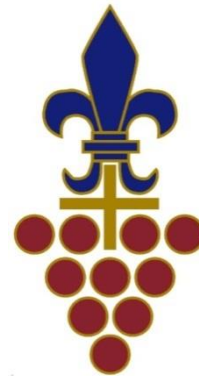
**6.8.6   Municipal Manager**

None required

**ANNEXURES****Annexure A:** Libraries Monthly Report for April 2019.**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<b>Albert van der Merwe</b>
<b>POSITION</b>	<b>Manager: Community Services</b>
<b>DIRECTORATE</b>	<b>Community and Protection Services</b>
<b>CONTACT NUMBERS</b>	<b>Ext 8161</b>
<b>E-MAIL ADDRESS</b>	<b>albert.vandermerwe@stellenbosch.gov.za</b>
<b>REPORT DATE</b>	

# **ANNEXURE A**



**MONTHLY REPORT  
APRIL 2019**

**LIBRARIES**

**COMMUNITY SERVICES**

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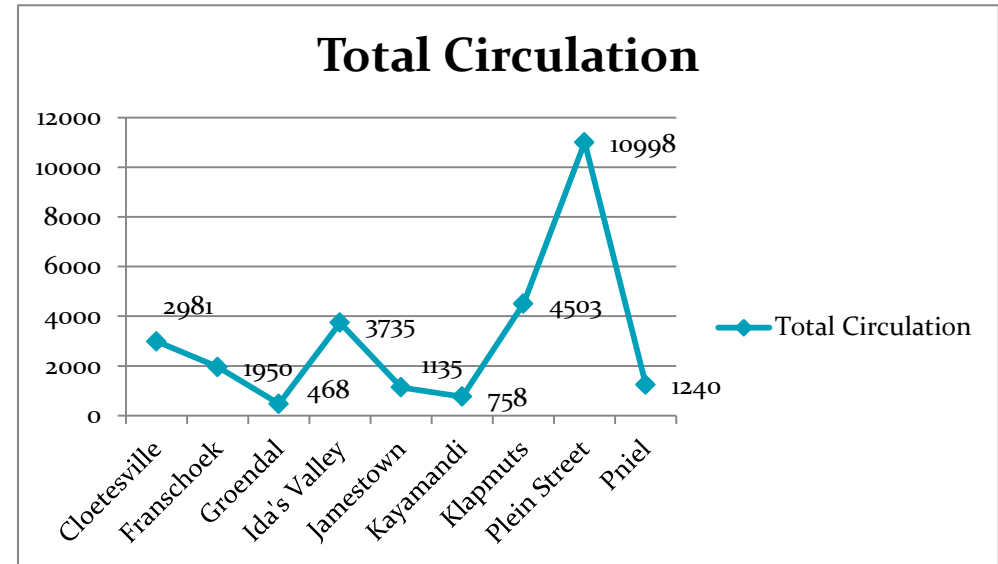
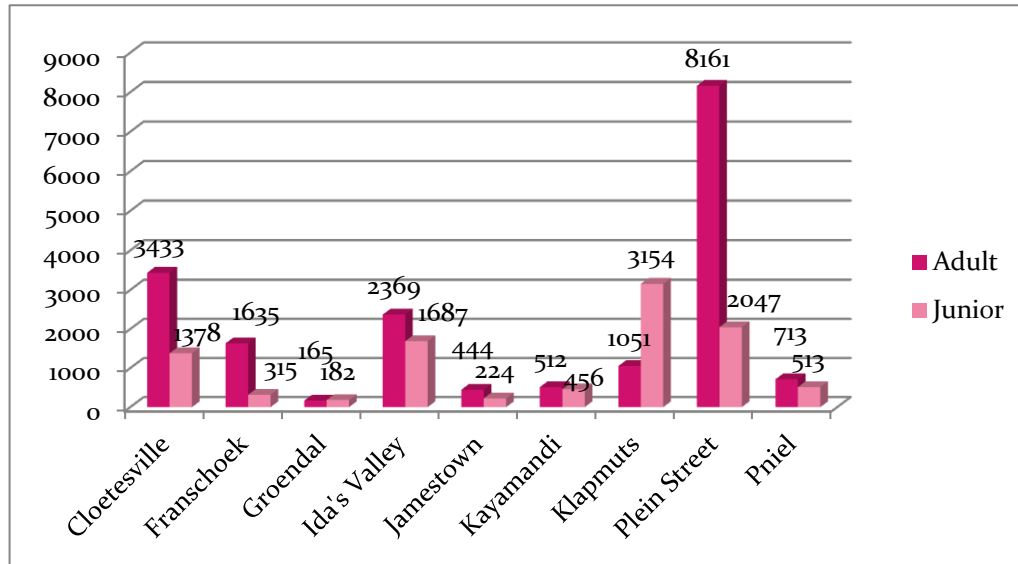


# Stellenbosch Libraries Departmental Report

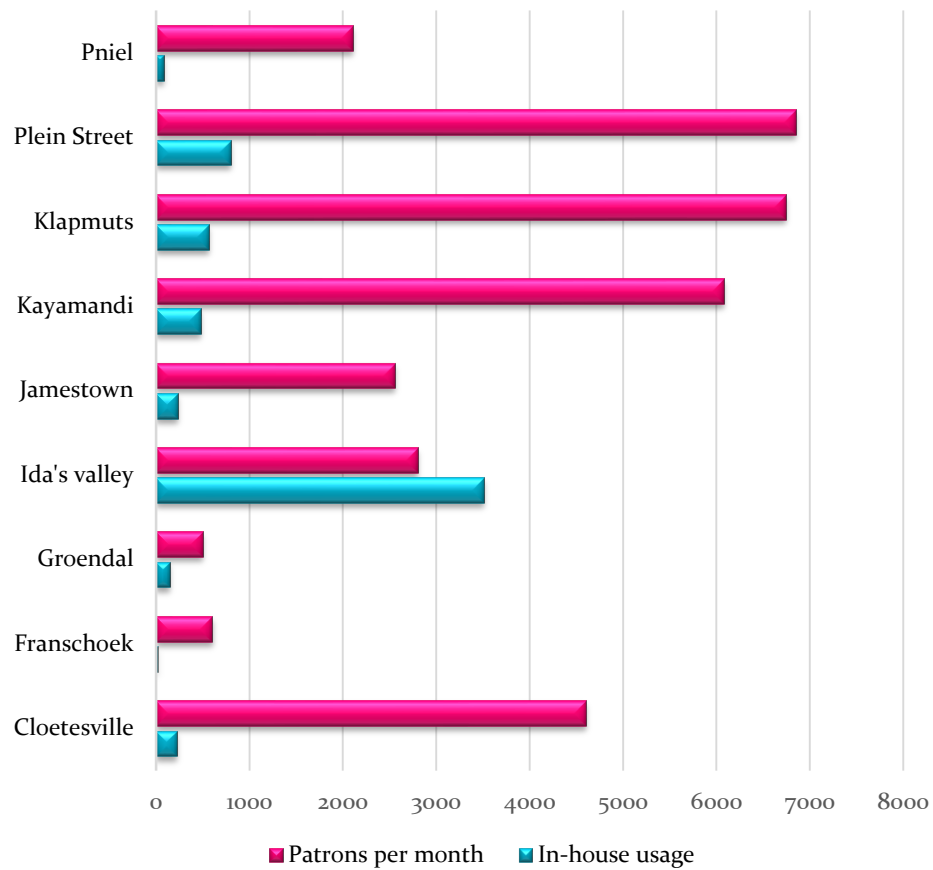


# 1. LIBRARIES STATISTICS

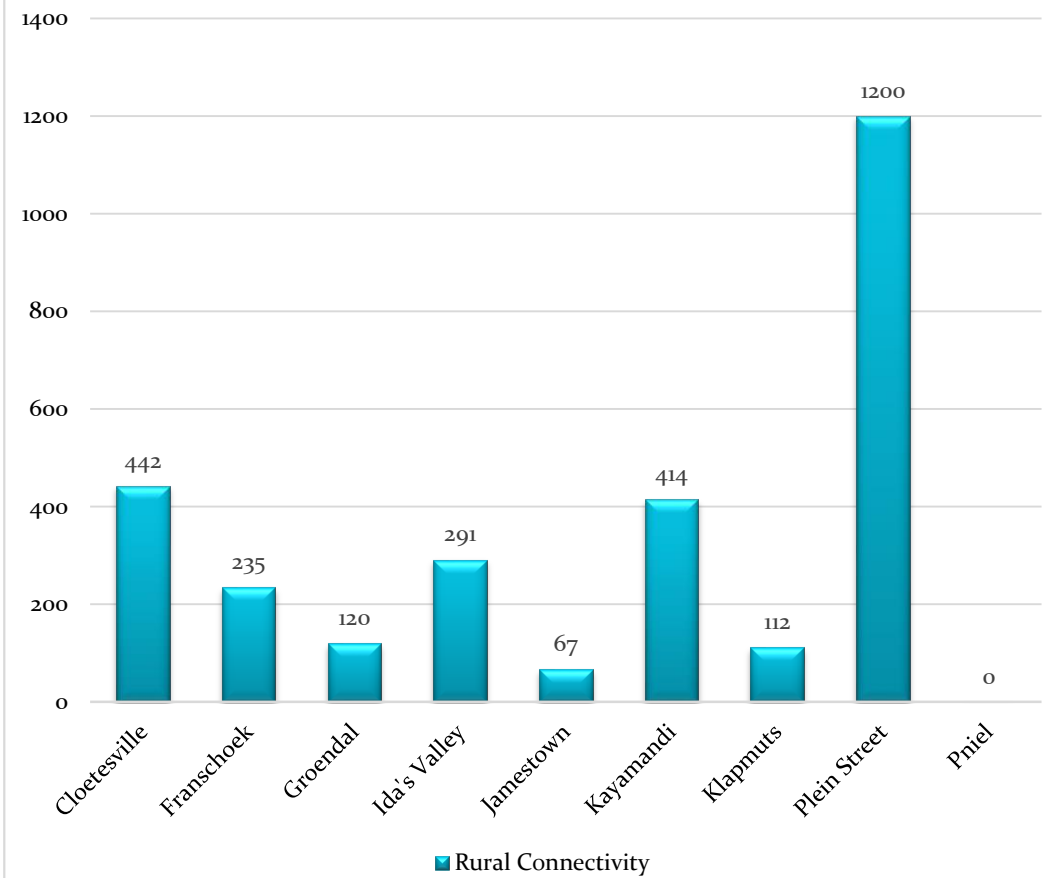
## 1.1 ADULT AND JUNIOR MEMBERSHIP



### In-House usage + Patron visits

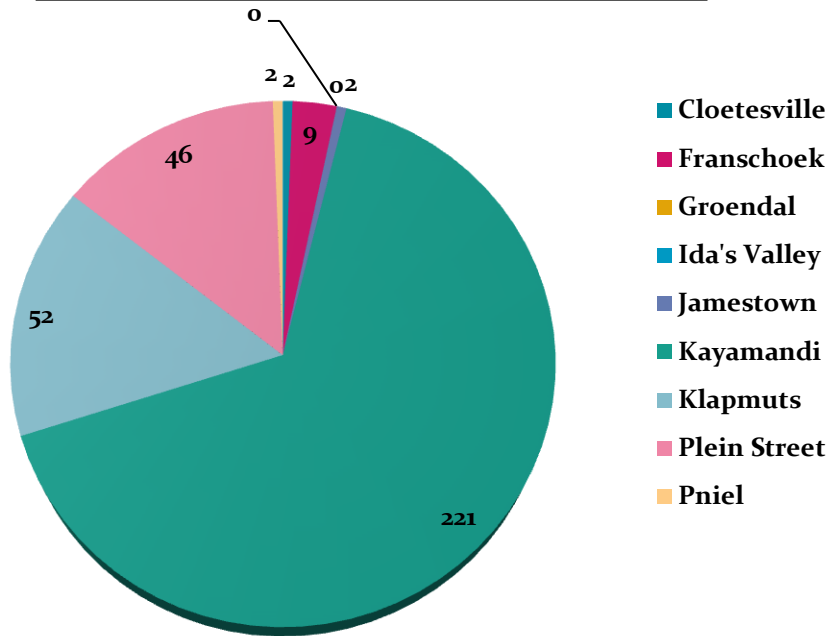


### Rural Connectivity

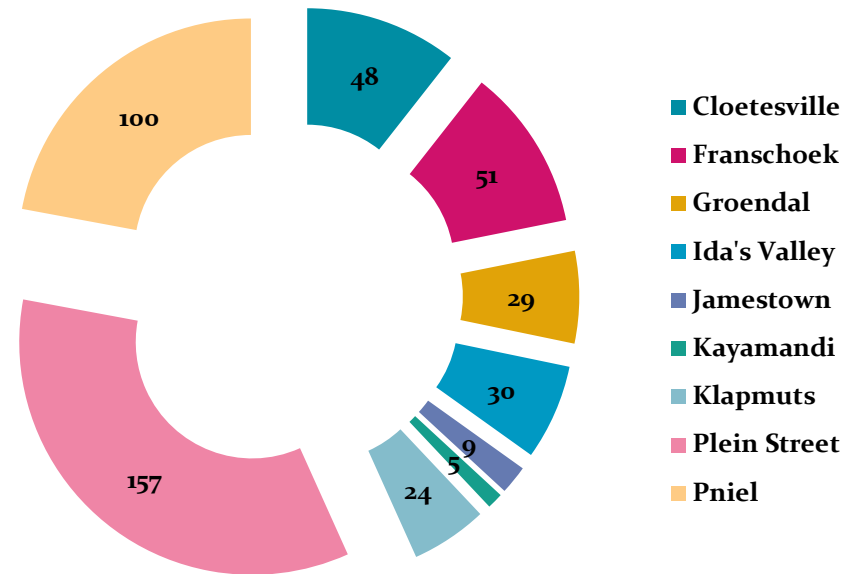


### Circulation Statistics

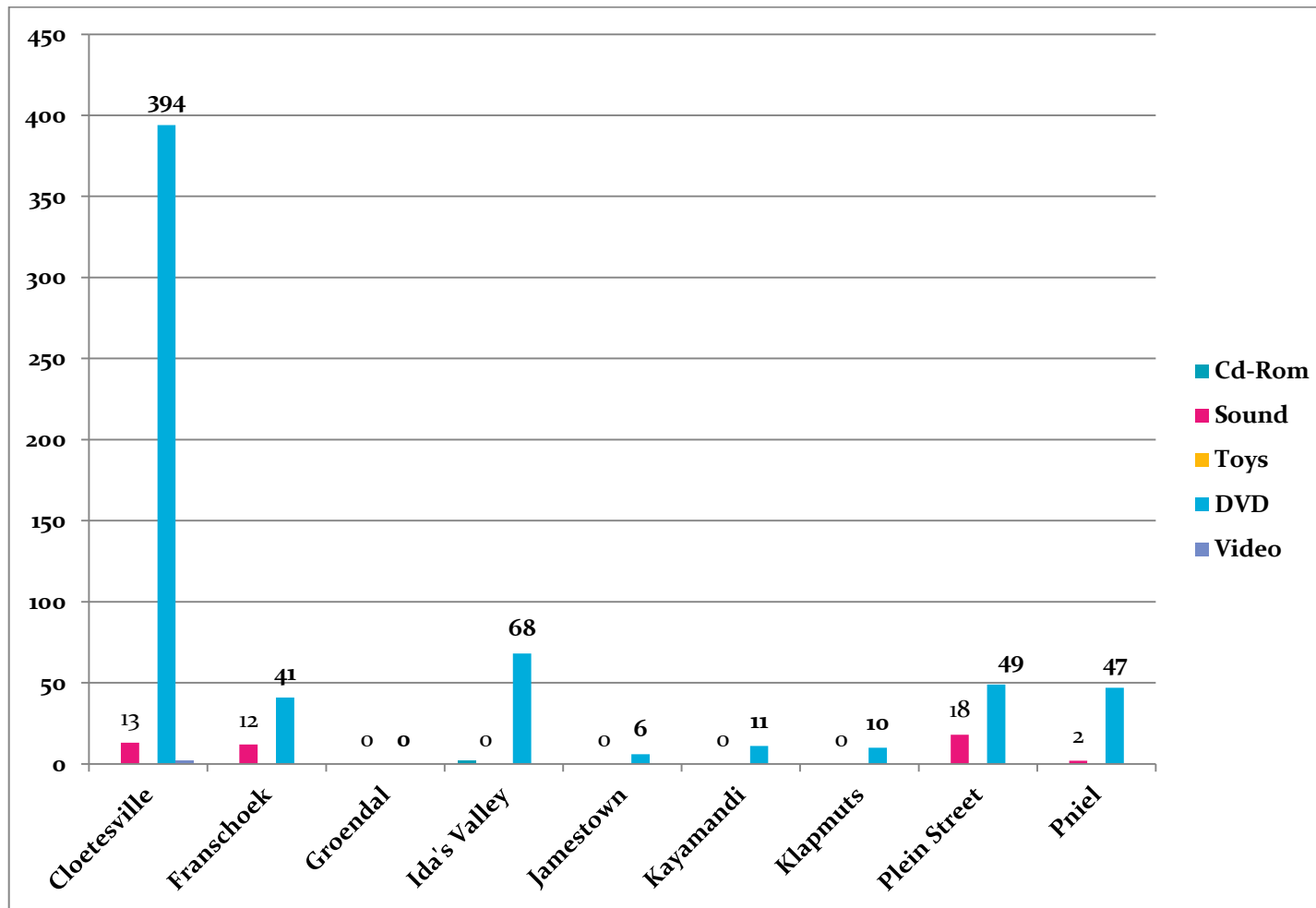
**Junior and Adult isiXhosa**



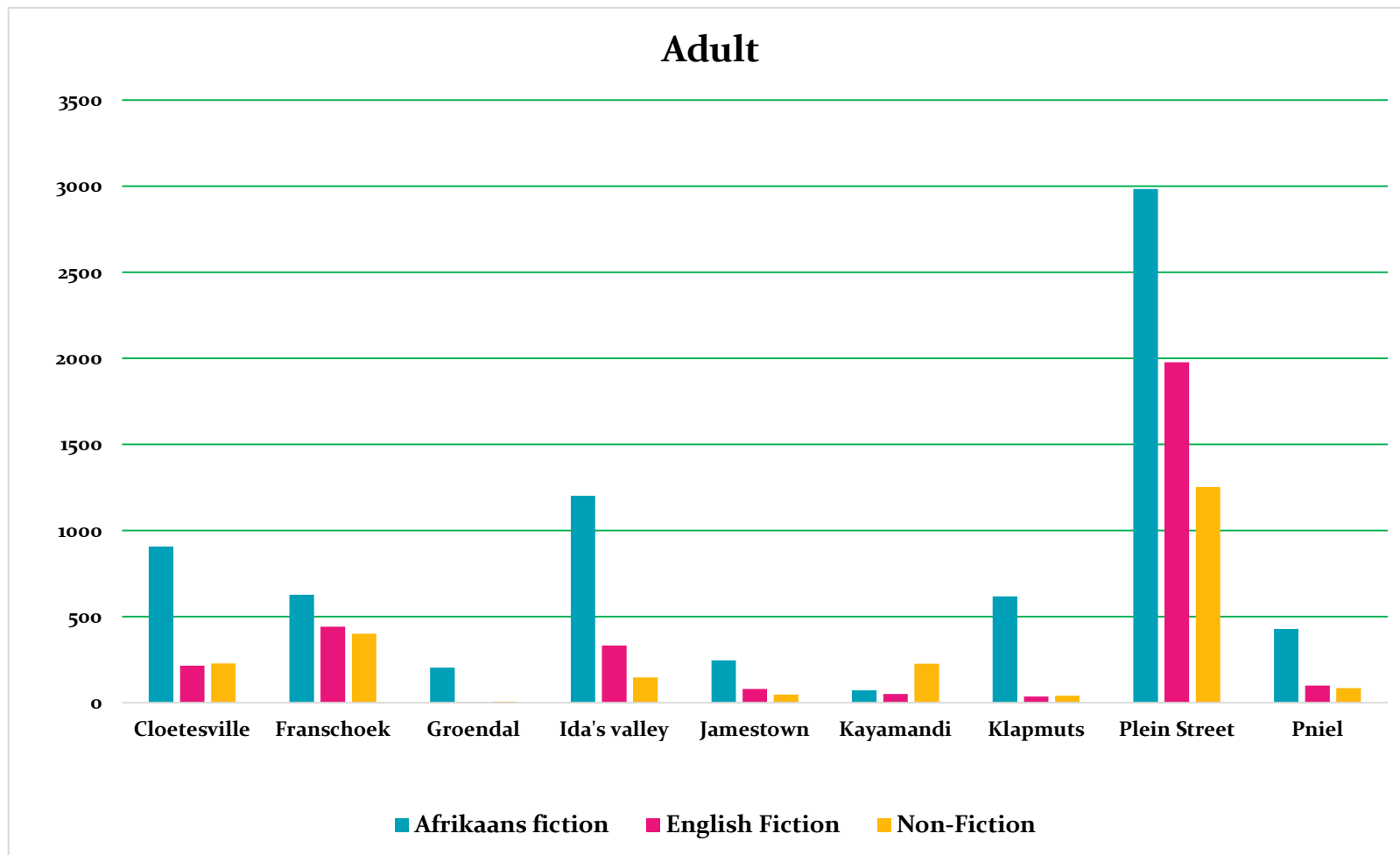
**Periodicals**

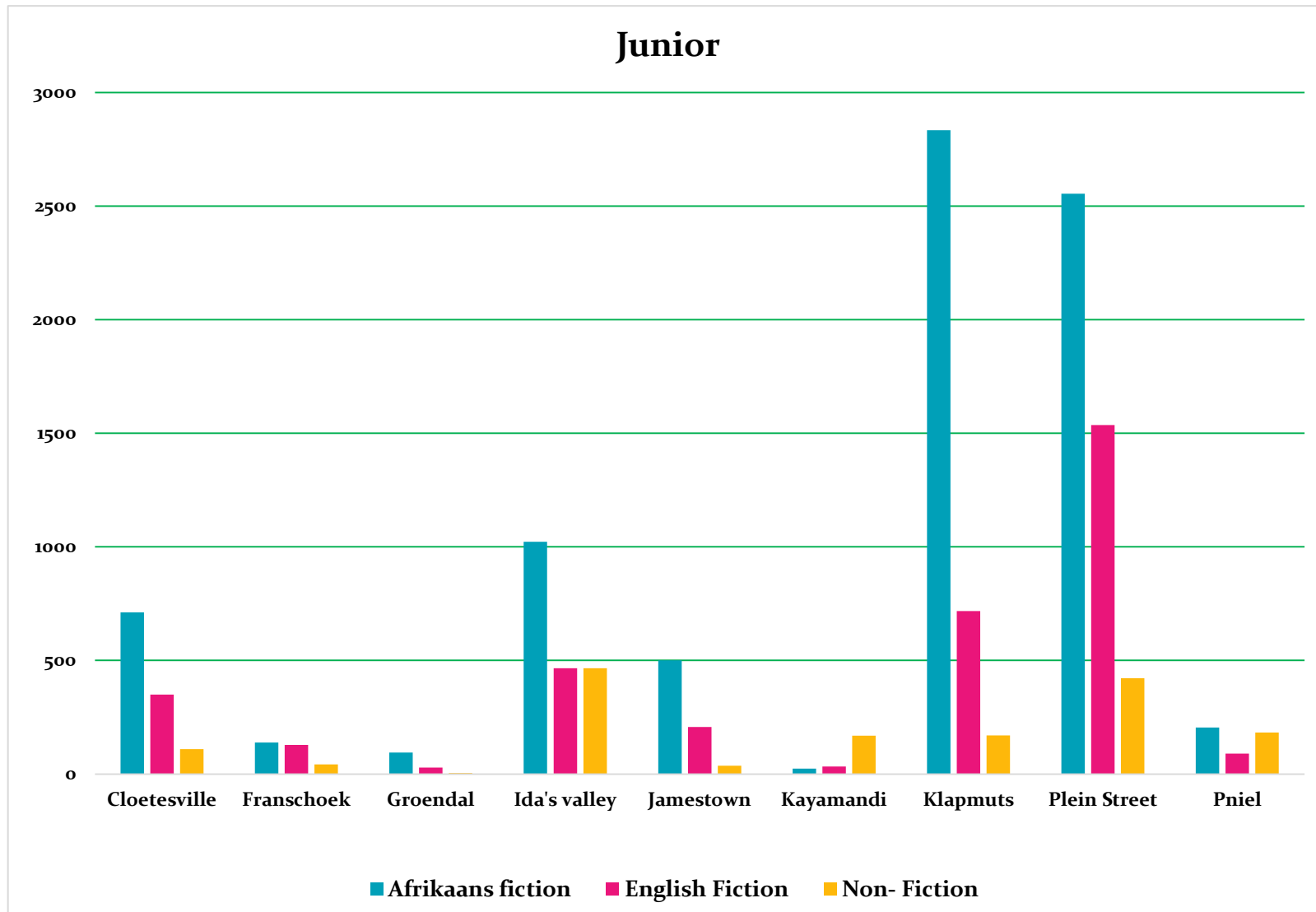


### Media Circulation Figures



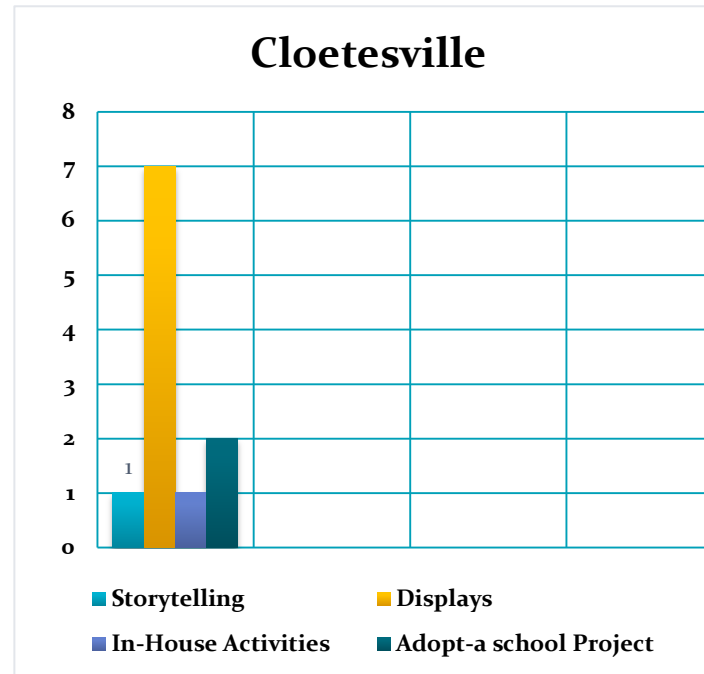
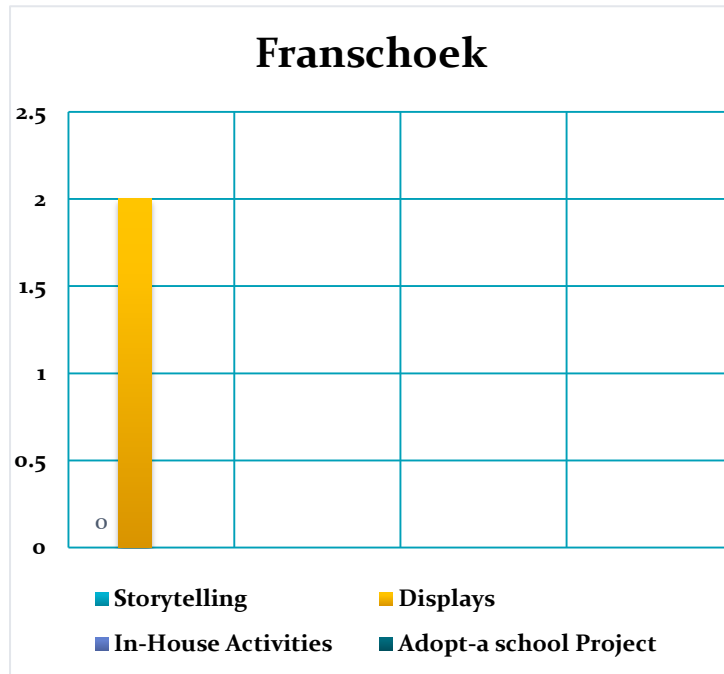
## Book Circulation Figures





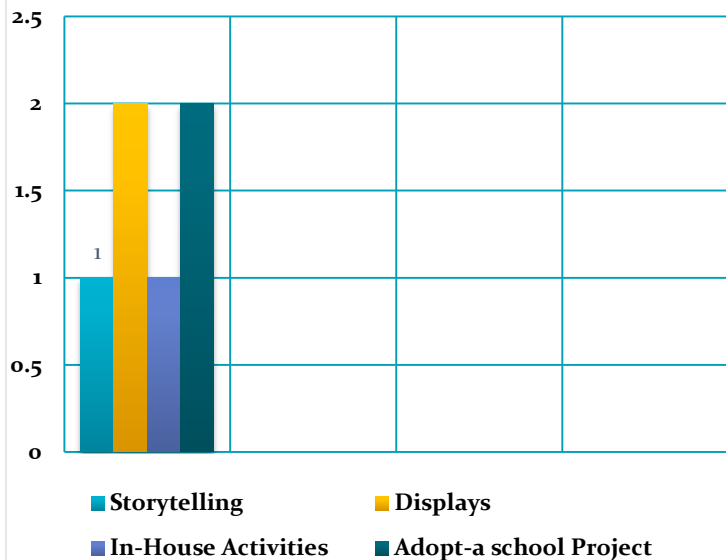
## 2. LIBRARY OUTREACH

### 2.1

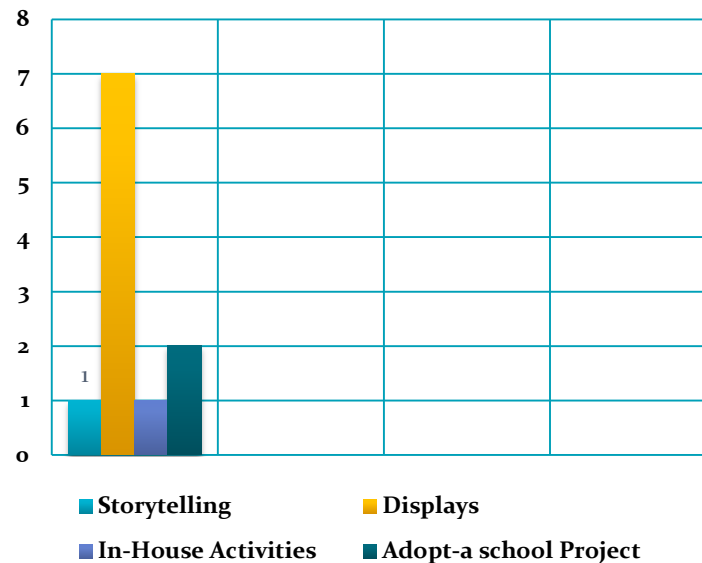




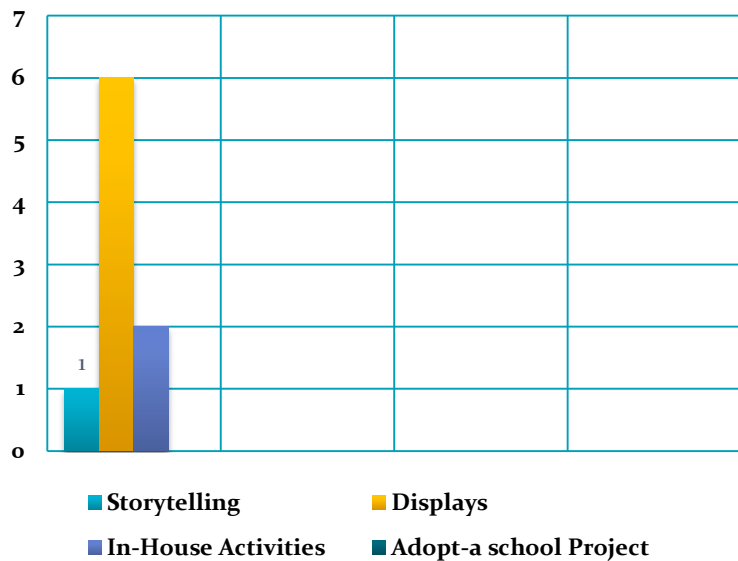
### Groendal



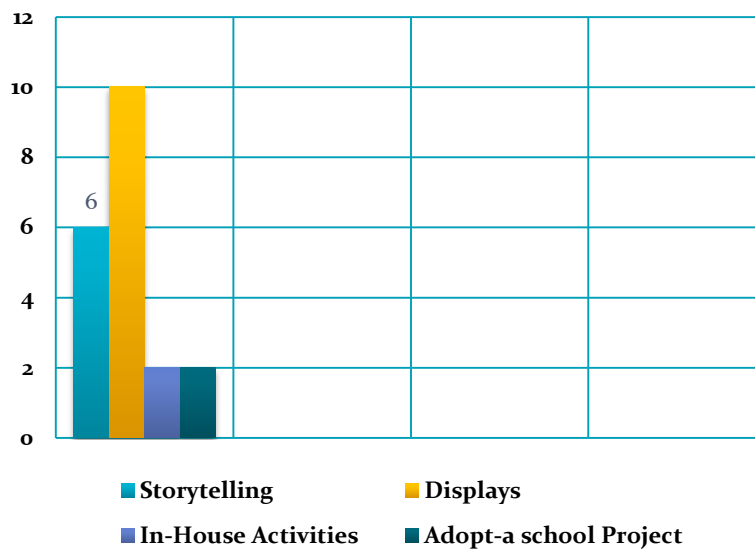
### Ida's valley

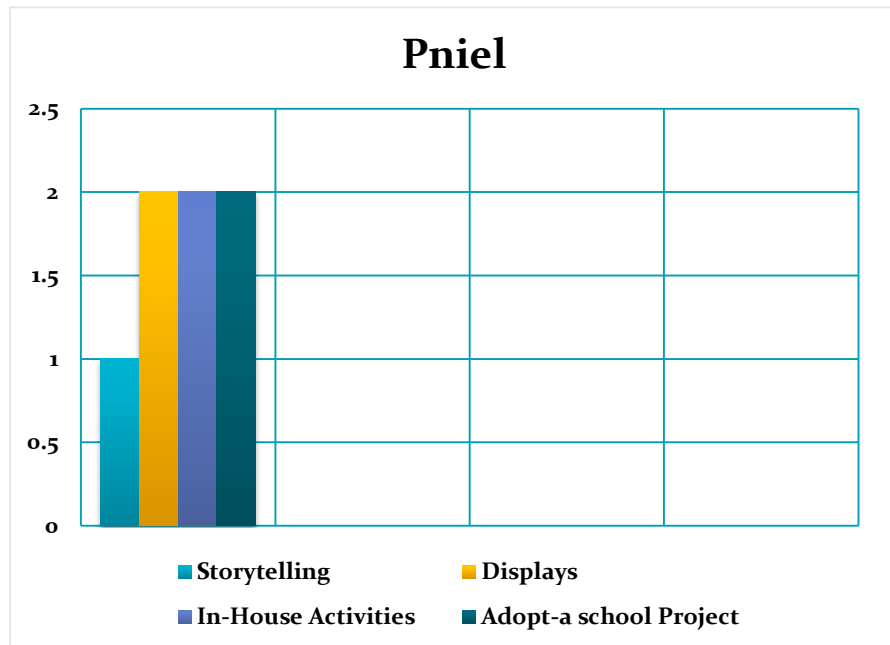
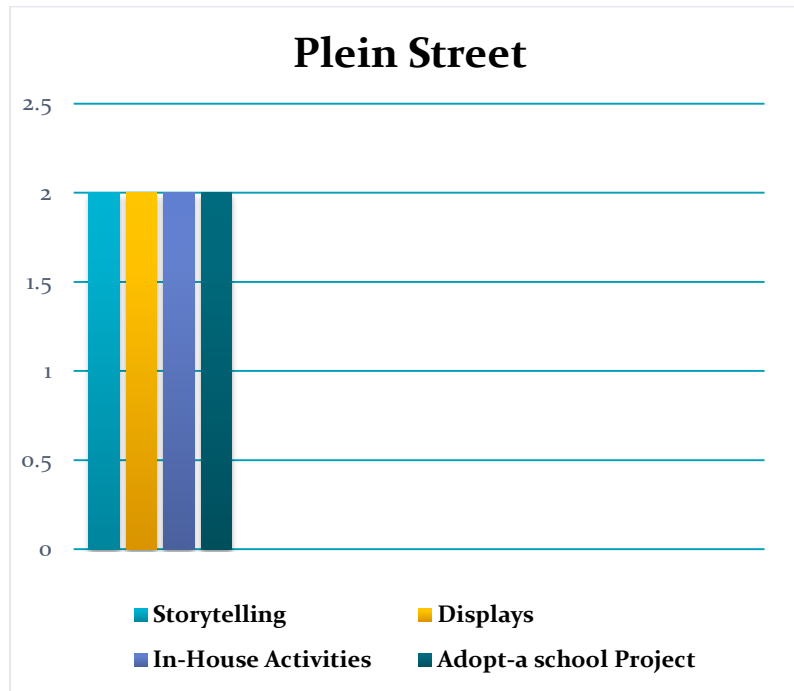
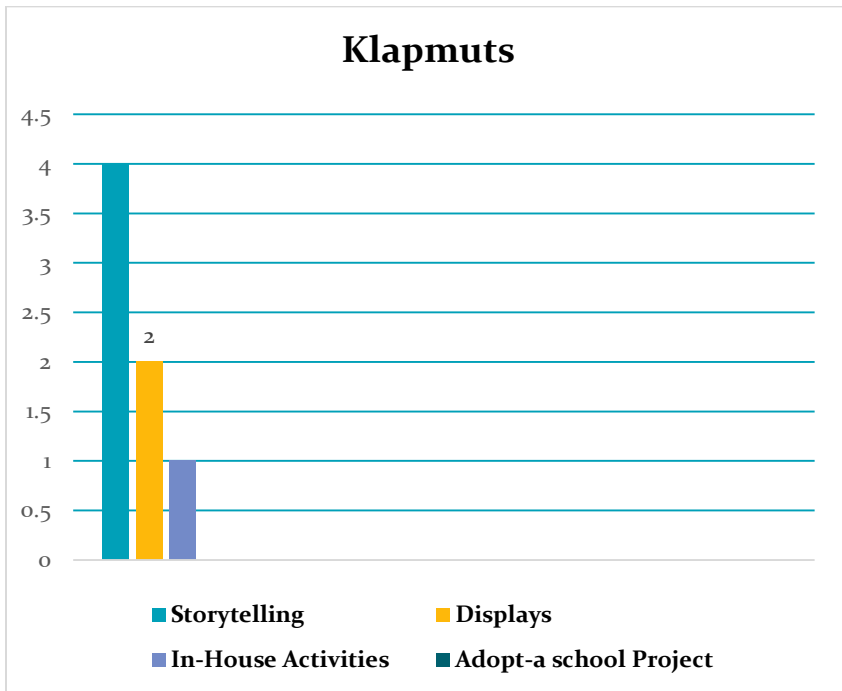


### Jamestown



### Kayamandi





### 3. REPORT OVERVIEW

#### 3.1 Capital Projects

Project	Current status	Expected Completion date
<b>Ida's Valley Library</b> (Upgrade of Library)	Upgrade in progress. Project started on 23 April 2019.	June 2019
<b>Pniel Library</b> Upgrade of children's section and roof.	Upgrade in final stages of completion.	June 2019
<b>Cloetesville Library</b> Extension: Children's area, workroom and computer room	This project forms part of the upgrade which includes the ward offices in Cloetesville. The Bill of Quantities has been finalised and the completion of the tender document is in process. The project is planned for completion in 2019-20 financial year. Total estimated cost of project is R2.4 million.	April 2020
<b>Franschoek Library</b> Upgrade to Library entrance to accommodate the installation of the book detection system.	Contractor has been appointed (forms part of a bigger project which include the upgrade of municipal offices) Property Management is currently handling the project.	June 2019

## 3.2 Staffing

### 3.2.1 New Staff

#### Franschoek Library:

Senior Librarian: Lormarcia Zwaan

#### Groendal Library

Senior Librarian: Isabel Young

### 3.2.2 Resignations

4 Conditional Grant Library Assistants

### 3.2.3 Current vacancies

9 Conditional Grant Library Assistants

## 3.3 Training

Manager: Libraries has been invited to do a presentation at a 2 day Mini Conference being held by City of Cape Town Libraries Department, on the progress Stellenbosch libraries have made over the past two years.

## 4. DISPLAYS

### 4.1 CLOETESVILLE LIBRARY



Adult displays included displays advertising new book arrivals.

The display on Freedom day and traced the path from the first post-apartheid elections held on that day in 1994 to the current year 2019.

The National World Book Day Display was used to promote literacy skills as well and make readers aware of the different authors and genres available at the libraries.

### 4.2 GROENDAL LIBRARY



This display aims to promote the “Lillie die heksie” series and to attract juvenile readers to read the series and to increase the circulation of the series.

Easter Sunday is the culmination of Holy Week. Easter commemorates the resurrection of Jesus Christ. It is the most important Christian festival, and the one celebrated with the greatest joy. The aim of the display is to create awareness of the festival which took place.

The aim of the Human Rights display was to celebrate and create awareness of the role played by Trade Unions, the Communist Party and other labour movements in the struggle against Apartheid. Workers Day, as we know it refers to various socialist and labour movement celebrations celebrated on 1 May.

A display was put up to promote the Alex Rider series and to attract teen readers to read the series and to increase the circulation of the series

#### 4.3 IDA'S VALLEY LIBRARY



World book day celebrated on the 23 April and the display was used to emphasize the importance of reading culture in the world today.

Easter Display – Inform all religious groups of the importance of celebrating Easter for those belonging to the Christian religion.

Freedom Day – 27 April. The display promotes the importance of the first democratic election, held on 27 April 1994. The first elections where all races in South Africa could vote for the first time.

#### 4.4 JAMESTOWN LIBRARY





Display Promoting World Health Day - to inform all as to the benefits of eating healthy and keeping fit. As this promotes longevity via good health habits which in turn keeps body and mind clear and promotes good health.

Autism Display: Informative display to inform the public about a topic that does not get as much exposure. Intended to bring to the attention of the public on various ways to deal with autism, signs to look for and the care and treatment of autistic individuals.

Celebrating Freedom Day. A display put up as a reminder of the struggle to achieve the right to vote for all South Africans.

#### 4.5 KAYAMANDI LIBRARY



World Day for Day for Safety and health at Work promotes safety and health in the Workplace and Worker's memorial Day for those who died from work related injury/illness.

World Book Day: annual event organised by the United Nations Educational, Scientific and cultural Organisation to promote reading, publishing and copyright.

#### 4.6 PLEIN STREET LIBRARY





April fool's day is celebrated every year by playing jokes and spreading hoaxes. But no need to worry! Instead of trickery, we put all the funny and silly book covers and silly and funny books on the shelf, to show the user there is also fun in the reading. Display used to promote the genre of Humour.

National Autism Awareness Month is recognized each year during the month of April to highlight the growing need for concern and awareness about Autism Spectrum Disorder and help us to create a more welcoming and accessible library environment for users who experience autism spectrum disorder. World Autism Awareness Day (WAAD) aims to put a spotlight on the hurdles that people with autism – and others living with autism – face every day.

#### 4.7 PNIEL LIBRARY



Harry Potter book display to celebrate the author and the popular books.

World Book Day is a registered charity on a mission to give every child and young person a book of their own. It's also a celebration of authors, illustrators, books and (most importantly) it's a celebration of reading.

## 5. Programmes

### 5.1 Groendal



Author, Lesley Beake visited the library discussing the possibility of a venue for the Literacy Festival at Groendal Library which will be held on the 13<sup>th</sup> and 14<sup>th</sup> May 2019. She informed us about the story telling session for school/public librarians.

Aunty Betty, Groendal's oldest library member is now a housebound patron is still an avid reader at 80 years old.

Story telling at Busy Bee's crèche.

## 5.2 Ida's Valley



Story Hour – Pumpkin Patch crèche visited the library for Movie Hour. The movie Rock Dog teaches the importance of reaching for your goals, and to never give up.

Easter Activity - St. Idas Primary School, Grade R class together with their teacher join us, for Easter activity, making a pencil case holder out of recycle goods.

World Book day - Local author Hendry Kortje were invited as guest speaker for World Book Day. One of the activities was to write your own poem, which established the writing skills of the children.

Story Hour - VGK crèche visited the library for Library Orientation and a colouring in activity.



### 5.3 Jamestown



Easter Story Hour at Sonstraaltjies Creche. 16 Children in attendance.  
Discussed and explained the EASTER STORY of Jesus. Gave Easter coloring booklet and easter eggs.

Jakkerland Creche Story Hour. Ten Children in attendance

### 5.4 Kayamandi



ADOPTED CRECHE – GATEWAY ACADEMY = 22 Kids

Children were helped with counting (Numeracy skills).

MASIFUNDE 28 KIDS

Storytelling hour

5.5 Plein Street



Storytelling describe the social and cultural activity of sharing stories among us. Interactive storytelling with children of Jessie Keet Crèche



5.6 Pniel



Kylemore High School – Career day

Departments involved included: Traffic, Fire and disaster management, Drakenstein Police, South African Forensic units; Drakenstein correctional services, Stellenbosch University, Boland College, Stellenbosch Rugby academy; MFM radio station; Drakenstein Tourism office.



Ward 4 hosted a Reading awareness day. 4 Schools were invited and transported to the hall. Library read stories, gave library education – library rules and library marketing as well as a tour through the library. We also arranged for Regardt to do a magic show with useful information on bullying, and safety for children.



AGENDA

**COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING**

2019-08-07

<b>5.2.5</b>	<b>MONTHLY REPORT: LIBRARIES: MAY 2019</b>
--------------	--

**Collaborator No:** 655202  
**IDP KPA Ref No:**  
**File Plan:**  
**Meeting Date:** 7 August 2019

**1. SUBJECT: MONTHLY REPORT: LIBRARIES: MAY 2019**

**2. PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Sections: Libraries for May 2019.

**3. DELEGATED AUTHORITY**

**For notification by the Portfolio committee**

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of the Sections: Libraries for the month of May 2019 to the Committee for notification.

**5. RECOMMENDATION**

that the monthly reports be noted by the Committee.

**6. DISCUSSION / CONTENTS**

**6.1 Background**

The Section: Libraries specialises in public liaison, ad hoc projects and the promotion of literature within the Greater Stellenbosch Area.

**6.2 Discussion**

The Libraries Section consists of one Manager: Library Services, and five Senior Librarians to manage this section effectively. Their main functions are to provide effective and efficient library service to clients and to promote culture of reading.

**6.3 Financial Implications**

None

**6.4 Legal Implications**

The recommendations in this report comply with Council's policies and all applicable legislation.

**6.5 Staff Implications**

AGENDA

COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING

2019-08-07

None

**6.6 Previous / Relevant Council Resolutions**

None

**6.7 Risk Implications**

None

**6.8 Comments from Senior Management****6.8.1 Director: Infrastructure Services**

None required

**6.8.2 Director: Planning and Economic Development**

None required

**6.8.3 Director: Community and Protection Services**

None required

**6.8.4 Director: Strategic and Corporate Services**

None required

**6.8.5 Chief Financial Officer**

None required

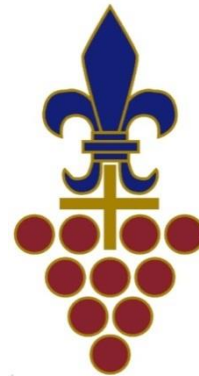
**6.8.6 Municipal Manager**

None required

**ANNEXURES****Annexure A:** Libraries Monthly Report for May 2019.**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<b>Albert van der Merwe</b>
<b>POSITION</b>	<b>Manager: Community Services</b>
<b>DIRECTORATE</b>	<b>Community and Protection Services</b>
<b>CONTACT NUMBERS</b>	<b>Ext 8161</b>
<b>E-MAIL ADDRESS</b>	<b>albert.vandermerwe@stellenbosch.gov.za</b>
<b>REPORT DATE</b>	

# **ANNEXURE A**



**MONTHLY REPORT  
APRIL 2019**

**LIBRARIES**

**COMMUNITY SERVICES**

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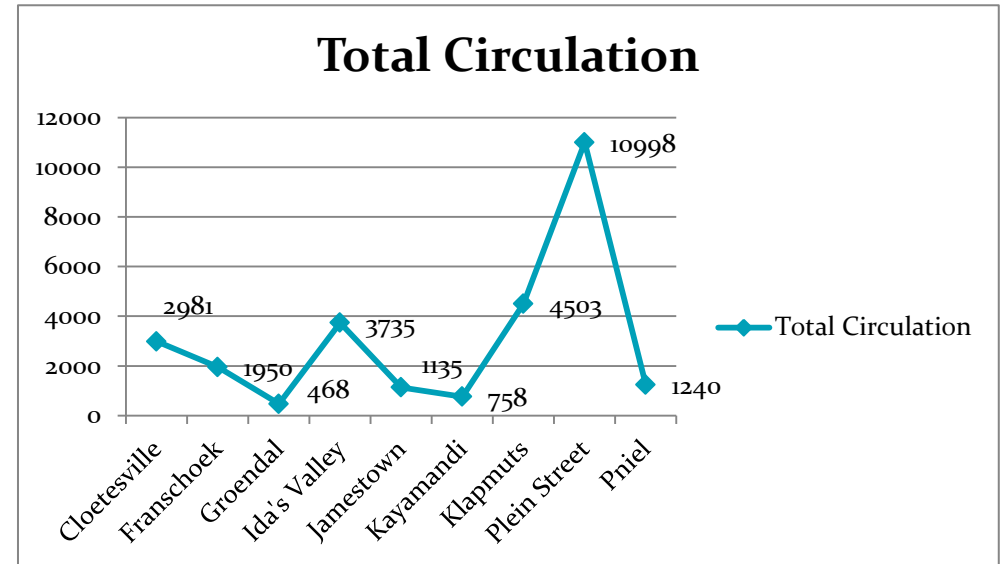
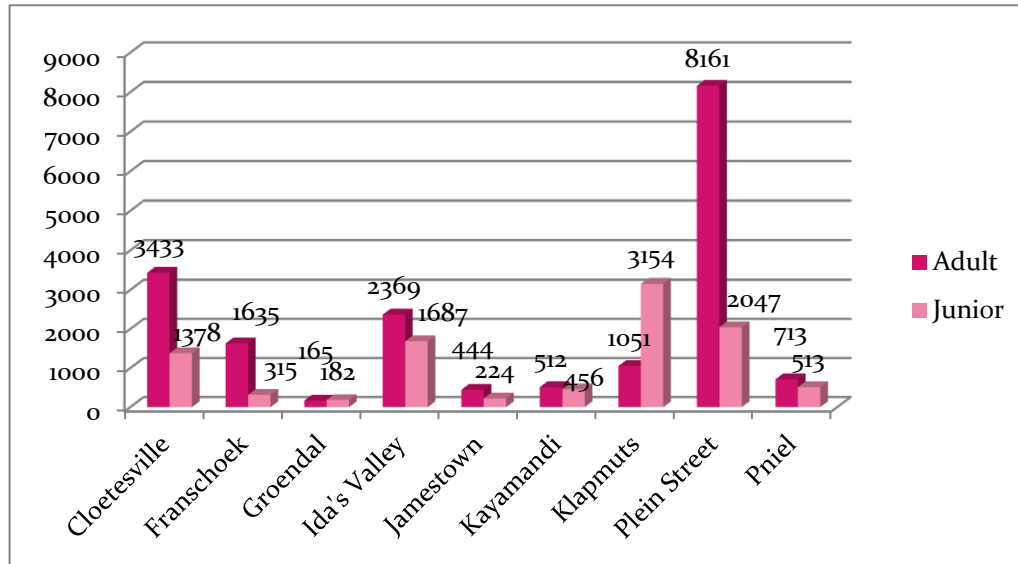
# Stellenbosch Libraries Departmental Report



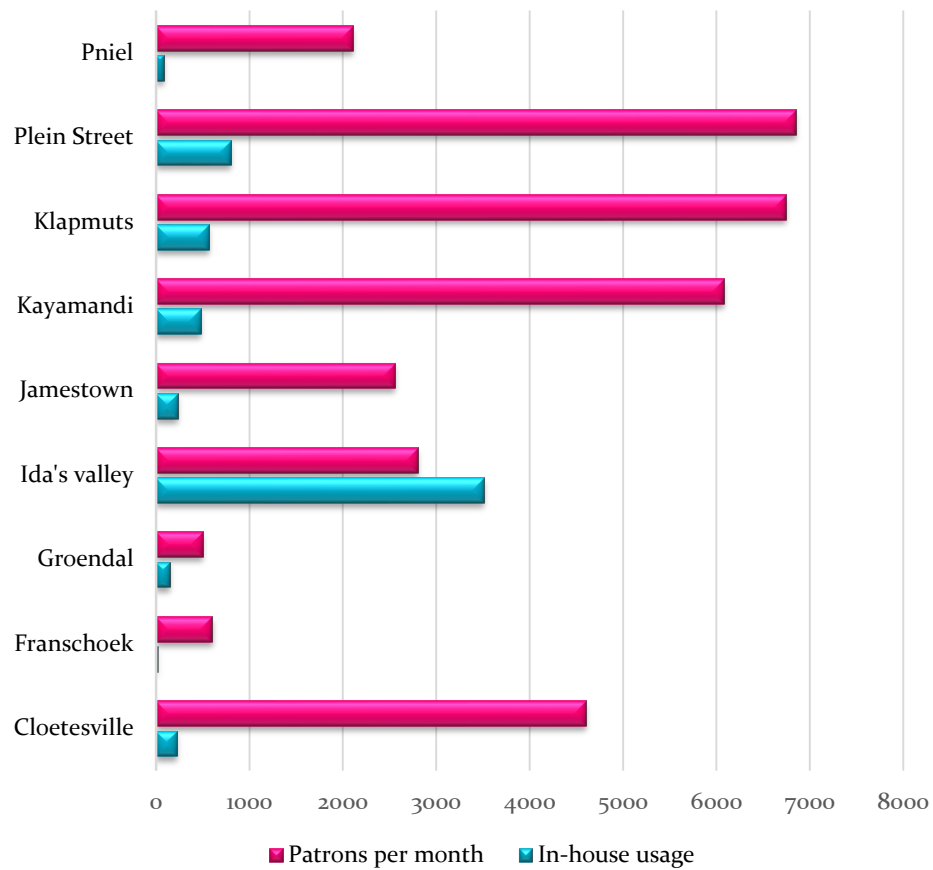


# 1. LIBRARIES STATISTICS

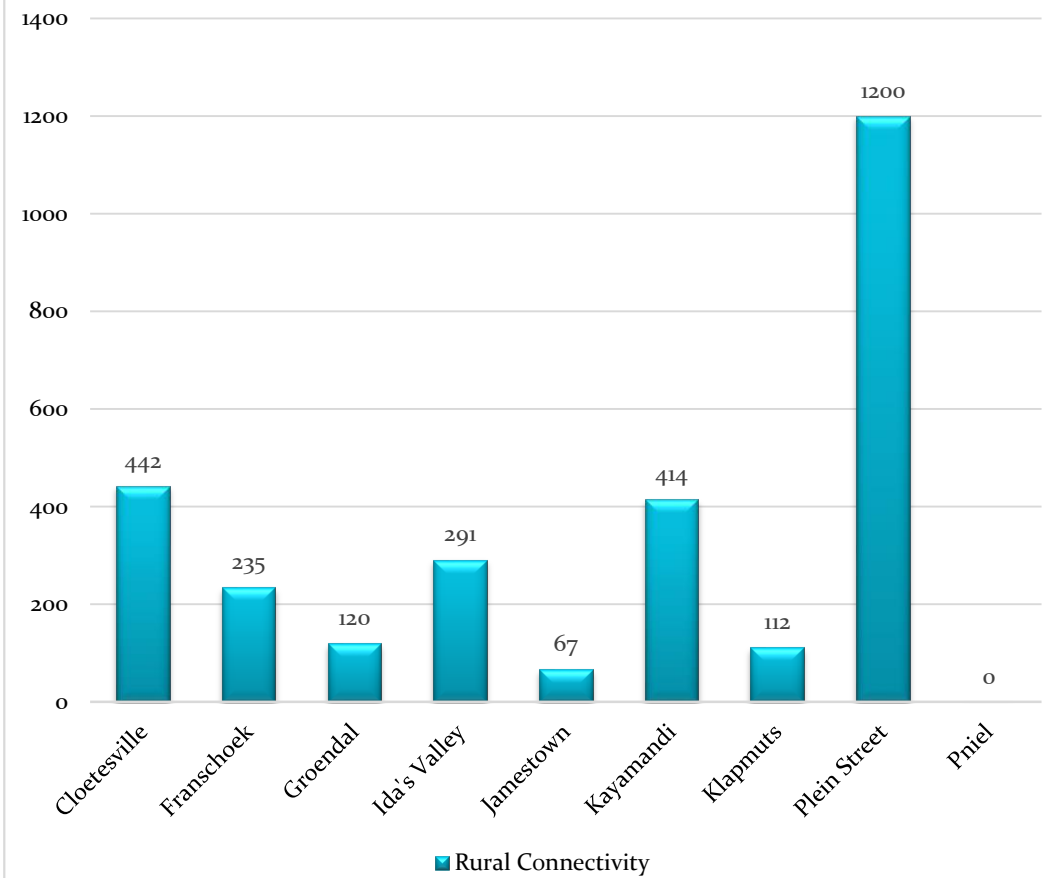
## 1.1 ADULT AND JUNIOR MEMBERSHIP



### In-House usage + Patron visits

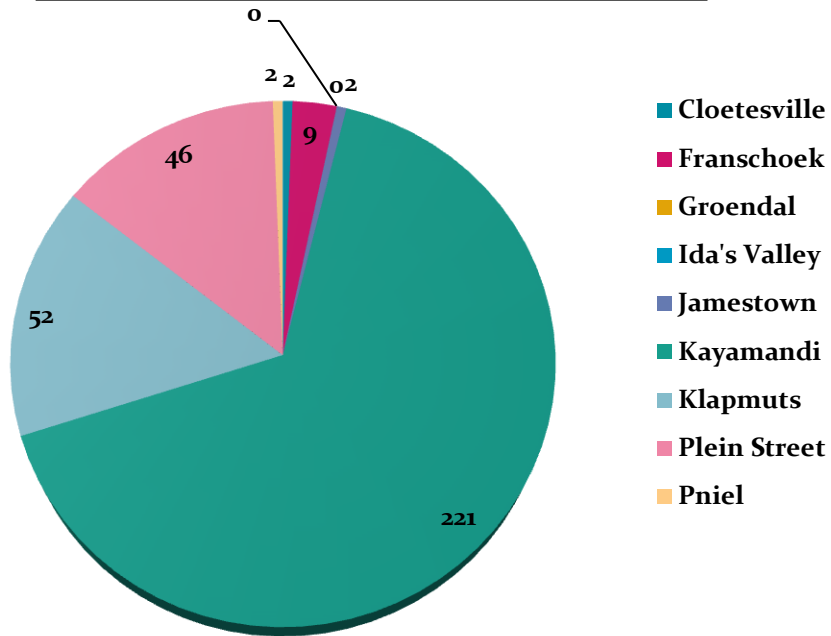


### Rural Connectivity

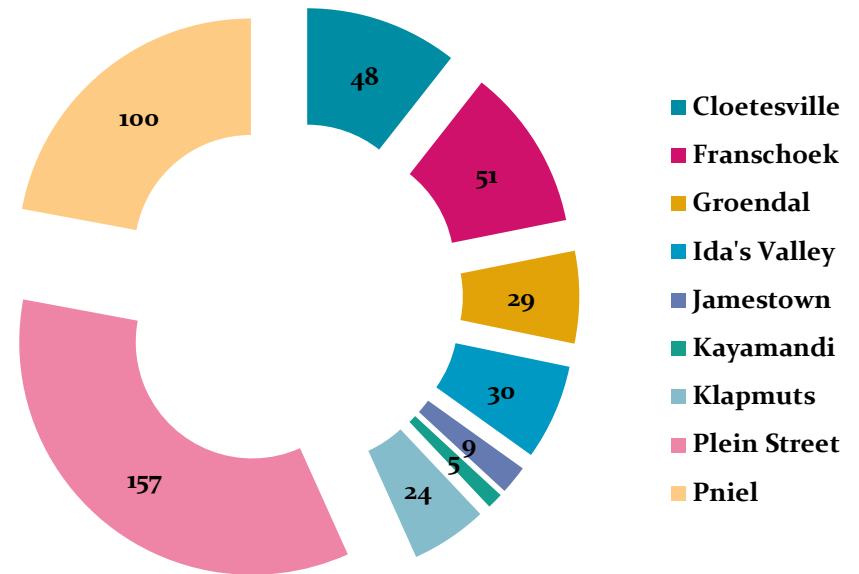


### Circulation Statistics

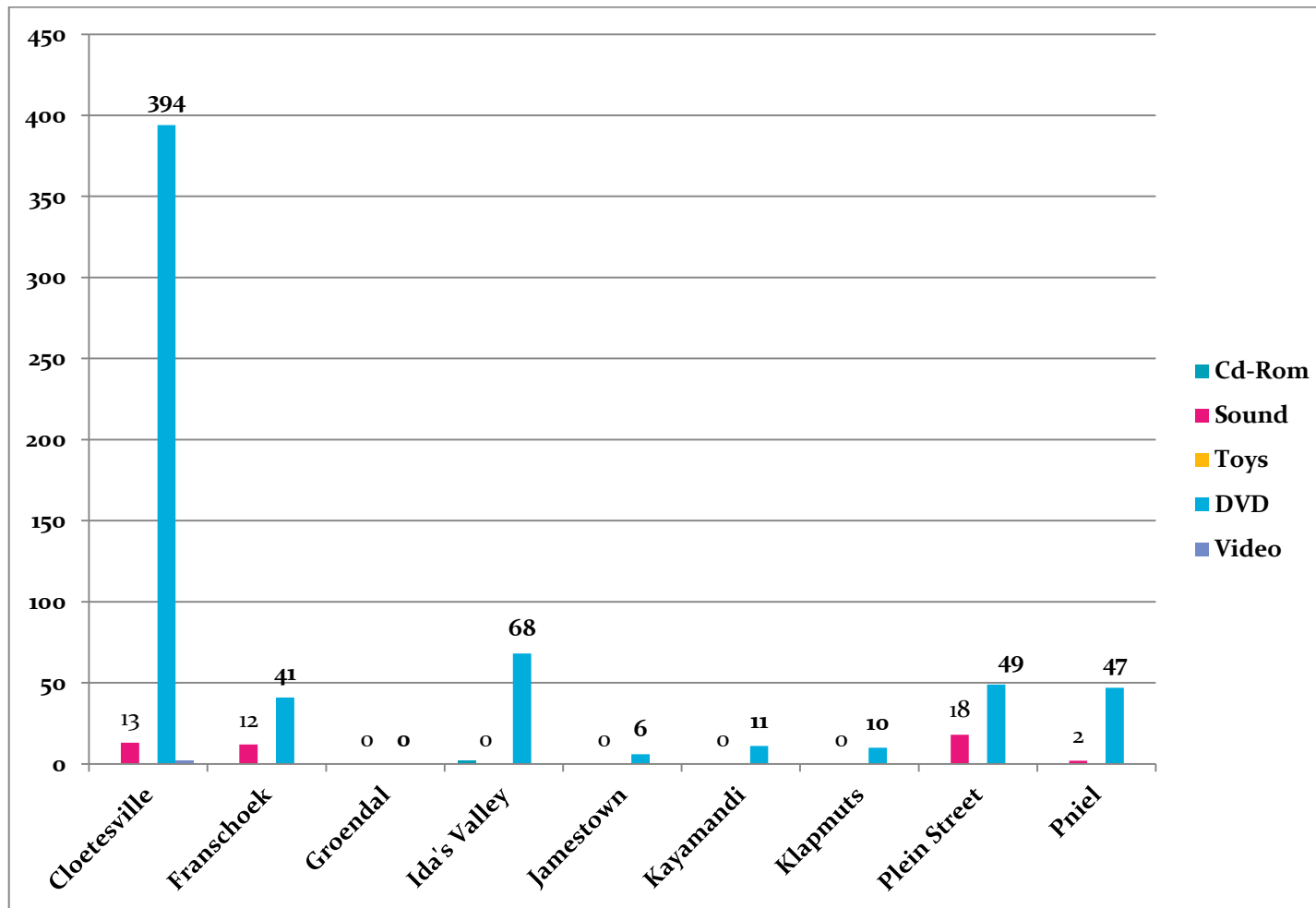
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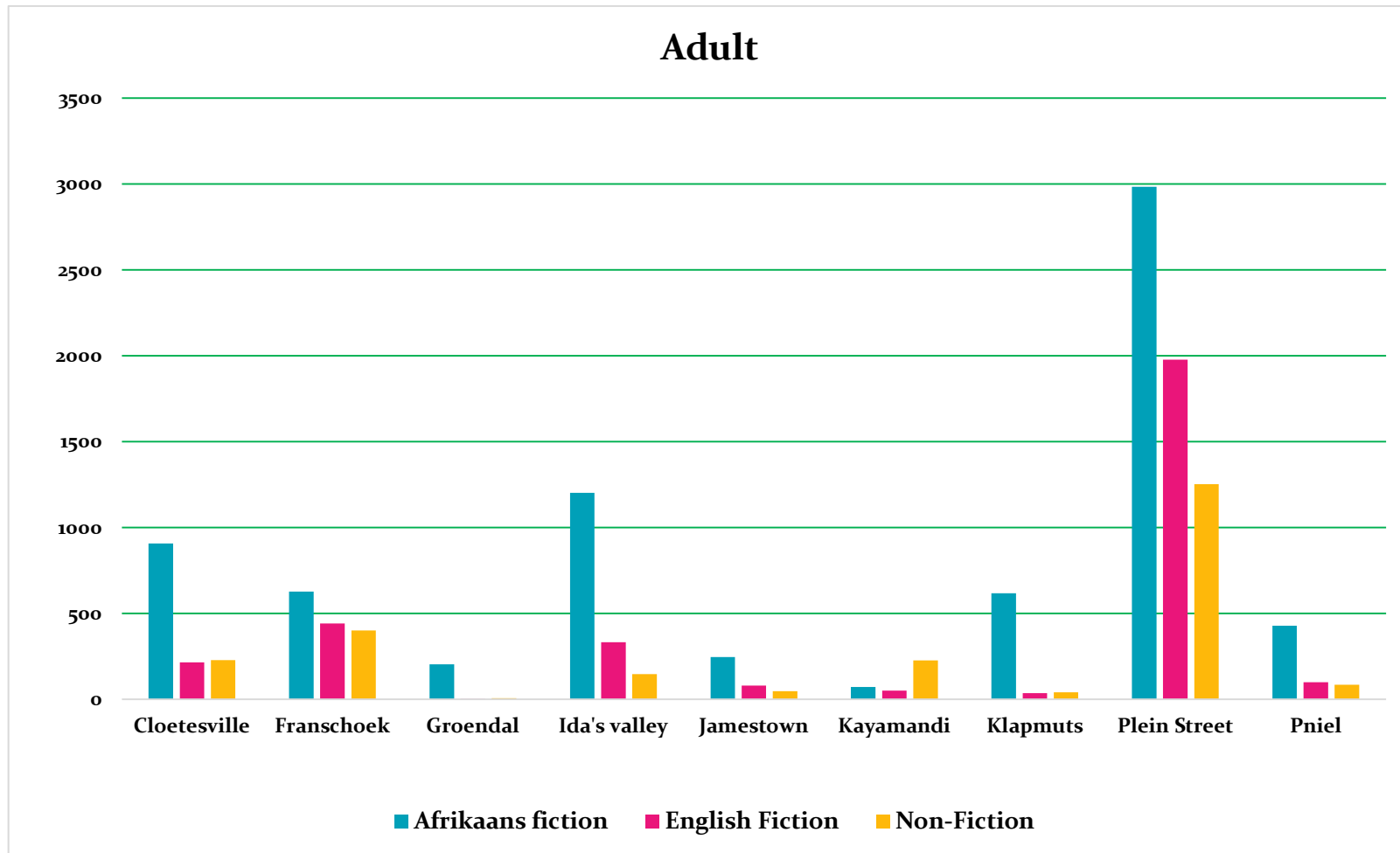
Periodicals

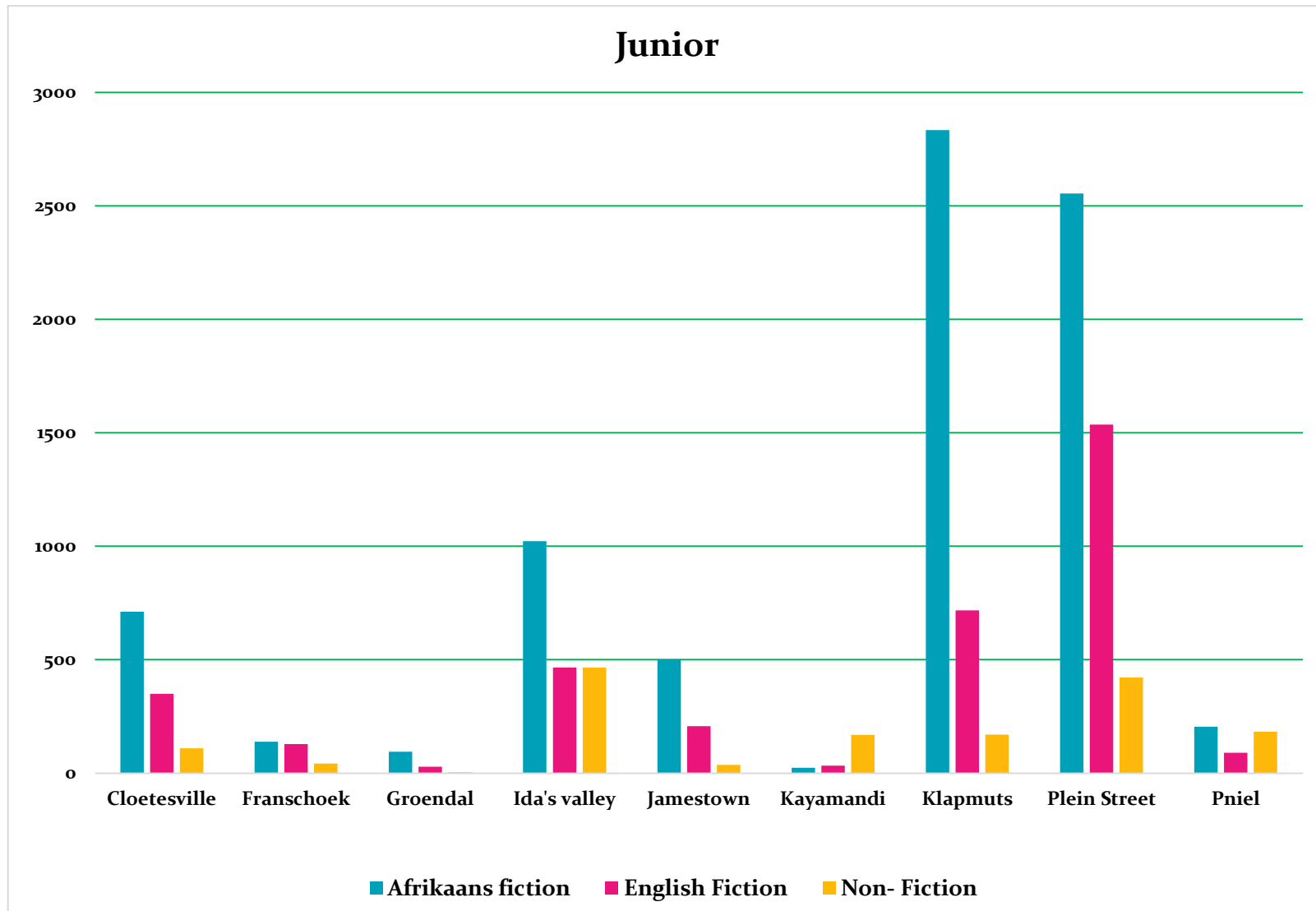


### Media Circulation Figures



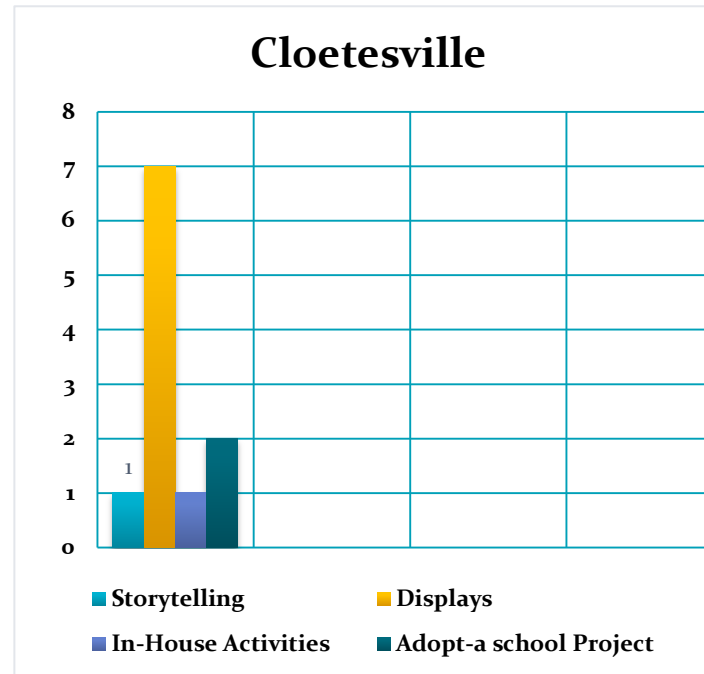
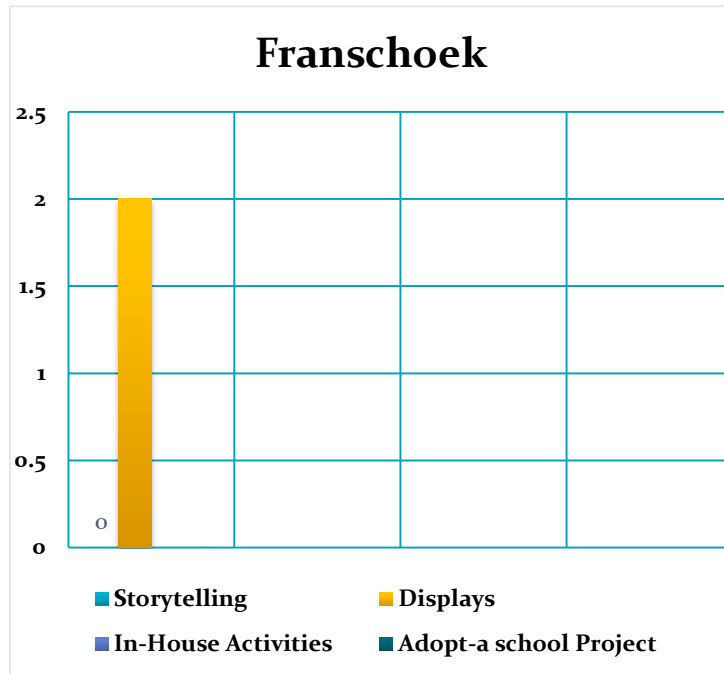
## Book Circulation Figures





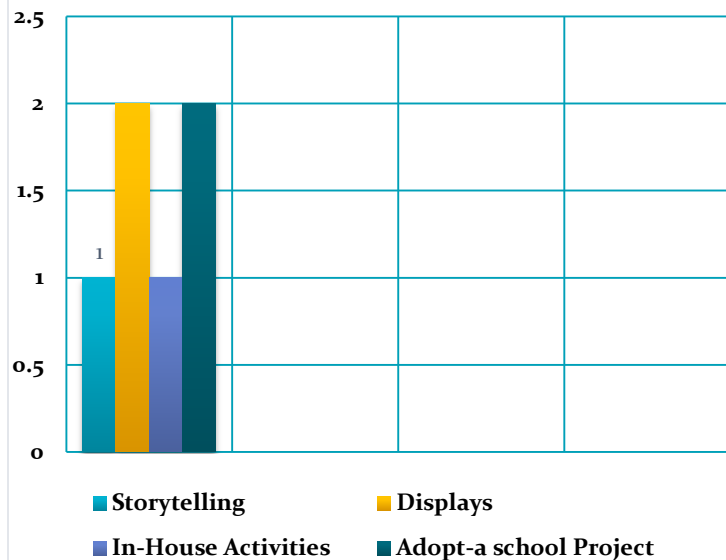
## 2. LIBRARY OUTREACH

### 2.1

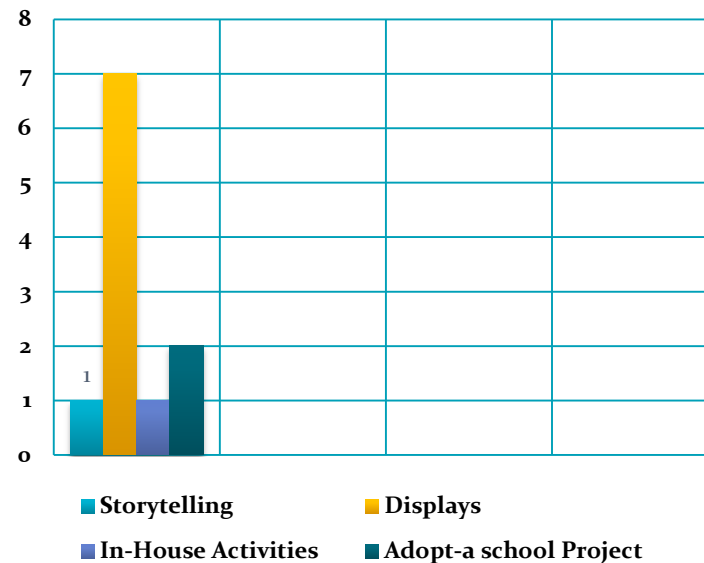




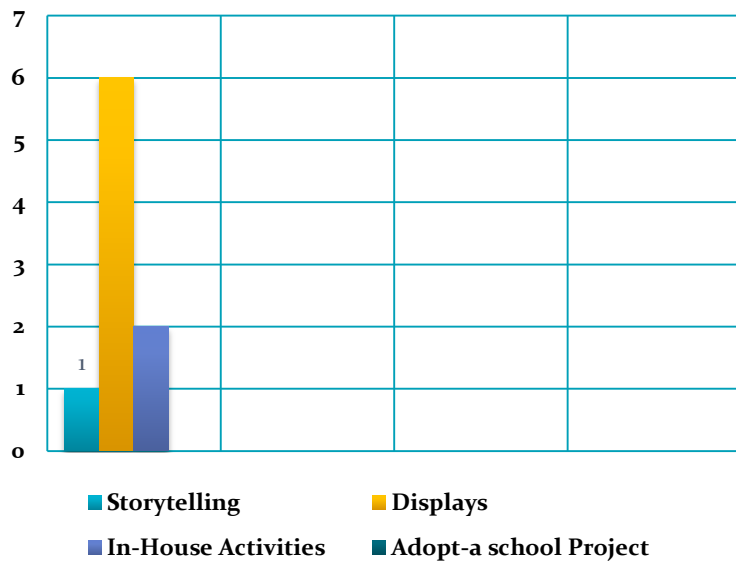
### Groendal



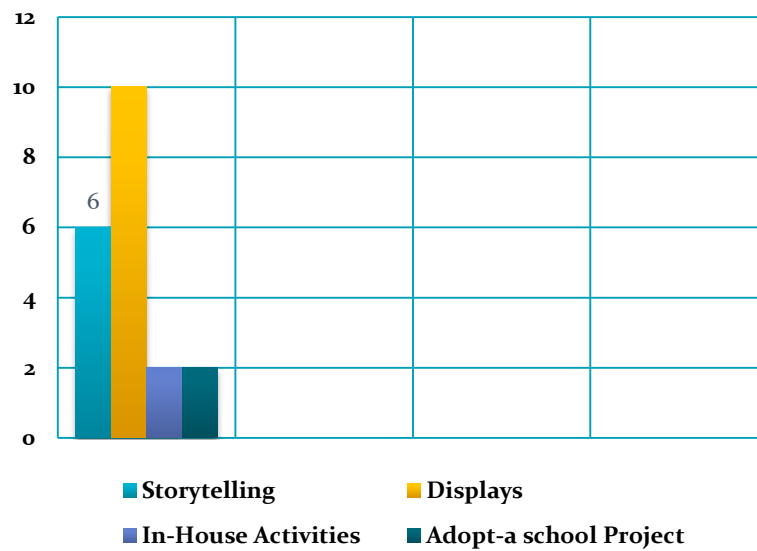
### Ida's valley

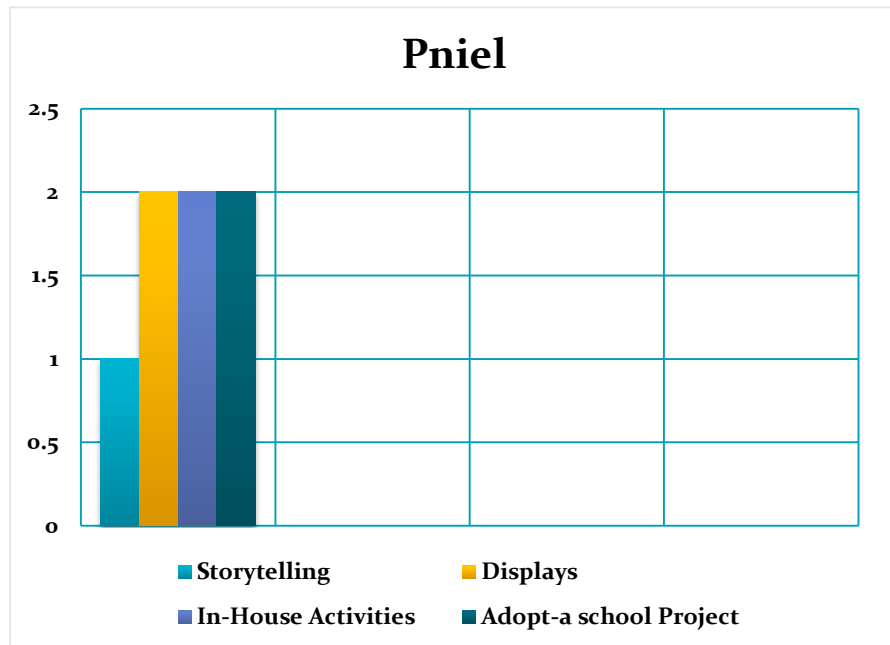
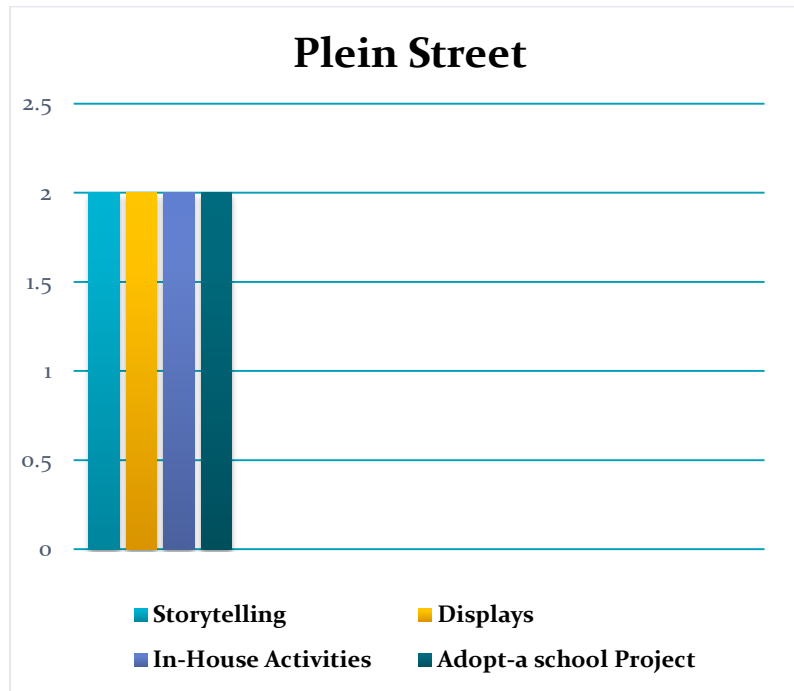
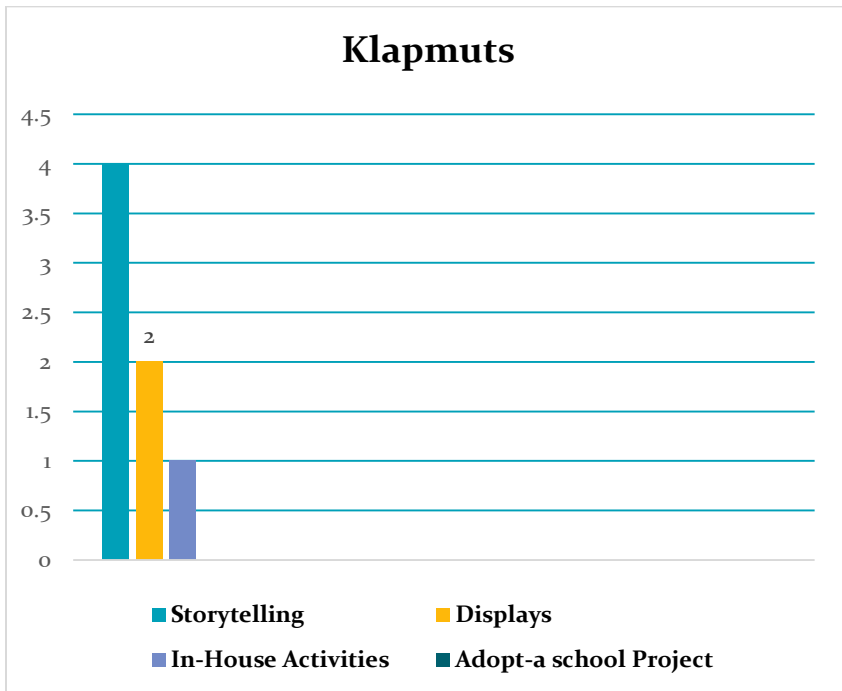


### Jamestown



### Kayamandi





### 3. REPORT OVERVIEW

#### 3.1 Capital Projects

Project	Current status	Expected Completion date
<b>Ida's Valley Library</b> (Upgrade of Library)	Upgrade in progress. Project started on 23 April 2019.	June 2019
<b>Pniel Library</b> Upgrade of children's section and roof.	Upgrade in final stages of completion.	June 2019
<b>Cloetesville Library</b> Extension: Children's area, workroom and computer room	This project forms part of the upgrade which includes the ward offices in Cloetesville. The Bill of Quantities has been finalised and the completion of the tender document is in process. The project is planned for completion in 2019-20 financial year. Total estimated cost of project is R2.4 million.	April 2020
<b>Franschoek Library</b> Upgrade to Library entrance to accommodate the installation of the book detection system.	Contractor has been appointed (forms part of a bigger project which include the upgrade of municipal offices) Property Management is currently handling the project.	June 2019

## 3.2 Staffing

### 3.2.1 New Staff

#### Franschoek Library:

Senior Librarian: Lormarcia Zwaan

#### Groendal Library

Senior Librarian: Isabel Young

### 3.2.2 Resignations

4 Conditional Grant Library Assistants

### 3.2.3 Current vacancies

9 Conditional Grant Library Assistants

## 3.3 Training

Manager: Libraries has been invited to do a presentation at a 2 day Mini Conference being held by City of Cape Town Libraries Department, on the progress Stellenbosch libraries have made over the past two years.

## 4. DISPLAYS

### 4.1 CLOETESVILLE LIBRARY



Adult displays included displays advertising new book arrivals.

The display on Freedom day and traced the path from the first post-apartheid elections held on that day in 1994 to the current year 2019.

The National World Book Day Display was used to promote literacy skills as well and make readers aware of the different authors and genres available at the libraries.

### 4.2 GROENDAL LIBRARY



This display aims to promote the “Lillie die heksie” series and to attract juvenile readers to read the series and to increase the circulation of the series.

Easter Sunday is the culmination of Holy Week. Easter commemorates the resurrection of Jesus Christ. It is the most important Christian festival, and the one celebrated with the greatest joy. The aim of the display is to create awareness of the festival which took place.

The aim of the Human Rights display was to celebrate and create awareness of the role played by Trade Unions, the Communist Party and other labour movements in the struggle against Apartheid. Workers Day, as we know it refers to various socialist and labour movement celebrations celebrated on 1 May.

A display was put up to promote the Alex Rider series and to attract teen readers to read the series and to increase the circulation of the series

#### 4.3 IDA'S VALLEY LIBRARY



World book day celebrated on the 23 April and the display was used to emphasize the importance of reading culture in the world today.

Easter Display – Inform all religious groups of the importance of celebrating Easter for those belonging to the Christian religion.

Freedom Day – 27 April. The display promotes the importance of the first democratic election, held on 27 April 1994. The first elections where all races in South Africa could vote for the first time.

#### 4.4 JAMESTOWN LIBRARY





Display Promoting World Health Day - to inform all as to the benefits of eating healthy and keeping fit. As this promotes longevity via good health habits which in turn keeps body and mind clear and promotes good health.

Autism Display: Informative display to inform the public about a topic that does not get as much exposure. Intended to bring to the attention of the public on various ways to deal with autism, signs to look for and the care and treatment of autistic individuals.

Celebrating Freedom Day. A display put up as a reminder of the struggle to achieve the right to vote for all South Africans.

**4.5 KAYAMANDI LIBRARY**



World Day for Day for Safety and health at Work promotes safety and health in the Workplace and Worker's memorial Day for those who died from work related injury/illness.

World Book Day: annual event organised by the United Nations Educational, Scientific and cultural Organisation to promote reading, publishing and copyright.

**4.6 PLEIN STREET LIBRARY**





April fool's day is celebrated every year by playing jokes and spreading hoaxes. But no need to worry! Instead of trickery, we put all the funny and silly book covers and silly and funny books on the shelf, to show the user there is also fun in the reading. Display used to promote the genre of Humour.

National Autism Awareness Month is recognized each year during the month of April to highlight the growing need for concern and awareness about Autism Spectrum Disorder and help us to create a more welcoming and accessible library environment for users who experience autism spectrum disorder. World Autism Awareness Day (WAAD) aims to put a spotlight on the hurdles that people with autism – and others living with autism – face every day.

#### 4.7 PNIEL LIBRARY



Harry Potter book display to celebrate the author and the popular books.

World Book Day is a registered charity on a mission to give every child and young person a book of their own. It's also a celebration of authors, illustrators, books and (most importantly) it's a celebration of reading.

## 5. Programmes

### 5.1 Groendal



Author, Lesley Beake visited the library discussing the possibility of a venue for the Literacy Festival at Groendal Library which will be held on the 13<sup>th</sup> and 14<sup>th</sup> May 2019. She informed us about the story telling session for school/public librarians.

Aunty Betty, Groendal's oldest library member is now a housebound patron is still an avid reader at 80 years old.

Story telling at Busy Bee's crèche.

## 5.2 Ida's Valley



Story Hour – Pumpkin Patch crèche visited the library for Movie Hour. The movie Rock Dog teaches the importance of reaching for your goals, and to never give up.

Easter Activity - St. Idas Primary School, Grade R class together with their teacher join us, for Easter activity, making a pencil case holder out of recycle goods.

World Book day - Local author Hendry Kortje were invited as guest speaker for World Book Day. One of the activities was to write your own poem, which established the writing skills of the children.

Story Hour - VGK crèche visited the library for Library Orientation and a colouring in activity.



### 5.3 Jamestown



Easter Story Hour at Sonstraaltjies Creche. 16 Children in attendance.  
Discussed and explained the EASTER STORY of Jesus. Gave Easter coloring booklet and easter eggs.

Jakkerland Creche Story Hour. Ten Children in attendance

### 5.4 Kayamandi



ADOPTED CRECHE – GATEWAY ACADEMY = 22 Kids

Children were helped with counting (Numeracy skills).

MASIFUNDE 28 KIDS

Storytelling hour

5.5 Plein Street



Storytelling describe the social and cultural activity of sharing stories among us. Interactive storytelling with children of Jessie Keet Crèche



5.6 Pniel



Kylemore High School – Career day

Departments involved included: Traffic, Fire and disaster management, Drakenstein Police, South African Forensic units; Drakenstein correctional services, Stellenbosch University, Boland College, Stellenbosch Rugby academy; MFM radio station; Drakenstein Tourism office.



Ward 4 hosted a Reading awareness day. 4 Schools were invited and transported to the hall. Library read stories, gave library education – library rules and library marketing as well as a tour through the library. We also arranged for Regardt to do a magic show with useful information on bullying, and safety for children.



AGENDA

**COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING**

2019-08-07

<b>5.2.6</b>	<b>MONTHLY REPORT: LIBRARIES: JUNE 2019</b>
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**Collaborator No:** 655205  
**IDP KPA Ref No:**  
**File Plan:**  
**Meeting Date:** 7 August 2019

**1. SUBJECT: MONTHLY REPORT: LIBRARIES: JUNE 2019**

**2. PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Sections: Libraries for June 2019.

**3. DELEGATED AUTHORITY**

**For notification by the Portfolio committee**

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of the Sections: Libraries for the month of June 2019 to the Committee for notification.

**5. RECOMMENDATION**

that the monthly reports be noted by the Committee.

**6. DISCUSSION / CONTENTS**

**6.1 Background**

The Section: Libraries specialises in public liaison, ad hoc projects and the promotion of literature within the Greater Stellenbosch Area.

**6.2 Discussion**

The Libraries Section consists of one Manager: Library Services, and five Senior Librarians to manage this section effectively. Their main functions are to provide effective and efficient library service to clients and to promote culture of reading.

**6.3 Financial Implications**

None

**6.4 Legal Implications**

The recommendations in this report comply with Council's policies and all applicable legislation.

AGENDA

COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING

2019-08-07

**6.5 Staff Implications**

None

**6.6 Previous / Relevant Council Resolutions**

None

**6.7 Risk Implications**

None

**6.8 Comments from Senior Management****6.8.1 Director: Infrastructure Services**

None required

**6.8.2 Director: Planning and Economic Development**

None required

**6.8.3 Director: Community and Protection Services**

None required

**6.8.4 Director: Corporate Services**

None required

**6.8.5 Chief Financial Officer**

None required

**6.8.6 Municipal Manager**

None required

**ANNEXURES****Annexure A:** Libraries Monthly Report June 2019.**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<b>Albert van der Merwe</b>
<b>POSITION</b>	<b>Manager: Community Services</b>
<b>DIRECTORATE</b>	<b>Community and Protection Services</b>
<b>CONTACT NUMBERS</b>	<b>Ext 8161</b>
<b>E-MAIL ADDRESS</b>	<b>albert.vandermerwe@stellenbosch.gov.za</b>
<b>REPORT DATE</b>	

# **ANNEXURE A**



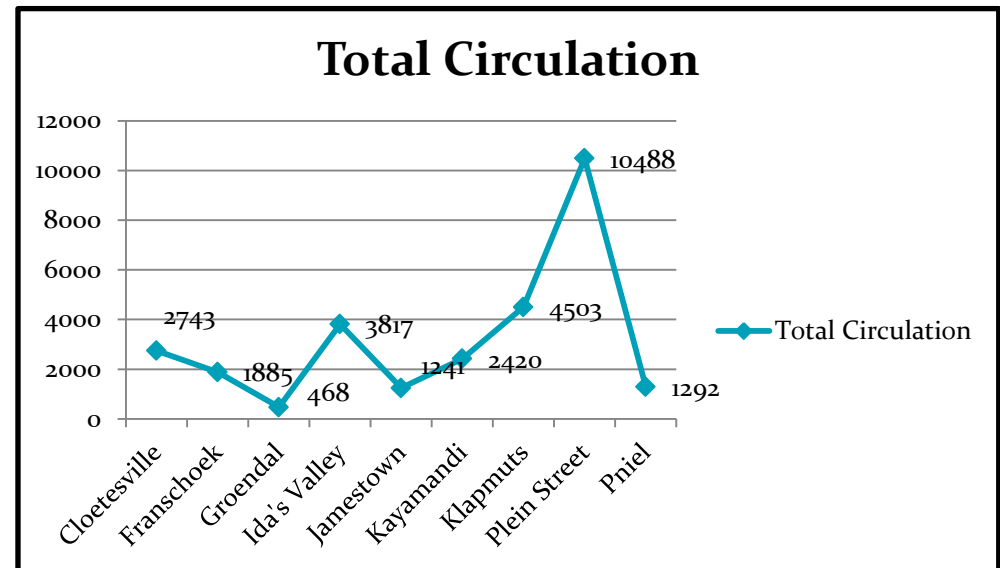
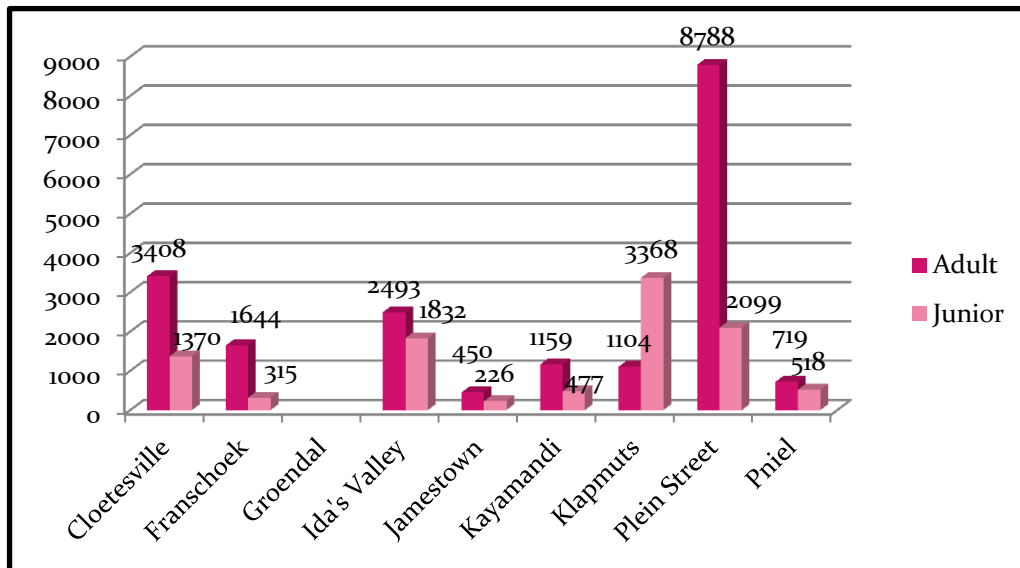
## Stellenbosch Libraries Departmental Report

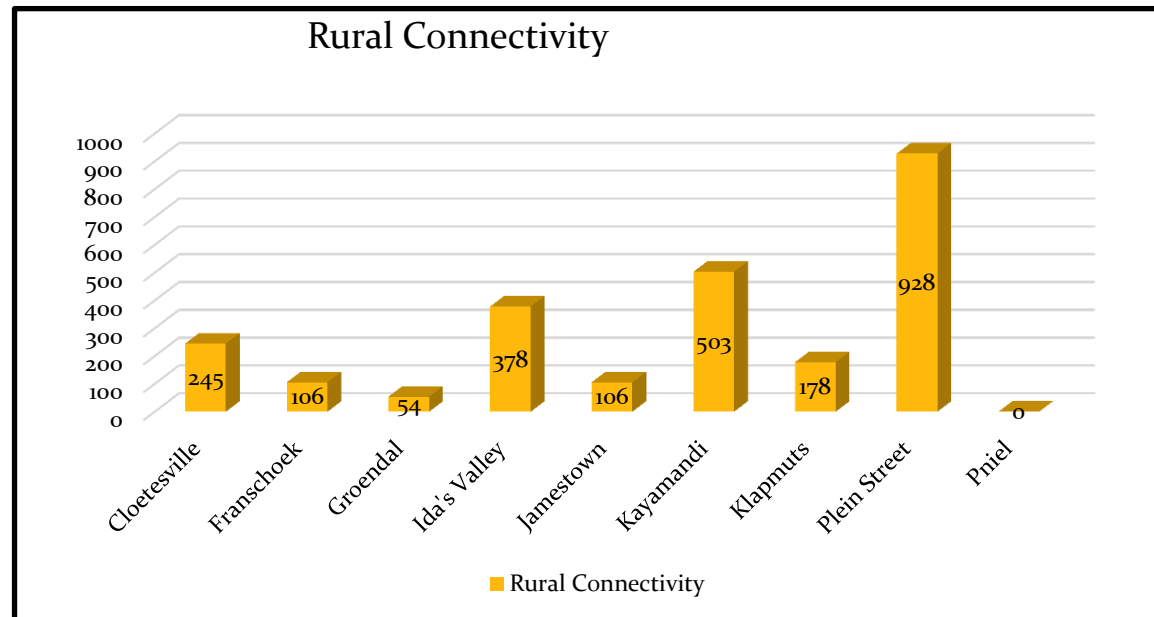
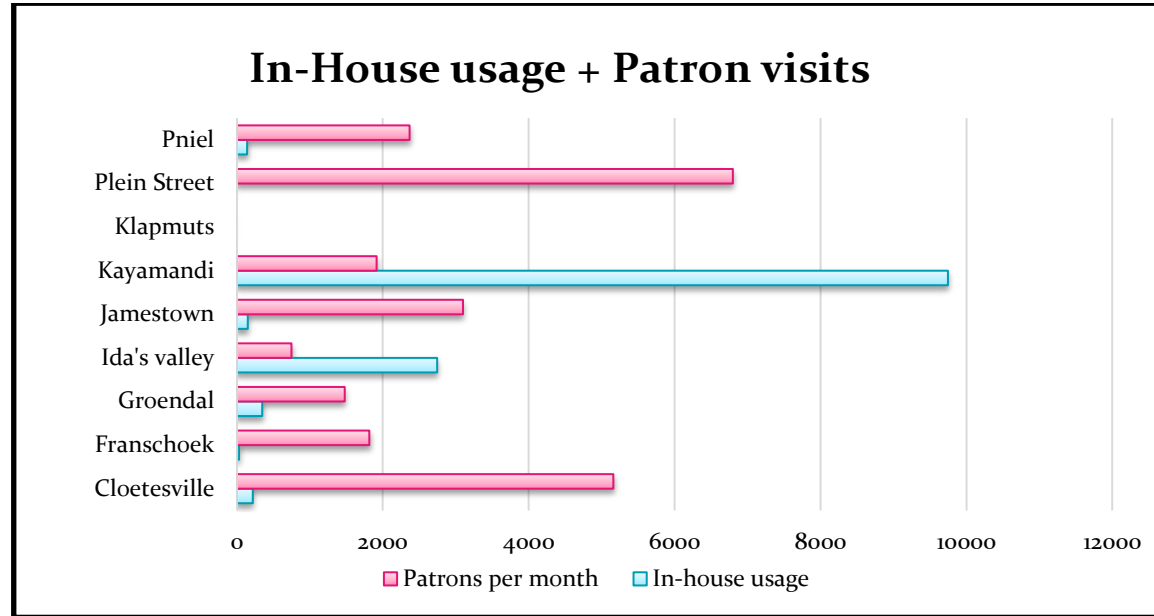


June 2019

# 1. LIBRARIES STATISTICS

## 1.1 ADULT AND JUNIOR MEMBERSHIP

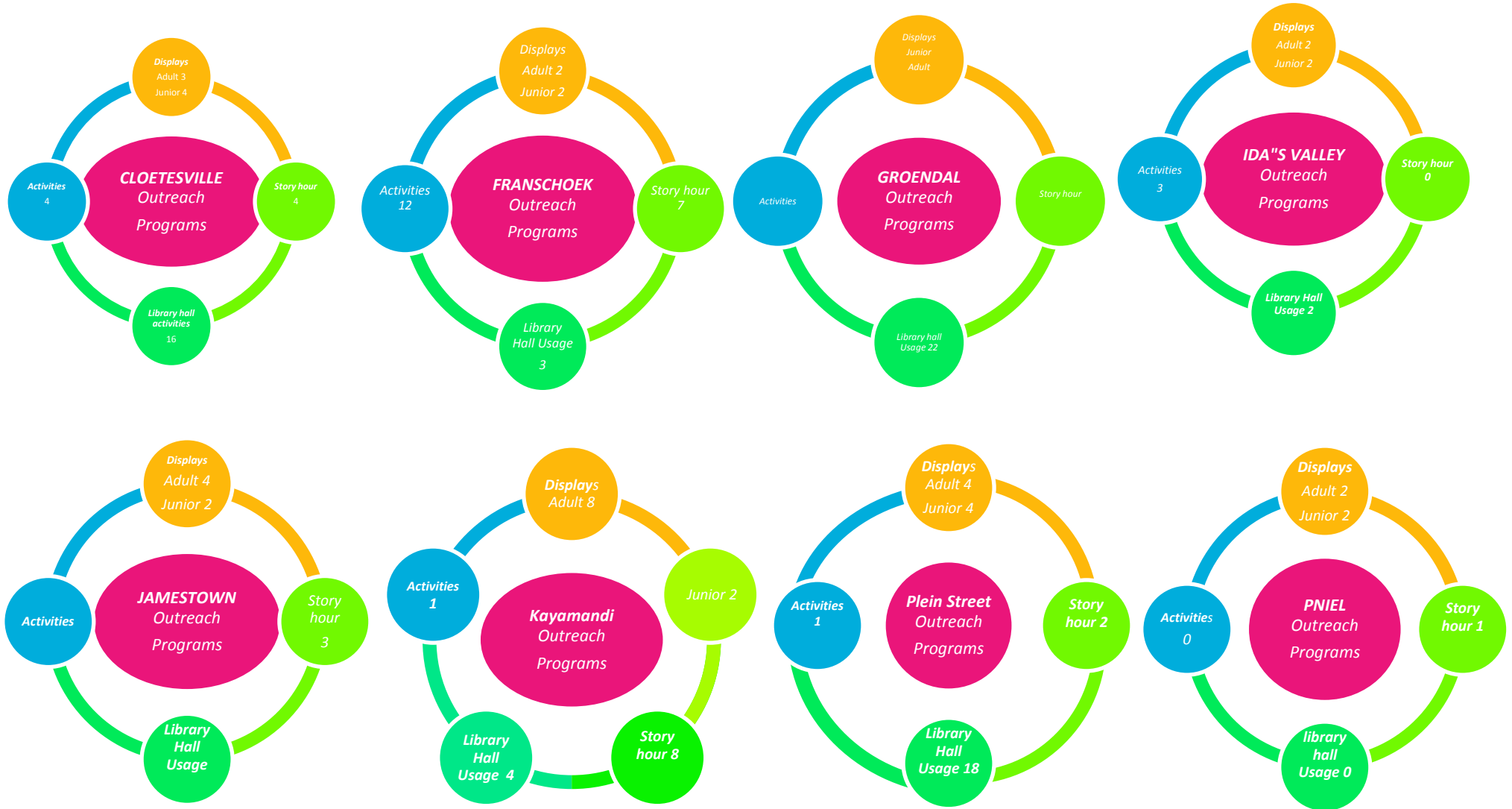






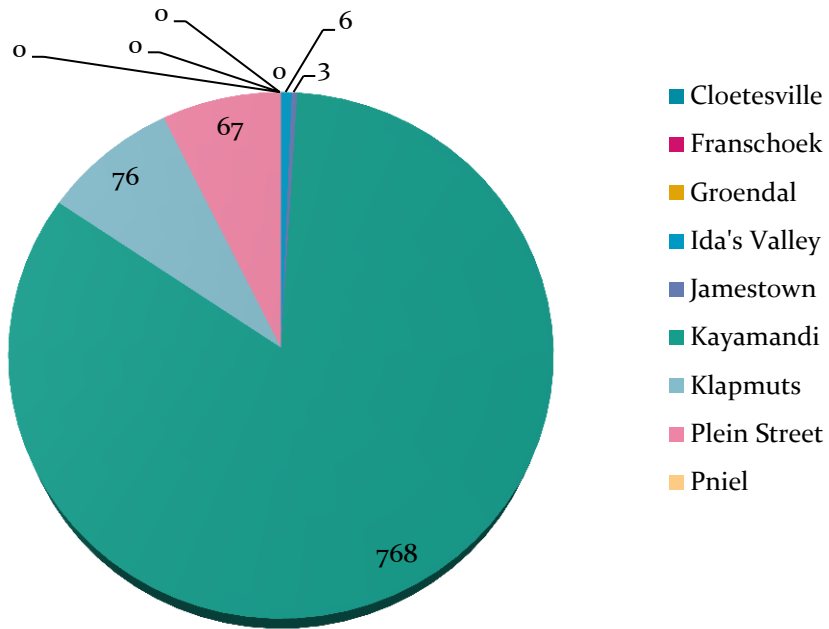
## 2. LIBRARY OUTREACH

### 2.1 PATRON VISITS

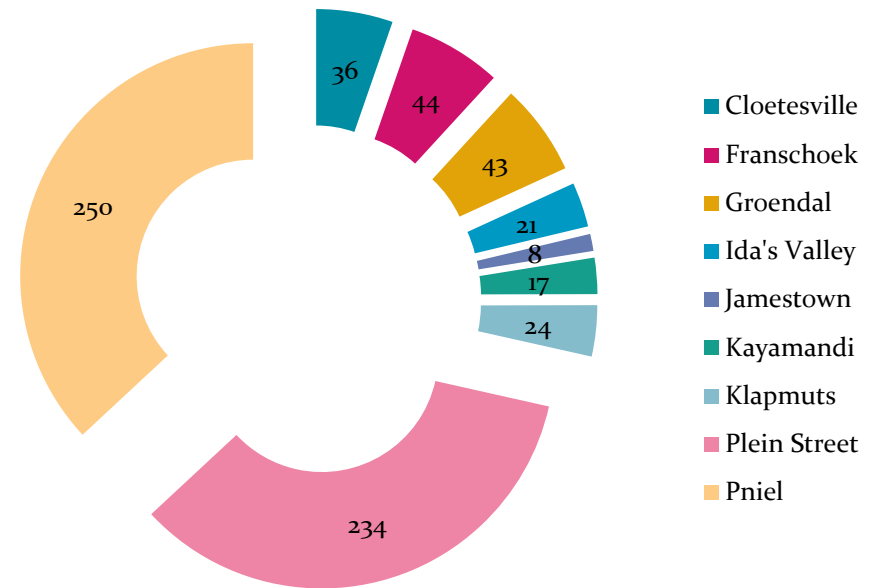


### Circulation Statistics

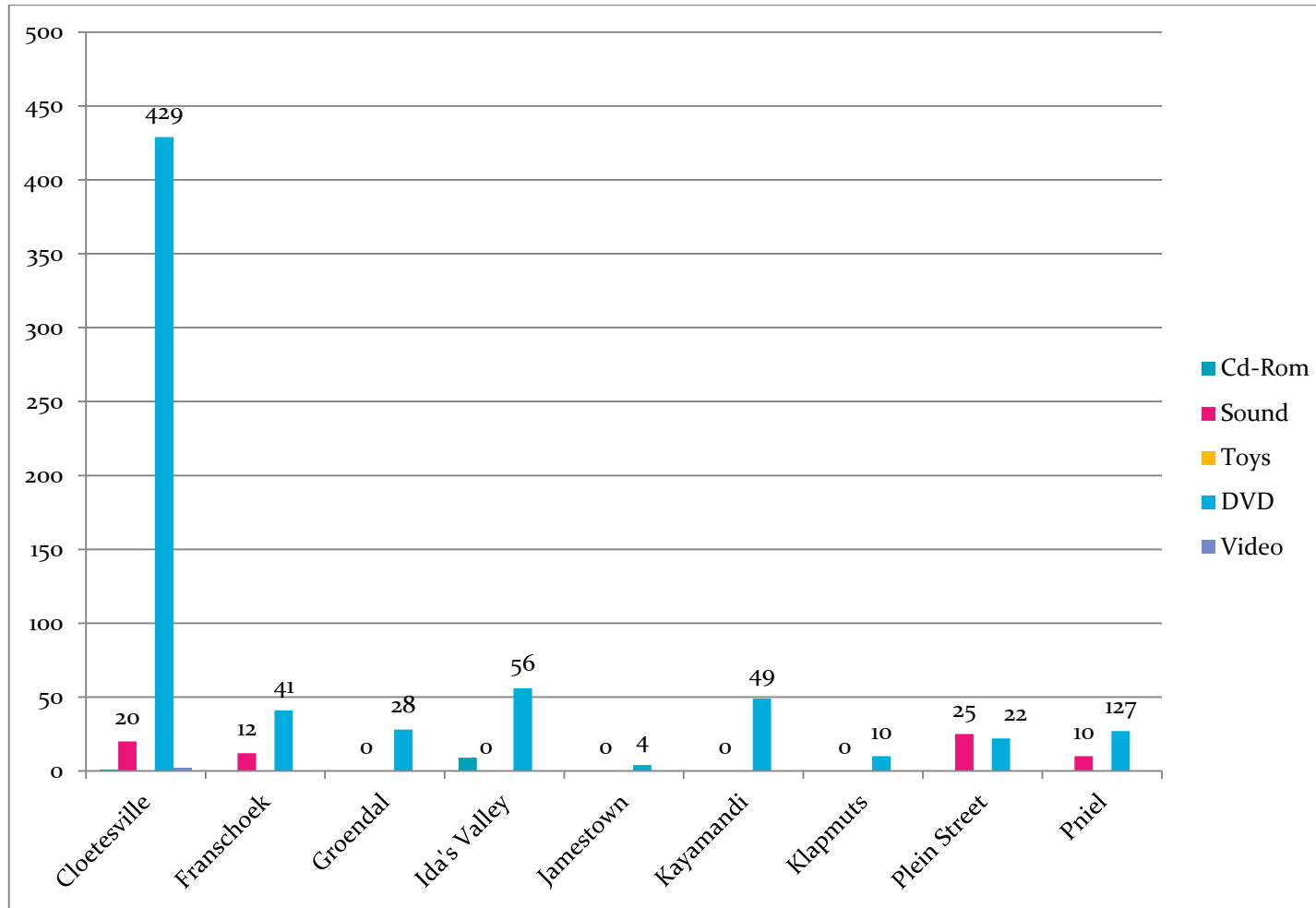
**Junior and Adult isiXhosa**



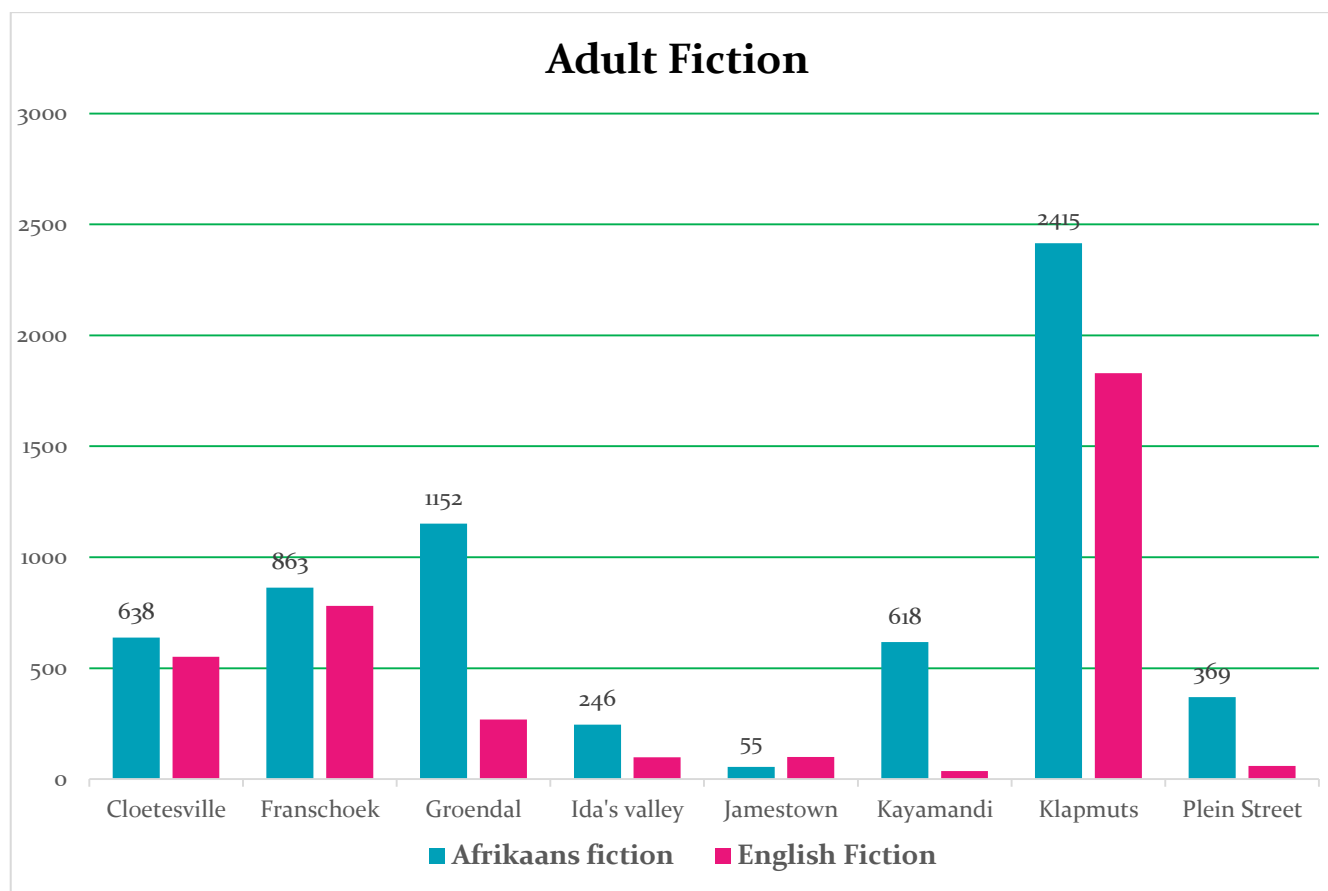
**Periodicals**



Media Circulation Figures



Book Circulation Figures



### 3. REPORT OVERVIEW

#### 3.1 Capital Projects

Project	Current status	Expected Completion date
<b>Ida's Valley Library</b> (Upgrade of Library)	Project completed	June 2019
<b>Pniel Library</b> Upgrade of children's section and roof.	Upgrade in process. Project managed by Property development. Part of Municipal offices upgrade	June 2019
<b>Cloetesville Library</b> Extension: Children's area, workroom and computer room	Project no longer part of the ward offices upgrade. Roll over not permitted.  The project was intended as a two phase project with the second phase being the library extension.	Intended completion date - April 2020
<b>Franschoek Library</b> Upgrade to Library entrance to accommodate the installation of the book detection system.	Upgrade to entrance complete	June 2019

### 3.2 New Staff

Currently shortlisting in progress for conditional grant Library Assistants vacancies.

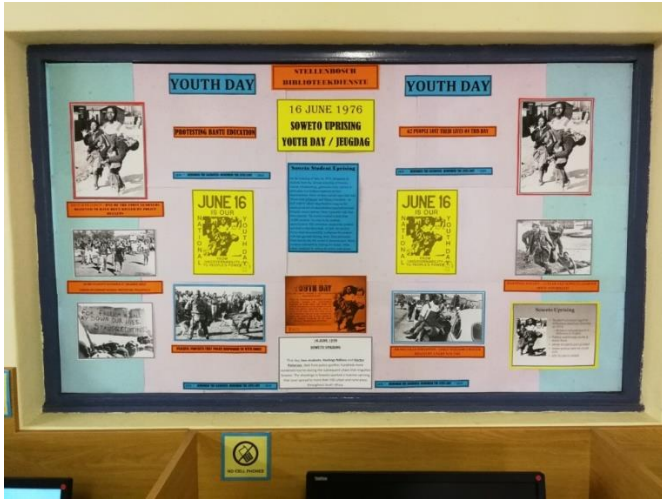
Interviews for the Manager: Libraries position has been completed.

### 3.4 Training

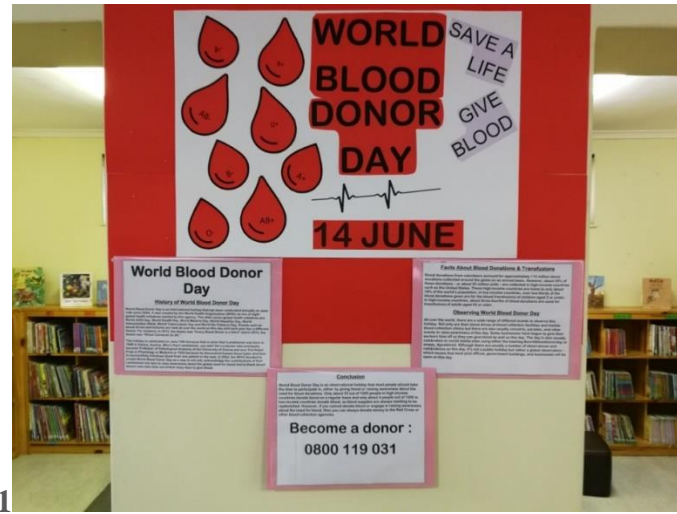
Course	Date/s	Name of attendees	In-house Course co-ordinator	External Course co-ordinator
Daisy Reader: Informal Training on equipment	04.06.2019	I Young	M. Langeveldt	Jade / SA Library for the Blind
SLIMS – Cashier Desk Management (Informal training)	13.06.2019	I Young	M. Langeveldt -	Vuzi / PGWC: Library Services
OHS Training	04/06 – 07/06/2019	Babalwa Bolitshi	M. Langeveldt	Mark Pretorius
OHS Training	10/06 – 14/06/2019	Babalwa Tomose	M. Langeveldt	Mark Pretorius
OHS Training	10/06 – 14/06/2019	Zolelwa Malambile	M. Langeveldt	Mark Pretorius



### 3. Displays



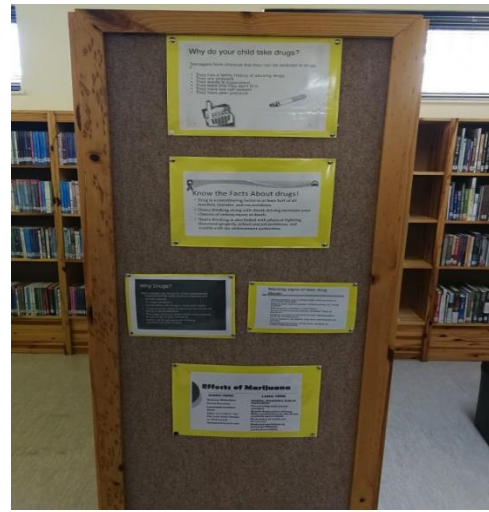
Youth Day 1



Blood Donor Day



World Ocean Day



The Facts about Drugs



World environment day



Birds



My future



Child Protection Week



### 5 Programmes



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AGENDA

COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING

2019-08-07

<b>6.</b>	<b>REPORTS FROM PROTECTION SERVICES</b>
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<b>6.1</b>	<b>NON-DELEGATED MATTERS</b>
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NONE

<b>6.2</b>	<b>DELEGATED MATTERS</b>
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<b>6.2.1</b>	<b>MONTHLY REPORT FOR MAY 2019: TRAFFIC SERVICES</b>
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Collaborator No: 654025

IDP KPA Ref No: Safest Valley

Meeting Date: 7 August 2019

**1. SUBJECT: MONTHLY REPORT FOR MAY 2019: TRAFFIC SERVICES****2. PURPOSE**

To submit a monthly report to the Standing Committee on traffic related enforcement and administrative performance of the department for May 2019 (**APPENDIX 1**).

**3. DELEGATED AUTHORITY**

For the Portfolio Committee to note.

**4. EXECUTIVE SUMMARY**

The report provides an overview of traffic law enforcement activities such as vehicle check points conducted, general enforcement in terms of the National Road Traffic Act, National Land Transport Act & parking/street By-law, awareness campaigns, training (pre-primary-secondary and tertiary education), accident response, registration & licensing of vehicles, vehicle testing, driver & learner testing and prosecution of traffic offences and income and expenditure report on income generated by the department.

**5. RECOMMENDATION**

that the monthly report for May 2019 by Traffic Services, be noted.



**6. DISCUSSION / CONTENTS****6.1 Background**

The core function of the Department Traffic Services is to improve road safety. The Department participates in the respective national and provincial road safety and crime prevention campaigns and co-ordinate actions with other law enforcement agencies such as the South African Police Services, Cape Provincial Traffic Services and the Department of Transport.

The Department strives within its capacity to achieve the objectives as set out in Section 152 of the Constitution, "To promote a safe & healthy environment" for all citizens within the Greater Stellenbosch Municipal Area.

**6.2 Discussion**

The department performs 3 functions on behalf of provincial government, namely, Registration and licensing of vehicles, Vehicle Roadworthy tests and Driver/learner testing.

The monthly report entails an activity report which includes statistics on total accidents and its categories of injuries, number of learner and driver licenses issued/converted and other related driver authorisation, roadworthy tests conducted and certificates issued, motor vehicle registrations, issue of duplicate registration certificates, annual license renewals, issue of temporary/special permits and allocation of registration numbers, total notices issued for parking, moving offences and speeding violations. Stellenbosch is well-known for hosting events and ideal location for film shooting. On a monthly basis the department provides assistance at these events which are listed in the report.

Staff members are deployed to raise road safety awareness by conducting campaigns and visiting everything from crèches, primary and high schools to colleges and university. The same unit is all responsible for responding to accidents. Due to SAPS limited staffing, these officers response time is faster to ensure safe-guarding/accurate recording of data/clearing of the accident scene.

The financial management report provides an overview of income generated by divisions as stated above, parking revenue, rental of parking bays, services provided by officers, film shoots, impoundment fees, issue of parking discs and request for data such as copies of accident reports. Further data is provided on Automatic Number-plate recognition operations, locations and income generated.

The traffic operational plan is only made available and reported on after activities took place due to confidential nature thereof.

**6.3 Financial Implications**

None

**6.4 Legal Implications**

None

**6.5 Staff Implications**

This report has no staff implications to the Municipality.

**6.6 Previous / Relevant Council Resolutions**

None

**6.7 Risk Implications**

This report has no risk implications for the Municipality.

**6.8 Comments from Senior Management****6.8.1 Director: Infrastructure Services**

No comments required.

**6.8.2 Director: Planning and Economic Development**

No comments required.

**6.8.3 Director: Community and Protection Services**

Supports the report.

**6.8.4 Director: Corporate Services**

No comments required.

**6.8.5 Chief Financial Officer**

No comments required.

**6.8.6 Municipal Manager**

No comments required.

**APPENDIX**

**Appendix 1:** Traffic Services Monthly Reports: May 2019.

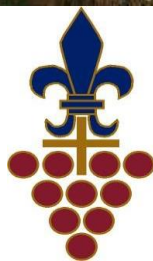
**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<b>Albert van der Merwe</b>
<b>POSITION</b>	<b>ACTING DIRECTOR COMMUNITY &amp; PROTECTION SERVICES</b>
<b>DIRECTORATE</b>	<b>COMMUNITY &amp; PROTECTION SERVICES</b>
<b>CONTACT NUMBER</b>	<b>021 – 808 8437</b>
<b>E-MAIL ADDRESS</b>	<b>albert.vandermerwe@stellenbosch.gov.za</b>
<b>REPORT DATE</b>	

The contents of this report have been discussed with the Portfolio Committee Chairperson and the Councillor agrees with the recommendations.



# APPENDIX 1



# **STELLENBOSCH MUNICIPALITY**

**DIRECTORATE COMMUNITY & PROTECTION SERVICES**

**TRAFFIC SERVICES**



**MONTHLY REPORT: May 2019**

**INDEX**

1. **ACTIVITIES REPORT:**
  - **Accidents**
  - **Drivers Licences**
  - **Roadworthy Certificates**
  - **Motor Vehicle Registrations**
  - **Traffic Offences**
  - **Law Enforcement Functions**
  
2. **PEDESTRIAN & SCHOOL PROJECTS**
  
3. **ACCIDENT RESPONSE**
  
4. **FINANCIAL MANAGEMENT REPORT**
  
5. **TRAFFIC SERVICES OPERATIONAL PLAN**
  
6. **VCP/K78**
  
7. **TOTAL JOBS CREATED**
  
8. **E-NATIS BLOCK**
  
9. **MUNICIPAL DRIVER COMPETENCY**

## 1. ACTIVITIES REPORT:

	APRIL 01/4/2019 30/04/2019
<b>A) ACCIDENTS</b>	
<b>Injuries</b>	
Fatal Injuries	3
Serious injuries	3
Slight injuries	36
No injuries	252
Pedestrians Fatal	2
Pedestrians Serious injuries	5
Pedestrians Slight injuries	6
<b>TOTAL ACCIDENTS</b>	<b>307</b>
<b>ARREST</b>	<b>MAY 2019</b>
Culpable Homicide	0
Impoundments	4
Reckless / Negligent driving	1
Driving under the Influence of alcohol	0
<b>TOTAL</b>	<b>5</b>
<b>B) LICENSE SECTION</b>	
<b>a) Stellenbosch DLTC</b>	
Application for Learner's License	366
Application for PrDP	148
Application for light motor-vehicle driving license	163
Application for motor-cycle driving license	0
Duplicate learner's license	6
Issue driving license	877
Issue learner's license	219
Issue temporary driving license	447
<b>b) Franschhoek DLTC</b>	
Application for learner's license	136
Issue learner's license	51
<b>TOTAL TRANSACTIONS</b>	<b>2 413</b>
<b>C) TESTING CENTRE</b>	
<b>Roadworthy certificates :-</b>	
Motor vehicles	10
Light delivery vehicles	1
Heavy delivery vehicles (trucks)	0
Trailers	1
Taxi's	0
Busses	0
Motor bikes	6
<b>TOTAL TRANSACTIONS</b>	<b>18</b>
<b>D) MOTOR VEHICLE REGISTRATION</b>	

Duplicate registrations certificate	138
Registration only	1 291
License fees (12%) (renew)	6 879
Temporary permits	15
Special permits	27
Allocation of registration numbers	49
RTMC	4 737
<b>TOTAL TRANSACTIONS</b>	<b>13 136</b>
<b>E) TRAFFIC OFFENCES</b>	
Sect 341 & 56 notices	2 650
Speed cameras – Mobile, radar, digicam, robot – TMT SERVICES	25 468
<b>TOTAL NOTICES ISSUED</b>	<b>28 118</b>

### LAW ENFORCEMENT FUNCTIONS - EVENTS

04 May 2019	World Fire Fighters Day
04 May 2019	AF LOUW Walk
05 May 2019	Mudita Fun Run
05 May 2019	Soccer Idas Valley
11 May 2019	Bartninney Funrun

## 2. TRAINING, SCHOOL EDUCATION AND ACCIDENTS

- a) During the course of May 2019 the Training Section visited the following schools to continue with the Scholar Patrol training. The last of the equipment (bibs and caps) for the schools who did not receive theirs was handed out and finalized.

Rietenbosch Primary School  
Klapmuts Primary School  
Idas Valley Primary School

Brückner De Villiers Primary School  
St Idas Primary School



- b) On 15<sup>th</sup> & 17<sup>th</sup> May the following Crèches was visited by the Education Section with Traffic Safety Talks on their level and also received some “Beanies” sponsored by Cape Winelands.

Akkerdoppies Crèche

Kleine Diamantjies Crèche

The following points was discussed during the presentations:

Passenger Safety  
Stranger danger  
Safe Places to play  
Human trafficking  
Setbelt safety

Bike safety  
Pedestrian Safety  
Accident prevention on the road  
Colours of the robot  
Types of transport

“Beanies” sponsored by Cape Winelands as well as educational material was handed out after the event.



- c) On 14<sup>th</sup> May 2019 the Education Section trained the newly appointed EPWP member at Merchant Street point. In winter time the point is dark and the scholars crossing the R44 are very small. She was issued with reflecting and bright orange gloves and the following points was discussed with her:

The necessity of reflective material when on a point.  
Make sure that it is safe to cross the road when holding onto the child’s arm.  
Make sure that the scholars understands her instruction.  
Before stepping in the road, make eye contact with driver of the approaching vehicle and show the driver to slow down.  
Very important make sure of her own safety first





- d) On 10<sup>th</sup> May 2019 the Training Section in collaboration with Disaster Management, Fire Services and Law Enforcement formed a Public Safety joint Awareness program about safety in the various departments.

“Teletubbies” Early Childhood Development in Merchant Street was surprised by our visit and was excited to see all the emergency vehicles with the lights and sirens. “Beanies” sponsored by Cape Winelands as well as educational material was handed out after the event. The teachers received educational material and some shopping bags also sponsored by Cape Winelands.



Topics and plays included:

Safe Places to play  
 Passenger safety  
 Emergency number  
 Bike safety

Pedestrian safety  
 Robot and crossing the road safety  
 Stanger Danger  
 Seatbelt Safety

- e) On 13<sup>th</sup> May a Pedestrian Safety Project was held at Van Riebeeck- and Neethling Streets

Many pedestrians are killed or injured by crossing the road carelessly. There is one simple rule:

Always Stop and Look Before You Cross

- Look right, left and Right again for oncoming traffic.
- Cross only when the road is clear, looking in both directions and listening for oncoming traffic while crossing
- When you cross, walk briskly but don't run

The Education & Training Section interacted with pedestrians by educating and handing out of informational flyers



- f) On 16<sup>th</sup> May 2019 the Training Section in collaboration with Disaster Management, Fire Department and Law Enforcement formed a Public Safety joint Awareness program about safety in the various departments at Makahpula High School in Kayamandi.

The following topics were discussed:

How to become a traffic officer  
taxi  
Accident prevention  
Helmet safety  
How to get your Leainers license

Pedestrian safety especially on trains and  
Emergency number  
Seatbelt safety  
Different devious in the Traffic Department



“Beanies” and other sponsored material by Cape Winelands as well as educational material from our Department was handed out after the event.

- g) On the 17<sup>th</sup> May 2019 the Training & Education Section was invited to the Maties FM 92.6 Studio to join them for an interview.

Their staff and presenters are very hands on and extensively involved with the community and listeners of Stellenbosch, thereby a tremendous assistance to the Stellenbosch Traffic Department’s Training and Education Section by promoting the message of Safety Awareness – Abiding road rules and overall safety for the driver and the pedestrian.

Since drinking & driving was addressed by various shows in that week, Maties FM 92.6 presenters wanted to look at the consequences. Their point is to scare their listeners a little into making the right decisions! They have asked some questions that was of interest:

“If I am pulled over while intoxicated, what happens next?”

“What is the general jail sentencing?”

“What happens when I am the passenger in a car with an intoxicated driver?”

“What if my passengers are intoxicated while I am driving?”

“What are the consequences of having a motor vehicle crash while driving drunk?”

They thanked the Department for a great interview and complimented us on how we act in difficult situations.



#### h) Organisations Unite for Child Protection in Stellenbosch

Major stakeholders involved was:

- Disaster Management
- Fire Services
- SAPS ECO Centre
- Department of Social Development
- Stellenbosch Child Welfare
- Provincial Traffic
- Social Workers
- Educational entertainment
- USIKO
- Green Door

From 24<sup>th</sup> to 31<sup>st</sup> May 2019 the Education Section teamed up with Community Development and launched the Child Safety Program for the Stellenbosch Early Childhood Development.

Children are the next generation of leaders and therefore caring relational support, quality education and protecting children from harm must be our highest priority. Together we can do more to create a society where children can thrive. National Child Protection Week (CPW) is observed in South Africa annually to raise awareness of the rights of children as articulated in the Children's Act of 2005.

South Africa has drafted legislation, based on the United Convention of the Rights of the Child, the African Charter on the Rights and Welfare of the Child and the Constitution.

The campaign began in 1997 and it aims to mobilize all sectors of society to ensure that children are cared for and protected. While the initiative is led by the Minister of Social Development, it is every citizen's duty to play a role in protecting children and creating a safe and secure environment for them. Children in South Africa live in a society with a Constitution that has the highest regard for their rights and for the equality and dignity of everyone. Protecting children from violence, exploitation and abuse is not only a basic value, but also an obligation clearly set out in Article 28 of the South African Constitution.

From 24<sup>th</sup> to 31<sup>st</sup> May 2019 the Education Section teamed up with Community Development and launched the Child Safety Program for the Stellenbosch Early Childhood Development.

On the 24<sup>th</sup> it started from 10:00 – 14:00 with all the ECD's of Kayamandi at the Legacy Centre with a peaceful march from the Trust Centre to raise awareness. Over 390 children attended the program.

On the 27<sup>th</sup> from 10:00 to 14:00 with the ECD's at Clubhouse in Klapmuts



On the 28<sup>th</sup> from 10:00 to 14:00 at Weber Gedenk Primary School including Akkerland ECD



On the 29<sup>th</sup> from 10:00 to 14:00 with the ECD's at Devonvaley Primary School





On the 31<sup>st</sup> from 10:00 to 14:00 with the ECD's at Ikaya Primary School



i) Municipal Driver Testing of employees

Found Competent

- 4 Drivers from Planning & Development - Housing
- 2 Drivers from Nursery
- 1 Driver from Community & Protection Services - Traffic Department

3. **ACCIDENT RESPONSE UNIT**

RECKLESS AND NEGLIGENT – R44 opposite De Zalze

Male driver of motorcycle travelled incoming on the R44 and male pedestrian crossed road unsafe in front of the motorcycle. Pedestrian seriously injured and driver of motorcycle slightly injured

4. **ARREST AND IMPOUNDMENTS**

Impoundments - 4

5. **ANPR**

11 May 2019 – Merriman (Incoming)  
Revenue received **R7400** without deductions

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12 May 2019 – Merriman (Incoming)  
Revenue received **R2600** without deductions

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26 May 2019 – Helshoogte (Beltana incoming)

Revenue received **R7400** without deductions

## 4. FINANCIAL MANAGEMENT REPORT

<b>a. INCOME</b>	
<b>1) TRAFFIC FINES INCOME</b>	
Fines Income & Speed camera digital, Fixed camera and RLV	2 425 660
<b>TOTAL</b>	<b>2 425 660</b>
<b>2) MOTOR VEHICLE REGISTRATION</b>	
Registration fees	259 468
License fees	3 363 847
Duplicate Registrations	16 500
Temporary permits	9 900
Special permits	1 248
Roadworthy Application & certificate	2 478
RTMC	4 737
ALLOCATION FEES	2 450
<b>TOTAL</b>	<b>3 660 628</b>
<b>3) DRIVERS LICENCSE SECTION</b>	
L/License (app. & iss.)	43 046
D/License (App & iss)	30 135
Professional Drivers Permit	11 840
Temporary Driver's License	16 380
Duplicate Certificates	198
Instructors Certificate (app. & iss.)	33
Renewal of card licenses	108 920
<b>TOTAL</b>	<b>210 552</b>
<b>4) STREET PARKING SOLUTIONS INCOME</b>	<b>405 280</b>
<b>5) BLOEMHOF PARKING INCOME</b>	<b>12 265</b>
<b>6) GENERAL INCOME</b>	
Hiring of parking bays	2 000
Impoundment fees	3 785
Info - Accident Bureau	2 550
Disabled Parking Discs	520
Taxi Permits	1 925
<b>TOTAL</b>	<b>10 780</b>
<b>PAYMENTS/EXPENDITURES</b>	



a) Sheriff Account	140 500
b) Driving License Card Account Cost	62 462
c) WCP Government	2 960 185
d) RTMC	340 920
e) Street Parking Solutions	405 280
f) TMT Services & Supplies	941 515
<b>TOTAL</b>	<b>4 850 862</b>

TOTAL INCOME R6 725 165  
TOTAL EXPENDITURE R4 850 862  
**TOTAL TURNOVER R1 874 303**

## 5. TRAFFIC SERVICES OPERATIONAL PLAN

ANNEXURE A

### 6. VCP/K78: (9)

DATE	LOCATION
01/05/2019	WCO 24
02/05/2019	R310 / Spier
03/05/2019	R45/Groot Drakenstein
04/05/2019	R45/Franschhoek
05/05/2019	R45/Franschhoek
06/05/2019	Stellenbosch Stasie
07/05/2019	R310 / Spier
09/05/2019	Klapmuts
10/05/2019	Stellenbosch Stasie
11/05/2019	R45/Franschhoek
12/05/2019	R45/Franschhoek
13/05/2019	R304
14/05/2019	R310
15/05/2019	Groot Drakenstein
16/05/2019	Stellenbosch Stasie
17/05/2019	R44 Cloetesville
18/05/2019	R45/Franschhoek
19/05/2019	R45/Franschhoek
20/05/2019	R304
21/05/2019	Bottelary
22/05/2019	R310 / Spier
23/05/2019	WOC24
24/05/2019	R310 / Spier
25/05/2019	Stellenbosch Stasie
26/05/2019	WCO 24
27/05/2019	R310 / Spier

28/05/2019	R304
29/05/2019	R44/Nietvoorbij
30/05/2019	Klapmuts
31/05/2019	Stellenbosch Stasie

**DICS = 4**

**VCP'S = 21**

**SEC 56 = 833**

**SEC 341 = 1 817**

#### **7. TOTAL OF JOBS CREATED**

EPWP x 10 (Temporary point-duty)

#### **8. E-NATIS BLOCK**

Total block	266
Total withdrawn	3
<b>Total paid</b>	<b>18 261</b>

#### **9. MUNICIPAL DRIVER COMPETENCY**

None

# VCP'S

## May 2019

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
		<b>1</b> <b>Workers Day !!</b>  <b>Public Holiday:</b>  <b>High Visible Patrol:</b>  <b>Concentration Areas:</b> R45 R44 R304 Roving VCP's	<b>2</b> <b>VCP</b> 10:00 - 11:30 R310/Spier	<b>3</b> <b>VCP</b> 10:00 - 11:30 R45/Groot Drakenstein	<b>4</b> <b>R45 Franschhoek</b>  <b>VCP and High visible patrol on R45</b>  <b>Shift:</b> <b>Funeral Escourts Events</b> <b>Normal Duties</b>	<b>5</b> <b>Special Ops on R45</b> <b>Roving VCP's</b>  <b>Shift:</b> <b>Helshoogte Motorcycle Operation</b>
<b>6</b> <b>VCP</b> 10:00 - 11:30 <b>Stellenbosch Station</b>  17:00 - 18:30 <b>Asara/Adam Tas</b>	<b>7</b> <b>VCP</b> 10:00 - 11:30 R310/Spier  17:00 - 18:30 R304	<b>8</b> <b>Voting Day !!</b>  <b>Public Holiday</b>  <b>High Visible Patrol</b>  <b>WCO 24</b>	<b>9</b> <b>VCP</b> 10:00 - 11:30 Klapmuts  17:00 - 18:30 R44 Nietvoorbij	<b>10</b> <b>VCP</b> 10:00 - 11:30 <b>Stellenbosch Station</b>  17:00 - 18:30 <b>Stellenbosch Station</b>  19:00 - 22:00 <b>Stellenbosch SAPS</b>	<b>11</b> <b>R45 Franschhoek</b>  <b>VCP and High visible patrol on R45</b>  <b>Shift:</b> <b>Funeral Escourts Events</b>	<b>12</b> <b>Special Ops on R45</b> <b>Roving VCP's</b>  <b>Shift:</b> <b>Roving VCP's</b> <b>WCO 24</b>

					Normal Patrols	
<b>13VCP</b> <b>10:00 - 11:30</b> <b>R304</b>  <b>17:00 - 18:30</b> <b>Stellenbosch</b> <b>Station</b>	<b>14</b> <b>VCP</b> <b>10:00 - 11:30</b> <b>R310</b>  <b>17:00 - 18:30</b> <b>Merriman Avenue</b>	<b>15</b> <b>VCP</b> <b>10:00 - 11:30</b> <b>Groot Drakenstein</b>  <b>17:00 - 18:30</b> <b>R304</b>	<b>16</b> <b>VCP</b> <b>10:00 - 11:30</b> <b>Stellenbosch</b> <b>Station</b> <b>17:00 - 18:30</b> <b>R304</b>	<b>17</b> <b>VCP</b> <b>10:00 - 11:30</b> <b>R44 - Cloeteville</b>  <b>19:00 - 22:00</b> <b>R44 - Cloeteville</b>	<b>18</b> <b>VCP</b> <b>19:00 - 22:00</b> <b>Stellenbosch SAPS</b>  <b>Franschhoek</b> <b>VCP</b>	<b>19</b> <b>Roving VCP's</b> <b>WCO24</b>  <b>Franschhoek</b> <b>VCP</b>
<b>MONDAY</b>	<b>TUESDAY</b>	<b>WEDNESDAY</b>	<b>THURSDAY</b>	<b>FRIDAY</b>	<b>SATURDAY</b>	<b>SUNDAY</b>
<b>20</b> <b>VCP</b> <b>10:00 - 11:30</b> <b>R304</b>  <b>17:00 - 18:30</b> <b>R45/R310</b>	<b>21</b> <b>VCP</b> <b>10:00 - 11:30</b> <b>Bottelary Road</b>  <b>17:00 - 18:30</b> <b>Klapmuts</b>	<b>22</b> <b>VCP</b> <b>10:00 - 11:30</b> <b>R310</b> <b>Pniel/Kylemore</b> <b>17:00 - 18:30</b> <b>R304</b>	<b>23</b> <b>Roving VCP's</b> <b>WCO24</b>	<b>24</b> <b>VCP</b> <b>R310/Spier</b>  <b>17:00 - 18:30</b> <b>Stellenbosch Station</b>	<b>25</b> <b>19:00 - 22:00</b> <b>Stellenbosch</b> <b>Station</b>	<b>26</b> <b>Roving VCP's</b> <b>WCO24</b>

<b>27</b> <b>VCP</b> <b>10:00 - 11:30</b> <b>R310/Spier</b>  <b>17:00 - 18:30</b> <b>Klapmuts</b>	<b>28</b> <b>VCP</b> <b>10:00 - 11:30</b> <b>R304</b>  <b>17:00 - 18:30</b> <b>R304</b>	<b>29</b> <b>VCP</b> <b>10:00 - 11:30</b> <b>R44 - Nietvoorbij</b>  <b>17:00 - 18:30</b> <b>R310/Spier</b>	<b>30</b> <b>VCP</b> <b>10:00 - 11:30</b> <b>Klapmuts</b>  <b>17:00 - 18:30</b> <b>R44 - Nietvoorbij</b>	<b>31</b> <b>VCP</b> <b>10:00 - 11:30</b> <b>Stellenbosch Station</b>  <b>17:00 - 18:30</b> <b>Stellenbosch Station</b>		
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<b>6.2.2</b>	<b>MONTHLY REPORT FOR JUNE 2019: TRAFFIC SERVICES</b>
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**Collaborator No:** 655167

**IDP KPA Ref No:** Safest Valley

**Meeting Date:** 7 August 2019

**1. SUBJECT: MONTHLY REPORT FEBRUARY 2019: TRAFFIC SERVICES**

**2. PURPOSE**

To submit a monthly report to the Standing Committee on traffic related enforcement and administrative performance of the department for June 2019 (**APPENDIX 1**).

**3. DELEGATED AUTHORITY**

For the Portfolio Committee to note.

**4. EXECUTIVE SUMMARY**

The report provides an overview of traffic law enforcement activities such as vehicle check points conducted, general enforcement in terms of the National Road Traffic Act, National Land Transport Act & parking/street By-law, awareness campaigns, training (pre-primary-secondary and tertiary education), accident response, registration & licensing of vehicles, vehicle testing, driver & learner testing and prosecution of traffic offences and income and expenditure report on income generated by the department.

**5. RECOMMENDATION**

that the monthly report for June 2019 by Traffic Services, be noted.

**6. DISCUSSION / CONTENTS**

**6.1 Background**

The core function of the Department Traffic Services is to improve road safety. The Department participates in the respective national and provincial road safety and crime prevention campaigns and co-ordinate actions with other law enforcement agencies such as the South African Police Services, Cape Provincial Traffic Services and the Department of Transport.

The Department strives within its capacity to achieve the objectives as set out in Section 152 of the Constitution, "To promote a safe & healthy environment" for all citizens within the Greater Stellenbosch Municipal Area.

**6.2 Discussion**

The department performs 3 functions on behalf of provincial government, namely, Registration and licensing of vehicles, Vehicle Roadworthy tests and Driver/learner testing.



The monthly report entails an activity report which includes statistics on total accidents and its categories of injuries, number of learner and driver licenses issued/converted and other related driver authorisation, roadworthy tests conducted and certificates issued, motor vehicle registrations, issue of duplicate registration certificates, annual license renewals, issue of temporary/special permits and allocation of registration numbers, total notices issued for parking, moving offences and speeding violations. Stellenbosch is well-known for hosting events and ideal location for film shooting. On a monthly basis the department provides assistance at these events which are listed in the report.

Staff members are deployed to raise road safety awareness by conducting campaigns and visiting everything from crèches, primary and high schools to colleges and university. The same unit is all responsible for responding to accidents. Due to SAPS limited staffing, these officers response time is faster to ensure safe-guarding/accurate recording of data/clearing of the accident scene.

The financial management report provides an overview of income generated by divisions as stated above, parking revenue, rental of parking bays, services provided by officers, film shoots, impoundment fees, issue of parking discs and request for data such as copies of accident reports. Further data is provided on Automatic Number-plate recognition operations, locations and income generated.

The traffic operational plan is only made available and reported on after activities took place due to confidential nature thereof.

**6.3 Financial Implications**

None

**6.4 Legal Implications**

None

**6.5 Staff Implications**

This report has no staff implications to the Municipality.

**6.6 Previous / Relevant Council Resolutions**

None

**6.7 Risk Implications**

This report has no risk implications for the Municipality.

**6.8 Comments from Senior Management**

**6.8.1 Director: Infrastructure Services**

No comments required.

AGENDA

**COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING**

2019-08-07

**6.8.2 Director: Planning and Economic Development**

No comments required.

**6.8.3 Director: Community and Protection Services**

Supports the report.

**6.8.4 Director: Corporate Services**

No comments required.

**6.8.5 Chief Financial Officer**

No comments required.

**6.8.6 Municipal Manager**

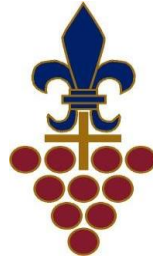
No comments required.

**APPENDIX****Appendix 1:** Traffic Services Monthly Reports: June 2019.**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<b>Albert van der Merwe</b>
<b>POSITION</b>	<b>ACTING DIRECTOR COMMUNITY &amp; PROTECTION SERVICES</b>
<b>DIRECTORATE</b>	<b>COMMUNITY &amp; PROTECTION SERVICES</b>
<b>CONTACT NUMBER</b>	<b>021 – 808 8437</b>
<b>E-MAIL ADDRESS</b>	<b>albert.vandermerwe@stellenbosch.gov.za</b>
<b>REPORT DATE</b>	

The contents of this report have been discussed with the Portfolio Committee Chairperson and the Councillor agrees with the recommendations.

# **APPENDIX 1**



# **STELLENBOSCH MUNICIPALITY**

**DIRECTORATE COMMUNITY & PROTECTION SERVICES**

**TRAFFIC SERVICES**



**MONTHLY REPORT: JUNE 2019**

**INDEX**

1. **ACTIVITIES REPORT:**
  - **Accidents**
  - **Drivers Licences**
  - **Roadworthy Certificates**
  - **Motor Vehicle Registrations**
  - **Traffic Offences**
  - **Law Enforcement Functions**
  
2. **PEDESTRIAN & SCHOOL PROJECTS**
  
3. **ACCIDENT RESPONSE**
  
4. **FINANCIAL MANAGEMENT REPORT**
  
5. **VCP/K78**
  
6. **TOTAL JOBS CREATED**
  
7. **E-NATIS BLOCK**
  
8. **MUNICIPAL DRIVER COMPETENCY**

## 1. ACTIVITIES REPORT:

	MAY 01/5/2019 31/05/2019
<b>A) ACCIDENTS</b>	
<b>Injuries</b>	
Fatal Injuries	3
Serious injuries	4
Slight injuries	21
No injuries	241
Pedestrians Fatal	0
Pedestrians Serious injuries	1
Pedestrians Slight injuries	5
<b>TOTAL ACCIDENTS</b>	<b>275</b>
<b>ARREST</b>	<b>JUNE 2019</b>
Culpable Homicide	0
Impoundments	2
Reckless / Negligent driving	0
Driving under the Influence of alcohol	1
<b>TOTAL</b>	<b>3</b>
<b>B) LICENSE SECTION</b>	
<b>a) Stellenbosch DLTC</b>	
Application for Learner's License	352
Application for PrDP	124
Application for light motor-vehicle driving license	130
Application for motor-cycle driving license	
Duplicate learner's license	8
Issue driving license	56
Issue learner's license	188
Issue temporary driving license	371
<b>b) Franschhoek DLTC</b>	
Application for learner's license	68
Issue learner's license	51
<b>TOTAL TRANSACTIONS</b>	<b>1 348</b>
<b>C) TESTING CENTRE</b>	
<b>Roadworthy certificates :-</b>	
Motor vehicles	0
Light delivery vehicles	0
Heavy delivery vehicles (trucks)	0
Trailers	8
Taxi's	0
Busses	0
Motor bikes	6
<b>TOTAL TRANSACTIONS</b>	<b>14</b>
<b>D) MOTOR VEHICLE REGISTRATION</b>	
Duplicate registrations certificate	138

Registration only	1 291
License fees (12%) (renew)	5 548
Temporary permits	14
Special permits	23
Allocation of registration numbers	54
RTMC	3 546
<b>TOTAL TRANSACTIONS</b>	<b>10 614</b>
<b>E) TRAFFIC OFFENCES</b>	
Sect 341 & 56 notices	2 053
Speed cameras – Mobile, radar, digicam, robot – TMT SERVICES	25 468
<b>TOTAL NOTICES ISSUED</b>	<b>27 521</b>

### LAW ENFORCEMENT FUNCTIONS - EVENTS

08 June 2019	Franschhoek Valley Procession
11 June 2019	Kuyasa Horizon Empowerment Procession
14 June 2019	Rhenish High School Matric Farewell

## 2. TRAINING, SCHOOL EDUCATION AND ACCIDENTS

During the course of June 2019 school holiday the Department visited various areas in the Stellenbosch WC024 and presented safety presentations & activities.

- a) On 18<sup>th</sup> June 2019 the Training Section in collaboration with Disaster Management, Fire Services and Law Enforcement formed a Public Safety Joint Awareness program about safety in the various departments.

Topics discussed:

- Pedestrian safety
- Types of Transport
- Passenger Safety
- Safe places to play



- b) On 25<sup>th</sup> June 2019 the Training Section visited the farming community of Delheim Farm. There was a mixed audience of children and senior personnel. The



department presented some of topics in a form of activity so that kids can understand the message better and apply it. Beanies” sponsored by Cape Winelands as well as educational material was handed out after the event.

Points discussed:

- Public Transport Safety
- Pedestrian safety
- Types of Transport
- Passenger Safety
- Human Trafficking
- Helmet Safety
- Road Safety games



c) On 27<sup>th</sup> June 2019 in collaboration with Disaster Management the Education Section presented a Career Day at Vrede Farm for the community of Coetzenburg and discussed the following topics:

- Types of transport
- How to become a Traffic Officer
- Human trafficking
- Public Transport
- Pedestrian safety activity
- Passenger safety activity
- Safe places to play activity



- d) On 21<sup>st</sup> June 2019 on our way home heavy rain was pouring down and these three ladies was taking cover under the bushes and shrugs. They extended their heartfelt appreciation for the Cape Winelands umbrellas!



e) ANPR Enquiries for the month of June 2019

The Department took service delivering to the community of Stellenbosch by setting up ANPR (Automated Number Plate Recognition) bus for enquiries at different places within the WCO24 to make enquiries more accessible to the public.

4<sup>th</sup> June 2019

- ANPR was setup at Jamestown Parking area from 10h00-14h00
- Two members of the public enquiry about their motor vehicle registration number & id numbers
- Both of them wanted to pay but asked for reduction. They were referred to the Prosecutor for payment
- Jamestown Security centre inform us of a possible ATM robbery at the centre
- SAPD was on the scene within minutes but robbers left already.
- No revenue was received
- A/Supt A De Mink with 2 Traffic Wardens and 1 TMT staff

5<sup>th</sup> June 2019 - ANPR was cancelled due to heavy rain

6<sup>th</sup> June 2019

- ANPR was setup at Jamestown Parking area from 10h00-14h00
- No enquiries was made
- We notice that each and every motorist stop quickly to put on their safety belts before exiting the area.
- No revenue was received
- A/Supt A De Mink with 2 Traffic Wardens and 1 TMT staff

10<sup>th</sup> June 2019

- ANPR was setup at Franschoek Municipal Building from 10h00-14h00
- There was a heavy downpour of rain
- No enquiries was made
- A/Supt A De Mink with 2 Traffic Wardens and 1 TMT staff

12<sup>th</sup> June 2019

- ANPR was setup at Franschoek Municipal Building from 13h00-16h30
- Rainy day in Franschoek
- Two members of the public enquired about their outstanding fines
- Both of them was referred to the Prosecutor for payment
- No revenue was received
- A/Supt A De Mink with 2 Traffic Wardens and 1 TMT staff

14<sup>th</sup> June 2019

- ANPR was setup at Franschoek Municipal Building from 10h00-14h00
- Five members of the public enquired about their outstanding fines
- All of them had outstanding fines and referred to the Prosecutor for payment.
- No revenue was received
- A/Supt A De Mink with 2 Traffic Wardens and 1 TMT staff

18<sup>th</sup> June 2019

- ANPR was setup at Klapmuts opposite BP Garage from 10h00-14h00
- Lots of trucks up and down R101/Klapmuts

- No members of public enquired about their outstanding fines
- Public wants to know the reason for our presence
- A/Supt A De Mink with 1 Traffic Wardens and 1 TMT staff

20<sup>th</sup> June 2019

- ANPR was setup at Klapmuts opposite BP Garage from 14h00-17h00
- Once again lots of Traffic on R101 due to an Accident on N1
- No members of the public enquired about their outstanding fines
- A/Supt A F Mink with 1 Traffic Wardens and 1 TMT staff

24<sup>th</sup> June 2019

- ANPR was setup at Saffraan Road at Die Boord Centre from 10h00-14h00
- No members of the public enquired about their vehicle registration numbers or Id number
- A/Supt L Petersen with 2 Traffic Wardens and 1 TMT staff

26<sup>th</sup> June 2019

- ANPR was setup at Saffraan Road at Die Boord Centre from 13h00 -17h00
- No members of the public enquired about their motor vehicle registration number or Id number.
- Public wants to know the reason for our presence
- A/Supt L Petersen with 2 Traffic Wardens and 1 TMT staff member

28<sup>th</sup> June 2019

- ANPR was setup at Saffraan Road at Die Boord Centre from 10h00-14h00
- No members of the public enquired about their vehicle registration or Id number for outstanding fines.
- 2 members of Public did enquire about drivers licenced and PDP
- Rainy day
- A/Supt A D Mink with 2 Traffic wardens and 1 TMT staff member

f) Municipal Driver Testing of employees

No drivers was tested for the month

**3. ACCIDENT RESPONSE UNIT**

No serious or fatal motor vehicle accidents was recorded by the ARU

**4. ARREST AND IMPOUNDMENTS**

Impoundments - 2

**5. ANPR**

1<sup>st</sup> June 2019 – Helshoogte (Incoming)

Revenue received **R6400** without deductions

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2<sup>nd</sup> June 2019 – Helshoogte (Incoming)

Revenue received **R9500** without deductions

**4. FINANCIAL MANAGEMENT REPORT**

<b>a. INCOME</b>	
<b>1) TRAFFIC FINES INCOME</b>	
Fines Income & Speed camera digital, Fixed camera and RLV	2 287 830
<b>TOTAL</b>	<b>2 287 830</b>
<b>2) MOTOR VEHICLE REGISTRATION</b>	
Registration fees	221 314
License fees	2 520 759
Duplicate Registrations	17 688
Temporary permits	9 240
Special permits	1 104
Roadworthy Application & certificate	1404
RTMC	255 024
ALLOCATION FEES	2 500
<b>TOTAL</b>	<b>3 029 033</b>
<b>3) DRIVERS LICENCSE SECTION</b>	
L/License (app. & iss.)	30 140
D/License (App & iss)	25 390

Professional Drivers Permit	9 920
Temporary Driver's License	16 695
Duplicate Certificates	264
Instructors Certificate (app. & iss.)	231
Renewal of card licenses	98 980
<b>TOTAL</b>	<b>181 620</b>
<b>4) STREET PARKING SOLUTIONS INCOME</b>	<b>677 768</b>
<b>5) BLOEMHOF PARKING INCOME</b>	<b>12 265</b>
<b>6) GENERAL INCOME</b>	
Hiring of parking bays	25 250
Impoundment fees	2 505
Info - Accident Bureau	3 000
Disabled Parking Discs	455
Taxi Permits	770
<b>TOTAL</b>	<b>31 980</b>

<b>PAYMENTS/EXPENDITURES</b>	
a) Sheriff Account	56 562
b) Driving License Card Account Cost	55 853
c) WCP Government	2 218 268
d) RTMC	255 024
e) Street Parking Solutions	388 171
f) TMT Services & Supplies	910 754
<b>TOTAL</b>	<b>3 884 632</b>

TOTAL INCOME R6 220 496  
TOTAL EXPENDITURE R3 884 632  
**TOTAL TURNOVER R2 335 864**

**5. VCP/K78: (9)**

**DICS = 1**

**VCP'S = 30**

**SEC 56 = 713**

**SEC 341 = 1 340**



# VCP'S

## June 2019

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
					1 R45/Franschhoek Roving VCP + High visible patrol	2 R45/Franschhoek Roving VCP + High visible patrol
3 VCP 10:00 - 11:30 Adam Tas /Agrimark  17:00 - 18:30 Adam Tas/ Asara	4 VCP 10:00 - 11:30 Stellenbosch Station  17:00 - 18:30 Merriman Ave	5 VCP Roving VCP WCO24	6 VCP Roving VCP WCO24	7 VCP 10:00 - 11:30 Klapmuts  19:00 - 22:00 VCP CBD/Braak	8 R45/Franschhoek Roving VCP + High visible patrol	9 R45/Franschhoek Roving VCP + High visible patrol
10 VCP 10:00 - 11:30 R304  17:00 - 18:30 R304	11 VCP 10:00 - 11:30 R44/Cloetesville  17:00 - 18:30 Merriman Ave	12 VCP 10:00 - 11:30 Bottelary Road  17:00 - 18:30 R304	13 VCP 10:00 - 11:30 Cluver Road  17:00 - 18:30 Merriman/Hoffman	14 VCP 10:00 - 11:30 Adam Tas /Agrimark 19:00 - 22:00 CBD/Braak	15 VCP 19:00 - 20:00 Stellenbosch Station	16 Roving VCP's WCO24

<p>17 Roving VCP's WCO24</p>	<p>18 VCP 11:00 - 11:30 Bottelary Road  17:00 - 18:30 Klapmuts</p>	<p>19 VCP 10:00 - 11:30 R310/Spier  12:00 - 18:30 R44/Nietvoorbij</p>	<p>20 VCP 10:00 - 11:30 R45/Groot Drakenstein  17:00 - 18:30 R310/Pniel</p>	<p>21 VCP 10:00 - 11:30 Merriman Ave  19:00 - 22:00 CBD/Braak</p>	<p>22 R45/Franschhoek Roving VCP + High visible patrol</p>	<p>23 R45/Franschhoek Roving VCP + High visible patrol</p>
<p>24 10:00 - 11:30 M12/Asara  17:00 - 18:30 R304</p>	<p>25 10:00 - 11:30 R310/Spier  17:00 - 18:30 Adam Tas/ Agrimark</p>	<p>26 10:00 - 11:30 Stellenbosch Station  17:00 - 18:30 R44/Cloeteville</p>	<p>27 10:00 - 11:30 R310/Kylemore  17:00 - 18:30 Adam Tas/ Bruply</p>	<p>28 10:00 - 11:30 R44/ Nietvoorbij  19:00 - 20:00 CBD/Braak</p>	<p>29 R45/Franschhoek Roving VCP + High visible patrol</p>	<p>30 R45/Franschhoek Roving VCP + High visible patrol</p>

**6. TOTAL OF JOBS CREATED**

EPWP x 10 (Temporary point-duty)

**7. E-NATIS BLOCK**

Total block	170
Total withdrawn	6
<b>Total paid</b>	<b>R31 800</b>

**8. MUNICIPAL DRIVER COMPETENCY**

None

AGENDA

COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING

2019-08-07

6.2.3	<b>QUARTERLY REPORT ON BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT: 1 JANUARY 2019 – 31 MARCH 2019</b>
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Collaborator No: 653819  
 IDP KPA Ref No:  
 Meeting Date: 7 August 2019

**1. SUBJECT: QUARTERLY REPORT ON BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT: 1 JANUARY 2019 – 31 MARCH 2019**

**2. PURPOSE**

To submit a Quarterly Report to the Standing Committee on By-law Enforcement statistics and Events Management for the period 1 January 2019 until 31 March 2019.

**3. DELEGATED AUTHORITY**

For Portfolio Committee to note.

**4. EXECUTIVE SUMMARY**

The report provides an overview of law enforcement activities and events for the period from 1 January 2019 until 31 March 2019 and highlights of all the various activities which occurred in the mentioned period. It covers the period with the focus on high visibility and special operations by the Law Enforcement department together with SAPS as well as Event applications considered and approved.

**5. RECOMMENDATIONS**

that the Quarterly Report on By-law Enforcement and Events Management be noted.

**6. DISCUSSION / CONTENTS**

**6.1 Background**

The activity reports on By-law Enforcement and Events Management are attached as **ANNEXURE A**.

This report focuses on Law Enforcement statistics only as the monthly reports provide detailed description of all activities undertaken. Events Management reports have been included as part of the quarterly report.

**6.2 Discussion**

None

**6.3 Financial implications**

None

**6.4 Legal Implications**

None

**6.5 Staff Implications**

This report has no staff implications to the Municipality.

**6.6 Previous / Relevant Council Resolutions**

None

**6.7 Risk Implications**

This report has no risk implications for the Municipality.

**6.8 Comments from Senior Management****6.8.1 Director: Infrastructure Services**

No comments required.

**6.8.2 Director: Planning and Economic Development**

No comments required.

**6.8.3 Director: Community and Protection Services**

Supports the item.

**6.8.4 Director: Corporate Services**

No comments required.

**6.8.6 Chief Financial Officer**

No comments required.

**6.8.7 Municipal Manager**

Supports the item.

**ANNEXURES**

**Annexure A:** Law Enforcement and Events Management Quarterly report for 1 January 2019 until 31 March 2019.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	GERALD ESAU
<b>POSITION</b>	<b>DIRECTOR COMMUNITY &amp; PROTECTION SERVICES</b>
<b>DIRECTORATE</b>	<b>COMMUNITY &amp; PROTECTION SERVICES</b>
<b>CONTACT NUMBERS</b>	<b>X8437</b>
<b>E-MAIL ADDRESS</b>	<b>Gerald.esau@stellenbosch.gov.za</b>
<b>REPORT DATE</b>	<b>10 October 2018</b>

# **ANNEXURE A**



ANNEXURE A



**QUARTERLY REPORT OF STATISTICS FOR THE PERIOD**

**01 JANUARY 2019 – 31 MARCH 2019**

**DIRECTORATE COMMUNITY & PROTECTION SERVICES**

**LAW ENFORCEMENT DEPARTMENT**





## **OVERVIEW**

The report covers the period from 01 January 2019 till 31 March 2019. The report focuses on Law Enforcement statistics only as the monthly reports provide detailed description of all activities undertaken. Events Management reports have been included as part of the quarterly report.

A total of 71 event applications have been considered and approved for the past three months.

The statistical reports are attached as Annexures I, II, and III.

Annexure I: CCTV statistical report

Annexure II: Law Enforcement statistical report

Annexure III: Events Management report

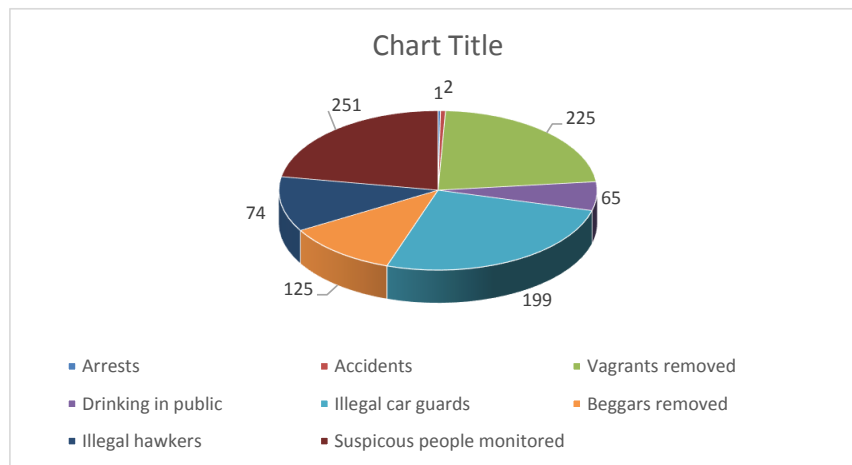


**CCTV STATS**

**ANNEXURE 1**

**QUARTERLY STATS: JANUARY- MARCH 2019**

LAW ENFORCEMENT CCTV	JANUARY	FEBRUARY	MARCH	Total
Arrests	1			1
Accidents	2			2
Vagrants removed	89	67	69	225
Drinking in public	23	21	21	65
Illegal car guards	103	49	47	199
Beggars removed	45	38	42	125
Illegal hawkers	44	15	15	74
Suspicious people monitored	88	75	88	251

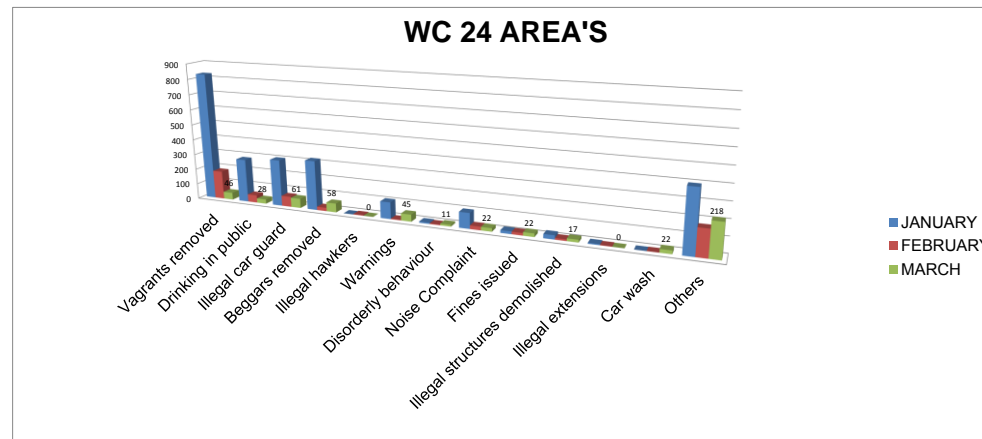




ANNEXURE II

STELLENBOSCH WC024  
 QUARTERLY STATISTICS BY-LAW ENFORCEMENT  
 JANUARY- MARCH 2019

	JANUARY	FEBRUARY	MARCH	TOTAL
Vagrants removed	829	185	46	1060
Drinking in public	282	49	28	359
Illegal car guard	303	67	61	431
Beggars removed	322	22	58	402
Illegal hawkers	0	3	0	3
Warnings	108	4	45	157
Disorderly behaviour	8	4	11	23
Noise Complaint	100	23	22	145
Fines issued	17	16	22	55
Illegal structures demolished	26	10	17	53
Illegal extensions	6	2	0	8
Car wash	0	1	22	23
Others	396	171	218	785



**QUARTERLY REPORT**  
**JANUARY 2019**  
**EVENTS MANAGEMENT**

**EVENTS****Annexure III**

The following special events were held during the month of January 2019:

<u>No</u>	<u>Event</u>	<u>Date</u>
01	Cubs Week 2019	03 till 07 January 2019 Approved
02	Stellenbosch FC NFD Matches	06 January till 23 February 2019 Approved
03	PRG Athletics Meeting	17 January 2019 Approved
04	Falke Full Moon Hikes	20 and 21 January 2019 Approved
05	Ride and Run Challenge	20 January 2019 Approved
06	Medi- help Stellenbosch Cycle Tour	20 January 2019 Approved
07	Stellenbosch Primary Athletics Meeting	21 January 2019 Approved
08	Rhenish Athletics Meeting	22 January 2019 Approved
09	Jordan Full Moon Run	23 January 2019 Approved
10	Cloetesville High School Inter- house Athletics Meeting	24 January 2019 Approved
11	Coronation Team Building 2019	25 and 26 January 2019 Approved
12	Stellenbosch District Riding Club	26 January till 30 June 2019 Approved
13	Lions MTB 2019	26 January 2019 Approved
14	Klapmuts Family Picnic Day	26 January 2019 Approved
15	Soccer Event	26 January 2019 Approved
16	Puma School of Speed	26 January 2019 Approved
17	Cycle Sportive #1	27 January 2019 Approved
18	Ubuntu Breakfast Run	27 January 2019 Traffic to finalize application
19	Stellenbosch Primary Schools Athletics	28 January 2019 Approved
20	Stellenbosch Traditional Athletics	31 January 2019 Approved

There were no Noise Exemptions applications received for the month of January 2019.

There were no Gatherings Act applications received for the month of January 2019

The following Film Shoots were granted / declined during the month of January 2019

01	Kofola TVC / Film Shoot / Jonkershoek Road	18 and 19 January 2019	Approved
02	Doctor Who Film Shoot / Ida's Valley	21 January 2019	Approved
03	Gritters Film Shoot / Jonkershoek Road	21 January 2019	Approved
04	TV Commercial Shoot / Muldersvlei Road	25 till 30 January 2019	Approved
05	TV Commercial Shoot / Jonkershoek	25 till 30 January 2019	Approved
06	Groundglass "Elidor" / Jonkershoek Road	25 January 2019	Approved

**FEBRUARY 2019**  
**EVENTS MANAGEMENT**

**EVENTS**

The following special events were held during the month of February 2019:

<u>No</u>	<u>Event</u>	<u>Date</u>
01	US Vensters	01 February 2019 Approved
02	Stellenbosch Harvest Parade	02 February 2019 Approved
03	Patch Fundraiser – Live Music Concert	02 February 2019 Approved
04	Fairtree Simonsberg	2 & 3 / 9 & 10 February 2019 Approved
05	The Door	02 February 2019 Approved
06	Eikestad Opelug Concert	2 February 2019 Approved
07	Varsity Cup 2019	04 February, 04, 11 March & 01 April, 08 & 15 April 2019
08	Worcester Gymnasium Interschools Athletics	05 February 2019 Approved
09	Prestige Athletics	7 February 2019 Approved
10	Darkfest (MTB)	8 & 9 February 2019 Approved
11	Transcape MTB Cycling	9 February 2019 Approved
12	Graft Gin & Spirit Festival	09 February 2019 Approved
13	Dagbreek Mens Residence	9 February 2019 Approved
14	Valentines Sunset Concert	14 February 2019 Approved
15	Simonsberg Metropolitan	15 February 2019 Approved
16	Stellies Summer Sound	16 February 2019 Approved
17	All Mountain Enduro	17 February 2019 Approved
18	Neethlingshof Full Moon Run	19 February 2019 Approved
19	Falke Full Moon Hikes	19 February 2019 Approved
20	4 M Athletics	21 February 2019 Approved
21	Grandprix Swimming Series	22 – 24 February 2019 Approved
22	Stellenbosch University Open Day	23 February 2019 Approved
23	WP Primary Schools Athletics	23 February 2019 Approved

24	Repfees	23 February 2019 Approved
25	Eikestad Prestige Athletics	26 February 2019 Approved
26	Straatmylfees	27 February 2019 Approved
28	US Woordfees 2019	28 February – 10 March 2019 Approved

The following Noise Exemptions were granted / declined during the month of February 2019

01	US Vensters	01 February 2019	Approved
02	Dagbreek Mens Residence	09 February 2019	Approved
03	Simonsberg Metropolitan	15 February 2019	Approved
04	Stellies Summer Sound	16 February 2019	Approved
05	Repfees	23 February 2019	Approved
06	71 Primrose Street, Cloetesville	24 February 2019	Not approved
07	US Woordfees 2019	28 February – 10 March 2019 Approved	Approved

The following applications in terms of the Gatherings Act were approved / not approved during the month February 2019

01	Ida's Valley Housing Committee/ Star	22 February 2019	Approved
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The following Film Shoots were granted / declined during the month of February 2019

01	Cotswold Collections Summer Shoot	11 February 2019	Approved
02	Netio Film Shoot	15 February 2019	Approved
03	Cotswold Collections Summer Shoot	19 February 2019	Approved
04	Stella Commercial	25 February 2019	Approved



## MARCH 2019

## EVENTS MANAGEMENT

## EVENTS

The following special events were held during the month of March 2019:

<u>No</u>	<u>Event</u>	<u>Date</u>
01	Varsity Athletics	01 March 2019 Approved
02	School Bazaar/ Groendal Secondary School	01 March 2019 Approved
03	Stellenbosch FC NFD Matches	01 March till 05 May 2019 Approved
04	Bridge House Mile	02 March 2019 Approved
05	Cape Town Cycle Tour MTB Challenge	02 March 2019 Approved
06	2019 Cape Rouler	3 till 7 March 2019 Approved
07	Wingerd Vista Market	3, 10, 17, 24 & 31 March 2019 Approved
08	Eikestad Primary Rugby Day	05 March 2019 Approved
09	Groendal School Carnival	08 & 09 March 2019 Approved
10	KCF Family Day	09 March 2019 Approved
11	Sportsday vs Hottentots	09 March 2019 Approved
12	Songo Info Champions Race Kayamandi	13 March 2019 Approved
13	Clicks Curls Cape Town: Natural Hair	16 & 17 March 2019 Approved
14	National Disability Games 2019	17 till 21 March 2019 Approved
15	Falke Full Moon Hike	21 March 2019 Approved
16	Mont Rochelle	21 March 2019 Approved
17	Absa Cape Epic 2019	22 & 23 March 2019 Approved
18	Stellenbosch Airshow	23 March 2019 Approved
19	Swallows Trail Run	24 March 2019 Approved
20	World School Rugby	26, 27, 29 & 30 March 2019 Approved
21	Master Waterpolo Tournament	27 till 30 March 2019 Approved
	Stelliefest	30 March 2019 Event has been postponed.
22	STS Middelvlei Tri	31 March 2019 Approved
23	PPA Sportive #3	31 March 2019 Approved

The following Noise Exemptions were granted / declined during the month of March 2019

01	School Bazaar/ Groendal Secondary School	01 March 2019	Approved
02	Groendal Primary School Carnival	08 & 09 March 2019	Approved
03	KCF Family Day	09 March 2019	Approved
04	AFM Church Cloetesville	10 March 2019	Approved

The following applications in terms of the Gatherings Act were approved / not approved during the month March 2019

01	Star March against racism	23 March 2019	Approved
02	Azania Community	25 March 2019	Cancelled

The following Film Shoots were granted / declined during the month of March 2019

01	Eyeforce SA / Film Shoot	15 March 2019	Approved
02	Stills Film Shoot	20 March 2019	Approved

6.2.4	<b>MONTHLY REPORT: LAW ENFORCEMENT AND EVENTS MANAGEMENT: APRIL 2019</b>
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Collaborator No: 653809

IDP KPA Ref No:

Meeting Date: 7 August 2019

**1. SUBJECT: MONTHLY REPORT: BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT: APRIL 2019**

**2. PURPOSE**

To submit a monthly report to the Standing Committee on By-law Enforcement statistics and Events Management for the period 01 April until 30 April 2019.

**3. DELEGATED AUTHORITY**

For Portfolio Committee to note.

**4. EXECUTIVE SUMMARY**

The report provides an overview of law enforcement activities and events for the month of April 2019 and highlights of all the various activities which occurred in the mentioned period. It covers the period with the focus on high visibility and special operations by the Law Enforcement department together with SAPS.

**5. RECOMMENDATIONS**

that the Portfolio Committee take note of the various functions executed in the line of duties as mandated for the month of April 2019.

**6. DISCUSSION / CONTENTS**

**6.1 Background**

The activity reports on By-law Enforcement and Events Management are attached as **ANNEXURE A**.

This report focuses on Law Enforcement statistics only as the monthly reports provide detailed description of all activities undertaken. Events Management reports have been included as part of the quarterly report.

**6.2 Discussion**

None

**6.3 Financial implications**

None

AGENDA

**COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING**

2019-08-07

**6.4     Legal Implications**

None

**6.5     Staff Implications**

This report has no staff implications to the Municipality.

**6.6     Previous / Relevant Council Resolutions**

None

**6.7     Risk Implications**

This report has no risk implications for the Municipality.

**6.8     Comments from Senior Management****6.8.1   Director: Infrastructure Services**

No comments required.

**6.8.2   Director: Planning and Economic Development**

No comments required.

**6.8.3   Director: Community and Protection Services**

Supports the item.

**6.8.4   Director: Corporate Services**

No comments required.

**6.8.6   Chief Financial Officer**

No comments required.

**6.8.7   Municipal Manager**

Supports the item.

**ANNEXURES**

**Annexure A:** Law Enforcement and Events Management Monthly report for April 2019.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Neville Langenhoven
<b>POSITION</b>	<b>Manager: By-Law and Events Management</b>
<b>DIRECTORATE</b>	<b>COMMUNITY &amp; PROTECTION SERVICES</b>
<b>CONTACT NUMBERS</b>	<b>X8497</b>
<b>E-MAIL ADDRESS</b>	<b>Neville.langenhoven@ Stellenbosch.gov.za</b>
<b>REPORT DATE</b>	<b>25 January 2019</b>

**DIRECTOR: COMMUNITY & PROTECTION SERVICES**

The contents of this report have been discussed with the Portfolio Committee Chairperson and the Councillor agrees with the recommendations.

# **ANNEXURE A**

**ANNEXURE A**



**MONTHLY REPORT FOR APRIL 2019**

**DIRECTORATE COMMUNITY & PROTECTION SERVICES**

**LAW ENFORCEMENT DEPARTMENT**



## MONTHLY REPORT 2019

### MONDAY 01 APRIL 2019

The OPS Unit performed visible patrols at CBD (Braak), Ida's Valley, Cloeteville, Jonkershoek and Kayamandi TRA Camp. Found everything in order.

### TUESDAY 02 APRIL 2019

The OPS Unit removed ten vagrants from Kleine Libertas Theatre as the appointed contractor had to demolish the building.



The OPS Unit performed visible patrols at Jonkershoek, CBD, Ida's Valley, Cloeteville and Kayamandi TRA Camp, all in order.

### WEDNESDAY 03 APRIL 2019

The OPS Unit performed visible patrols in CBD, Cloeteville, Ida's Valley, Kayamandi TRA Camp and Jonkershoek, all in order.

The OPS Unit assisted Law Enforcement B-shift at Mandela City, Klapmuts during the demolishing of four structures.



The Unit removed three vagrants from Midmark Parking.



**THURSDAY 04 APRIL 2019**

The OPS Unit did visible patrols at Jonkershoek, Cloetesville, Ida's Valley, CBD (Braak), Kayamandi TRA Camp and Jonkershoek with nothing to report.

**FRIDAY 05 APRIL 2019**

Ops Unit monitored the Kayamandi Azania group at the Magistrate court as they appeared again in court. The OPS Unit with Boland POPs accompanied the group back into Azania after the court case.



The Unit did visible patrols in CBD and Hotspots, all in order.

A male was removed in front of Building Express in Dorp Street for sleeping in public and causing a nuisance.

**SATURDAY 06 APRIL 2019**

The Unit with Klapmuts SAPS performed visible patrols in Klapmuts.

The OPS Unit performed visible patrols in CBD, Ida's Valley, Kayamandi TRA Camp and Jonkershoek with nothing to report.

**SUNDAY 07 APRIL 2019**

The OPS Unit received a complaint that at Kayamandi TRA Camp two groups of people were fighting with one another, Kayamandi SAPS were on the scene and the fights were stopped.

The OPS Unit performed visible patrols in CBD (Braak), Cloetesville, Ida's Valley, Kayamandi TRA Camp and Jonkershoek with nothing to report.

**MONDAY 08 APRIL 2019**

The OPS Unit performed visible patrols in CBD, Ida's Valley, Kayamandi TRA Camp and Jonkershoek with nothing to report.

The OPS Unit monitored a group of 300 people from Azania illegally marching to the Magistrate court. After the court case the group returned peacefully to Azania.

**TUESDAY 09 APRIL 2019**

The OPS Unit assisted Stellenbosch SAPS at Beyerskloof Farm where a meeting was held between farm owners and President Cyril Ramaphosa.

The OPS Unit performed visible patrols in Vlotenburg, CBD, Cloeteville, Ida's Valley, Kayamandi TRA Camp and Jonkershoek with nothing to report.

The OPS Unit provided protection service during an IDP meeting in Kayamandi found all in order.

**WEDNESDAY 10 APRIL 2019**

The OPS Unit monitored a group of Azania residents illegally marching to the Magistrate Court.

The OPS Unit assisted Law Enforcement A-shift in Klapmuts Mandela City where 13 structures were demolished.



**THURSDAY 11 APRIL 2019**

The OPS Unit performed visible patrols in CBD, Ida's Valley, Kayamandi TRA Camp and Jonkershoek with nothing to report.

The OPS Unit with Cloetsville SAPS conducted a road block at SlapTown. Twelve vehicles were pulled over and 8 fines were issued for driving without license.

**FRIDAY 12 APRIL 2019**

The OPS Unit assisted Klapmuts SAPS. Two males were stopped and searched and arrested for possession of dangerous weapons and house break- in implements.



The Unit performed visible inspections at Kayamandi TRA Camp, Cloetesville, Ida's Valley and Jonkershoek with nothing to report.

The OPS Unit removed four vagrants that were sleeping in front of Stellenbosch Police Station.

Special OPS Unit provided protection service during an IDP Meeting in Klapmuts found all in order.

**SATURDAY 13 APRIL 2019**

The Unit performed visible inspections at CBD (Braak), Kayamandi TRA Camp, Cloetesville and Ida's Valley with nothing to report.

The OPS Unit removed seven vagrants from Kleine Libertas.



**SUNDAY 14 APRIL 2019**

The Unit performed visible inspections at CBD (Braak), Kayamandi TRA Camp, Cloetesville and Ida's Valley with nothing to report.

**MONDAY 15 APRIL 2019**

The Unit performed visible inspections at Kayamandi TRA Camp, Cloetesville, Kleine Libertas and Ida's Valley with nothing to report.

Special OPS Unit performed an inspection at La Rochelle, Klapmuts as people have illegally erected a structure.

**TUESDAY 16 APRIL 2019**

The OPS Unit performed inspections at the municipal flats in Rhode Street found all in order.

The OPS Unit assisted officers from Traffic Services on the R310 with a Taxi VCP.

Illegal parking attendants were removed as follows;

- One illegal attendant in Blom Street
- Two illegal parking attendants in Dorp Street

**WEDNESDAY 17 APRIL 2019**

Illegal parking attendants were removed as follows;

- One illegal attendant in Dorp Street.

The OPS Unit monitored a group of residents from Azania on their way through town to the Magistrate Court.



The OPS Unit provided protection service during the opening of the Klapmuts Fire Station.



#### **THURSDAY 18 APRIL 2019**

The OPS Unit did inspections at Klapmuts, CBD (Braak), Jonkershoek and Cloetesville at the Municipality Flats at Rhode Street found all in order.

The Unit received a complaint at Koelenhof train station that people were erecting structures. Upon arrival the complaint was found to be negative.



#### **The OPS Unit in joint operation with Cloetesville SAPS: Execution of Search Warrants**

- Melody Flats, Cloetesville nothing illegal found;
- *Lang Street*, Cloetesville one male arrested for possession of Tik/ Mandrax and Dagga;



- North End Street, Cloetesville nothing illegal found;
- Hoek Street, Cloetesville one male was arrested for possession of drugs.





### **FRIDAY 19 APRIL 2019**

The Unit performed visible inspections at CBD and hotspot areas, Ida's Valley, Kayamandi TRA Camp and Cloeteville with nothing to report.

Inspections were performed at Koelenhof Farm, found all in order no illegal structures found.

The OPS Unit removed eight vehicles from the Braak.

The OPS Unit assisted officers from Fire and Rescue Service at Primrose Street Cloeteville where one structure burnt down with no injuries.



### **SATURDAY 20 APRIL 2019**

The Unit performed visible patrols in CBD (Braak), Ida's Valley, Kayamandi and Cloeteville found all in order.

The OPS Unit removed ten vehicles from the Braak.

The OPS Unit attended a noise complaint at Kenny Longlands. The music was switched off.

The Unit assisted officers from Traffic Service at an accident scene on Kayamandi Bridge. Two vehicles were involved with no injuries.



The OPS Unit assisted Cloeteville SAPS in Chippendale Street with a domestic violence.

### **SUNDAY 21 APRIL 2019**

The OPS Unit attended a complaint in Dorp Street and removed eight (8) vagrants that were sleeping on the stoep of Builders Express.

The Unit assisted officers from Traffic Services at Jamestown traffic lights at an accident scene. Two vehicles were involved with no injuries.

### **MONDAY 22 APRIL 2019**

The Ops Unit assisted B-Shift at Kleine Libertas in demolishing of five illegal structures. The demolishing contractor was still on the premises.

The OPS Unit removed one male for drinking in public at Midmark Parking and issued him with a fine.

The Unit performed visible inspections at CBD (Braak), Jonkershoek, Kayamandi TRA Camp, Cloeteville and Ida's Valley with nothing to report.

The OPS Unit provided protection service to officers from the Electrical Directorate at *Lang* Street, Cloeteville.

### **TUESDAY 23 APRIL 2019**

Visible inspections were performed at Kayamandi at the TRA Camp, Cloeteville, Ida's Valley and Braak with nothing to report.

The OPS Unit attended a noise complaint at Lawanda Flats, no loud noise on arrival at the premises.

### **WEDNESDAY 24 APRIL 2019**

The OPS Unit provided protection service during the council meeting.

The OPS Unit removed five vagrants fighting at Midmark Parking.

The Unit performed visible inspections at CBD (Braak), Kayamandi TRA Camp, Cloeteville and Ida's Valley with nothing to report.



**THURSDAY 25 APRIL 2019**

The Unit assisted officers from Traffic Services with a Taxi VCP on the R44 close to Jamestown.



The Unit provided protection service during an IDP meeting in Vlottenburg found all in order.

**FRIDAY 26 APRIL 2019**

The OPS Unit performed visible patrols at CBD, Ida's Valley, Cloetesville and Kayamandi TRA Camp with nothing to report.

The OPS Unit demolished two illegal structures at Devon Valley and provided protection service to EPWP Workers during a clean-up operation next to the Landfill site.



The OPS Unit performed visible patrols at CBD (Braak), Ida's Valley, Cloeteville and Kayamandi TRA Camp with nothing to report.

The OPS Unit doing patrols in Midmark Parking one male was search nothing illegal found.

#### **SATURDAY 27 APRIL 2019**

The OPS Unit performed visible patrols at Jonkershoek, CBD (Braak), Ida's Valley, Cloeteville and Kayamandi TRA Camp with nothing to report.

The OPS Unit removed one suspicious person at Midmark Parking.

The OPS Unit removed two males in Dorp Street for drinking in public and both were issued with fines.

#### **SUNDAY 28 APRIL 2019**

The OPS Unit performed visible patrols at Jonkershoek, CBD (Braak), Ida's Valley, Cloeteville and Kayamandi TRA Camp with nothing to report.

#### **MONDAY 29 APRIL 2019**

The OPS Unit performed visible patrols at CBD (Braak), Ida's Valley, Cloeteville and Kayamandi TRA Camp with nothing to report.

The OPS Unit assisted Stellenbosch SAPS at Kromme Rhee Road as two males were arrested for house break in.

The OPS Unit received a noise complaint at Jonkershoek Road; noise nuisance's letter was issued to the owner.

The OPS Unit provided protection service during the IDP meeting in Kayamandi Community Hall found all in order.



The OPS Unit doing visible patrols with Cloeteville SAPS in Cloeteville found all in order.

#### **TUESDAY 30 APRIL 2019**

The OPS Unit performed visible patrols at Jonkershoek, CBD (Braak), Ida's Valley, Cloeteville and Kayamandi TRA Camp with nothing to report.

The OPS Unit provided protection service during the IDP meeting in Cloetesville at Eikestad Hall found all in order.



The statistical data of the CCTV statistics, general Law Enforcement and Events Management are attached as Annexures I, II and III.

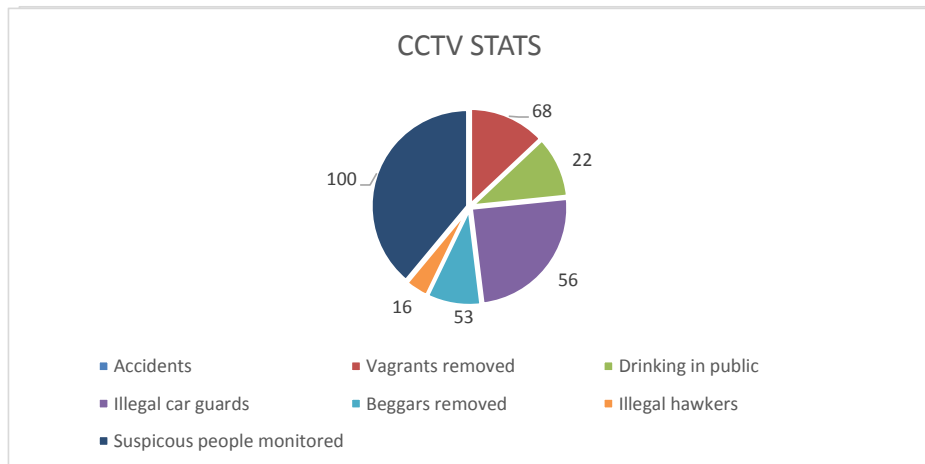


**CCTV STATS**

**FOR APRIL 2019**

ANNEXURE I

LAW ENFORCEMENT CCTV	Week 1	Week 2	Week 3	Week 4	Total
Accidents					
Vagrants removed	10	16	22	20	68
Drinking in public	8	5	3	6	22
Illegal car guards	19	8	12	17	56
Beggars removed	7	15	12	19	53
Illegal hawkers	3	4	2	7	16
Suspicious people monitored	30	25	24	21	100

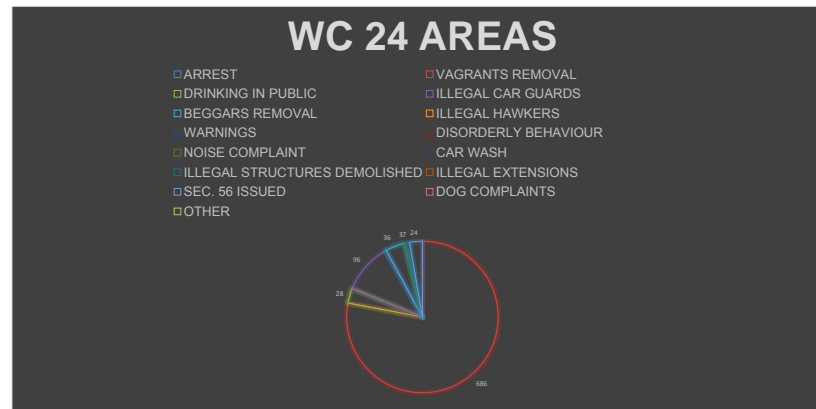




TOTALS FOR ALL AREAS  
MONTHLY STAT'S FOR APRIL 2019

ANNEXURE II

ACTIVITY	CBD	CLOETESVILLE	IDASVALLE	FRANSCH HOEK	PARADYS KLOOF	BOORD / DALSIG	KLAPMUTS	JAMES TOWN	KAYA MANDI	RAITHBY	RURAL	TOTALS ALL AREAS
ARREST												
VAGRANTS REMOVAL	686			21		32					32	771
DRINKING IN PUBLIC	28			9								37
ILLEGAL CAR GUARDS	96			18								114
BEGGARS REMOVAL	36			10	4	16		3				69
ILLEGAL HAWKERS												0
WARNINGS				7								7
DISORDERLY BEHAVIOUR			1									1
NOISE COMPLAINT	3	1	2			2		1	3		5	17
CAR WASH				2								2
ILLEGAL STRUCTURES DEMOLISHED	7	7		6			7		1		11	39
ILLEGAL EXTENSIONS			1	1					1		1	4
SEC. 56 ISSUED	24		1									25
DOG COMPLAINTS		3	1				2			1	1	8
OTHER												0



## MONTHLY REPORT: APRIL 2019

## EVENTS MANAGEMENT

## EVENTS

## ANNEXURE III

The following special events were held during the month of April 2019:

<u>No</u>	<u>Event</u>	<u>Date</u>
01	Stellenbosch University April Graduation Ceremonies	02 till 05 April 2019 Approved
02	Town Hall Takeover	03 April 2019 Event cancelled
03	Watershed Album Launch	05 April 2019 Approved
04	USSA Athletics	05 & 06 April 2019 Approved
05	Impi Challenge	06 April 2019 Approved
06	Helshoogte Hoenderdag	06 April 2019 Approved
07	Wingerd Vista Market	6, 13, 20 & 27 April 2019 Cancelled
08	Angus Buchan	07 April 2019 Approved
09	Pieke Housewarming	12 April 2019 Cancelled
10	Liberty Winelands Encounter MTB	12 till 14 April 2019 Approved
11	Stellenbosch Wyn, Kos en Kultuur	12 till 14 April 2019 Cancelled
12	Carry Six Packer	12 April 2019 Approved
13	Tea in the Tree	13 April 2019 Approved
14	Neelsie Student Party	13 April 2019 Approved
15	Zevenrun 21km & Voet of the Wine Route 10 km & 5km	14 April 2019 Cancelled
16	U20 Rugby Test	17 April 2019 Approved
17	Falke Easter Full Moon Hike	19 April 2019 Approved
18	Cooler Box Picnic	20 April 2019 Approved
19	SA Cheese Festival	26, 27 and 28 April 2019 Approved
20	Freedom Day Music Festival	27 April 2019 Approved
21	Bishops Rugby Day	27 April 2019 Approved
22	Dirtopia Trail Run Challenge	27 & 28 April 2019 Approved

The following Noise Exemptions were granted / declined during the month of April 2019

01	Watershed Album Launch	05 April 2019	Approved
02	Helshoogte Hoenderdag	06 April 2019	Approved
03	Carry Six Packer	12 April 2019	Approved
04	Tea in the Tree	13 April 2019	Approved
05	Neelsie Student Party	13 April 2019	Approved
06	Catholic Church / Taxi Interchange on Bird Street, Stellenbosch	27 April, 04, 11, 18 & 25 May 2019 and 01 June 2019	Approved

The following applications in terms of the Gatherings Act were approved / not approved during the month April 2019

01	Stellenbosch University Graduation Walk	05 April 2019	Approved
02	Azania Community, Kayamandi	08 April 2019	Approved

The following Film Shoots were granted / declined during the month of April 2019

01	Fynskrif 2 / Film Shoot	11 April 2019	Approved
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AGENDA

COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING

2019-08-07

6.2.5	<b>MONTHLY REPORT: BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT: MAY 2019</b>
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Collaborator No: 653815  
 IDP KPA Ref No:  
 Meeting Date: 7 August 2019

**1. SUBJECT: FEEDBACK ON MONTHLY REPORT: BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT: MAY 2019**

**2. PURPOSE**

To submit a monthly report to the Standing Committee on By-law Enforcement statistics and Events Management for the period 1 May 2019 until 31 May 2019.

**3. DELEGATED AUTHORITY**

For Portfolio Committee to note.

**4. EXECUTIVE SUMMARY**

The report provides an overview of law enforcement activities and events for the month of May 2019 and highlights of all the various activities which occurred in the mentioned period. It covers the period with the focus on high visibility and special operations by the Law Enforcement department together with SAPS.

**5. RECOMMENDATIONS**

that the Portfolio Committee take note of the various functions executed in the line of duties as mandated for the month of May 2019.

**6. DISCUSSION / CONTENTS**

**6.1 Background**

The activity reports on By-law Enforcement and Events Management are attached as **ANNEXURE A**.

This report focuses on Law Enforcement statistics only as the monthly reports provide detailed description of all activities undertaken. Events Management reports have been included as part of the quarterly report.

**6.2 Discussion**

The report is to be noted.

**6.3 Financial implications**

None

**6.4 Legal Implications**

None

**6.5 Staff Implications**

This report has no staff implications to the Municipality.

**6.6 Previous / Relevant Council Resolutions**

None

**6.7 Risk Implications**

This report has no risk implications for the Municipality.

**6.8 Comments from Senior Management****6.8.1 Director: Infrastructure Services**

No comments required.

**6.8.2 Director: Planning and Economic Development**

No comments required.

**6.8.3 Director: Community and Protection Services**

Supports the item.

**6.8.4 Director: Corporate Services**

No comments required.

**6.8.6 Chief Financial Officer**

No comments required.

**6.8.7 Municipal Manager**

Supports the item.

**ANNEXURES**

**Annexure A:** Law Enforcement and Events Management Monthly report for May 2019.

# **ANNEXURE A**



**ANNEXURE A**



**MONTHLY REPORT OF STATISTICS FOR THE PERIOD**

**01 MAY 2019 – 31 MAY 2019**

**DIRECTORATE COMMUNITY & PROTECTION SERVICES**

**LAW ENFORCEMENT DEPARTMENT**



## **OVERVIEW**

The report covers the period from 01 May 2019 till 31 May 2019.

The report focuses on Law Enforcement statistics as well as events considered and approved.

A total of 21 event applications have been considered and approved for the month of May.

The statistical reports are attached as Annexures I, II, and III.

Annexure I: CCTV statistical report

Annexure II: Law Enforcement statistical report

Annexure III: Events Management report

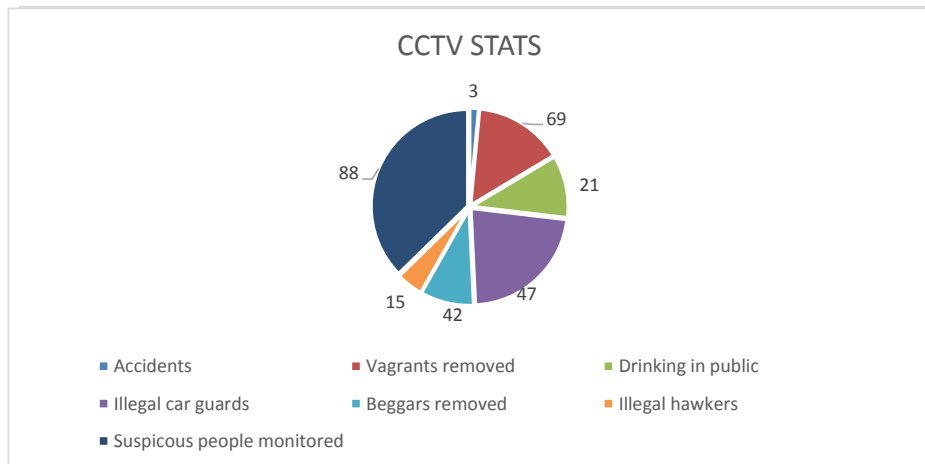


**CCTV STATS**

**ANNEXURE I**

**FOR MAY 2019**

LAW ENFORCEMENT CCTV	Week 1	Week 2	Week 3	Week 4	Total
Accidents	1			1	2
Vagrants removed	10	16	17	19	62
Drinking in public	7	8	4	6	25
Illegal car guards	15	4	8	13	40
Beggars removed	6	10	12	14	42
Illegal hawkers	3	4	2	3	12
Suspicious people monitored	25	22	18	16	81

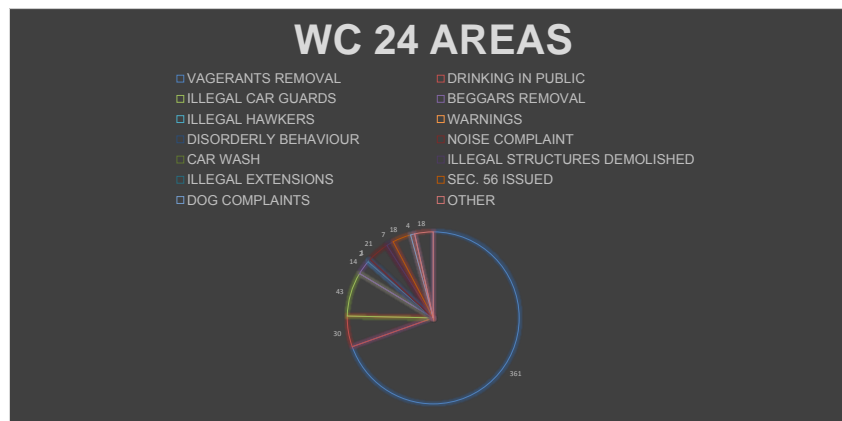




TOTALS FOR ALL AREAS  
MONTHLY STAT'S FOR MAY 2019

ANNEXURE II

ACTIVITY	CBD	CLOETESVILLE	IDASVALLE	FRANSCH HOEK	PARADYS KLOOF	BOORD / DALSIG	KLAPMUTS	JAMES TOWN	KAYA MANDI	RAITHBY	RURAL	TOTALS ALL AREAS
VAGERANTS REMOVAL	361			10		32						403
DRINKING IN PUBLIC	30											30
ILLEGAL CAR GUARDS	43			7								50
BEGGARS REMOVAL	14			6								20
ILLEGAL HAWKERS	2			2								4
WARNINGS				12								12
DISORDERLY BEHAVIOUR	1						1					2
NOISE COMPLAINT	21		11			1		2			8	43
CAR WASH												0
ILLEGAL STRUCTURES DEMOLISHED	7						17		6			30
ILLEGAL EXTENSIONS												0
SEC. 56 ISSUED	18											18
DOG COMPLAINTS	4	4										8
OTHER	18	14	5		3		8	10	55	1	20	134





## MONTHLY REPORT: MAY 2019

## EVENTS MANAGEMENT

## EVENTS

## ANNEXURE III

The following special events were held during the month of May 2019:

<u>No</u>	<u>Event</u>	<u>Date</u>
01	Roi Du Mont Rochelle Trail Run	01 May 2019 Approved
02	AF Louw Fun Walk	04 May 2019 Approved
03	International Fire Fighters	04 May 2019 Approved
04	LS Stellenbosch Winter Sports Day	04 May 2019 Approved
05	We Are Africa 2019	10 – 13 May 2019 Approved
06	Silver Lining Festival	10 May 2019 Approved
07	Sports day vs Vredenburg	11 May 2019 Approved
08	Goju Ryu Karate Federation	11 & 12 May 2019 Approved
09	STF Bartinney2Bartinney	11 May 2019 Approved
10	Wingerd Vista Market	11 May 2019 Approved
11	Klapmuts Primary Sevens Tournament	11 May 2019 Approved
12	MFM Taste of Craft 2019	11 May 2019 Approved
13	Change of Season Trail Run	12 May 2019 Approved
14	PRG VS Paarl Gym Hockey Day	17 May 2019 Approved
15	PRG vs Paarl Gym Rugby Day	18 May 2019 Approved
16	Falke Full Moon Hike	18 May 2019 Approved
17	Cabernet Franc Carnival	18 May 2019 Approved
18	Jonkershoek Mountain Challenge	18 May 2019 Approved
19	Varsity Hockey	20 May 2019 Approved
20	PRG vs Bishops Hockey Day	26 May 2019 Approved
21	PRG VS Bishops Rugby	27 May 2019 Approved

The following Noise Exemptions were granted / declined during the month of May 2019

01	Klapmuts Primary Sevens Tournament	11 May 2019	Approved
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The following applications in terms of the Gatherings Act were approved / not approved during the month May 2019

01	Backyard Dwellers Forum	29 May 2019	Approved
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AGENDA

COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING

2019-08-07

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6.2.6	MONTHLY REPORT FOR MAY 2019: FIRE & DISASTER
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Collaborator No: 651930

IDP KPA Ref No:

Meeting Date: 7 August 2019

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**1. SUBJECT: MONTHLY REPORT FOR MAY 2019: FIRE & DISASTER****2. PURPOSE OF REPORT**

To notify the Committee of the monthly activities that were conducted by the Fire & Disaster Services for May 2019 (**see APPENDIX 1**).

**3. DELEGATED AUTHORITY**

For notification by the Portfolio Committee.

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of Fire & Disaster Services for the month of May 2019 to the Committee for notification.

**5. RECOMMENDATION**

that the monthly report for May 2019 by Fire and Disaster, be noted.

**6. DISCUSSION / CONTENTS****6.1 Background**

Fire and disaster related activities and duties are executed in line with statutory requirements in terms of the Fire Services Act 99 of 1987 and the Disaster Management Act 57 of 2002 as well as all Council Policies.

**6.2 Discussion**

The Fire and Disaster Section reports to the Director: Community and Protection Services. The section strives to keep the directorate and also the Portfolio Committee informed of all activities and incidents through its monthly reports.

**6.3 Financial Implications**

None

AGENDA

COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING

2019-08-07

**6.4 Legal Implications**

The recommendations in this report comply with Council's policies and all applicable legislation.

**6.5 Staff Implications**

None

**6.6 Previous / Relevant Council Resolutions**

None

**6.7 Risk Implications**

None

**6.8 Comments from Senior Management**

None required.

**ANNEXURES**

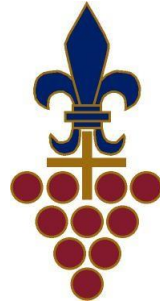
**APPENDIX 1:** Fire and Disaster Monthly Report for May 2019.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Wayne Smith
<b>POSITION</b>	<i>Manager: Fire Services and disaster management</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8771</i>
<b>E-MAIL ADDRESS</b>	<a href="mailto:wayne.smith@stellenbosch.gov.za">wayne.smith@stellenbosch.gov.za</a>
<b>REPORT DATE</b>	<i>April 2019</i>

The contents of this report have been discussed with the Portfolio Committee Chairperson and the Councillor agrees with the recommendations.

# APPENDIX 1



# **STELLENBOSCH MUNICIPALITY**

**DIRECTORATE COMMUNITY & PROTECTION SERVICES**

**MONTHLY REPORT FOR MAY 2019**

**FIRE AND RESCUE SERVICES**



## Highlights of the month

### Highlight 1 - International fire fighter day commemoration



#### **INTERNATIONAL FIREFIGHTERS DAY**

The commemoration of International Fire Fighters Day took place on the 4<sup>th</sup> of May 2019 on the Braak and commenced with a fire and rescue motorcade through Stellenbosch with various Fire and Rescue Departments represented. The formalities was followed by drills showcasing various Fire and Rescue Service vehicles, tools and techniques used in the execution of fire fighting, rescue and hazardous materials containment.

#### **PROGRAMME**

07:40 Motorcade & Vehicles arriving at Stellenbosch Fire Station and drive through Stellenbosch  
 09:20 Motorcade and Drill squad arriving at the Braak with a Helicopter Fly-over  
 10:00 Opening and Welcoming Director G. Boshoff  
 10:05 Opening Prayer and Scripture Reading Regional District Chaplain D. Solomons  
 10:15 Overview-Traditions of Fire Service Assistant Chief Fire Officer H. Louw

#### **SPEECHES**

10:25 Address: Chief Fire Officer W. Smith  
 10:30 Keynote address: Municipal Manager – G. Mettler  
 10:35 Vote of Thanks: Senior Manager – C. Kitching

#### **DRILLS START**

10:40 Cape Winelands and Stellenbosch Squad drill  
 10:50 City of Cape Town and Overstrand combined Rope Rescue & HP Drill  
 11:00 Cape Winelands and City of Cape Town Hazardous Materials Decontamination drill



- 11:10 VWS (Volunteer Wildfire Services) Wildland Fire Suppression  
11:20 City of Cape Town Foam Drill  
11:30 Stellenbosch Fire and Rescue Fire and Life Safety presentation

## **Fire Fighter Team Challenge Start**

The Western Cape Province's IFFD event was held on the Braak in the CBD of the historic town of Stellenbosch on Saturday, 4 May 2019. More than 50 vehicles from various fire services throughout province partook in the motorcade that departed from Stellenbosch fire station and drove through Cloetesville and via the R310 to the Braak. The drill squad formed part of the motorcade in Bird Street as they made their way to the Braak. Two helicopters also rounded off the motorcade, with a fly by as the cavalry reached the Braak.

The programme commenced with the day appropriately opened by the Chaplain Daniel Solomon, who built his message around being anchored and used the texts of John 15v13, Isaiah43v3 and Psalms 91. The ceremony, presided by Heinrich Louw, was very touching and had many astounded by the professionalism and sincerity in which it was conducted.

Speeches were given by Stellenbosch's chief fire officer, Wayne Smith and municipal manager Geraldine Mettler.

Chief Smith outlined the meaning of International Fire Fighters' Day and said, "Today is a very special day because it is a day dedicated to fire fighters. Because when somebody cries out "somebody do something!" it's usually directed at fire fighters. People generally run away from trouble and incidents and situations that might harm them but fire fighters are on the forefront when it comes to responding to almost all emergencies where they save lives, rescue people and protect property."

More than 2 000 people were in attendance on a beautiful sunny day. Magic music radio station kept the crowd on their feet with upbeat music and announcements. It was a great day filled with reflection, fun and laughter. A day where old and the young in the fire fraternity could once again meet up and exchange ideas and pledge allegiance. The children were also rewarded with snack packs and lots to see and explore.

All in all it was a day of appreciation towards all for showing an interest in fire services. One of the highlights was undoubtedly the Cape Winelands and Stellenbosch squad drill lead by the master class drillmaster, Heinrich Louw, who had the crowds gasping for air as they executed to perfection. City of Cape Town and Overstrand combined a Rope Rescue Drill, while Cape Winelands and City of Cape Town Hazardous Materials Decontamination also performed a drill, as did VWS (Volunteer Wildfire Services) Wildland Fire Suppression and City of Cape Town, who performed a foam drill. Stellenbosch Fire and Rescue Fire gave a life safety presentation.

The team challenges were lively and were energetically cheered on by the supporters. The fire fighter team challenge consisted of teams of four fire fighters, who have to complete a set circuit with eight different stages.



Images of IFFD 2019

### Highlight 2 – Project hydraulic platform



Mr Steyn and Alberts in Germany for the vehicle inspection

Assistant Fire Chief Officer Mr Steyn and Station Commander Alberts visited Germany from 23 May – 1 June for the inspection and acceptance test of the hydraulic platform. They were satisfied with the end product and the vehicle was prepared to be shipped on 5 June. The estimated time of arrival in South Africa is 27 June, weather permitting.

## Response/Incidents

### Stellenbosch Municipality

#### Stellenbosch Fire and Rescue Service

#### Category Count by Year/Month, Category and Station

Start Date	01 May 2019 00:00		
End Date	31 May 2019 00:00		
Year	2019		
Month	May		
Category	Sub Category	Station	Total
Ambulance	Assault	La Motte	3
Ambulance	Assault	Stellenbosch HQ	4
Ambulance	Collapse	Stellenbosch HQ	5
Ambulance	Maternity	Stellenbosch HQ	1
Ambulance	Medical	La Motte	4
Ambulance	Medical	Stellenbosch HQ	13
Ambulance	Motorbike accident	La Motte	1
Ambulance	MVA	Klapmuts	2
Ambulance	MVA	La Motte	2
Ambulance	MVA	Stellenbosch HQ	10
Ambulance	PVA	Klapmuts	2
Ambulance	PVA	La Motte	2
Ambulance	PVA	Stellenbosch HQ	5
Ambulance	Shooting	Stellenbosch HQ	1
Fire	Building	Klapmuts	1
Fire	Building	Stellenbosch HQ	4
Fire	Dwellings	La Motte	2
Fire	Dwellings	Stellenbosch HQ	3
Fire	Grass, Bush & Rubbish	Klapmuts	5
Fire	Grass, Bush & Rubbish	La Motte	1
Fire	Grass, Bush & Rubbish	Stellenbosch HQ	14
Fire	Large Industrial	Stellenbosch HQ	1

Fire	Transport	Klapmuts	1
Fire	Transport	Stellenbosch HQ	2
Municipal	Water	La Motte	6
Municipal	Water	Stellenbosch HQ	27
Non Emergency Calls	General	Stellenbosch HQ	1
Non Emergency Calls	Inspections	Stellenbosch HQ	1
Special Service	General Rescue	Klapmuts	4
Special Service	General Rescue	La Motte	25
Special Service	General Rescue	Stellenbosch HQ	31
Traffic	MVA	Klapmuts	1
<b>Total for Period:</b>			<b>185</b>

### **Drills, lectures and monthly tests:**

The operational crews are spending much more time in the fire stations due to the changing weather patterns and the resultant decline in grass and veld fires. This time is put to good use where the commanding officers can adequately plan ahead for the daily activities. Priority is given to drills and lectures in order for the responding crews to stay fit and sharp and to be able to deal with all kinds of incidents. Periodical monthly checks of apparatus and tools of trade are being conducted and all defects reported for repairs or maintenance. This is all done with the eye on preparedness and readiness. The following drills and tests were conducted:

#### **Drills**

03/05/2019 Rescue Tools safe uses  
08/05/2019 SCBA`s inspection of gear basics and proper cleaning  
10/05/2019 High Angel  
15/05/2019 Rescue from tower, 1 x ladder to 2<sup>nd</sup> floor and 1 jet to 2<sup>nd</sup> floor  
21/05/2019 Add a length; replace a length and general hose maintenance  
24/05/2019 Rescue Tools maintenance

#### **Tests**

03/05/2019 Rescue Tools  
06/05/2019 Batteries and tyres  
07/05/2019 Ladders  
08/05/2019 SCBA`s  
10/05/2019 Rescue tools  
16/05/2019 Batteries and tyres  
17/05/2019 Rescue gear  
20/05/2019 Tyres, batteries, hand lamps  
21/05/2019 Hoses  
22/05/2019 High Angle  
24/05/2019 Rescue Tools  
27/05/2019 Batteries and tyres  
28/05/2019 Foam  
31/05/2019 Rescue tools

**Training and development****Advanced rope rescue Technician level course Mosselbay 13 to 31 May 2019**

The following employees attended the course:

Senior fire fighter Jurgen Williams – Instructor

Fire fighter Nicolle Smit - student

**Fatalities**

None

**Display/ School visits/ Standby / Engagements with Communities regarding fire safety matters**

1. 02/05/2019 Product display(Lexan) at Oude Molen, Stellenbosch
2. 04/05/2019 International Fire Fighters Day
3. 07/05/2019 School visit, Skool Street, Jamestown
4. 10/05/2019 School visit, Teletubbies, Klapmuts
5. 10/05/2019 School visit, Karlien en Kandas, Stellenbosch
6. 10/05/2019 Stand-by , L'Ormarins, Franschoek
7. 17/05/2019 Little Feathers
8. 21/05/2019 Display Legacy hall
9. 22/05/2019 Evacuation Cape Winelands offices
10. 27/05/2019 Devonvalley Primary
11. 27/05/2019 Klapmuts clubhouse
12. 28/05/2019 Awareness at Weber Gedenk Primary School, Jamestown
13. 29/05/2019 Display Devon Valley
14. 31/05/2019 Awareness at Ikaya Primary, Kayamandi



Ongoing awareness campaigns

**Fire readiness and preparedness test**

Daily vehicle and appliance checks

Daily drills and lectures

Regular awareness programs and visits to premises.

Periodical test of equipment

Maintenance of vehicles and appliances

Daily station work

Daily cleaning of stores

Longlands settlement – Water supply daily x 2

Hydrant inspections

Smoke detector installations



**Fire Prevention activities**

<b>NAME</b>	<b>TOTAL</b>
Rezoning	0
Building line encroachments	0
Departures	0
Inspections	142
Evacuation drills	2
Fire Certificates	25
Lectures	2
After Hours inspections	16
Population certificates	8
Building plans	103
Smoke detectors installed	122
Hydrant inspections	70



### Inter-governmental relations

Stellenbosch Municipality entered into a MOU with Provincial government to enable our emergency personnel to receive training at their training academy in Wolwekloof Ceres. Training will commence in the month of June 2019

All municipalities within the Cape Winelands District municipality have entered into an agreement with each other and with the Cape Winelands whereby assistance is reciprocally rendered in case of major fire incidents.

Stellenbosch municipality and the CWDM are rolling out a collaborative Ward base risk assessment project for the WC024 area. (On going)

### Budget

	<b>Progress on Capital projects for 2018/19 financial year</b>			
<b>Projects</b>	<b>Value</b>	<b>Process</b>	<b>Funds Committed</b>	<b>Progress</b>
Hydraulic ladder fire truck	R12 000000	Tender	99%	Vehicle being assemble in Germany. Preliminary indications are that vehicle will only be delivered in July 2019 – therefore <b>requested a roll over</b>
Upgrading of fire station	R3 000 000 (amended budget)	Tender	23%	Bid are currently at SCM
Rescue equipment	R200 000	Tender	98%	All funds will be exhausted.

**Work opportunities created:**

- 10 EPWP opportunities created within our disaster management and fire safety section from 1 July 2018 to 30 June 2019
- The Fire & Rescue services and Disaster management functioned well within its legislative mandate to provide an equitable service to all.



**STELLENBOSCH**  
STELLENBOSCH • PNIEL • FRANSCHHOEK  
MUNICIPALITY • UMASIPALA

*Monthly report*

**Department:**  
**Disaster Management**

*MAY 2019*



**“Disaster Management is everybody’s business.”**

Compiled by:  
Senior Coordinator: Disaster Management, Ms. Shezayd Seigels

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## DISASTER MANAGEMENT CHAPTER GUIDELINES

### PURPOSE

The purpose of Stellenbosch Municipality: Disaster Management is to ensure co-ordination of multi-disciplinary and multi-sectoral risk reduction through integrated institutional capacity for Disaster Risk Management, Risk Assessment, Response and Recovery and implementation of measures aimed at: -

- Preventing or reducing the risk of disasters;
- Mitigating the severity or consequences of disasters;
- Emergency preparedness;
- A rapid and effective response to disasters; and
- Post- disaster recovery and rehabilitation.

### LEGISLATIVE MANDATE

Stellenbosch Municipality: Disaster Management is governed by the under-Mentioned Legislation of which this mandate places a significant responsibility of the Department's role within Local Government, namely:

- a) Disaster Management Act, No. 57 of 2002
- b) Disaster Management Amended Act, No. 16 of 2015
- c) National Disaster Management Framework, 2005
- d) Municipal Finance Management Act, No. 56 of 2003
- e) Constitution of the Republic of South Africa, 108 of 1996
- f) The National Health Act 2003
- g) The Fire Brigade Services Act of 1999

### OBJECTIVES OF THE ACT

Disaster Management has become the major challenge the entire world is faced with currently owing to the ever growing population, climate change, and the ever changing environment in general. The Disaster Management Act of 2002 defines the roles of local authorities and provincial and national government in disaster management.

The Act focuses on speeding up response times to ensure that disasters are dealt with efficiently and effectively by providing clear guidelines for the classification of disasters and the declaration of a state of disaster.

## DEPARTMENTAL OBJECTIVE

- Establish community partnerships that combine the access and attributes of everyone with a stake in disaster resistance.
- Establish disaster management committees.
- To compile and adopt a disaster management policy.
- Compile and maintain disaster management plans/ framework.
- Maintaining comprehensive records, documentation and reports of disaster response and recovery operations.

### KPA 1:

## INTEGRATED INSTITUTIONAL CAPACITY

### 1.1. INSTITUTIONAL CAPACITY

The first step, in line with the National/Provincial/District Disaster Management Frameworks (KPA 1), is to establish the institutional arrangements and corporate Disaster Management structure for the municipality's Disaster Management unit to effectively coordinate the required collective input of the municipality, external stakeholders and citizens.

#### 1.1.1. PARTICIPATION OF VOLUNTEERS IN THE DEPARTMENT



**EXPANDED PUBLIC WORKS PROGRAMME**

Disaster Management: EPWP Volunteers participates on regular bases by assisting in conducting educational campaign and awareness at crèches, communities and at schools about safety and emergency services.

This is conducted in collaboration with SAPS, Traffic, and Fire Services.

### 1.2. PARTNERS FOR PROJECT AND ALLIES

The DM Act calls for the active participation of stakeholders, including the Private Sector NGO's, volunteers and the list goes on in disaster risk management planning and operations.

The department engages at numerous platforms through partnering stakeholders to gain access to new resources, information, expertise and skills to facilitate service delivery.

#### 1.2.1 Koeberg Nuclear Training

The role of B-municipalities within Cape Winelands District Municipal area and in terms of signed protocol with the City of Cape Town in the event of a Koeberg Nuclear emergency was discussed at a scheduled workshop on Thursday, 2 May 2019.

The training focused on the specific role of the local municipalities in terms of the release of radiation in the Koeberg Emergency Plan.

The training was in preparation for the Annual Exercise schedule at CWDM during 2020.



Representatives from Eskom, City of Cape Town DM, CWDM: DM and the B-municipalities were welcomed to engage in active dialogue during the seminar whereby the program was completed with a desktop exercise.

### 1.2.2. Department of Social Development

The Western Cape Department of Social Development in collaboration with external and internal role-players celebrated Child Protection Week from 24 – 31 May via an Awareness Campaign (Let Us All Protect Children to Move South Africa Forward).

This educational program aimed to target crèches and primary schools to highlight the importance of safety.

Date		Venue	Stakeholders
1.	24 May	Legacy Centre, Kayamandi	<ul style="list-style-type: none"> <li>➤ Stellenbosch Traffic</li> <li>➤ Provincial Traffic</li> <li>➤ Stellenbosch SAPS</li> <li>➤ Eco Centre</li> <li>➤ Disaster Management</li> <li>➤ Fire Services</li> <li>➤ Community Development</li> <li>➤ Dep. Social Development</li> <li>➤ Stellenbosch Child Welfare</li> </ul>

Date		Venue	Stakeholders
2.	27 May	New Community Hall, Klapmuts	<ul style="list-style-type: none"> <li>➤ Stellenbosch Traffic</li> <li>➤ Provincial Traffic</li> <li>➤ Stellenbosch SAPS</li> <li>➤ Eco Centre</li> <li>➤ Disaster Management</li> <li>➤ Fire Services</li> <li>➤ Community Development</li> <li>➤ Dep. Social Development</li> </ul>
3.	28 May 10h00-11h30	Weber Gedenk Primary School	<ul style="list-style-type: none"> <li>➤ USIKO</li> <li>➤ Green Door</li> <li>➤ SAPS</li> <li>➤ Stellenbosch Traffic</li> <li>➤ Provincial Traffic</li> <li>➤ Stellenbosch SAPS</li> <li>➤ Community Development</li> </ul>
4.	28 May 12h00-13h00	ECD Program Slot (All 3 Ecds)	<ul style="list-style-type: none"> <li>➤ Department of Social Development</li> <li>➤ Department of Education</li> <li>➤ Green Door</li> </ul>
5.	29 May 08h00-12h00	Franschoek Indoor Sports Centre	<ul style="list-style-type: none"> <li>➤ Cotlands</li> <li>➤ Community Development</li> <li>➤ Stellenbosch Traffic</li> <li>➤ Provincial Traffic</li> <li>➤ Stellenbosch SAPS</li> <li>➤ Disaster Management</li> </ul>
6.	29 May 12h00-14h00	Devon Valley Primary School	<ul style="list-style-type: none"> <li>➤ Fire Services</li> <li>➤ Community Development</li> <li>➤ Department of Social Development</li> <li>➤ Department of Education</li> </ul>
7.	31 May 10h00-14h00	Ikaya Primary School, Kayamandi	<ul style="list-style-type: none"> <li>➤ Stellenbosch Traffic</li> <li>➤ Provincial Traffic</li> <li>➤ Stellenbosch SAPS</li> <li>➤ Community Development</li> <li>➤ Department of Social Development</li> <li>➤ Department of Education</li> </ul>

### 1.2.3 Western Cape Provincial Disaster Management Centre

The Provincial Disaster Management, once again, selected Stellenbosch Disaster Management to launch its Flood and Fire Campaign for the next financial year. 19 Primary schools within the jurisdiction were identified to participate in the program.

The department welcomed the support in their mitigating efforts throughout Greater Stellenbosch by joining hands and promoting active dialogue, striving for excellence to ensure the success of the program as well as the commitment of WCDMC.



### 1.3. NODAL POINTS

The effectiveness of communication between disaster management office and ward offices are very vital as these offices tend to be central point of information during disaster related incidents.

The Fire & Rescue Services and Disaster Management Services are assigned the task of directing and facilitating the disaster risk management process.

This process remains on-going.

### 1.4. MUNICIPAL DISASTER MANAGEMENT FRAMEWORK

#### 1.4.1 Have any disaster management plans and contingency plans been updated?

- Database for the /Aged and Disable/Physically Challenged individuals from Franschhoek.
- Planning phase - Electricity Disruption.

#### 1.4.2 Did stakeholder engagements take place to establish a cooperative with mechanisms?

**THE GOAL** is to provide a platform for local governments, disaster management, civil society groups, businesses, academic institutions, and other interested groups to demonstrate support and to highlight achievements and challenges in so doing with a particular focus on life-saving measures.

	Date	Role-player / stakeholder	Activity
1.	1 May	Lord Acre ACCV Franschhoek Franco Score The Kuyasa Project Hospice Fleur De Huis Youth Empowerment Action	Visit all of these lists of Organisation in Franschhoek to revive working relationship.
2.	2 May	Stellenbosch ECD's Forum Chairpersons ➤ Ntombizanele Mvoto-Kayamandi Forum ➤ Jean Jacobs –Klapmuts forum ➤ Virgil Meddling – Stellenbosch Central Forum ➤ Patricia Mntuyedwa – Franschhoek forum	Made a contact with all these chairpersons to for the update of the non –registered and registered ECD's on their respective areas.
3.	6 May	Awareness	Hospice
4.	6 May	Trauma Group	Alternative Accommodation for Fire Victims
5.	8 May	Compliance	Events Management Meeting
6.	9 May	Compliance	Evacuation

Date		Role-player / stakeholder	Activity
7.	10 May	Provincial Disaster Risk Management	Preparation: Fire and Floods Awareness Campaign 2020.
8.	15 May	Events Management Meeting	Compliance
9.	15 May	Provincial Health Services	Compliance
10.	16 May	Franschoek Lion's Club	Humanitarian assistance
11.		Donation: Mattresses	Stellenbosch Night Shelter
12.	22 May	Compliance	Events Management Meeting
13.	22 May	Awareness preparedness	Lindelani Child and Youth-care Centre
14.	29 May	Compliance	Events Management Meeting
15.	30 May	The Methodist Church, Idas Valley	Safety Compliance

**KPA 2:****RISK ASSESSMENT****2.1 Back Yard Dwelling survey**

The door-to-door campaign continues in Groendal and Mooiwater, Franschhoek.

**2.2. Fires**

Most recorded causes of fire in this month have been reported as unknown/undetermined yet evident in most cases that occupants were ignorant in avoiding accidental fires.

During the month of May five occurrences were recorded that affect formal and informal structures with severe damages to property, minor injuries sustained and even death.

**2.3 PRIORITY RISKS IDENTIFIED**

- Vulnerability at local informal areas
- Runaway fires Veld fires

**KPA 3:****RISK REDUCTION**

The objective of Disaster Risk Reduction is to ensure that all disaster risk management stakeholders develop and implement integrated disaster risk management plans and risk reduction programs in accordance with approved frameworks. The department has established through communication and various other platforms interventions which forms part of risk reduction programs.

Stakeholder		Activity
1.	Municipal Roads and Transport	Road interchange – address Lines of bicycle users and road intersection calamity
2.	Waste Management	Fire scenes- monitor and remove waste Illegal dumping.
3.	Roads and Storm water	clogged water channels
4.	Urban Trees	Remove trees that are dangerous to people and property.

### 3. Evacuation Drills

Clear allocations of roles and responsibilities and defined procedures and protocol for all operational personnel are influenced by mechanism in place which leaves no room for confusion when significant event or disaster occurs or is threatening to occur in municipal council's area.

The Disaster Management Act provides a platform from which all spheres of government and communities can work together to prevent or reduce the risks of disasters including steps which are aimed at–

- preventing or reducing the risk of disasters;
- taking measures to reduce the impact or consequences of a disaster;
- emergency preparedness;
- rapid and effective responses to disasters; and
- post-disaster recovery and rehabilitation.

Disaster Management in collaboration with Fire Safety conducted scheduled evacuation exercises to prepare and test their response during the time of an emergency.

#### 3.1 CWDM Main Building, Du Toit Street Thursday, 9 May 2019



Dedicated fire marshals ensured the smooth evacuation of staff.

The identification and prioritization of risks followed by the coordinated application of resources to minimize the probability or occurrence and/or the impact of unfortunate events.

### 3.1 RISK REDUCTION PROJECT PLANS AND INITIATIVES

Risk Reduction Project	Plans	Department/ Stakeholder
<b>Fires &amp; Flood</b>	A partnership aimed at promoting capacity building through various programs which helps to develop social cohesion through educational awareness programs.	Provincial Disaster Management Centre
<b>Fire Safety and compliance</b>	A partnership aimed at promoting building compliance and safety of all visiting the respective venues (place of worship).	Religious fraternities
<b>Relief aid</b>	Humanitarian relief aid assistance during a disastrous occurrence in the Franschhoek Valley.	Franschhoek Lions Club

### 3.2. ACTIVITIES/OCCURRENCES

#### a) FIRES

The quick response of the fire department, as well as Disaster Management with fire awareness session within the informal settlement made it possible to see the decline in shack fire. Unfortunately, these fires are destructive leaving nothing behind.

Informal Shack Fire Incident assessment has been conducted at the under-mentioned properties, sites cleared from fire debris and the necessary relief aid provided.

- 2 May 2019: 868 Bassie Street, Kayamandi - 2 x structures destroyed



Before



After

- **3 May 2019: Nkanini**  
2 x structures destroyed



- **4 May 2019: Kayamandi, Zone A next to Kayamandi SAPS**  
1 x Storage utilised as living space.

Two males lost their lives during a fire leaving 22 individuals destitute. Temporary accommodation was provided in a neighbouring hall.



#### KPA 4:

### DISASTER RESPONSE AND RECOVERY

Each disaster presents emergency services with the opportunity to review, improve and learn from our experiences. It also provides the opportunity for the various departments and stake holders to work together as partners, and provide the opportunity where improvements could be made and how to further consolidate partnerships.



It also provide provision to deal with preparedness and early warnings, disaster assessment, integrated response and recovery plans, relief measures, rehabilitation and reconstruction process and monitoring of incidents and significant events, disaster review and reports.

#### **ENABLER 1: INFORMATION MANAGEMENT AND COMMUNICATION**

Knowledge management, although a very broad term, relates to all the information needs and applications in order for the Stellenbosch Municipality Disaster Management to effectively reduce disaster risk. This focuses on information management and communication, education and training, public awareness and research.

#### **4.1 HAVE DATABASES BEEN CREATED OR UPDATED IN THE LAST QUARTER?**

- Reviewed Primary and Secondary School's List.
- Create Gas stations List.

#### **4.2 EARLY WARNING SYSTEMS (e.g. Police intelligence regarding threats in the area, instability on farms, potential unrest)**

##### **a) SAPS**

None.

##### **b) SA WEATHER SERVICES**

Severe Weather Warning Service information issued for the Western Cape for the period. Stellenbosch Municipality experienced intense and unpredictable winds.

Emergency services remained on high alert for any notification of occurrences, to render support. The following weather alerts was issued by the Cape Town Weather Office.


#### **5. EVENTS MANAGEMENT**

Emergency services, i.e. municipal law enforcement, traffic, disaster management, fire safety, health and waste management form part of the event's committee. The respective roles and responsibilities are clearly defined in the Safety at Sports and Recreational Events Act, 2010. This committee plays a critical role in overseeing events the safety guarding of premises as well as of participants.

Several events hosted in WCO24 approved with compliance to safety standard and regulations. Weekly scheduled meeting between emergency services continued for upcoming activities / events in Greater Stellenbosch. Joint operations centre (JOC) Venue operations centre (VOC) was fully represented by emergency stakeholders i.e.: Events Organizer / Safety Officer, SAPS / Security, Disaster Management, EMS.

Between the Departments: Fire Prevention and Disaster Management, events safety inspections are conducted to ensure compliance to safety standard and regulations.

Inspections were conducted to ensure compliance to safety standard and regulations.

	Activity	Venue	Date
1.	Roi Du Mont	Mount Rochelle	1 May
2.	Winter Sports Day	Stellenbosch Primary	4 May
3.	AF Louw School fun walk Freedom Day Music Festival	AF Louw Primary	4 May
4.	Premier Soccer League	Idas Valley Sports Grounds	5 May
	 <p>Safety inspection was conducted to ensure compliance of venue.</p>		
5.	Silver lining festival	Stellenbosch Town Hall	10 May
6.	We are Africa 2019 Conference	Spier Wine Estate	10 May
7.	Wingerd Vista Market	Delvera	11 May
8.	Goju Rye Karate Federation	DF Malan Centre	11 May
9.	MFM Taste of Craft 2019	Summerhill Wine Estate	11 May
10.	Bartinney2bartinney trail run	CBD	11 May
11.	Change of season trail run	La Vinere	12 May
12.	PRG vz Paarl gym hockey	PRG	18 May
13.	Jonkershoek Mountain Challenge	Jonkershoek	18 May
14.	Carbenet Franc Carnival Roi Du Mont	Avontuur	18 May
15.	Falke Moon hike	Delvera	18 May
16.	Varsity hockey final	Coetzenburg	20 May



**6. HAVE ANY RISK REDUCTION PROJECTS AND INITIATIVES BEEN UNDERTAKEN?**

- The volunteers capture data resources from various communities in order to respond during an occurrence.
- Review Plans:
  - Update contact list

**ENABLER 2: EDUCATION, TRAINING, PUBLIC AWARENESS AND RESEARCH**

**6. ON-GOING PROJECTS**

<b>Safety Programs at Schools/ ECD Centre's/ Old Age Home/ Religious Fraternities and other</b>	Develop sustainable programs to disseminating information on risk avoidance, hazards and their effects and disaster prevention activities.
<b>Road Safety</b>	Protection of road users and children at pedestrian crossings.
<b>Research</b>	Review and update Emergency preparedness and response plan should a fire emergency arise at the petrol station.

	<b>Venue</b>	<b>Amount of Public participants</b>	<b>Date</b>
1.	Green Door Aftercare 6 Rorene Street, –Jamestown	15	2 May
2.	Ida's Valley Primary – Grade R - 1	150	9 May

	Venue	Amount of Public participants	Date
3.	Awareness at Umtha Wemfundo Educare and Lillie's Crèche, Kayamandi		9 May
			
4.	Teletubies Educare	20	10 May
			
5.	Makupula High –Kayamandi	200	16 May
6.	Legacy Hall –Child Protection Week	500	24 May
7.	Devon Valley Primary	150	27 May
			
8.	Abbasorg Daycare	30	28 May

## 7.1 Relief Measures and Recovery Plans

The distribution of emergency housing kit to eligible survivors, temporary food packs, crisis counseling was provided to fire victims. The support of Community Development in terms of Relief Assistance is as follows;

The support of Community Development in terms of Relief Assistance is as follows;

Area	Address	Victims	Relief Aid			Social Relief of Distress Process
			Blankets & Matresses	Food Parcel	Hot meals	
Kayamandi	No 868 Bassie Str	4	√	√	√	Submitted to SASSA
	Mun- Storeroom	21	√	√	√	Submitted to SASSA
Groendal	No 26 Clementile Street	2	-	-	-	-
Langrug	Section B 74	2	√	√	√	Submitted to SASSA

NB: Hot Meals: [√] means 3x meals had been served.

NB: 0\* means no report received during the time of compiling this report.

## 8. Funding Arrangements

- Planned activities for the current financial year and next financial year.

No	Primary Schools	Municipal Ward	No of Schools	Risk
1.	Wes-Eind	1	2	Veld Fires
2.	Groendal			Veld Fires
3.	Dalubuhle	2	1	Structural Fires
4.	Wemmershoek	3	1	Veld Fires
5.	Pniel	4	3	Veld Fires
6.	Nondzame (S.A.)			Structural Fires
7.	P.C. Petersen			Veld Fires
8.	Bruckner De Villiers	5	1	Floods
9.	Idasvallei	6	2	Floods
10.	St. Idas Rk			Floods
11.	Kayamandi	12	1	Structural Fires
12.	Cloetesville	16	2	Structural Fires
13.	Dorethea Special School			Drought
14.	Rietenbosch	17	1	Floods
15.	Klapmuts	18	1	Drought
16.	St. Vincent Rc	19	2	Floods
17.	J.J. Rhode			Veld Fires
18.	Devonvallei	20	2	Drought
19.	Vlottenburg			Floods
			19	

**3.5 Activities held in the WCO24**

**3.5.1 Fires**

**OCCURRENCES / INCIDENTS DURING THE MONTH OF MAY 2019**

DATE	AREA	ADDRESS	STRUCTURE			AMOUNT OF VICTIMS	RELIEF AID		EMERGENCY FIRE RELIEF ASSISTANCE			CAUSE ASSESSMENT	OCCURRENCES		
			Informal	Formal	Total		Blankets	Food parcels	Flood kit	FIRE KIT			Household	Per area	
										Fully affected	Partially affected				
1.	-	Stellenbosch Central	-	-	-	-	-	-	-	-	-	-	-	-	
2.	-	Jonkershoek	-	-	-	-	-	-	-	-	-	-	-	-	
3.	-	Cloetesville	-	-	-	-	-	-	-	-	-	-	-	-	
4.	-	Ida's Valley	-	-	-	-	-	-	-	-	-	-	-	-	
5.	02-05-2019	Kayamandi	No 868 Bassie Str	1	0	1	4	√	√	-	√	-	Undetermined	1	3
6.	04-05-2019		Storeroom next SAPS	1	0	1	21	√	√	-	-	-	Undetermined	18	
7.	25-05-2019		No 9 Lamla Str	1	0	1	5	√	√	-	√	-	Undetermined	1	
8.	-	Jamestown	-	-	-	-	-	-	-	-	-	-	-	-	-
9.	-	Devon Valley	-	-	-	-	-	-	-	-	-	-	-	-	-
10.	-	Koelenhof	-	-	-	-	-	-	-	-	-	-	-	-	-
11.	-	Raithby	-	-	-	-	-	-	-	-	-	-	-	-	-
12.	-	Vlottenberg	-	-	-	-	-	-	-	-	-	-	-	-	-
13.	-	Klapmuts	-	-	-	-	-	-	-	-	-	-	-	-	-
14.	-	Kylemore	-	-	-	-	-	-	-	-	-	-	-	-	-
15.	-	Johannesdal	-	-	-	-	-	-	-	-	-	-	-	-	-
16.	-	Pniel	-	-	-	-	-	-	-	-	-	-	-	-	-
17.	-	Lanquedoc	-	-	-	-	-	-	-	-	-	-	-	-	-
18.	-	Groot-Drakenstein	-	-	-	-	-	-	-	-	-	-	-	-	-
19.	-	La Motte	-	-	-	-	-	-	-	-	-	-	-	-	-
20.	-	Wemmershoek	-	-	-	-	-	-	-	-	-	-	-	-	-
21.	25-05- 2019	Groendal, Franschoek	No 26 Clementine Str	0	1	1	2	-	-	-	-	-	Undetermined	1	1
22.	07-05-2019	Langrug	Section B 74, Langrug	1	0	1	1	√	√	-	√	-	Undetermined	1	1
23.	-	Franschoek Town	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL</b>				<b>4</b>	<b>1</b>	<b>5</b>	<b>33</b>				<b>3</b>	<b>-</b>		<b>22</b>	<b>5</b>

**EMERGENCY FIRE KITS ISSUED IN MAY 2019**

DATE	FIRE KIT	FLOOD KIT	AREA
03-05-2019	- 15 x sheets - 20 x poles - 2 x 3inch	- 1 x Plastic - 1 x clout nails	Kayamandi /Ward 12
03-05-2019	- 15 x sheets - 20 x poles - 2 x 3inch	- 1 x Plastic - 1 x clout nails	Kayamandi /Ward 15
30-05-2019	- 15 x sheets - 20 x poles - 2 x 3inch	- 1 x Plastic - 1 x clout nails	Langrug /Ward 2
<b>TOTAL</b>	<b>Emergency Housing Fire Kit issued = 3</b>		

**EMERGENCY FLOODKIT ROOF COVER PLASTIC ISSUED IN MAY 2019**

DATE	FLOOD KIT	AREA
-	-	-
<b>TOTAL ISSUED</b>	0	

<b>Disaster Management Stock taking at Stores – MAY 2019</b>					
<b>MAY 2019</b>			<b>MAY 2019</b>		
<b>Flood kit stock</b>			<b>Emergency Housing Firekit Stock</b>		
<b>BBF From APRIL 2019</b>		<b>319</b>	<b>BBF from APRIL 2019</b>		<b>161</b>
<b>Floodkit delivered</b>			<b>Firekit delivery</b>		
<b>Balance at Stores on</b>	<b>31/05/2019</b>	<b>319</b>	<b>Balance at Stores on</b>	<b>30/04/2019</b>	<b>161</b>
<b>Distribution dated</b>	<b>Area</b>	<b>Plastic</b>	<b>Distribution dated</b>	<b>Area</b>	<b>Firekit</b>
			03-05-2019	Kayamandi /Ward 12	1
			03-05-2019	Kayamandi /Ward 15	1
			30-05-2019	Langrug /Ward 2	1
<b>Total Issued</b>			<b>Total Issued</b>		<b>3</b>
<b>Balance at Store on</b>			<b>Balance at Stores as on</b>		
<b>31/05/2019</b>		<b>319</b>	<b>31/05/2019</b>		<b>158</b>



AGENDA

**COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING**

2019-08-07

<b>6.2.7</b>	<b>MONTHLY REPORT FOR JUNE 2019: FIRE &amp; DISASTER</b>
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Collaborator No: 653840

IDP KPA Ref No:

Meeting Date: 7 August 2019

**2. SUBJECT: MONTHLY REPORT FOR JUNE 2019: FIRE & DISASTER**

**2. PURPOSE OF REPORT**

To notify the Committee of the monthly activities that were conducted by the Fire & Disaster Services for June 2019 (**see APPENDIX 1**).

**3. DELEGATED AUTHORITY**

For notification by the Portfolio Committee.

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of Fire & Disaster Services for the month of June 2019 to the Committee for notification.

**5. RECOMMENDATION**

that the monthly report for June 2019 by Fire and Disaster, be noted.

**6. DISCUSSION / CONTENTS**

**6.1 Background**

Fire and disaster related activities and duties are executed in line with statutory requirements in terms of the Fire Services Act 99 of 1987 and the Disaster Management Act 57 of 2002 as well as all Council Policies.

**6.2 Discussion**

The Fire and Disaster Section reports to the Director: Community and Protection Services. The section strives to keep the directorate and also the Portfolio Committee informed of all activities and incidents through its monthly reports.

**6.3 Financial Implications**

None



**6.4 Legal Implications**

The recommendations in this report comply with Council's policies and all applicable legislation.

**6.5 Staff Implications**

None

**6.6 Previous / Relevant Council Resolutions**

None

**6.7 Risk Implications**

None

**6.8 Comments from Senior Management**

None required.

**ANNEXURES**

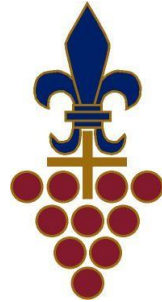
**APPENDIX 1:** Fire and Disaster Monthly Report for June 2019.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Wayne Smith
<b>POSITION</b>	<i>Manager: Fire Services and disaster management</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8771</i>
<b>E-MAIL ADDRESS</b>	<a href="mailto:wayne.smith@stellenbosch.gov.za">wayne.smith@stellenbosch.gov.za</a>
<b>REPORT DATE</b>	<i>April 2019</i>

The contents of this report have been discussed with the Portfolio Committee Chairperson and the Councillor agrees with the recommendations.

# APPENDIX 1



# **STELLENBOSCH MUNICIPALITY**

**DIRECTORATE COMMUNITY & PROTECTION SERVICES**

**MONTHLY REPORT FOR JUNE 2019**

**FIRE AND RESCUE SERVICES**



**Highlight of the month**



Platform arrived in Port Elizabeth on 28 June 2019

**Response/Incidents**

Stellenbosch Municipality  
Stellenbosch Fire and Rescue Service

### Category Count by Year/Month, Category and Station

**Start Date** 01 June 2019  
00:00

**End Date** 30 June 2019  
00:00

**Year** 2019

**Month** June

Category	Sub Category	Station	Total
Ambulance	Assault	Stellenbosch HQ	2
Ambulance	Burns	La Motte	1
Ambulance	Collapse	La Motte	1
Ambulance	Collapse	Stellenbosch HQ	2
Ambulance	Maternity	La Motte	1
Ambulance	Medical	La Motte	8
Ambulance	Medical	Stellenbosch HQ	19
Ambulance	MVA	Klapmuts	4
Ambulance	MVA	La Motte	2
Ambulance	MVA	Stellenbosch HQ	7
Ambulance	PVA	La Motte	1
Ambulance	PVA	Stellenbosch HQ	1
Fire	Building	Klapmuts	3
Fire	Building	La Motte	1
Fire	Building	Stellenbosch HQ	6
Fire	Dwellings	Klapmuts	2
Fire	Dwellings	La Motte	1
Fire	Dwellings	Stellenbosch HQ	3
Fire	Grass, Bush & Rubbish	Klapmuts	4
Fire	Grass, Bush & Rubbish	La Motte	1
Fire	Grass, Bush & Rubbish	Stellenbosch HQ	13
Fire	Informal dwellings	Stellenbosch HQ	1
Fire	Miscellaneous	Stellenbosch HQ	1
Fire	Transport	Stellenbosch HQ	3
Municipal	Water	La Motte	5

Municipal	Water	Stellenbosch HQ	25
Non Emergency Calls	General	La Motte	2
Non Emergency Calls	General	Stellenbosch HQ	2
Non Emergency Calls	Inspections	La Motte	1
Non Emergency Calls	Inspections	Stellenbosch HQ	3
Special Service	Animal Rescue	Stellenbosch HQ	2
Special Service	Flooded Premises	Stellenbosch HQ	1
Special Service	General Rescue	Klapmuts	4
Special Service	General Rescue	La Motte	23
Special Service	General Rescue	Stellenbosch HQ	27
Special Service	M V A Clean Up	La Motte	1
<b>Total for Period:</b>			<b>184</b>

Fire Services remain ready and vigilant for all the challenges that are associated with the Winter season and we as such direct our energy and resources to effectively assist where needed.

The following trends are observed during Winter:

Increase in motor vehicle accidents

Increase in structural fires – formal and informal as a result of open flames

Increase in medical responses

Flooding incidents

### **Drills, lectures and monthly tests:**

The following drills and tests were conducted:

#### **Drills**

03/06/2019 Medical- BP; HGT; Pulse  
 12/06/2019 Ladder drill  
 14/06/2019 Rescue Technics Extrication & Lecture  
 19/06/2019 High Angle  
 19/06/2019 High Angle; Lecture Klapmuts & Evacuation SAPS Cloetesville  
 21/06/2019 Rescue Equipment  
 26/06/2019 Scba: Donning & Doffing of Scba set

#### **Tests**

03/06/2019 Batteries and Tyres

04/06/2019 Ladders  
05/06/2019: Pumps  
07/06/2019 Rescue gear  
10/06/2019: Tyres, batteries, hand lamps  
11/06/2019 Small gear  
14/06/2019 Rescue Tools  
17/06/2019 Batteries  
18/06/2019 Hoses  
19/06/2019 High Angle Gear  
21/06/2019 Rescue  
24/06/2019 Batteries and Tyres  
28/06/2019 Rescue Gear

### **Training and development**

There were no external training courses available for the month of June. Fire fighters' skills were sharpen with in-house drills, lectures and activities.

### **Fatalities**

None

### **Display/ School visits/ Standby / Engagements with Communities regarding fire safety matters**

1.05/06/2019 Awareness at JJ Rhode Primary School, Klapmuts  
2.05/06/2019 Fam.Tour at Barker & Quinn, Klapmuts  
3.10/06/2019 School visit, St.Vincent Primary School, Kromme rhee  
4.10/06/2019 Awareness at Strong Yard Hall, Kayamandi  
5.11/06/2019 Lecture Rietenbosch  
6.12/06/2019 Nora Tyres Creche Vredeluststreet  
7.13/06/2019 Fam.Tour at Spier Farm, R310  
8.14/06/2019 Rescue Technics Extrication & Lecture Weltevrede  
9.18/06/2019 Awareness at Groendal Community Centre  
10.24/06/2019 Lecture Meerlust Community Hall  
11.26/06/2019 Awareness at Stellenbosch fire station  
12.28/06/2019 Pebbles – Display





Fire & Life safety education

### **Fire readiness and preparedness test**

- Daily vehicle and appliance checks
- Daily drills and lectures
- Regular awareness programs and visits to premises
- Periodical test of equipment
- Maintenance of vehicles and appliances
- Daily station work
- Daily cleaning of stores
- Longlands settlement – Water supply daily x 2
- Hydrant inspections
- Smoke detector installations

### Fire Prevention activities

NAME	TOTAL
Rezoning	1
Building line encroachments	0
Departures	3
Inspections	191
Evacuation drills	1
Fire Certificates	13
Lectures	2
After Hours inspections	16
Population certificates	8
Building plans	
Smoke detectors installed	115
Hydrant inspections	50



Smoke detector installations & hydrant maintenance team

### Inter-governmental relations

Stellenbosch Municipality entered into a MOU with Provincial government to enable our emergency personnel to receive training at their training academy in Wolwekloof Ceres. Training will commence in the month of June 2019

All municipalities within the Cape Winelands District municipality have entered into an agreement with each other and with the Cape Winelands whereby assistance is reciprocally rendered in case of major fire incidents.

Stellenbosch municipality and the CWDM are rolling out a collaborative Ward base risk assessment project for the WC024 area. (On going)

### Budget

<b>Progress on Capital projects for 2018/19 financial year</b>				
<b>Projects</b>	<b>Value</b>	<b>Process</b>	<b>Funds Committed</b>	<b>Progress</b>
Hydraulic ladder fire truck	R12 000000	Tender	99%	Vehicle being assemble in Germany. Preliminary indications are that vehicle will only be delivered in July 2019 – therefore <b>requested a roll over</b>
Upgrading of fire station	R3 000 000 (amended budget)	Tender	64%	Request a roll over for the balance of funds
Rescue equipment	R200 000	Tender	98%	All funds will be exhausted.

### Work opportunities created:

10 EPWP opportunities created within our disaster management and fire safety section from 1 July 2018 to 30 June 2019

The Fire & Rescue services and Disaster management functioned well within its legislative mandate to provide an equitable service to all.



**STELLENBOSCH**  
STELLENBOSCH • PNIEL • FRANSCHHOEK  
MUNICIPALITY • UMASIPALA

*Monthly report*

**Department:  
Disaster Management**

**JUNE 2019**



**“Disaster Management is everybody’s business.”**

Compiled by:  
Senior Coordinator: Disaster Management, Ms. Shezayd Seigels

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## DISASTER MANAGEMENT CHAPTER GUIDELINES

### PURPOSE

The purpose of Stellenbosch Municipality: Disaster Management is to ensure co-ordination of multi-disciplinary and multi-sectoral risk reduction through integrated institutional capacity for Disaster Risk Management, Risk Assessment, Response and Recovery and implementation of measures aimed at: -

- Preventing or reducing the risk of disasters;
- Mitigating the severity or consequences of disasters;
- Emergency preparedness;
- A rapid and effective response to disasters; and
- Post- disaster recovery and rehabilitation.

### LEGISLATIVE MANDATE

Stellenbosch Municipality: Disaster Management is governed by the under-Mentioned Legislation of which this mandate places a significant responsibility of the Department's role within Local Government, namely:

- a) Disaster Management Act, No. 57 of 2002
- b) Disaster Management Amended Act, No. 16 of 2015
- c) National Disaster Management Framework, 2005
- d) Municipal Finance Management Act, No. 56 of 2003
- e) Constitution of the Republic of South Africa, 108 of 1996
- f) The National Health Act 2003
- g) The Fire Brigade Services Act of 1999

### OBJECTIVES OF THE ACT

Disaster Management has become the major challenge the entire world is faced with currently owing to the ever growing population, climate change, and the ever changing environment in general. The Disaster Management Act of 2002 defines the roles of local authorities and provincial and national government in disaster management.

The Act focuses on speeding up response times to ensure that disasters are dealt with efficiently and effectively by providing clear guidelines for the classification of disasters and the declaration of a state of disaster.

## DEPARTMENTAL OBJECTIVE

- Establish community partnerships that combine the access and attributes of everyone with a stake in disaster resistance.
- Establish disaster management committees.
- To compile and adopt a disaster management policy.
- Compile and maintain disaster management plans/ framework.
- Maintaining comprehensive records, documentation and reports of disaster response and recovery operations.

### KPA 1:

## INTEGRATED INSTITUTIONAL CAPACITY

### 1.1. INSTITUTIONAL CAPACITY

The Disaster Management unit to effectively coordinate the required collective input of the municipality, external stakeholders and citizens.

#### 1.1.1. PARTICIPATION OF VOLUNTEERS IN THE DEPARTMENT



EXPANDED PUBLIC WORKS PROGRAMME

Disaster Management: EPWP Volunteers participates on regular bases by assisting in conducting educational campaign and awareness at crèches, communities and at schools about safety and emergency services.

This is conducted in collaboration with SAPS, Traffic, and Fire Services.

### 1.2. PARTNERS FOR PROJECT AND ALLIES

The DM Act calls for the active participation of stakeholders, including the Private Sector NGO's, volunteers and the list goes on in disaster risk management planning and operations.

The department engages at numerous platforms through partnering stakeholders to gain access to new resources, information, expertise and skills to facilitate service delivery.

#### 1.2.1. Cape Winelands District Municipality viz. SANTAM

Engagements were scheduled between all invited stakeholders from each B-municipality to inform of the initiative on 13 June 2019. A ceremony was arranged on 28 June 2019 whereby the agreement was formalized. (Annexure 1)





NAVRAE/ENQUIRIES/IMBUZO:  
TELEFOON/TELEPHONE/UMNXEBA:  
FAKS/FAX/IFEKSI:  
E-POS/E-MAIL/E-MAIL:  
U VERW/YOUR REF/REF YAKHO:  
ONS VERW/OUR REF/REF YETHU:

Mr S.P Minnies  
021-8885847  
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[hoc@capewinelands.gov.za](mailto:hoc@capewinelands.gov.za)  
17/4/2

Alexanderstraat 46 Alexander Street  
100  
STELLENBOSCH  
7599

5 June 2019

Dear Colleagues

#### **BUSINESS ADOPT - A - MUNICIPALITY INITIATIVE**

The Department of Cooperative Governance & Traditional Affairs (CoGTA) and SANTAM are collaborating to address flood, fire and safety risks through the Business Adopt-a-Municipality initiative. As you are aware, fires and floods are some of the major risks affecting communities across our district. This initiative could greatly assist in strengthening capacity with an aim of reducing the impact of disasters on our communities.

The Business Adopt-a-Municipality initiative commenced in 2013 where it supported five municipalities across South Africa. Due to the success of this, it has been rolled out to a number of other municipalities. In the Western Cape, both the Garden Route and Central Karoo District Municipalities are currently part of this initiative.

The Cape Winelands District Municipality is committed to this project and wishes to incorporate all of the municipalities within the Cape Winelands area. We would therefore like to establish a steering committee consisting of various representatives, including SANTAM. With this in mind, it will be greatly appreciated if you could nominate a senior official from your municipality, to serve on this steering committee. As per the request from SANTAM, the nominated official should be involved in disaster and/or fire services.

Lastly, for your information, we are planning to schedule the following meetings in the near future:

1. 1<sup>st</sup> meeting of the above-mentioned steering committee (Thursday 13 June 2019)
2. Formal agreement signing ceremony (Friday 28 June 2019)

I trust you will support this initiative and await your soonest response.

Yours faithfully

**H.F PRINS  
MUNICIPAL MANAGER**

Alle korrespondensie moet aan die Munisipale Bestuurder gerig word/  
All correspondence to be addressed to the Municipal Manager/Yonke Imbalelwano mayithunyelwe kuMlawuli kaMasipala  
Telefoon/Telephone/Umnxeba: 0861 265 263 • E-pos/E-mail/IE-mail: [admin@capewinelands.gov.za](mailto:admin@capewinelands.gov.za) • Faks/Fax/IFEKSI:  
023 342 8442



### 1.3. NODAL POINTS

The effectiveness of communication between disaster management office and ward offices are very vital as these offices tend to be central point of information during disaster related incidents.

The Disaster Management Unit is assigned the task of directing and facilitating the disaster risk management process.

This process remains on-going.

### 1.4. MUNICIPAL DISASTER MANAGEMENT FRAMEWORK

#### 1.4.1 Have any disaster management plans and contingency plans been updated?

- Plans are reviewed on a continues basis.

#### 1.4.2 Did stakeholder engagements take place to establish a cooperative with mechanisms?

**THE GOAL** is to provide a platform for local governments, disaster management, civil society groups, businesses, academic institutions, and other interested groups to demonstrate support and to highlight achievements and challenges in so doing with a particular focus on life-saving measures.

Date		Role-player / stakeholder	Activity
1.	05-06-2019	20 Hoek Str, Smartie town Cloetesville	Engage with contractor erecting Wendy house following it roof blown away.
2.	10-06-2019	Strongyard community –Ward 14	Fire Safety Awareness Campaign
3.	12-06-2019	CWDM	Launch of CSF for Cape Winelands
4.	13-06-2019	House Noah	Conduct educational safety information session with Aged Citizens at House Noah
5.	13-06-2019	Initiation of the Santam-Sasria-CWDM Partnership	Business Adopt – Meeting
6.	28-06-2019	Santam-Sasria-CWDM Partnership	Business Adopt - Agreement

## KPA 2: RISK ASSESSMENT

### 2.1 Back Yard Dwelling survey

Due to harsh weather conditions the department have been inundated with complaints to assesses and where required provide assistance.

The Backyard dwelling survey in Groendal shall resume in July to identify hazards and occupant's vulnerability.

### 2.2. Fires

Most recorded causes of fire in this month have been reported as unknown/undetermined yet evident in most cases that occupants were ignorant in avoiding accidental fires.

#### 2.2.1 Klapmuts

Three (3) informal structures destroyed during a blaze on Friday, 21 June 2019.



Figure 1: 17 Collins Street, Klapmuts

#### 2.2.2 Zone O, Kayamandi

A massive fire engulfed an area in Zone O on the early morning of Sunday, 23 June 2019. Approximately 33 informal dwellings affecting 50 people left severe damages to property and even some individuals destitute.



Figure 2: Zone O in the proximity of Fire Street in Kayamandi

### 2.3 Gale forced cold front left destruction behind

Strong damaging winds often occur along coastal regions, but also often occur during thunderstorm activity. These winds are sudden and can cause much damage.

The Cape Winelands has been lashed by strong winds and rains over 24 hours during the weekend of 21 June 2019 leading to road closures in Franschhoek Pass.

Heavy flooding and strong winds left destruction behind in areas such as Kayamandi, Mountain View, Jamestown, Cloeteville, Idas Valley, Franschhoek, etc.



Figure 3: Watergang, Kayamandi



Figure 4: 21 June 2019:  
Mountain View, Jamestown were also affected by the high winds, leaving four (4) household destitute. Temporary accommodation was provided by the previous evicted households until wendy houses are repaired via the Informal Human Settlement department, as agreed upon.

### 2.3 Priority risks identified

- Flooding
- High winds
- Fires

### 2.4 Fuel stations

Hazardous Material(HazMat) is any material that poses a threat to people's health, safety, property or public welfare.

Diesel/fuel is classified as a flammable liquid in the hazardous materials table. For most consumers, a petrol station is a place where they can stop if they need to rest during a long trip or grab a quick bite to eat, not to mention to fill up their petrol tank. Some also use a petrol station as a place to stop to pick up the daily essentials.

However, for the Disaster Management Department it has become an important entity due to the growing trend of petrol stations used as hotspots for hijacking or robberies.

Safety consciousness towards occupational health and safety aspects varies from industries to industries. Human action can either increase or reduce the vulnerability of societies of these hazards by focusing on socio-economic factors determining such vulnerability for example, population growth as well as changing demographic and economic patterns.

The Department saw it fit to visit each fuel station within the jurisdiction of Stellenbosch Municipality to familiarize itself with the location, layout and neighboring businesses/residence.



The key objective of this program is:

- To create awareness of the dangers of disasters;
- To obtaining commitment from public authorities.
- To stimulate inter-disciplinary and inter-sectoral partnership and expanding risk reduction networking at all levels.
- The aim is to provide safety awareness training to those at task and where possible an evacuation exercise via the Department: Fire Safety.

### KPA 3:

## RISK REDUCTION

The objective of Disaster Risk Reduction is to ensure that all disaster risk management stakeholders develop and implement integrated disaster risk management plans and risk reduction programs in accordance with approved frameworks. The department has established through communication and various other platforms interventions which forms part of risk reduction programs.



Vulnerable people in our various communities need effective disaster risk reduction to deal with any disaster.

Constant clearing of river channels and drainage network system ease the clogged drainage system to easily saturate water runoffs. Households were identifying residing in nearby riverine streams of Nkanini. Unfortunately the outcome form Informal Human Settlement is still awaiting while storms hit the province leaving many affected by flooding.

Waste Management continues to monitor and remove waste fire rubble in our fire site to alleviant the inconvenience of the fire victims in reconstruction their perished structures. Moreover the underlying rubble in our street that clogged water channels are dealt with on an operation methods. No reports of polluted rivers and waste disposal as the monitoring of our dumping site in on high level panel.



### 3. Evacuation Drills

Clear allocations of roles and responsibilities and defined procedures and protocol for all operational personnel are influenced by mechanism in place which leaves no room for confusion when significant event or disaster occurs or is threatening to occur in municipal council's area.

The Disaster Management Act provides a platform from which all spheres of government and communities can work together to prevent or reduce the risks of disasters including steps which are aimed at–

- preventing or reducing the risk of disasters;
- taking measures to reduce the impact or consequences of a disaster;
- emergency preparedness;
- rapid and effective responses to disasters; and
- post-disaster recovery and rehabilitation.

Disaster Management in collaboration with Fire Safety conducted scheduled evacuation exercises to prepare and test their response during the time of an emergency.

#### 3.1 RISK REDUCTION PROJECT PLANS AND INITIATIVES

Risk Reduction Project	Plans	Department/ Stakeholder
<b>Fires &amp; Flood</b>	A partnership aimed at promoting capacity building through various programs which helps to develop social cohesion through educational awareness programs.	Provincial Disaster Management Centre
<b>Fire Safety and compliance</b>	A partnership aimed at promoting building compliance and safety of all visiting the respective venues (place of worship).	Religious fraternities
<b>Relief aid</b>	Humanitarian relief aid assistance during a disastrous occurrence in the Franschhoek Valley.	Franschhoek Lions Club

Current projects are encapsulated in the monthly report.

### Project Identified

- a) **Fire Control room Emergency Number**  
Display emergency number and emergency number distribution



### Project Identified

- b) **Structural Fires**  
Educational awareness programs at school.



- c) **Road Safety Campaigns**  
Protection of road users and children at pedestrian crossings.





#### KPA 4: DISASTER RESPONSE AND RECOVERY

Each disaster presents emergency services with the opportunity to review, improve and learn from our experiences. It also provides the opportunity for the various departments and stake holders to work together as partners, and provide the opportunity where improvements could be made and how to further consolidate partnerships.

It also provide provision to deal with preparedness and early warnings, disaster assessment, integrated response and recovery plans, relief measures, rehabilitation and reconstruction process and monitoring of incidents and significant events, disaster review and reports.

Most cases life tends to be disrupted with needs such as temporary shelter, food provision and emergency debris removal to clear the path for outside assistance.

The support and immediate response of emergency response officials to the various incidents was self-explanatory.

Teams could identify risks and where quick to direct it to the necessary department for processing. Disruption or defects were addressed and where necessary, materials were replaced for reparation.



Figure 5: Informal Housing Settlement officials assisted with the assessment and verification process



Humanitarian relief aid assistance from various local groups eased the process to normalization.

#### **ENABLER 1: INFORMATION MANAGEMENT AND COMMUNICATION**

Knowledge management, although a very broad term, relates to all the information needs and applications in order for the Stellenbosch Municipality Disaster Management to effectively reduce disaster risk. This focuses on information management and communication, education and training, public awareness and research.

##### **4.1 HAVE DATABASES BEEN CREATED OR UPDATED IN THE LAST QUARTER?**

- Reviewed Primary and Secondary School's List.
- Create Gas stations List.

##### **4.2 EARLY WARNING SYSTEMS (e.g. Police intelligence regarding threats in the area, instability on farms, potential unrest)**

###### **a) SAPS**

None.

###### **b) SA WEATHER SERVICES**

Severe Weather Warning Service information issued for the Western Cape for the period. Stellenbosch Municipality experienced intense and unpredictable winds.

Emergency services remained on high alert for any notification of occurrences, to render support. The following weather alerts was issued by the Cape Town Weather Office.

## 5. EVENTS MANAGEMENT

Emergency services, i.e. municipal law enforcement, traffic, disaster management, fire safety, health and waste management form part of the event's committee. The respective roles and responsibilities are clearly defined in the Safety at Sports and Recreational Events Act, 2010. This committee plays a critical role in overseeing events the safety guarding of premises as well as of participants.

Several events hosted in WCO24 approved with compliance to safety standard and regulations. Weekly scheduled meeting between emergency services continued for upcoming activities / events in Greater Stellenbosch. Joint operations centre (JOC) Venue operations centre (VOC) was fully represented by emergency stakeholders i.e.: Events Organizer / Safety Officer, SAPS / Security, Disaster Management, EMS.

Between the Departments: Fire Prevention and Disaster Management, events safety inspections are conducted to ensure compliance to safety standard and regulations.


## 6. HAVE ANY RISK REDUCTION PROJECTS AND INITIATIVES BEEN UNDERTAKEN?

- The volunteers capture data resources from various communities in order to respond during an occurrence.
- Review Plans:
  - Update contact list

## ENABLER 2: EDUCATION, TRAINING, PUBLIC AWARENESS AND RESEARCH

### 7. ON-GOING PROJECTS

<b>Safety Programs at Schools/ ECD Centre's/ Old Age Home/ Religious Fraternities and other</b>	Develop sustainable programs to disseminating information on risk avoidance, hazards and their effects and disaster prevention activities.
<b>Road Safety</b>	Protection of road users and children at pedestrian crossings.
<b>Research</b>	Review and update Emergency preparedness and response plan should a fire emergency arise at the petrol station.

	Date	Activity	Venue
1.	05 June	Fire Safety and Emergency Number	JJ Rhode Primary School, Elsenburg
			
2.	06 June	Fire Safety Emergency Number	Siyakhula crèche 5 Sesine Street, Costaland, Kayamandi
	10 June	Awareness	Stellenbosch Square, Jamestown
			
	11 June	Awareness	Rietenbosch Primary School
3	12 June	Fire Safety Emergency Number and Road Safety	Nora Tyres
	12 June	Awareness	Staff Wellness Presentation at Spier Wine Estate, Baden Powell Drive
4	19 June	Fire Safety and Emergency Number	Pumpkin Patch crèche
5	26 June	Fire Safety Emergency Number	Bubble Bee and

## **7.1 Relief Measures and Recovery Plans**

The distribution of emergency housing kit to eligible survivors, temporary food packs, crisis counseling was provided to fire victims. The support of Community Development in terms of Relief Assistance was immediately provided.

## **8. Funding Arrangements**

- Planned Awareness activities throughout the jurisdiction of Greater Stellenbosch during the 2019/2020 financial year will be supported by The Western Cape Provincial Disaster Management Centre and SANTAM.

### 3.5 Activities held in the WCO24

During the month a total of **73 dwellings / structures households) were affected / destroyed by fires/floods/high winds.**

The under-mentioned statistics is a clear indicator of incidents and relief aid assistance provided to individuals and/or households.

Date of Incident / Occurrence	Area	Structure			Amount of Victims	Relief aid provided by Department: Social Development		Relief aid provided by Disaster Management			Type of Incident / Occurrence	
		Informal	Formal	Total		Blankets	Food parcels	Clothing	Fire kit	Flood kit		
1.	02-06-2019	893, 11 Close Street, Kayamandi	0	1	1	11	√	√	-	√	-	Undetermined
2.	04-06-2019	20 Hoek Street, Cloetesville	1	-							√	Structure collapsed
3.	05-06-2019	867 Azania, Watergang, Kayamandi	1	0	1	2	-	-	-	√	-	Undetermined
4.	08-06-2019	Die Ghiff. Pniel	2	0	2	3	√	√	-	√	-	Undetermined
5.	21-06-2019	1 Long Lands, Vlottenburg	1	0	1	2	-	-	-	-	√	Flooding
6.	21-06-2019	2 Long Lands, Vlottenburg	1	0	1	2	-	-	-	-	√	Flooding
7.	21-06-2019	3 Long Lands, Vlottenburg	1	0	1	2	-	-	-	-	√	Flooding
8.	21-06-2019	4 Long Lands, Vlottenburg	1	0	1	2	-	-	-	-	√	Flooding
9.	21-06-2019	5 Long Lands, Vlottenburg	1	0	1	2	-	-	-	-	√	Flooding
10.	21-06-2019	6 Long Lands, Vlottenburg	1	0	1	2	-	-	-	-	√	Flooding
11.	21-06-2019	21 Mountain View, Jamestown	1	0	1	-	-	-	-	-	√	Flooding
12.	21-06-2019	5 Mountain View, Jamestown	1	0	1	4	-	-	-	-	√	Flooding
13.	21-06-2019	4 Mountain View, Jamestown	1	0	1	2	-	-	-	-	√	Flooding
14.	21-06-2019	3 Mountain View, Jamestown	1	0	1	3	-	-	-	-	√	Flooding
15.	21-06-2019	1 Mountain View, Jamestown	1	0	1	2	-	-	-	-	√	Flooding
16.	21-06-2019	17 Collins Street, Klapmuts	3	0	3	12	√	√	-	√	-	Undetermined

17.	22-06-2019	C79, Nkanini, Kayamandi	1	0	1	2	√	√	√	√	-	Tree fell
18.	22-06-2019	14 Suurbessie Street, The Ridge	0	1	1	5	-	-	-	-	√	Flooding
19.	22-06-2019	41 Mountain View, Jamestown	1	0	1	-	-	-	-	-	√	Flooding
20.	22-06-2019	45 Mountain View, Jamestown	1	0	1	-	-	-	-	-	√	Flooding
21.	22-06-2019	74 Mountain View, Jamestown	1	0	1	-	-	-	-	-	√	Flooding
22.	22-06-2019	96 Mountain View, Jamestown	1	0	1	-	-	-	-	-	√	Flooding
23.	22-06-2019	131 Mountain View, Jamestown	1	0	1	-	-	-	-	-	√	Flooding
24.	22-06-2019	183 Mountain View, Jamestown	1	0	1	-	-	-	-	-	√	Flooding
25.	22-06-2019	Mandela City Klapmuts	1	0	1	2	-	-	-	-	-	Undetermined
26.	23-06-2019	Zone O, Kayamandi	33	0	33	115	√	√		√	-	Undetermined
27.	25-06-2019	33 Lindley Street, Idas Valley	1	0	1	-	-	-	-	-	√	Flooding
28.	26-06-2019	4 North-end Street, Cloeteville	1	0	1	-	-	-	-	-	√	Flooding
29.	26-06-2019	67 Primrose Street, Cloeteville	1	0	1	-	-	-	-	-	√	Flooding
30.	26-06-2019	2 Gemsbok Street, Cloeteville	1	0	1	-	-	-	-	-	√	Flooding
31.	26-06-2019	27 Newman Street, Idas Valley	1	0	1	-	-	-	-	-	√	Flooding
32.	26-06-2019	27 Newman Street, Idas Valley	1	0	1	-	-	-	-	-	√	Flooding
33.	27-06-2019	120 Curry Street, Cloeteville	1	0	1	2	√	√	√	√	-	Fire: Informal structures
34.	28-06-2019	7 North-end Street, Cloeteville	1	0	1	-	-	-	-	-	√	Flooding
35.	28-06-2019	25 North-end Street, Cloeteville	1	0	1	-	-	-	-	-	√	Flooding
36.	28-06-2019	31 North-end Street, Cloeteville	1	0	1	-	-	-	-	-	√	Flooding
37.	28-06-2019	24 Sapphire Street, Groendal	2	0	2	10	√	√	√	√	-	Fire: Informal structures
<b>TOTAL</b>			<b>71</b>	<b>2</b>	<b>71</b>	<b>187</b>						



AGENDA

COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING2019-08-07

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7.	REPORTS SUBMITTED BY THE MUNICIPAL MANAGER
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NONE

8.	NOTICES OF MOTIONS AND NOTICES OF QUESTIONS RECEIVED BY THE MUNICIPAL MANAGER
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NONE

9.	URGENT MATTERS
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10.	MATTERS TO BE CONSIDERED IN-COMMITTEE
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NONE