



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

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

2022-11-07

**NOTICE OF A
PARKS, OPEN SPACES AND ENVIRONMENT
COMMITTEE MEETING
MONDAY: 2022-11-07**

TO Cllr J Joon [Chairperson]

COUNCILLORS A Hanekom
M Nkopane (Ms)
E Vermeulen (Ms)

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

Notice is hereby given that a Parks, Open Spaces and Environment Committee meeting will be held via MS Teams on **Monday, 2022-11-07 at 10:00** to consider the attached Agenda.



CLLR J JOON
CHAIRPERSON

A G E N D A
PARKS, OPEN SPACES AND ENVIRONMENT
COMMITTEE MEETING
2022-11-07

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE
1.	OPENING AND WELCOME	
2.	COMMUNICATION BY THE CHAIRPERSON	
3.	DISCLOSURE OF INTERESTS	
4.	APPLICATION FOR LEAVE OF ABSENCE	
5.	CONFIRMATION OF MINUTES	
5.1	The minutes of the Parks, Open Spaces and Environment Committee Meeting held on 2022-10-10 FOR CONFIRMATION	
6.	REPORT/S BY THE DIRECTOR: COMMUNITY DEVELOPMENT AND COMMUNITY SERVICES RE OUTSTANDING RESOLUTIONS TAKEN AT PREVIOUS MEETINGS	
6.1	REPORT/S BY THE DIRECTOR: COMMUNITY AND PROTECTIONS SERVICES RE OUTSTANDING RESOLUTIONS TAKEN AT PREVIOUS MEETINGS	
7.	REPORTS FROM PARKS, OPEN SPACES AND ENVIRONMENT: (PC: J JOON))	
7.1	NON-DELEGATED MATTERS	
	NONE	
7.2	DELEGATED MATTERS	
7.2.1	MONTHLY REPORT: ENVIRONMENTAL MANAGEMENT, PARKS AND CEMETERIES: AUGUST 2022	14
8.	REPORTS SUBMITTED BY THE MUNICIPAL MANAGER	
	NONE	
9.	NOTICES OF MOTIONS AND NOTICES OF QUESTIONS RECEIVED BY THE MUNICIPAL MANAGER	
	NONE	
10.	CONSIDERATION OF URGENT MATTERS	
11.	MATTERS TO BE CONSIDERED IN-COMMITTEE	
	NONE	

AGENDA

PARKS, OPEN SPACES AND ENVIRONMENT
COMMUNITY SERVICES COMMITTEE MEETING

2022-11-07

1.	OPENING AND WELCOME
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2	COMMUNICATION BY THE CHAIRPERSON	(3/4/3/6)
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3	DISCLOSURE OF INTERESTS	(3/6/2/2)
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4	APPLICATION FOR LEAVE OF ABSENCE
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5	CONFIRMATION OF THE MINUTES	(3/4/3/5/2/4)
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The minutes of the Parks, Open Spaces and Environment Committee Meeting held on 2022-09-12.

FOR CONFIRMATION

APPENDIX 1



STELLENBOSCH
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MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

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

2022-10-10

MINUTES

**PARKS, OPEN SPACES AND ENVIRONMENT
COMMITTEE MEETING**

2022-10-10 AT 10:00

MINUTES
PARKS, OPEN SPACES AND ENVIRONMENT
COMMITTEE MEETING
2022-10-10

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE
1.	OPENING AND WELCOME	
2.	COMMUNICATION BY THE CHAIRPERSON	
3.	DISCLOSURE OF INTERESTS	
4.	APPLICATION FOR LEAVE OF ABSENCE	
5.	CONFIRMATION OF MINUTES	
5.1	The minutes of the Parks, Open Spaces and Environment Committee Meeting held on 2022-09-12 FOR CONFIRMATION	3
6.	REPORT/S BY THE DIRECTOR: COMMUNITY DEVELOPMENT AND COMMUNITY SERVICES RE OUTSTANDING RESOLUTIONS TAKEN AT PREVIOUS MEETINGS	
	NONE	12
7.	REPORTS FROM PARKS, OPEN SPACES AND ENVIRONMENT: (PC: J JOON))	
7.1	NON-DELEGATED MATTERS	
	NONE	
7.2	DELEGATED MATTERS	
7.2.1	MONTHLY REPORT: ENVIRONMENTAL MANAGEMENT, PARKS AND CEMETERIES: JULY 2022	16
8.	REPORTS SUBMITTED BY THE MUNICIPAL MANAGER	
	NONE	
9.	NOTICES OF MOTIONS AND NOTICES OF QUESTIONS RECEIVED BY THE MUNICIPAL MANAGER	
	NONE	
10.	CONSIDERATION OF URGENT MATTERS	
	NONE	
11.	MATTERS TO BE CONSIDERED IN-COMMITTEE	
	NONE	

1.	OPENING AND WELCOME
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PRESENT Cllr J Joon [Chairperson]

COUNCILLORS Cllr A Hanekom
Cllr M Nkopane (Ms)

OFFICIALS: Director: Community and Protection Services (G Boshoff)
Senior Manager: Community Services (A van der Merwe)
Manager: Parks and Cemeteries (N Mohamed (Ms))
Senior Admin Officer (T Samuels (Ms))

1.	OPENING AND WELCOME
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The Chairperson, Cllr J Joon welcomed all present at the Parks, Open Spaces and Environment Committee meeting.

2.	COMMUNICATION BY THE CHAIRPERSON	(3/4/3/6)
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- The Mayoral Garden Competition is in full swing. The Team has started engaging with the Hillside Community in the form of plant donations and entry forms for the competition.
- Mr John Rubain of the cemeteries Section retired at the age of 65 years, and the Chairperson, on behalf of this Committee, bid him farewell and thanked him for his contributions to this Department.

3.	DISCLOSURE OF INTERESTS	(3/6/2/2)
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NONE

4	APPLICATION FOR LEAVE OF ABSENCE
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4.1 The following applications for leave of absence were approved in terms of the Rules of Order By-law of Council:-

Cllr E Vermeulen (Ms) – 10 October 2022
Ms TC Leibrandt (Environmental Manager) – 10 October 2022

MINUTES

**PARKS, OPEN SPACES AND ENVIRONMENT
COMMUNITY SERVICES COMMITTEE MEETING**

2022-10-10

5.	CONFIRMATION OF THE MINUTES	(3/4/3/5/2/4)
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The minutes of the Parks, Open Spaces and Environment Committee Meeting held on 2022-09-12 **were confirmed as correct without any changes.**

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

7.	PARKS, OPEN SPACES & ENVIRONMENT: [PC: CLLR J JOON]
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7.1	NON-DELEGATED MATTERS
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NONE

7.2	DELEGATED MATTERS
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7.2.1	JULY 2022 MONTHLY REPORT: ENVIRONMENTAL MANAGEMENT, PARKS AND CEMETERIES
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Collaborator No: 735433
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: 10 October 2022

1. SUBJECT: JULY 2022 MONTHLY REPORT: ENVIRONMENTAL MANAGEMENT, PARKS AND CEMETERIES

2. PURPOSE

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Sections: Environmental Management, Parks and Cemeteries for July 2022.

3. DELEGATED AUTHORITY

For notification by the Portfolio Committee.

4. EXECUTIVE SUMMARY

To present the monthly activity report of the Sections Environmental Management, Parks and Cemeteries for the month of July 2022 to the Committee for notification.

**PARKS, OPEN SPACES AND ENVIRONMENT COMMITTEE MEETING: 2022-10-10:
ITEM 7.2.1**

NOTED

the monthly reports of the Sections Environmental Management, Parks and Cemeteries for the month of July 2022.

FOR FURTHER DETAILS CONTACT:

NAME	Albert van der Merwe
POSITION	Senior Manager: Community Services
DIRECTORATE	Community and Protection Services
CONTACT NUMBERS	Ext 8165
E-MAIL ADDRESS	albert.vandermerwe@stellenbosch.gov.za
REPORT DATE	

8.	REPORTS SUBMITTED BY THE MUNICIPAL MANAGER
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NONE

9.	NOTICES OF MOTIONS AND NOTICES OF QUESTIONS RECEIVED BY THE MUNICIPAL MANAGER
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NONE

10.	URGENT MATTERS
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NONE

11.	MATTERS TO BE CONSIDERED IN-COMMITTEE
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NONE

The meeting adjourned at 10:20.

CHAIRPERSON:

DATE:

Confirmed on: **with / without amendments**

AGENDA

**PARKS, OPEN SPACES AND ENVIRONMENT
COMMUNITY SERVICES COMMITTEE MEETING**

2022-11-07

6.	REPORT/S BY THE DIRECTOR: COMMUNITY AND PROTECTIONS SERVICES RE OUTSTANDING RESOLUTIONS TAKEN AT PREVIOUS MEETINGS <i>(3/4/3/5/2/2)</i>
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Collaborator No: 737349
 IDP KPA Ref No: Good Governance and Compliance
 Meeting Date: 7 November 2022

1. SUBJECT: REPORT/S BY THE DIRECTOR: COMMUNITY AND PROTECTION SERVICES RE OUTSTANDING RESOLUTIONS TAKEN AT PREVIOUS COUNCIL MEETINGS

The report by the Director: Community and Protection Services re outstanding resolutions taken at previous meetings of Council is attached as **APPENDIX 1**.

FOR INFORMATION

FOR FURTHER DETAILS CONTACT:

NAME	Gary Boshoff
POSITION	<i>Director</i>
DIRECTORATE	<i>Community and Protection Services</i>
CONTACT NUMBERS	<i>021 808 8410</i>
E-MAIL ADDRESS	Gary.Boshoff@ Stellenbosch.gov.za
REPORT DATE	<i>13 October 2022</i>

APPENDIX 1

**OUTSTANDING RESOLUTIONS – COMMUNITY AND PROTECTION SERVICES
PARKS, OPEN SPACES AND ENVIRONMENT**

Council Meeting		Resolution	Resolution Date	Allocated To	% Feedback	Feedback Comment
	DRAFT IDAS VALLEY / BOTMASKOP NATURE AREA ENVIRONMENTAL MANAGEMENT PLAN (DRAFT MAY 2022)	<p>13.1 DRAFT IDAS VALLEY / BOTMASKOP NATURE AREA ENVIRONMENTAL MANAGEMENT PLAN (DRAFT MAY 2022)</p> <p>7TH COUNCIL MEETING: 2022-08-24: ITEM 13.1</p> <p>RESOLVED (nem con)</p> <p>(a) that Council approves the advertisement of the draft Idas Valley / Botmaskop Nature Area Environmental Management Plan (May 2022) for a period of 21 days for public input; and</p> <p>(b) that the inputs received during the above public participation process be worked into a final Idas Valley / Botmaskop Nature Area Environmental Management Plan to be presented to Council for approval.</p>	2022-08-24	SCHALKVDM	20%	The availability of the Draft Idas Valley / Botmaskop Nature Area Environmental Management Plan (May 2022) was advertised in the Eikestad News on 6 October 2022. The closing date for the submission of comment is 28 October 2022.

AGENDA

**PARKS, OPEN SPACES AND ENVIRONMENT
COMMUNITY SERVICES COMMITTEE MEETING**

2022-11-07

7.	PARKS, OPEN SPACES & ENVIRONMENT: [PC: CLLR J JOON]
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7.1	NON-DELEGATED MATTERS
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NONE

7.2	DELEGATED MATTERS
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7.2.1	AUGUST 2022 MONTHLY REPORT: ENVIRONMENTAL MANAGEMENT, PARKS AND CEMETERIES
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Collaborator No: 736817
 IDP KPA Ref No: Good Governance and Compliance
 Meeting Date: 7 November 2022

1. SUBJECT: AUGUST 2022 MONTHLY REPORT: ENVIRONMENTAL MANAGEMENT, PARKS AND CEMETERIES

2. PURPOSE

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Sections: Environmental Management, Parks and Cemeteries for August 2022.

3. DELEGATED AUTHORITY

For notification by the Portfolio Committee.

4. EXECUTIVE SUMMARY

To present the monthly activity report of the Sections Environmental Management, Parks and Cemeteries for the month of August 2022 to the Committee for notification.

5. RECOMMENDATION

that the monthly reports of the Sections Environmental Management, Parks and Cemeteries for the month of August 2022, be noted by.

6. DISCUSSION / CONTENTS

6.1 Background

The Section: Parks and Cemeteries specialises in maintaining all parks and cemeteries in the WCO24. The Section: Environmental Management specialises in maintaining all nature reserves, natural areas, wetlands and picnic sites in the WC024.

6.2 Discussion

The Parks and Cemeteries Section consists of one Manager, two Superintendents: Parks, one Superintendent: Ornamental Horticulture and one Foreperson: Cemeteries. They are responsible for overseeing and coordination of maintaining public open spaces and parks. The management team is responsible for the management of operational expenditure as well as capital projects. This Section is also responsible for the management and utilisation of cemeteries.

The Environmental Management Section consists of one Manager and two Superintendents for the sub-sections, namely Environmental Planning, Environmental Management Implementation and Small Plant Maintenance. This section is responsible for the management of all horticultural and arboriculturally operations. This section is also responsible for the maintenance of the nature reserves, plantations, all municipal gardens, trees, air quality & noise pollution control, environmental planning to manage the effective, efficient and economical operation of small plant, minor repairs and maintenance service to ensure the readily availability of Community's plant, machinery and equipment.

6.3 Financial Implications

As per the approved budget.

6.4 Legal Implications

The recommendations in this report comply 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 Director: Infrastructure Services**

No comments

6.8.2 Director: Planning and Economic Development

No comments

6.8.3 Director: Protection and Community Services

No comments

AGENDA

**PARKS, OPEN SPACES AND ENVIRONMENT
COMMUNITY SERVICES COMMITTEE MEETING**

2022-11-07

6.8.4 Director: Corporate Services

No comments

6.8.5 Chief Financial Officer

No comments

6.8.6 Municipal Manager

No comments

ANNEXURES

Annexure A: Environmental Management, Parks and Cemeteries Monthly Report for August 2022

FOR FURTHER DETAILS CONTACT:

NAME	<i>Albert van der Merwe</i>
POSITION	<i>Senior Manager: Community Services</i>
DIRECTORATE	<i>Community and Protection Services</i>
CONTACT NUMBERS	<i>Ext 8165</i>
E-MAIL ADDRESS	<i>albert.vandermerwe@stellenbosch.gov.za</i>
REPORT DATE	

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
AUGUST 2022**

**ENVIRONMENTAL
MANAGEMENT
SECTION**

**COMMUNITY
SERVICES**

Table of content

1. Urban Forestry

1.1 General

- 1.1.1 Pruning
- 1.1.2 Felling of Trees
- 1.1.3 Management of Trees in the WC024
- 1.1.4 Watering of Trees
- 1.1.5 Tree Planting Programme
- 1.1.6 Formal Quotations submitted
- 1.1.7 Capital Projects
- 1.1.8 Incidents Reported
- 1.1.9 Injury On Duty

1.2 EPWP Projects

2. Environmental Implementation

2.1 General

2.2 Operational Functions

2.3 Capital Projects

2.3.1 Fencing

2.4 Incidents Reported

2.5 Occupational Health and Safety

2.7 EPWP Projects

2.8 Visitors Statistics: Nature Reserves

2.9 Revenue from Nature Reserves

2.10 Achievements

2.11 Events

2.12 Achievements

2.13 Events

2.14 Research Conducted

3. ENVIRONMENTAL PLANNING

4. OVERTIME WORKED FOR AUGUST 2022: COMMUNITY SERVICES

5. CAPITAL EXPENDITURE: ENVIRONMENTAL MANAGEMENT: AUGUST 2022

6. KPI'S FOR AUGUST 2022: COMMUNITY SERVICES

7. HUMAN RESOURCES: COMMUNITY SERVICES



URBAN FORESTRY

1. URBAN FORESTRY

1.1.1 General

The sub-section is responsible for the maintenance of the urban forest; specifically, street trees. The sub-section is also responsible for the implementation of operational plans to pre-set standards and best practices in a sustainable manner. Due to staff shortage, we encounter challenges in attending to operations timeously, with the increase in rainfall watering of trees has stopped however rainfall has been limited, therefore adding fertilizer continues when needed. All staff worked with the felling team.

1.1.2 Urban Forestry operation conducted

Description	Completed	Incomplete
Pruning	56	0
Felling	2	0
Stump removal	5	0
Dead tree	2	0
Root barrier	2	0
Fallen branches	11	0
Tree failure	4	0

1.1.2 Management of trees in WC02

- Our main focus is to stay abreast of the complaints due to lack of staff

1.1.3 Tree Basin Management:

- **Areas Tree Basin Maintenance completed:** None

1.1.4 Watering of trees

- No watering,

1.1.5 Tree Planting Program: Donated 32 Lemon trees to new housing development.

1.1.6 FQ's approved and loaded for the section

DESCRIPTION	AMOUNT	REASON
None		

1.1 7 CAPITAL PROJECTS

- Upgrade of house to be converted into office space at 23 Simonsberg street, the Architect was appointed for the upgrade, currently preparing plans for submission to council. Plans was approved by the MM.

1.1.8 INCIDENTS REPORTED

1.1.9 INJURY ON DUTY			
Team	Short Description of incident	Date of Incident	Progress
None			

1.2 EPWP Projects

Name of EPWP PROJECT	NUMBER OF WORKERS	RESPONSIBILITY
Biodiversity and Rehabilitation	6	General Workers

EPWP Statistics – Environmental Management

Type of service	Sept 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022	July 2022	Total
Forest Guards	20	23	23	23	23	23	23	10	10	10	10	
Fire Management	11	13	13	13	13	13	13	9	9	9	9	
Mountain Trails	0	13	13	13	13	13	13	0	0	0	0	
Jan Marias Nature Reserve	7	7	7	7	7	7	7	4	4	4	4	
Integrated River Management	0	15	15	15	15	15	15	2	2	2	2	
Biodiversity Veld Rehabilitation	0	5	6	6	6	6	6	6	6	6	6	
Environmental Clerk	1	1	1	1	1	1	0	1	0	0	0	



2. ENVIRONMENTAL IMPLEMENTATION

2.1 ENVIRONMENTAL IMPLEMENTATION (E.I)

2.1 GENERAL

The sub-section is responsible for the nature areas. The sub-section is also responsible for the implementation of operational plans to pre-set standards and best practices in a sustainable manner. Due to staff shortage, we encounter challenges in attending to operations timeously.

2.2 HIGHLIGHTS AND ACHIEVEMENTS

The section celebrated Mandela Day with Cape Winelands Biosphere on the 18 July 2022 and Cape Nature by promoting Environmental Education and Awareness for 100 children from Ward 5 Ida's Valley.

Willam Mangcunyana retired after 35 years of service.

2.2 OPERATIONAL FUNCTIONS

Staff has been attending to complaints and or addressing daily operational functions within areas of responsibility. Teams was allocated to Idas Valley Nature area to remove Alien vegetation as per KPI. In total 5.6 Hectares was removed.

2.2.1 Onder Papegaaiberg

The fence has been vandalised once again; few palettes have been stolen from the fence-line This matter is on-going. Forest guards are patrolling the area.

2.3 TENDERS

2.3.1 Mont Rochelle Gate house upgrade

BSM07/22 This project is rolled over in the new Financial Year.

2.3.2 Preparation and Maintenance of Fire break and De-bushing of Alien Invasive Species

BSM 33/22 and 32/22 are in Evaluation phase.

2.4 FORMAL QUOTATIONS

2.4.1 Maintenance of building and facilities FQ 125/22

- Ablution facilities was upgraded.

2.4.2 Supply and deliver of Environmental Implementation Uniform

- Uniform was delivered.

2.5 INCIDENTS REPORTED

2.5.1 Complaints Register

- Incidents of illegal wood cutters continue to access the area illegally. This matter is on-going.
- A banded vehicle found in Idas Valley Nature area, this was attended to by the Law Enforcement and SAPS.

2.6 VEHICLES

Not conducted.

2.8 INJURY ON DUTY

Team	Short Description of incident	Date of Incident	Progress
Akohina Nathingeni	Sprained	June 2022	Recovered, last appointment was 25 July 2022.

2.9 COVID 19 RELATED: None

2.10 EPWP PROJECTS

New intakes of EPWP

EPWP PROJECTS	TOTAL
Forest Guards	17
Alien Clearing	16
Jan Marias Nature Reserve	1
TOTAL AMOUNT OF EPWP	34

2.11 VISITORS STATISTICS: NATURE RESERVES

Type of service	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022	Aug 2022	Sept 2022	Oct 2022	Total
Paradyskloof Nature Area										
Jan Marais Nature Reserve										
Eco Centre Visits – Training, Group Visits / Schools										
Mont Rochelle Nature Reserve										
Ida’s Valley Protected Area										
Onderpapeggaiberg										

2.12 REVENUE FROM NATURE RESERVES

Type of service	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022	Aug 2022	Sept 2022	Oct 2022	Total
Jan Marias Nature Reserve										
Firewood Permits										
Paradyskloof Club House										
Mont Rochelle Nature Reserve										

2.14 ACHIEVEMENTS: None

2.15 EVENTS: None



3. ENVIRONMENTAL PLANNING

The following matters are herewith reported on for the month of August 2022:

PROJECTS

Project	Progress	Date of Completion
Mount Rochelle (investigation into private erven)	<p>Item served before Council. Architectural guidelines established.</p> <p>Meetings to be held with Property Management and Planning to establish the way forward with regards to:</p> <ul style="list-style-type: none"> • formalizing the adopted architectural guidelines • consolidating the unsold erven into the NR 	May 2022
Mont Rochelle Gatehouse upgrade	<p>Building plans submitted with Building Control.</p> <p>Bill of Quantities prepared.</p> <p>BSC – Draft Tender Document (for appointment of a contractor) approved by BSC.</p> <p>Building Plans Approval received. For implementation during next financial year.</p> <p>Tender for construction advertised. Clarification Meeting held.</p> <p>Tenders received and being evaluated.</p> <p>Tender cancelled (BAC). No acceptable bid received. To be re-advertised following BSC approval.</p> <p>Revised Tender Document approved by BSC. Awaiting advertisement.</p> <p>Tender advertised. Compulsory clarification meeting held on-site on 21 Sep. Tender period closes 11 October 2021.</p> <p>Tenders received and evaluated.</p> <p>BAC held. Appointment finalized.</p> <p>Site handover meeting held. Project duration 16 weeks.</p> <p>First invoice received and paid.</p>	<p>26 Feb 2020</p> <p>7 May 2020</p> <p>Aug 2020</p> <p>25 Sep 2020</p> <p>April 2021</p> <p>June 2021</p> <p>July 2021</p> <p>Aug 2021</p> <p>Sep 2021</p> <p>28 Feb 2021</p> <p>22 Mrt 2022</p> <p>22 Apr 2022</p> <p>June 2022</p>
Management Plans	<p>Annual Plan of Operation for past year reviewed with Cape Nature. Review documentation to be completed and submitted to Cape Nature end of 2020.</p> <p>Approved Papegaaiberg EMP up for 5-year review. Document to be completed and forwarded to Cape Nature</p>	16 Mrt 2021

	during 1 st quarter of 2021.	
➤	Mont Rochelle Nature Reserve Environmental Management Plan approved by Council.	Feb 2022
➤	Idas Valley / Botmaskop EMP 1 st draft completed. To be discussed with management before item prepared for council to acquire public input.	20 May 2021
➤	Idas Valley / Botmaskop EMP Item submitted to Portfolio Committee. Department seeking permission to advertise Draft EMP for public input	May 2022
➤	Invasive Alien Management Plan under 5-year review. Draft completed, sent to DEA for input. DEA comment accepted September 2022	July 2022
➤	Stellenbosch Municipality Air Quality Management Plan under 5-year review.	Aug 2022
Stellenbosch River Stewardship Action (SRSA)	Ongoing. Control Plan Completed for ER_1 to ER_2. Submitted to DEA for input.	24 Feb 2021

The following matters are herewith reported on for the month of August 2022:

NOISE CONTROL:

Area	Number
Stellenbosch	14
Franschhoek	2
Klapmuts	1
Jamestown	0
Pniel	1
Groot Drakenstein	0
Kylemore	0
Farms	0
Total	18

Further to the above, the following information in respect of current cases being investigated:

Complaint	Progress	Date of Completion	Comments
Generator noise complaints; 28 Longifolia Street, Paradyskloof, Stellenbosch	Case docket was submitted and discussed with the Public Prosecutor at the Municipal Court, Stellenbosch.	On-going	Matter postponed until; 8 September 2022 for further particulars.

Generator noise complaint; Hillcrest Berry Farm	Final written notice and measurement results presented and issued to Mr Raymond O` Grady on 23 June 22	On-going	Working in progress. Follow-up inspections will be carried out on request.
Generator noise complaint: Boland College, van Riebeek Street, Stellenbosch	This generator is causing a disturbance noise every time load shedding occurs. Instruction was given to implement noise mitigation where necessary.	On-going	The generator is still de-commissioned until implementation of noise mitigation measures is completed. Follow-up inspections will be carried out on request.
Generator noise complaint: Engen Paradyskloof	Inspections carried out on 12 July (early morning) revealed the following: <ul style="list-style-type: none"> The Engen generator are a disturbing noise every time the machine runs 	On-going	Issued a disturbing notice to the operator in person. Noise mitigation measures in process to be implemented. Follow-up inspections to be carried out.
Generator noise complaint: Bossa Stellenbosch	Inspections carried out on 12 July (early morning) revealed the following: <ul style="list-style-type: none"> The generator installed at Bossa restaurant are a disturbing noise every time the machine runs 	On-going	Issued a disturbing notice to the operator in person. Noise mitigation measures in process to be implemented. Follow-up inspections to be carried out.
Generator noise complaint: Pick n Pay Franschoek	Inspections carried out on 14 July (late evening) revealed the following: <ul style="list-style-type: none"> The generator installed at PnP Franschoek and facing the residential house in the valley are a disturbing noise every time the machine runs 	On-going	Issued a disturbing notice to the operator on Friday, 15 July 22, in person. Follow-up inspections to be carried out.

Generator noise complaint: The Vineyard Office Accommodation, Adam Tas Road, Stellenbosch	After hour noise measurements carried out on, Wednesday, 20 July 22, revealed that a disturbing noise is caused when the generator runs during night-time.	On-going	Additional noise control measures are to be installed. Follow-up inspections will be carried out on request.
Loud music complaint: De Stomme Jonge Restaurant, Ryneveld Street, Stellenbosch	Renewed complaints reported concerning noise emanating from Stomme Jonge Restaurant.	On-going	To proceed with further legal enforcement, complainant was asked to submit an affidavit. Still awaiting.
Loud Music: Fools Gold, 90 Dorp Street, Stellenbosch	Working in progress. Sphere Acoustic Solutions was appointed by the owner to design and implement suitable soundproofing for the venue	On-going	Inspection carried out on Wednesday, 24 Au.22 revealed that the music emanating from Fools Gold is still a noise nuisance. Follow-up inspections to be carried out.
Loud Music complaints: Station Pub, Main Road, Franschoek	Complaints concerning loud karaoke music every Sunday without any regard for neighbouring residents.	On-going	Noise inspection pending.
Mechanical noise complaint: Compressors running 24/7 at Label Mountain, Distillery Road, Stellenbosch	After hour noise inspection conducted on 22 Aug. 22 revealed that compressors are causing a disturbing noise to the occupants of the adjacent Bosmansklub Apartment.	On-going	A disturbance noise notice was issued on Tuesday, 22 Aug.22. Follow-up inspections to carried out on request.
Noise nuisance caused by the dumping of metal sheets and building material at Beltana depot by the "Red Ants". Neighboring is directly affected by the noise and requested interventions.	Metal sheets & other building material are being dumped in the middle of the night or early morning by the Red "Ants" at Beltana Depot	On-going	Matter discussed and referred to Law Enforcement, Mr Cedric Thorp for intervention. Mr Thorp undertook to address the concern directly with the relevant persons and will provide feedback to the Ward Cllr. Considered closed.

Agricultural noise: manufacturing of pharmaceutical medicine products by Fulvimed (Pty) Ltd at the Stellenbosch Agri, farm 468/28	Concerns discussed with the Land Use Inspector to ascertain the correct zoning for the activity.	On-going	An inspection carried out on Tuesday, 23 Aug.22, between 20h00 & 21h00 revealed that the mechanical noise is caused. Complainant to contact for noise measurements to be taken from their premises.
Construction noise complaint: Soir Housing development, Welgevonden Estate.	Matter will be investigated in terms of the National Building Regulations & Standards Act for possible contravention of the NBR building hours.	On-going	Feedback will be provided to the complainant.

AIR QUALITY CONTROL:

The following air quality control matters have been investigated:

Complaint	Progress	Date of Completion	Comments
Diesel fumes emanating from the standby generator located at 24 Longifolia Street, Paradyskloof, Stellenbosch	Case docket was submitted and discussed with the Public Prosecutor at the Municipal Court, Stellenbosch.	On-going	Matter postponed until; 8 September 2022 for further particulars.
Diesel fumes emanating from the standby generator located at Bossa Stellenbosch	Complaint justified. Instruction given to mitigate	On-going	Concerns are in process to be attended to. Follow-up inspections will be carried out on request.
Diesel fumes emanating from the standby generator located at Engen Paradyskloof, Blaauwklippen, Stellenbosch	Complaint justified. Instruction given to mitigate	On-going	Concerns are in process to be attended to. Follow-up inspections will be carried out on request.
Diesel fumes emanating from the standby generator located at PnP Franschoek and facing the residents of the Franschoek valley.	Complaint justified. Instruction given to mitigate	On-going	Follow-up inspections will be carried out on request.

Dust pollution complaints: Soir Housing development, Welgevonden Estate	Matter will be investigated in terms of the Stellenbosch Municipality Air Quality By-Law,2018.	On-going	Feedback will be provided to the complainant.
Dust pollution complaints: Klapmuts Truck stop, Old Paarl Road, Klapmuts	Matter will be investigated in terms of the Stellenbosch Municipality Air Quality By-Law,2018.	On-going	Feedback will be provided to the complainant.
Concerns raised by a neighbor regarding Asbestos Handling at 4 Swellengrebel, De Boord, Stellenbosch.	Asbestos handling matter/concern referred to the Department of Labour for further handling i.t.o the Asbestos Regulations.	31 Aug.22	Considered closed.

NOISE EXEMPTIONS ISSUED AND SUPPORTED DURING AUGUST 2022

Date	Type of Event	Location
4-6 August 2022	Rocking Stellies	Van der Stell Sports grounds Stellenbosch
4-6 August 2022	Wine Town Stellenbosch	Stellenbosch Town Hall
06 August 2022	Inter Provincial Championships	Coetzenburg Outdoor Swimming Pool
6 -8 August 2022	U14 Top 12 Hockey Tournament	Rhinish Girls Hockey Astro, Stell Bosch
10-13 August 22	SFC vs O. Pirates, SFC vs Royal AM, SFC vs Richards Bay	Danie Craven Stadium, Stellenbosch
13 August 2022	Rugby Derby 2022	Kylemore Sportsgrounds, Stellenbosch
13 August 2022	PRG VS Boland Landbou Rugby Day	Markotter Sportsgrounds, Stellenbosch
15 August 2022	Civils 2000 – Road Construction	Intersection Baden Powel & Polkadraai
17 August 2022	Maroon Mile	Markotter Sportsgrounds, Stellenbosch
19 August 2022	Luckhoff High School Inter Schools (Derby)	Idasvalley Sportsgrounds, Stellenbosch
20 August 2022	Cape Winelands Swimming Gala	Coetzenburg Outdoor Swimming Pool
20 August 2022	PRG VS Grey Bloem Rugby Day	Markotter Sports grounds Stellenbosch
20 August 2022	Bloemhof Girls High vs Orange Girls High	Bloemhof Girls High, Stellenbosch
20 August 2022	Glow (Live music event)	Stellenbosch Town Hall
27 August 2022	WC USSA	Danie Craven Coetzenburg, Stellenbosch
28 August 2022	Change of Season Trail Run	Khorhoek Wine Estate, Stellenbosch

FUEL BURNING EQUIPMENT COMPLIANCE CERTIFICATES ISSUED IN RESPECT OF STAND BY GENERATORS:

Facility Name	Facility Address	Supply
Hussar Grill Stellenbosch	23 Plein Street, Stellenbosch	308 KVA New Power Generator
Smith and Associate	25 Noordwal-West Street, Stellenbosch	55 KVA Generator
Jaguar Land Rover Stellenbosch	43 Alexander Street, Stellenbosch	100 KVA Generator

FUEL BURNING EQUIPMENT COMPLIANCE CERTIFICATES ISSUED IN RESPECT OF WOOD BURNING PIZZA OVENS:

Facility Name	Facility Address	Supply
Weltevreden Estate	Welgevonden Boulevard, Stellenbosch	Woodburning Pizza Oven

WORKGROUPS:

Representatives from the department participate regularly and actively in the following working groups:

- Stellenbosch River Collaborative
- Stellenbosch River Works Meeting
- Municipal Outreach Project (MOP) - DEADP
- Western Cape Air Quality Officer Forum
- Western Cape Noise Control Forum

4. OVERTIME WORKED FOR AUGUST 2022: COMMUNITY SERVICES

OVERTIME & STANDBY HOURS WORKED	AUG 2021	SEPT 2021	OCT 2021	NOV 2021	DEC 2021	JAN 2022	FEB 2022	MAR 2022	APRIL 2022	MAY 2022	JUNE 2022	JULY 2022	AUG 2022
URBAN FORESTRY	13	0	12	9	4	0	0	0	10	12	0	0	0
BEAUTIFICATION	17	383	383	443	347	595	370	760	730	156	36	136	500
NATURE CONSERVATION	290	152.5	0	196	299	90	105	370	280	237	140		195
SPORT AND FACILITIES	482.5	428	238	304	415.5	546	838	797	729	197.5	280.8	206	204
HALLS	322	360.5	420	384	272	236	378	425	388	325.5	362.5	405.5	376
PARKS	9	226	956	11	97	168	194	99	156	10	0	0	0
CEMETERIES	136	129.5	171	180	81	95	94	297	89	103.5	176	152	284
WORKSHOP	4	15	63	6	33	0	0	0	27	12	6.5	0	10
TOTAL	1273.5	1694.5	2243	1533	1548.5	1730	1979	2208	2409	1053.5	1001.80	693.5	1569



5.CAPITAL EXPENDITURE : ENVIRONMENTAL MANAGEMENT: AUGUST 2022

<i>Projects</i>	<i>Original Budget</i>	<i>Adjusted Budget</i>	<i>Planned Expenditure</i>	<i>Actual Expenditure</i>	<i>Shadows (Orders)</i>	<i>Provisional Cost</i>	<i>Actuals + Shadows & Provisional</i>	<i>Balance R</i>	<i>Actual Exp %</i>	<i>Committed %</i>
Community & Protection Services	26 850 958	31 376 143	150 000	-	1 520 005	301 823	#REF!	#REF!	0,00%	
Environmental Management: Implementation	6 020 000	7 041 729	-	-	727 318	-	727 318	6 314 411	0,00%	10,33%
Botmaskop: Security Fencing	3 500 000	3 500 000	-	-	-	-	-	3 500 000	0,00%	0,00%
Furniture, Tools & Equipment: Environmental Management	100 000	100 000	-	-	-	-	-	100 000	0,00%	0,00%
Jan Marais Nature Reserve: Upgrading and maintenance of the reserve	-	304 157	-	-	-	-	-	304 157	0,00%	0,00%
Mont Rochelle Nature Reserve: Upgrade of Facilities	-	717 572	-	-	623 976	-	623 976	93 596	0,00%	86,96%
Papegaaiberg Nature Reserve	870 000	870 000	-	-	-	-	-	870 000	0,00%	0,00%
Specialized Equipment: Workshop	750 000	750 000	-	-	103 342	-	103 342	646 658	0,00%	13,78%
Specialized Vehicles: Workshop	800 000	800 000	-	-	-	-	-	800 000	0,00%	0,00%
Environmental Management: Urban Forestry	1 500 000	1 500 000	150 000	-	-	-	-	1 500 000	0,00%	0,00%
Design and implement electronic Urban Forestry management tool	250 000	250 000	-	-	-	-	-	250 000	0,00%	0,00%
Furniture, Tools & Equipment: Urban Forestry	500 000	500 000	-	-	-	-	-	500 000	0,00%	0,00%
Specialized equipment: Urban Forestry	750 000	750 000	150 000	-	-	-	-	750 000	0,00%	0,00%
TOTAL - Capital										

6. KPI'S FOR AUGUST 2022: COMMUNITY SERVICES:

Ref	KPI	Unit of Measurement	Source of Evidence	Aug-22		Overall Performance for August 2022 to August 2022
				Target	Performance Comment	Target
D715	Spend the Environmental Management approved Capital Budget	Percentage of approved Capital Budget of the Environmental Management actually spent by 30 June	Report from Finance System	0%		0%
D716	Capital spending committed on the financial management system	Percentage the approved Capital Budget committed by on the financial system by 31 March (30% by September, 60% by December and 90% by March)	Report from Finance System	0%		0%
D717	Submission of final bid specifications for all capital projects to the Bid Specification Committee (BSC) (2023/24)	Percentage of final bid specifications for all capital projects submitted to the BSC by 30 June (50% by 31 March 2023 and 100% by 30 June 2023 for the 2023/24 financial year)	Proof of submission of bid specifications	0%		0%
D718	Submission of detailed procurement needs for all operational projects to the Supply Chain Management (SCM) Department	Number of quarterly detailed procurement needs submitted to SCM 10 days before start of the quarter	Detailed procurement needs for operational projects submitted to the SCM Department	0		0
D719	Attendance of Quarterly Occupation Health and Safety meetings	Number of quarterly OHS meetings attended by the Manager or secondee	Attendance register	0		0

D851	Inspection of municipal vehicle fleet for the Department: Community Services	Number of quarterly municipal vehicle fleet inspections completed for the Department: Community Services	Report to the Senior Manager: Community Services	0		0
D852	Clearing of alien vegetation	Number of hectares of alien vegetation cleared by 30 June	Inspection reports / maps	0		0
D856	Follow up of initial cleared areas	Number of hectares of initial cleared alien vegetation follow ups by 30 June	Inspection reports / maps	0		0
D857	Maintenance of fire breaks	Number of hectares of fire breaks maintained by 30 June	Inspection reports / maps	0		0
D978	Review the Stellenbosch Invasive Alien Plant Management Plan	Number of Stellenbosch Invasive Alien Plant Management Plans reviewed by 31 March	Proof of submission of the Invasive Alien Plant Management Plans to the Director: Community and Protection Services	0		0
D979	Submit the Mont Rochelle Nature Reserve EMP to Council	Number of Mont Rochelle Nature Reserve EMP submitted to Council by 31 March	Proof of submission to Council	0		0
D980	Submit the Jan Marais Nature Reserve EMP to Council	Number of Jan Marais Nature Reserve EMP submitted to Council by 31 March	Proof of submission to Council	0		0
D981	Submit the Ida's Valley / Botmaskop Nature Area EMP to Council	Number of Ida's Valley / Botmaskop Nature Area EMP submitted to Council by 30 June	Proof of submission to Council	0		0
D1017	Submission of a Jan Marais Park Environmental Management Plan to Council	Number of the Jan Marais Park Environmental Management Plans submitted to Council by 30 June	Proof of submission of a Jan Marais Park Environmental Management Plan to Council	0		0

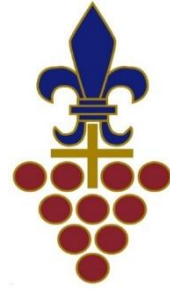
D1018	Submission of a draft Management Plan of Ida Valley and Botmaskop to Municipal Manager	Number of draft Management Plans of Ida Valley and Botmaskop submitted to the Municipal Manager by 30 June	Proof of submission of a draft Management Plan of Ida Valley and Botmaskop to Municipal Manager	0		0
D1019	Establishment of a Friends Group for the nature reserves	Number of Friends Groups for the nature reserves established by 30 June	Proof of an established Friends Group for the nature reserve	0		0
D1020	Submit a revised Friends Group MOU to the Municipal Manager	Number of revised Friends Group MOUs submitted by 30 June	Proof of submission of a revised Friends Group MOU to the Municipal Manager	0		0
D1101	Establish the Conservation Advisory Committee	Number of Conservation Advisory Committees established by 30 September	Establishment letter	0		0
D1271	Submit a list of SOPs to be developed or reviewed to the Senior Manager: Community Services	Number lists of SOPs to be developed or review submitted to the Senior Manager: Community Services by 31 July	Proof of submission to the Senior Manager: Community Services	0		0
D1272	Develop or Review Standard Operating Procedures (SOPs) within the Section; Environmental Management	Percentage of SOPs Developed or Reviewed of which must 50% must be completed by December and 100% by July	Director approved Signed SOP	0%		0%
Overall Summary of Results						
N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.		20		
R	KPI Not Met	0% <= Actual/Target <= 74.999%		0		
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%		0		

G	KPI Met	Actual meets Target (Actual/Target = 100%)	0			
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0			
B	KPI Extremely Well Met	150.000% <= Actual/Target	0			
	Total KPIs:		20			
	<i>Report generated on 16 September 2022 at 09:26.</i>					

7. HUMAN RESOURCES: COMMUNITY SERVICES

Departmental Human Resources:	2021	2022	2022	2022	2022	2022	2022	2022	2022
STAFF COMPLEMENT (CURRENT PERMANENT)	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG
Community Service offices	7	7	7	10	9	9	9	9	8
Urban Forestry	6	6	6	6	3	3	3	3	4
Ornamental Horticulture	20	20	20	20	19	19	19	19	19
Environmental Implementation	9	9	9	9	9	9	9	9	9
Sport And Facilities	30	30	30	30	30	30	30	30	30
Halls	15	15	15	15	15	15	15	15	15
Parks and Cemeteries	34	34	34	34	34	34	34	34	34
Libraries	35	35	35	35	35	35	35	35	35
Workshop	2	2	2	2	2	2	2	2	2
TOTAL	2021	2022	2022	2022	2022	2022	2022	2022	2022
FUNDED VACANCIES	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG
Urban Forestry	2	2	2	2	2	1	1	1	1
Ornamental Horticulture	1	1	1	1	1	1	1	1	1
Environmental Implementation	2	2	2	2	2	2	2	2	2
Sport And Facilities	5	5	5	5	5	5	5	5	5
Halls	2	2	2	2	2	2	2	2	2
Parks	0	0	0	0	0	0	0	0	0
Libraries	0	0	0	0	0	0	0	0	0
Cemeteries	1	1	1	1	1	1	1	1	1
Workshop	1	1	1	1	1	1	1	1	1
TOTAL	2021	2022	2022	2022	2022	2022	2022	2022	2022
EPWP	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG
Ornamental Horticulture	6	6	6	6	6	6	6	6	
Urban Forestry	5	5	5	5	5	6	6	6	
Environmental Implementation	61	61	33	33	33	33	33	33	
Sport And Facilities	1	1	1	1	1	1	1	1	
Halls	4	4	4	4	4	4	4	4	
Parks and Cemeteries	20	20	20	20	20	20	20	20	
Workshop	0	0	0	0	0	0	0	0	0
TOTAL	97	97	97	97	97	97	97	97	
TEMPORARY + RELIEVE STAFF	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG
Urban Forestry	0	0	0	0	0	0	0	0	0
Ornamental Horticulture	0	0	0	0	0	0	0	0	0
Environmental Implementation	0	0	0	0	0	0	0	0	0
Sport And Facilities	0	0	0	0	0	0	0	0	0
Halls	0	0	0	0	0	0	0	0	0

Parks and Cemeteries	0	0	0	0	0	0	0	0	0
Libraries	0	0	0	0	0	0	0	0	0
Workshop	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0
RETIREMENTS / RESIGNATIONS	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG
Urban Forestry	0	0	0	0	0	0	0	0	0
Ornamental Horticulture	0	0	0	0	0	0	0	0	0
Environmental Implementation	1	1	1	1	0	0	0	0	0
Sport And Facilities	0	0	0	0	0	0	0	0	0
Halls	0	0	0	0	0	0	0	0	0
Parks and Cemeteries	0	0	0	0	0	0	0	0	0
Libraries	0	0	0	0	0	0	0	0	0
Workshop	0	0	0	0	0	0	0	0	0
TOTAL	1	1	1	1	0	0	0	0	0
INCAPACITIES	0	0	0	0	0	0	0	0	0
DISABLED / CHRONIC ILLNESSES	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0
INJURY ON DUTY	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG
Urban Forestry	0	0	0	0	0	0	0	0	0
Ornamental Horticulture	0	0	0	0	0	0	0	0	0
Environmental Implementation	0	0	0	0	0	0	0	0	0
Sport And Facilities	0	0	0	0	0	0	0	0	0
Halls	0	0	0	0	0	0	0	0	0
Parks Stellenbosch and Cemeteries	0	0	0	0	0	0	0	0	0
Libraries	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0
OVERTIME PRE-APPROVALS & STANDBY	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG
Urban Forestry	4	0	0	0	10	12	0	0	0
Ornamental Horticulture	347	595	370	760	730	156	36	136	500
Environmental Implementation	299	90	105	370	280	237	140		195
Sport And Facilities	415.5	546	838	797	729	197.5	280.8	206	204
Halls	272	236	378	425	388	325.5	362.5	405.5	376
Parks (Stellenbosch and FHK)	97	168	194	99	156	10	0	0	0
Cemeteries	81	95	94	297	89	103.5	176	152	284
Workshop	33	0	0	0	27	12	6.5	0	10
TOTAL	1548.5	1730	1979	2208	2409	1053.5	1001.80	693.5	1569



MONTHLY REPORT:

August 2022

Parks & Cemeteries
Department

**Community
Services**

Table of Contents

1. Parks Franschhoek/Dwarsrivier

1.1 Hotspots for Law Enforcement.....	1
1.2 Illegal dumping and Vandalism.....	1
1.3 Events/Education/Meetings	1
1.4 Finance	
1.4.1 Capital Projects.....	1
1.4.2 Operational Projects.....	1
1.5 Complaints/Requests.....	1
1.6 Fleet.....	1
1.7 Staff.....	1
1.7.1 Vacancies.....	1
1.7.2 Injuries on Duty.....	2
1.7.3 EPWP Opportunities.....	2

2. Parks Stellenbosch

2.1 Hotspots for Law Enforcement.....	2
2.2 Illegal Dumping and Vandalism.....	2
2.3 Events/Education/Meetings.....	2
2.4 Finance	
2.4.1 Capital Projects.....	2
2.4.2 Operational Projects.....	2
2.4.3 Capital Expenditure Report.....	3
2.5 Complaints/Requests.....	3
2.6 Fleet.....	3
2.7 Staff	
2.7.1 Vacancies.....	3
2.7.2 Injuries on Duty.....	3
2.7.3 EPWP Opportunities.....	3
2.7.4 Disciplinary Hearings.....	3
2.7.5 Incidents.....	3

3. Cemeteries

3.1 Capital Projects.....	3
3.2 Cemeteries	
3.2.1 Jamestown.....	4
3.2.2 Onder Pappegaaiberg.....	4
3.2.3 Groendal.....	5
3.2.4 FHK South	5
3.2.5 Kylemore.....	5
3.2.6 Pniel.....	5
3.2.7 Wemmershoek.....	5

4. Ornamental Horticulture.....	6
5. Income.....	12
5.1.1 Cemeteries Revenue	12
6. KPI's for Parks & Cemeteries.....	14
7. Community Service Human Resources.....	15
8. Overtime Statistics.....	19

PARKS AND CEMETERIES

1. PARKS FRANSCHHOEK AND DWARSRIVIER

General: Maintenance on public open spaces, parks and town entrances occurred as projected monthly.

1.1 Hotspots for Law Enforcement

Visible Law Enforcement Officers are needed at Patrysfontein, Circus Grounds and Mooi Water Park.

1.2 Illegal Dumping and Vandalism:

Vandalism is busy to increase

1.3 Events/ Education/ Meetings.

None.

1.4 Finance

1.4.1. Capital Projects

None.

1.4.2. Operational Projects

BSM 49/20 - Maintenance on Public Open Spaces and cutting of grass on Municipal Parks.

1.5 Requests

Date	Complaint	Progress
	None	

1.6 Fleet

None.

7 Staff

1.7.1. Vacancies

None.

1.7.2. Injuries on duty

None.

1.7.3. EPWP opportunities

Ten opportunities were created via the EPWP programme during this financial year, for the cleaning of Parks in Franschhoek area.

2. PARKS STELLENBOSCH

General: BSM 49/20 Grass cutting tender: The grass cutting took place around Stellenbosch WCO24 as per the grass cutting schedule. The following POS were cut for the month of August: POS between Gabriels and Rhode Street and Soekmeaar.

2.1 Hotspots for Law Enforcement

POS next to Mountain View: Jamestown. Law Enforcement must do regular patrols at the parks.

2.2 Illegal Dumping and Vandalism

Illegal dumping is taking place in the POS next to Mountain View: Jamestown, Soekmeaar & POS between Rhode & Gabriels.

2.3 Events/ Education/ Meetings/Training

None.

2.4 Finance

2.4.1 Capital Projects

None.

2.4.2. Operational Projects

Removal of damaged bollards in Long Street Park: Cloetesville, replacement of old tyres in Festival Park: Jamestown. Fixing of Swings and replacement of damaged bin in Eersterivier Park.

2.4.3. Capital Expenditure Report

Projects	Fund	Original Budget	Adjusted Budget	Planned Expenditure	Actual Expenditure	Shadows (Orders)	Provisional Cost	Actuals + Shadows & Provisional	Balance R	Actual Exp %	Committed %	Universal Key (Ukey)	OV Code	Project Code
Parks and Cemeteries		1 515 928	2 292 884	-	-	-	-	-	2 292 884	0,00%	0,00%			
Furniture, Tools & Equipment: Parks & Cemeteries	CRR	-	13 200	-	-	-	-	-	13 200	0,00%	0,00%	20220630077242	OV0633	PC_0258
Irrigation Systems	CRR	100 000	100 000	-	-	-	-	-	100 000	0,00%	0,00%	20220630076870	OV0633	PC_0259
Integrated and Spray Parks	CRR	-	284 670	-	-	-	-	-	284 670	0,00%	0,00%	20220825124463	OV0633	PC_0293
Nursery: Facilities upgrade	CRR	50 000	50 000	-	-	-	-	-	50 000	0,00%	0,00%	20220630077669	OV0633	PC_0260
Pathways: Parks and Gardens	CRR	200 000	200 000	-	-	-	-	-	200 000	0,00%	0,00%	20220630077514	OV0633	PC_0261
Upgrading of Parks	CRR	1 000 000	1 479 086	-	-	-	-	-	1 479 086	0,00%	0,00%	20220630077621	OV0633	PC_0265
Upgrading of Parks	DC-open erv	165 928	165 928	-	-	-	-	-	165 928	0,00%	0,00%	20220630077618	OV0633	PC_0265
TOTAL - Capital		409 273 204	449 751 820	12 322 360	896 561	29 811 935	58 145 212			0,20%	0,00%			

2.5 Complaints

Date	Complaint	Progress
04/08/2022	Removal of branches in Merchant Park: Klapmuts	Complete
15/08/2022	Grass cutting in Long Street: Cloetesville	Complete
16/08/2022	Grass cutting in Coetzenberg Street.	Complete
19/08/2022	Grass cutting in Distillery Road: Onderpapegaaiberg.	Incomplete
22/08/2022	Removal of illegal dumping in Soeteweide Park.	Complete
22/08/2022	Replacement of dust bin in Eersterivier Park.	Complete
22/08/2022	Grass cutting in The Ridge: Idas Valley.	Complete
24/08/2022	Fixing of gate in Valentyn Park: Cloetesville.	Complete

2.5 Fleet

The disks of the following vehicles with registration numbers CL 42412, CL 22991, CL 79836, CL 77050 were renewed.

2.7 Staff

2.7.1. Vacancies

One Driver / Supervisor post is available. The shortlist is scheduled for 21 September 2022.

2.7.2. Injuries on duty

None.

2.7.3. EPWP opportunities

Eleven EPWP opportunities were created via the EPWP Programme for the cleaning of Parks across Stellenbosch.

2.7.4. Disciplinary Hearing

None.

2.7.5. Incidents

None

3. CEMETERIES

General: None

3.1 Capital Projects

None.

3.2 Operational work done at all Cemeteries.

Property Management finalised the process of Groendal Storeroom with the replacement of the concrete roof.

3.2.1. Jamestown

The teams commenced with the cleaning of shrubs and weeds in flowerbeds and the filling up of graves. The teams removed all dirt bags to the landfill site. The surveillance camera was installed at Mountain View's side, however the department is waiting for the approval from Eskom.

GRASS CUTTING, CLEANING AND FILLING OF GRAVES



3.2.2. Onder-Papegaaiberg

The teams commenced with the cutting of grass, cleaning, pruning, fill up of graves. The roof of the cemetery building was repaired. The ceiling must still be repaired.

GRASS CUTTING - MUSLIM



3.2.3. Groendal

Teams commenced with the cutting of grass, cleaning, pruning, herbicide application and the filling up of graves.

The windows, burglar bar/grill, basin and the toilette doors were stolen. This was reported to the maintenance team and they were on site as well as the Law Enforcement Department. The existing structure roof was stolen and was replaced with a concrete slab. Two brush cutters were stolen.



3.2.4. Franschoek-South

Teams commenced with the cutting of grass, cleaning, pruning and fill up of graves

3.2.5. Kylemore

Teams commenced with the cutting of grass, cleaning, pruning, fill up of graves and herbicide application.

3.2.6. Pniel

Teams commenced with cleaning, pruning of trees and shrubs, weeds in flower beds.

3.2.7. Wemmershoek

Teams are busy with grass cutting and branches and removed all stumps and branches to landfill site.

3.3 Complaints

Date	Complaint	Progress
	None	

3.4 OHS

The Parks & Cemeteries meeting was held on 27th July 2022.

3.5 Staff

3.5.1. Vacancies

The Department currently have three vacant posts that needs to be filled. Two general workers and one Foreperson post. The advertisement approvals were done for all three posts and submitted to Human Resources to advertise.

3.6 EPWP Opportunities

None.

3.7 Incidents

None

Total burials/ internments

2021	31 Jan	29 Feb	31 Mar	30 Apr	31 May	30 Jun	31 Jul	31 Aug	30 Sept	30 Oct	30 Nov	31 Dec	Total	Average
Jamestown	20	18	24	19	27	39	43	43					233	29.1
Jamestown Children	1	1	3	3	1	4	2	4					19	2.3
Jamestown Self - digging	8	9	10	11	2	3	4	8					55	6.8
Onder Papegaaiberg	0	0	0	7	1	3	2	5					19	2.3
Onder Pappegaaai Self-digging	4	3	1	1	0	0	4	2					15	1.8
Wemmershoek	2	2	0	0	0	1	0	0					5	0.8
Pniel	3	2	0	0	0	1	2	0					8	1.1
Pniel Self -digging	1	1	0	1	0	1	2	0					6	0.8
Franschhoek Self	3	0	0	0	0	16	15	9					43	5.3
Franschhoek North	5	1	1	0	1	0	0	2					10	1.2
Franschhoek South	0	0	0	0	9	15	15	0					39	5.5
Pauper Burials	2	14	8	0	0	0	0	0					24	3.4
Covid -19 Burials	0	0	0	11	0	1	0	0					12	1.7
Total burials/ Internments	49	50	47	53	32	84	89	64					488	61

4. ORNAMENTAL HORTICULTURE

4.1 General: Teams are currently busy with cleaning all beds, planting for spring has commenced and beds are being prepared for Stellenbosch Garden Town. The Mayoral Garden competition is in progress.

4.1.1. Standby Nursery:

None.

4.1.2. Events



4.1.3. Finance

Capital Projects

Description	Amount	Remarks
Nursery upgrades	R50 000	Paving to be installed from civils tender.
Irrigation systems	R100 000	Borehole to be installed at nursery.

4.1.4. Requests

Date	Complaints or other	Progress
	None	

4.1.5. Workshop

None.

4.1.6. Staff

4.1.7. Vacancies

Handyman irrigation long list to be perused again for possible candidates for round two. The Nursery leading hand long list has been completed.

4.1.8. Injuries on duty

None.

4.1.9. EPWP opportunities

Twenty- six EPWP staff commenced with duties.

4.1.10. Incident and accidents

None.

4.2.1. Buildings and facilities

Tiles and blinds must be replaced. The Nursery requires back up power during loadshedding. The Nursery requires a second exit/entrance gate in case of emergencies. The roof is leaking into the men’s cloakroom.

1.1 R44 GATEWAY

Staff mowing the R44 lawn



Teams have concentrated on cleaning all beds since the landscape maintenance contract has lapsed.



Staff cleaning and raking beds, after a massive cleaning operation, removing fallen leaves and weeds



Staff raking and cleaning up weeds after mowing operations.



Cleaning grass along the highways



1.2 VOORGELEGEN GARDENS AND CBD GARDENS

Beds at the Toy Museum were cleaned.



Hydrangeas being pruned at the townhall.



Toy museum beds after being cleaned



Teams busy removing grass that has started developing between the Spekboom.



Beds that have been cleaned



1.3 NURSERY BEAUTIFICATION

Staff working in the nursery, spent the wet days indoor in the propagation house and replanted plants that have grown too large for their current containers.



Mayoral Garden Competition

Here staff are busy attaching seed packets and competition flyers for distribution in the community.



The team spent time among the communities to inform residents of the competition and to distribute, competition entries.



Entrants received plants or seed packets with the information brochures.



Young and old were all keen to hear about the competition and collect their entry forms and seeds.



5. INCOME

CEMETERIES REVENUE

5.1.1. Cemeteries

2021	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Jamestown	R54696.74	R59494.51	R66213.62	R44241.66	R63011.35	R82907.95	R98438.83	R109901.94					R578955.60	R72369.45
Jamestown Children	R1179.78	R1179.78	R3539.37	R5078.67	R775.28	R2654.17	R4132.83	R2882.26					R17289.31	R2161.16
Jamestown Self -digging	R9606.75	R14471.92	R12809.00	R17674.18	R1730.34	R2665.40	R3498.00	R6050.80					R65008.39	R8126.04
OnderPapegaaiberg	R3325.84	R4033.71	R831.46	R3325.84	R2370.79	R5943.83	R3787.42	R7932.15					R31551.04	R3943.88
Wemmershoek	R7101.14	R1910.12	R0.00	R995.06	R0.00	R955.06	R0.00	R0.00					R10961.38	R201.26
Pniel	R955.06	R1786.52	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00					R2741.58	R548.31
Pniel Self -digging	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00					R0.00	R0.00
Franschoek Self	R4975.30	R477.53	R0.00	R0.00	R7280.92	R12393.94	R14202.86	R7402.16					R39451.79	R4931.47
Franschoek North	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00					R0.00	R0.00
Franschoek South	R2125.84	R19223.67	R7605.64	R13011.28	R3325.85	R0.00	R0.00	R0.00					R41966.43	R8393.28
Covid-19 Burials	R6651.70	R0.00	R0.00	R0.00	R0.00	R1786.52	R0.00	R0.00					R8438.22	R1330.34
Total Amount	R90618.16	R98544.05	R90999.09	R84326.69	R78474.53	R109306.87	R124059.94	R134169.31					R796363.74	R99545.46

5.1.2. Parks, Gardens & Open Spaces Revenue 2022

Name of Park/Open Space	Number of Events	Type of Event	Jan	Feb	March	April	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
Open space in front of Town Hall			R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00					R0.00
Die Braak			R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00					R0.00
Cloetesville Park(next to swimming pool)			R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00					R0.00
Bike Park			R0.00	R717	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00					R717.00
Opner-Pappegaiberg		Base Camp for Film Shoot	R0.00	R0.00	R3107.00	R0.00	R0.00	R0.00	R0.00	R0.00					R3107.00
Vrede& Park Street (Open Space)			R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00					R0.00
Open Space next to Open Air Gym			R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00					R0.00
Open Space next to Toy Musuem			R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00					R0.00
Open Space next to Lindida (Kreefgat)			R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00					R0.00
Franschhoek Old Circus Grounds			R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00					R0.00
Franschhoek Town Hall, Grass Area			R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00					R0.00
Open Space at Unie Park			R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00					R0.00
Voorgelegen gardens			R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00					R0.00
Park in Jonkershoekweg			R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00					R0.00
Total			R0.00	R717.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00					R3824.00

7. KPI (KEY PERFORMANCE): DEPARTMENT COMMUNITY SERVICES

Stellenbosch Municipality

2022-2023: Departmental KPI Report

There are no results to display.

Report generated on 14 September 2022 at 11:14.

8. COMMUNITY SERVICES: HUMAN RESOURCES

Departmental Human Resources:	2022	2022	2022	2022	2022	2022	2022	2022	2022	2022	2022	2022
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
STAFF COMPLEMENT (CURRENT PERMANENT)												
URBAN FORESTRY	5	5	5	5	5	5	5	5				
ORNAMENTAL HORTICULTURE	20	20	20	19	19	19	19	19				
NATURE CONSERVATION	18	18	18	18	18	18	18	18				
SPORT AND FACILITIES	34	34	32	32	32	32	32	32				
HALLS	14	14	14	14	14	14	14	14				
PARKS STB	34	34	34	34	34	34	34	34				
PARKS FHK	9	9	9	9	9	9	9	9				
CEMETERIES	13	13	13	13	13	13	13	13				
LIBRARIES	35	35	32	32	32	32	32	29				
WORKSHOP	2	2	2	2	2	2	2	2				
TOTAL	184	184	184	184	184	184	184	175				
FUNDED VACANCIES	DEC	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
URBAN FORESTRY	2	2	2	2	2	2	2	2				
ORNAMENTAL HORTICULTURE	2	2	2	2	2	2	2	2				
NATURE CONSERVATION	2	2	2	2	2	2	2	2				

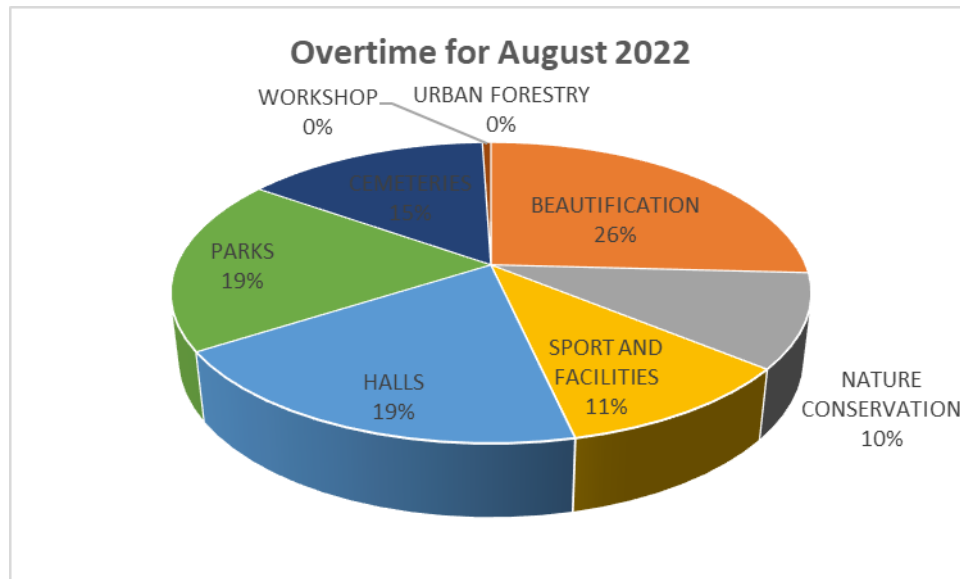
SPORT AND FACILITIES	4	4	6	6	6	6	6	6				
HALLS	2	2	2	2	2	2	2	2				
PARKS	2	2	2	2	2	2	2	2				
LIBRARIES	7	7	7	7	7	7	7	16				
CEMETERIES	0	0	1	2	2	2	2	3				
WORKSHOP	1	1	1	1	1	1	1	1				
TOTAL	22	22	25	26	26	26	26	36				
EPWP STAFF	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
ORNAMENTAL HORTICULTURE & Free2Grow	22	22	22	22	22	22	25	26				
URBAN FORESTRY & MTP	5	5	5	5	5	5	0	0				
NATURE CONSERVATION & AIP Projects	39	39	39	39	39	39	-	-				
SPORT AND FACILITIES	7	7	7	7	5	5	9	7				
HALLS	0	0	0	0	0	0	0	0				
PARKS & CEMETERIES	35	35	28	28	28	28	17	21				
WORKSHOP	0	0	0	0	0	0	0	0				
TOTAL	108	108	101	101	99	99	51	54				
TEMPORARY + RELIEVE STAFF	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
URBAN FORESTRY	0	0	0	0	0	0	0	0				
ORNAMENTAL HORTICULTURE	0	0	0	0	0	0	0	0				
NATURE CONSERVATION	0	0	0	0	0	0	0	0				
SPORT AND FACILITIES	0	6	6	6	6	6	0	0				
HALLS	0	0	0	0	0	0	0	0				

PARKS	0	0	0	0	0	0	0	0				
LIBRARIES	0	0	0	0	0	0	0	0				
WORKSHOP	0	0	0	0	0	0	0	0				
TOTAL	0	0	6	6	6	6	0	0				
RETIREMENTS / RESIGNATIONS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Retirement												
HALLS	0	0	0	0	0	0	0	0				
SPORT	1	0	0	0	0	0	0	0				
Retirement	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
PARKS	1	0	1	1	0	0	1	0				
Resignation	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
WORKSHOP	0	0	0	0	0	0	0	0				
TOTAL	0	0	0	0	0	0	1	0				
DISMISSALS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
RETRENCHMENTS	0	0	0	0	0	0	0	0				
INCAPACITIES	0	0	0	0	0	0	0	0				
DISABLED / CHRONIC ILLNESSES	0	0	0	0	0	0	0	0				
TOTAL	0	0	0	0	0	0	0	0				
INJURY ON DUTY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
URBAN FORESTRY	0	0	0	0	0	0	0	0				
ORNAMENTAL HORTICULTURE	0	0	0	0	0	0	0	0				
NATURE CONSERVATION	0	0	0	0	0	0	0	0				
SPORT AND FACILITIES	0	0	0	0	0	0	0	0				
HALLS	0	0	0	0	0	0	0	0				
PARKS	0	0	0	0	0	1	1	0				

LIBRARIES	0	0	0	0	0	0	0	0				
TOTAL	0	0	0	0	0	1	1	0				
TRAINING	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
URBAN FORESTRY	0	0	0	0	0	0	0	0				
ORNAMENTAL HORTICULTURE	0	0	0	0	0	0	0	0				
NATURE CONSERVATION	0	0	0	0	0	0	0	0				
SPORT AND FACILITIES	0	0	0	0	1	5	0	0				
LIBRARIES	0	0	0	0	0	0	0	0				
HALLS	0	0	0	0	0	0	0	0				
TOTAL	0	0	0	0	1	5	0	0				
OVERTIME PRE- APPROVALS & STANDBY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
URBAN FORESTRY	6	6	6	4	4	4	4	4				
BEAUTIFICATION	18	18	18	19	9	2	10	10				
NATURE CONSERVATION	9	9	9	9	9	9	9	9				
SPORT AND FACILITIES	34	34	32	32	32	32	32	32				
HALLS	12	12	12	12	12	12	12	12				
PARKS	45	45	45	45	3	0	0	0				
CEMETERIES	13	13	13	13	13	13	13	12				
LIBRARIES	0	0	0	0	0	0	0	0				
WORKSHOP	2	2	2	2	2	2	2	2				
TOTAL	137	137	137	136	84	74	82	81				

9. OVERTIME STATISTICS FOR COMMUNITY SERVICES DEPARTMENT

OVERTIME & STANDBY HOURS WORKED	JAN	FEB	MAR	APRIL	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
URBAN FORESTRY	0	0	0	10	12	0	0	0				
BEAUTIFICATION	595	370	760	730	156	36	136	500				
NATURE CONSERVATION	90	105	370	280	237	140		195				
SPORT AND FACILITIES	546	838	797	729	197	280.8	206	204				
HALLS	236	378	425	388	325	362.5	405.5	376				
PARKS	168	194	99	156	10	0	0	0				
CEMETERIES	95	94	297	89	103	176	152	284				
WORKSHOP	0	0	0	27	12	6.5	0	10				
TOTAL	1730	1979	2208	2409	1053.5	1001.80	693.5	1569				



AGENDA

**PARKS, OPEN SPACES AND ENVIRONMENT
COMMUNITY SERVICES COMMITTEE MEETING**2022-11-07

8.	REPORTS SUBMITTED BY THE MUNICIPAL MANAGER
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NONE

9.	NOTICES OF MOTIONS AND NOTICES OF QUESTIONS RECEIVED BY THE MUNICIPAL MANAGER
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NONE

10.	URGENT MATTERS
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11.	MATTERS TO BE CONSIDERED IN-COMMITTEE
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NONE