



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

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

2023-09-04

**NOTICE OF A
PARKS, OPEN SPACES AND ENVIRONMENT
COMMITTEE MEETING
MONDAY: 2023-09-04**

TO Cllr J Williams [Chairperson]

COUNCILLORS Z Dalling
M Nkopane
E Vermeulen

Ex officio Executive Mayor, Ald G Van Deventer

Notice is hereby given that a Parks, Open Spaces and Environment Committee meeting will be held via MS Teams on **Monday, 2023-09-04 at 10:00** to consider the attached Agenda.

**CLLR J WILLIAMS
CHAIRPERSON**

A G E N D A
PARKS, OPEN SPACES AND ENVIRONMENT
COMMITTEE MEETING
2023-09-04

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	NONE	

AGENDA

PARKS, OPEN SPACES AND ENVIRONMENT
COMMUNITY SERVICES COMMITTEE MEETING

2023-09-04

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 2023-08-07 is attached as **APPENDIX 1**.

FOR CONFIRMATION

APPENDIX 1



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

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

2023-08-07

MINUTES

PARKS, OPEN SPACES AND ENVIRONMENT COMMITTEE MEETING

2023-08-07 AT 10:00

MINUTES
PARKS, OPEN SPACES AND ENVIRONMENT
COMMITTEE MEETING
2023-08-07

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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	

MINUTES

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

2023-08-07

PRESENT Cllr J Williams [Chairperson]

COUNCILLORS Z Dalling
M Nkopane
E Vermeulen

ALSO PRESENT Cllr R Adams
Cllr J Fassler (Deputy Mayor)

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 Williams welcomed all present at the meeting.

2	COMMUNICATION BY THE CHAIRPERSON	(3/4/3/6)
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The Chairperson expressed a word of appreciation and thanks towards the Section: Parks, Open Spaces and Environment who participated in the National Arbour City Awards Day that was presented by the National Department of Fisheries, Forestry and Environment on 27 July 2023.

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

4	APPLICATION FOR LEAVE OF ABSENCE
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NONE

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 2023-06-05 **was 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	MAY 2023 MONTHLY REPORT: ENVIRONMENTAL MANAGEMENT, PARKS AND CEMETERIES
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Collaborator No: 753736
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: 7 August 2023

1. **SUBJECT: MAY 2023 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 May 2023.

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 May 2023 to the Committee for notification.

MINUTES

**PARKS, OPEN SPACES AND ENVIRONMENT
COMMUNITY SERVICES COMMITTEE MEETING**2023-08-07

PARKS, OPEN SPACES AND ENVIRONMENT COMMITTEE MEETING: 2023-08-07**NOTED**

the monthly reports of the Sections Environmental Management, Parks and Cemeteries for the month of May 2023.

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	

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 10:15.

CHAIRPERSON:

DATE:

Confirmed on: **with / without amendments**

AGENDA

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

2023-09-04

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 WILLIAMS]
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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	JUNE 2023 MONTHLY REPORT: ENVIRONMENTAL MANAGEMENT, PARKS AND CEMETERIES
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Collaborator No: 754598
 IDP KPA Ref No: Good Governance and Compliance
 Meeting Date: 4 September 2023

1. SUBJECT: JUNE 2023 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 June 2023.

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 June 2023 to the Committee for notification.

5. RECOMMENDATION

that the monthly reports of the Sections Environmental Management, Parks and Cemeteries for the month of June 2023, be noted.

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

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 June 2023

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	

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
FOR
JUNE 2023**

**ENVIRONMENTAL MANAGEMENT
SECTION**

COMMUNITY SERVICES

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1. URBAN FORESTRY

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- 1.2 Highlights and achievements
- 1.3 Urban Forestry operations conducted.
- 1.4 Management of trees in the WC024
- 1.5 Tree Basin Management
- 1.6 Tree Planting Program
- 1.7 Watering of trees
- 1.8 FQ's for Urban Forestry
- 1.9 Capital Projects
- 1.10 Incidents reported.
- 1.11 Injury on duty
- 1.12 EPWP Projects

2. ENVIRONMENTAL IMPLEMENTATION

- 2.1 General
- 2.2 Highlights and achievements
- 2.3 Operational functions
- 2.4 Tenders
- 2.5 Formal quotations
- 2.6 Incidents reported.
- 2.7 Complaints register.
- 2.8 Vehicles
- 2.9 Occupational Health and Safety
- 2.10 Injury on Duty
- 2.11 Covid 19 Related
- 2.12 Epwp Projects
- 2.13 Visitors Statistics: Nature Reserves
- 2.14 Revenue from Nature Reserves
- 2.15 Events

3. ENVIRONMENTAL PLANNING

4. OVERTIME WORKED: COMMUNITY SERVICES: JUNE 2023

5. CAPITAL EXPENDITURE : ENVIRONMENTAL MANAGEMENT : JUNE 2023

6. KPI'S: ENVIRONMENTAL MANAGEMENT: JUNE 2023

7. HUMAN RESOURCES: ENVIRONMENTAL MANAGEMENT



1.URBAN FORESTRY

1. URBAN FORESTRY

1.1 GENERAL

The sub-section is responsible for the maintenance of the Urban Forestry, specifically street trees. Operational plans are implemented to pre-set standards and Arboriculture best practices in a sustainable manner. Currently this section has 4 Permanent Staff officials performing operations and 3 EPWP Contract Workers.

1.2 HIGHLIGHTS AND ACHIEVEMENTS

Two operators were appointed in the month of June 2023.

1.3 URBAN FORESTRY OPERATIONS CONDUCTED

Description	Completed	Incomplete
Pruning	223	1
Felling	6	0
Stump removal	30	0
Dead tree	1	0
Root barrier	0	0
Fallen branches	5	0
Tree failure	1	0

1.4 MANAGEMENT OF TREES IN WC024

Daily operations are continuing on a daily basis to ensure effective management of Street trees within WCO24. The section works with contractors against tender BSM 69/21.

1.5 TREE BASIN MANAGEMENT

Tree Basin Maintenance completed in CBD and CBD parking, Cloetesville and Klapmuts.

1.6 TREE PLANTING PROGRAM

Trees-blanking has been done, where dead trees was replaced.

1.7 WATERING OF TREES:

Trees are not watered in the Winter season.

1.8 FQ'S FOR URBAN FORESTRY:

None

1.9 CAPITAL PROJECTS

- Design electronic Urban Forestry Treeworx (Trams) 100% completed.
- Furniture Tools and Equipment: Urban Forestry 100% completed. Equipment was delivered.
- Specialized Equipment 100% completed. Two vehicles were delivered.

1.10 INCIDENTS REPORTED:

None

1.11 INJURY ON DUTY

Team	Short Description of incident	Date of Incident	Progress
None			

1.12 EPWP PROJECTS

Name of EPWP project	Number of workers	Responsibility
Urban forestry	3	General workers



2. ENVIRONMENTAL IMPLEMENTATION
(E.I)

2.1 GENERAL

The sub-section is responsible for Nature Reserves and Areas. The sub-section is also responsible for the implementation of operational plans to pre-set standards and best practices in a sustainable manner.

2.2 HIGHLIGHTS AND ACHIEVEMENTS

- Phase 2 of fencing installation at Jan Marais Nature Reserve is completed.

2.3 OPERATIONAL FUNCTIONS

Staff has been attending to complaints of fallen trees, clearing of riverbanks, and addressing daily operational functions within areas of responsibility.

Description	Completed	Incomplete
Felling of trees	3	0
Riverbank clearance	1	3
Internal Alien Clearing Areas	0	1
Internal Fire break Maintenance	1	0
Number Trees allocated to contractor: BSM 69/21	0	0

2.4 TENDERS

2.4.1 Mont Rochelle- Nature Reserve gate house upgrade

- BSM07/22 This project is ongoing and 100% completed.

2.4.2 Preparation and Maintenance of Fire break: BSM 33/22

- Completed.

2.4.3 De-bushing of Alien Invasive Species

- BSM 65/22 awarded to two contractors, no work has commenced. Awaiting Orders to work to commence.

2.5 FORMAL QUOTATIONS

2.5.1 Installation of Wooden play gym for kids and the installation of the Selfie -frame at Nature Reserves and Areas was completed.

2.6 INCIDENTS REPORTED

- Illegal wood cutters in Idas Valley Nature Area.

2.7 OCCUPATIONAL HEALTH AND SAFETY

- None

2.8 INJURY ON DUTY

Team	Short Description of incident	Date of Incident	Progress
None			

2.9 EPWP PROJECTS

EPWP PROJECTS	TOTAL
Firebreak Maintenance	22
TOTAL AMOUNT OF EPWP	22



3. ENVIRONMENTAL PLANNING

The following matters are herewith reported on for the month of June 2023:

PROJECTS

Project	Progress		Date of Completion
Mount Rochelle (Investigation into private erven)	Item served before Council. Architectural guidelines established.		Jun 2023
Mont Rochelle Gatehouse upgrade	Final invoice and certificate received and processed for payment. 2.5% Retention invoiced and submitted to creditors.		May 2023 Jun 2023
Management Plans	Papegaaiberg Nature Reserve Environmental Management Plan being reviewed and revised. New plan to provide for the newly constructed Watergang fence in order to ensure compliance with the relevant Protected Area Management Agreement.		Dec 2023
Title	Approval Date	Status	
Stell. Environmental Man. Framework	Council Jun 2019	No action required. Revision in 2024.	
Stell. Municipality Invasive Alien Plant Man. Plan	Council Jul 2017 Council Nov 2022 (update)	Reviewed (5-year) document approved by Council.	Nov 2022
Stell. Municipality Air Quality Man. Plan	Council Aug 2018 Council Nov 2022	Reviewed (5-year) document approved by Council.	Nov 2022
Stell. Municipality Air Quality By-Law	Promulgated Feb 2019	No action required.	
Stell. Municipality Integrated Fire Man. Plan	Council Sept 2019	No action required. Revision in 2024.	
Noise Control Policy	Council Mar 2018	No action required.	
Papegaaiberg Nature Reserve EMP	Council 2011	Currently under revision. Copy to be sent to Cape Nature. Revision to be submitted to Council for approval.	Jan 2023
Jan Marais Park EMP		Draft	Jun 2023
Paradyskloof Nature Area EMP	Council May 2019	No action required. Revision in 2024.	
Mont Rochelle Nature Reserve EMP	Council Feb 2022	No action required. Revision in 2027.	
Idas Valley / Botmaskop Nature Area EMP		No action required. Revision in 2028.	

The following matters are herewith reported on for the month of June 2023:

NOISE CONTROL:

Area	Number
Stellenbosch	13
Franschhoek	3
Klapmuts	0
Jamestown	0
Pniel	0
Groot Drakenstein	0
Kylemore	0
Farms	1
Total	17

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

Complaint	Progress	Date of Completion	Comments
Generator noise complaint: Pick n Pay Franschhoek	Recent inspection revealed no change in the noise levels. The new generator as per PnP undertaking not yet installed	On-going	Case file submitted on Wednesday, 24-05-23 to Clerk of Court. Date of Trial: 17 July 2023
Noise from the Generator at Stelkor Doctors, Stellenbosch	Have met with the Clinic manager on Monday, 24 April 2023	On-going	Working in progress. Owner awaiting solar panels to arrive.
Generator noise: Revel Plato Coffee shop using a noisy generator & causing a disturbance every time the generator runs.	Noise measurements was done while the generator runs. A disturbing noise and caused. Complaints is therefore justified.	On-going	Issued notice to the owners.
Loud music complaint: Complaint received concerning noise emanating from the Courtyard Café, Rose Street, Stellenbosch	An inspection was conducted on Friday, 04 May 2023. No loud music present at the time of 22h30. Matter discussed with the owner and noise nuisance warning notice served.	On-going	Notice was acknowledged by the owner, undertook to comply with relevant legislation. Inspection carried out on Tuesday, 26-06-23 at 22h00 revealed that the venue is closed for renovation and acoustic improvements Follow-up inspection pending.
Mechanical noise: Complaints received concerning a noisy compressor that serves Simonsrust Super Spar.	An inspection conducted on Wednesday, 24 May 2023 at 14h00 revealed the following: The compressor seemed faulty as the noise emanating from it	On-going	Matter discussed with the store manager on the same day. Inspection carried out on Wed, 28-06-23 at 20h00

	sounded very strange and unusually loud.		revealed that the mechanical equipment that faces the residential units was insulated with acoustic panels and complies with the NCR, 2013. Considered closed.
Generator noise complaint: Label Mountain, Distillery Road, Stellenbosch	This complaint was re-investigated and found to be a disturbance noise.	On-going	Final compliance notice was served with a compliance date for 26-05-2023. Requested complainant to submit affidavits for a summons to be issued. Still awaiting.
Industrial noise complaints by Corroseal PTY Ltd. Request by City of Cape Town Noise control to assist with measurements	Note: This factory in Faure Street, Faure and situated within City boundaries. The complainant is living within the boundaries of Stellenbosch Mun and facing the site directly. Inspected the plant on Wed at 22h00 since they are forced to work after hours to complete the project within time frames allowed.	On-going	This is a re-investigation. Request the site manager to apply for a Special Building permit and a Noise Exemption Permit since after hour work is required to complete the project. Feedback given to the complainant. Application for special building permit was made through the City of Cape town's building management section.
Industrial noise complaint: Le Caps Foods mechanical ventilation equipment.	An inspection carried on Thursday morning at 0700 am revealed that the complaint is justified. The cooling tower noise was observed to be excessive.	On-going	Wet weather conditions did not allow for measurements to be taken. Awaiting suitable weather conditions to proceed with further noise measurements. Complainant was informed.
Generator noise complaint: La Gratitude Offices, 40 Dorp Street, Stellenbosch	Inspection was carried out on Tuesday, 23-05-23 at 17h30. Complaint is justified as the generator caused a disturbance noise to the complainants	On-going	An inspection carried out on Thursday; 29 June 23 revealed that the room housing this generator is now soundproofed sufficiently. Considered closed.

Generator noise complaint: OK Furnishers, Bird Street, Stellenbosch	Generator is placed in front of Yogis Store causing noise nuisance and diesel fumes every time the generator runs	30 June 23	Issued notice and instructed OK Furnishers to re-locate the generator to an alternative location. During a follow-up inspection on 02-06-23 it was observed that the generator was removed completely. Considered closed.
Delivery Truck noise complaints from Woolworths Food Store in Franschoek.	Meeting with the Operational Manager, Mrs Tanya Saunders has led to the following improvements: Steel cages/trolleys will be handled with care, delivery times will be adjusted to 06h00 am instead of 05h00 am, delivery trucks engines will be switch off on arrival, no revving of trucks is allowed.	30 June 23	Complainant to monitor for improvements (if any) and report directly to Woollies Store manager. No further complaints were received or reported. Considered closed.
Building noise complaint: Building renovations at Octo Place, Techno Park, Stellenbosch	Inspections carried out during daytime on 006-06-23 revealed the following: Building & construction works is being done within the prescribed hours as stipulated in part F (6) of NBR`S. No building & construction is being done after hours.	30 June 23	Feedback provided to the complainant, JP Trust who managed the office building adjacent to Octo Place. Considered closed.
Generator noise complaint: 18 Van Riebeeck Street, Franschoek	Issued warning notice to the managing agents of the Air B&B that installed the generator	On-going	Noise assessment to be conducted as soon as suitable weather conditions prevail.
Generator noise complaint: Netbank, 38 Bird Street, Stellenbosch	Issued relevant notices regarding registration of generators and compliance with relevant legislation	On-going	Netbank SA responded and undertook to investigate. Working in progress.

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 PnP Franschoek and facing the residents of the Franschoek valley.	Recent inspection revealed no change in the noise levels. The new generator as per PnP undertaking not yet installed	On-going	Case file submitted on Wednesday, 24-05-23 to Clerk of Court. Date of Trial: 17 July 2023

<p>Diesel fumes emanating from the standby generator located at Level Plato coffees, 15 Krige Street, Stellenbosch</p>	<p>Inspections were conducted and meeting held with the owner. Currently they are seeking cost effective quotes to address the air pollution nuisance</p>	<p>On-going</p>	<p>A Catalytic converter was installed in response.</p> <p>However, complainant not satisfied. Request for the exhaust to be re-rooted away from complainant.</p> <p>Follow-up inspection pending.</p>
<p>Diesel fumes emanating from the standby generator located at Distillery Road, Stellenbosch</p>	<p>This is a re-investigation which is considered justified since the exhaust pipe is installed in a manner that is likely to create an air pollution nuisance.</p>	<p>On-going</p>	<p>Final compliance notice was served with a compliance date for 26-05-2023.</p> <p>Requested complainant to submit affidavits for a summons to be issued. Still awaiting.</p>
<p>Complaints received concerning diesel Spills: Standby Generator serving Dischem, Stellenbosch during Eskom Load shedding intervals</p>	<p>Inspection on 15-06-23 revealed the following:</p> <ul style="list-style-type: none"> • Minor diesel stains were found on the ground surface areas in front of the generator. • No stormwater drain system nearby therefor no water pollution was caused. • No danger to the public is caused. 	<p>30 June 23</p>	<p>Instruction issued to have the affected area disinfected and cleaned.</p> <p>Considered closed.</p>
<p>Complaints received concerning an air pollution nuisance in respect of smoke emanating from Bossa Stellenbosch</p>	<p>An inspection was conducted on Friday, 23-06-23 and the following findings were made:</p> <ul style="list-style-type: none"> • An unusual amount of smoke was discharge through the kitchen extract canopy of Bossa Restaurant. • The filters of the extract canopy are clogged with grease/oil & causing 	<p>30 June 23</p>	<p>Provided the following guidance and advise on-site:</p> <ul style="list-style-type: none"> • That the filters inside the extract canopy be cleaned properly. • The Carbon filters of the kitchen extract system be replaced or cleaned.

	excessive smoke being discharge.		Bossa Stellenbosch complied by appointing a service provider to attend to the issues as pointed out. Considered closed.
Generator noise/fume complaint, 18 Van Riebeeck Street, Franschoek	Issued warning notice to the managing agents of the Air B&B that installed the generator	On-going	An air quality assessment to be conducted as soon as suitable weather conditions prevail.
Complaint about diesel fumes from the generator installed at Netbank, 38 Bird Street, Stellenbosch	Issued relevant notices regarding registration of generators and compliance with relevant legislation	On-going	Netbank SA responded and undertook to investigate. Working in progress.

NOISE EXEMPTIONS ISSUED AND SUPPORTED DURING JUNE 2023

Date	Type of Event	Location
24 June 23	World Rugby U20 Championships 2023	Danie Craven Stadium, Stellenbosch
29 June 23	World Rugby U20 Championships 2023	Danie Craven Stadium, Stellenbosch
29 June 23	Gender Work & Organization Cultural dinner	Stellenbosch Town Hall
10 June 23	Chenin Blanc Festival	Backsberg Wine Farm, R45 Franschoek
25 June 23	Fibertime Legends Football Matches	Kayamandi Sportsgrounds
03 June 23	Fundraiser Annual Dance	Stellenbosch Town Hall
02 June 23	PRG vs SACS Hockey Day	Coetzenburg Hockey Astro
03 June 23	PRG vs SACS Rugby Day	Markotter Sportsgrounds, Stellenbosch
02 June 23	All White Christmas in June	Groendal Community Hall, Franschoek

SECTION 30 INCIDENTS

Acknowledgement of receipt of the Alarm Notification in terms of Section 30 of NEMA concerning the BP Service Station, corner of Merriman & Andringa Street, Stellenbosch.

Alarm Report – Petrol vapours emanating from the stormwater drains that passes Midas store, Merriman Street, Stellenbosch.

Name and designation	BP Service Station
Nature of business	Petroleum Retail Supplies
Date and time of incident	16h20 pm Friday, 23 June 2023
Location of incident	BP Merriman Service Station, corner of Andringa Street and Merriman Avenue, Stellenbosch
Description of Incident	Confirmation of a pressure test failure on the connecting filler point to UST4 on-site. The pressure test was undertaken following an initial complaint of petrol vapors emanating from the stormwater drains passing the Midas Store down the road from Merriman Avenue. It is currently unconfirmed if this test failure is the source of the impact in the stormwater drains, however BP will assess and respond in line of duty of care.
	The stormwater drain downstream of the service station along Merriman Avenue has been reported to be impacted. However, to

Impact area (river/vlei/vegetation)	note-it is currently unconfirmed if this test failure is the source of the impact in the stormwater drains. BP will assess and respond in line with duty of care without any direct admission of liability until the situation has been assessed.
Risk posted by the incident to people/environment/property	Local fire department measured relatively low vapor readings in the drains, however continued vapors and or product in the system could develop into a potential explosive atmosphere. The primary concern is to assess that risk. Next concern is to address any potential seepage into the drains and potential receptors.

- The Environmental Section of the Stellenbosch Municipality is the lead authority for this case. Mr. Jacque Mouton, Stellenbosch Fire & Rescue Services is the Incident Commander and Mr. Johan Botha, Stellenbosch Fire & Rescue Services, the Regional Commander.
- The Incident Report is to be completed by the Responsible Party(s) and submitted to this Department within 14 calendar days of the occurrence of this incident.
- The required information will then be provided to the Department of Environmental Affairs and Development Planning, Western Cape Government with copies to National Department of Forestry, Fisheries and the Environment and National Department of Water Sanitation.
- Ms. Sibusisiwe Matiya, Environmental Officer Production may be contacted at: (021) 483 6845 or via email: Sibusisiwe.Matiya@westerncape.gov.za, for further information in this regard.

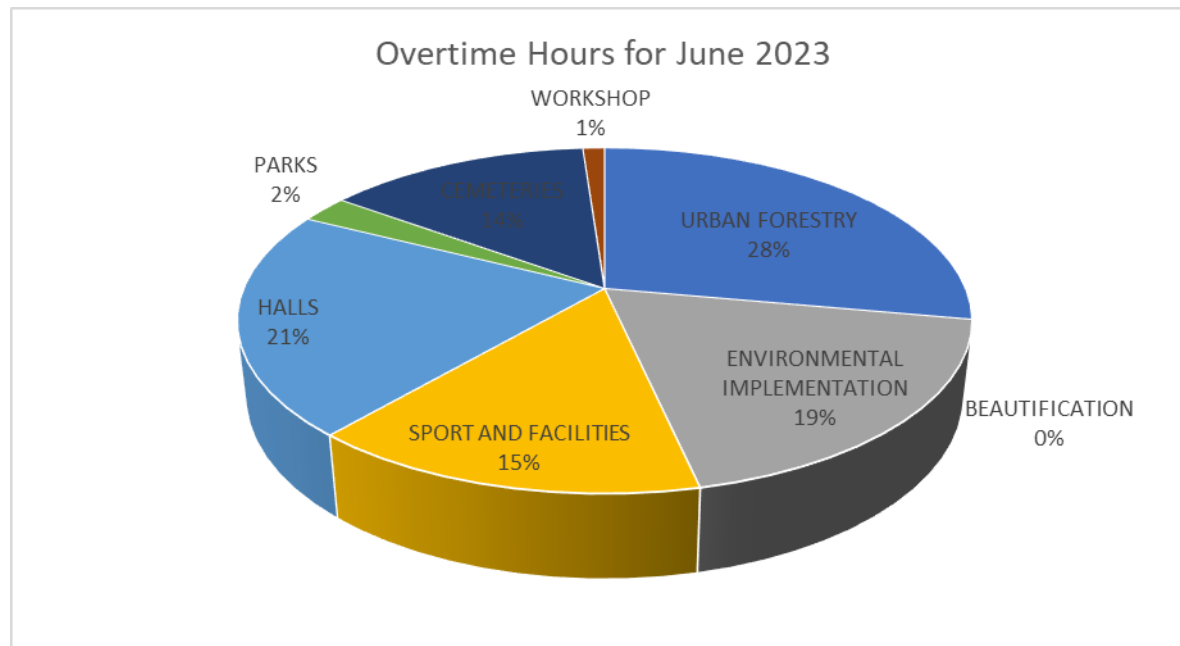
WORKGROUPS / STANDING MEETINGS:

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

- De Zalze SMA Trust Meeting
- Stellenbosch River Collaborative
- Stellenbosch River Works Meeting
- Municipal Outreach Project (MOP) – DEADP
- Greater Cape Town Water Fund
- Western Cape Air Quality Officer Forum
- Western Cape Noise Control Forum

4. OVERTIME WORKED: COMMUNITY SERVICES: JUNE 2023

OVERTIME & STANDBY HOURS WORKED	JULY 2022	AUG 2022	Sept 2022	OCT 2022	NOV 2022	DEC 2022	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023	JUNE 2023
URBAN FORESTRY	0	0	20	28	11	4	0	0	0	1	6	439
BEAUTIFICATION	136	500	29	710	618	700	0	544	491	419	174	0
NATURE CONSERVATION		195	261	220		-	306	0	30	30	30	294
SPORT AND FACILITIES	206	204	300	590	467	666.5	672,20	747.5	554.5	449.5	494.5	233,5
HALLS	405.5	376	363	378	365	273	272	378	331	386	414.5	332,50
PARKS	0	0	1350	1197	1322	630	507	610	1258	1325	1270	40
CEMETERIES	152	284	105	475	391.5	304.5	11,5	155.5	304	155	169.5	218,5
WORKSHOP	0	10	13	26	19	4	5	38	12.5	18	36	18
TOTAL	693.5	1569	2441	3624	3193.5	2582	1773.70	2473	2981	2783.5	2594.5	1575.5



5.CAPITAL EXPENDITURE : ENVIRONMENTAL MANAGEMENT : JUNE 2023

<i>Projects</i>	<i>Original Budget</i>	<i>Adjusted Budget</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									
Environmental Management: Implementation	6 020 000	6 772 771	3 794 676	2 188 340	-	5 983 016	789 755	56,03%	88,34%
Botmaskop: Security Fencing	3 500 000	2 764 929	1 558 245	656 762	-	2 215 007	549 922	56,36%	80,11%
Furniture, Tools & Equipment: Environmental Management	100 000	52 419	17 577	32 880	-	50 458	1 961	33,53%	96,26%
Jan Marais Nature Reserve: Upgrading and maintenance of the reserve	-	1 701 228	999 915	701 312	-	1 701 228	0	58,78%	100,00%
Mont Rochelle Nature Reserve: Upgrade of Facilities	-	931 572	650 748	32 995	-	683 743	247 829	69,85%	73,40%
Papegaaiberg Nature Reserve	870 000	-	10 000	-	-	10 000	-10 000		
Specialized Equipment: Workshop	750 000	231 181	231 139	-	-	231 139	42	99,98%	99,98%
Specialized Vehicles: Workshop	800 000	1 091 442	327 052	764 390	-	1 091 442	0	29,97%	100,00%
Environmental Management: Urban Forestry	1 500 000	1 320 000	893 814	249 850	-	1 143 664	176 336	67,71%	86,64%
Design and implement electronic Urban Forestry management tool	250 000	288 000	-	249 850	-	249 850	38 150	0,00%	86,75%
Furniture, Tools & Equipment: Urban Forestry	500 000	300 000	198 532	-	-	198 532	101 468	66,18%	66,18%
Specialized equipment: Urban Forestry	750 000	732 000	695 282	-	-	695 282	36 718	94,98%	94,98%

6. KPI'S: ENVIRONMENTAL MANAGEMENT: JUNE 2023

Ref	KPI	Unit of Measurement	Source of Evidence	Jun-23		Overall Performance for June 2023 to June 2023
				Target	Performance Comment	Target
D715	Spend the Environmental Management approved Capital Budget	Percentage of approved Capital Budget of the Environmental Management spent by 30 June	Report from Finance System	90%	The percentage capital spend was 57,21 %	90%
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	100%		100%
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	1	Attached proof of PNQ1 submitted.	1
D719	Attendance of Quarterly Occupation Health and Safety meetings	Number of quarterly OHS meetings attended by the Manager or secondee	Attendance register	1	See attached.	1
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	1	Attached proof of quarterly municipal vehicle fleet inspections completed for the Department: Community Services	1

D852	Clearing of alien vegetation	Number of hectares of alien vegetation cleared by 30 June	Inspection reports / maps	200	Due to the late awarding of the tender, it was not possible to appoint the successful contractor to clear hectares of aliens. The final total hectares cleared were 138 hectares.	200
D856	Follow up of initial cleared areas	Number of hectares of initial cleared alien vegetation follow ups by 30 June	Inspection reports / maps	100	Due to the late awarding of the tender it was not possible to appoint the successful contractor to clear hectares of aliens. The final total hectares cleared were 138 hectares.	100
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 Municipal Manager	Number of Mont Rochelle Nature Reserve EMP submitted to the Manager by 31 March	Proof of submission to the Municipal Manager	0		0
D980	Submit the Jan Marais Nature Reserve EMP to the Municipal Manager	Number of Jan Marais Nature Reserve EMP submitted to the Municipal Manager by 30 June	Proof of submission to the Municipal Manager	1	Attached proof of Jan Marais Nature Reserve EMP	1
D981	Submit the Ida's Valley / Botmaskop Nature Area EMP to Municipal Manager	Number of Ida's Valley / Botmaskop Nature Area EMP submitted to Municipal Manager by 30 June	Proof of submission to the Municipal Manager	1	Attached proof of submission of the Ida's Valley / Botmaskop Nature Area EMP.	1
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	1	Attached proof of an established Friends Group for the nature reserve.	1
D1020	Submit a revised Jan Marias Friends Group MOUs to the Municipal Manager	Number of revised Jan Marias Friends Group MOUs submitted by 31 January 2023	Proof of submission of a revised Friends Group MOU to the Municipal Manager	0		0

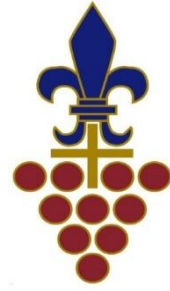
D1271	Submit a list of SOPs to be developed or reviewed to the Senior Manager: Community Services	Number lists of SOPs to be developed or review submitted to the Senior Manager: Community Services by 31 July	Proof of submission to the Senior Manager: Community Services	0		0
D1272	Develop or Review Standard 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	100%	Attached SOP's developed and reviewed for the Environmental Management Section.	100%
D1289	Completion of the Mont Rochelle entrance	Number of Mon Rochelle entrances completed by 31 March	Completion Certificate	1	Attached proof of completion of the Mont Rochelle entrance.	1

Overall Summary of Results

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	6
R	KPI Not Met	0% <= Actual/Target <= 74.999%	4
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	8
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
	Total KPIs:		18

7. HUMAN RESOURCES: ENVIRONMENTAL MANAGEMENT

Departmental Human Resources:	2022	2022	2022	2022	2023	2023	2023	2023	2023	2023
STAFF COMPLEMENT (CURRENT PERMANENT)	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE
Urban Forestry	4	4	4	2	2	2	2	2	2	2
Environmental Implementation	9	9	9	9	9	9	9	9	9	11
Workshop	2	2	2	2	2	2	2	2	2	2
Environmental Planning	2	2	2	2	2	2	2	2	2	2
TOTAL	2022	2022	2022	2022	2023	2023	2023	2023	2023	2023
FUNDED VACANCIES	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE
Urban Forestry	1	1	3	3	3	3	3	3	3	3
Environmental Implementation	2	2	2	2	2	2	2	2	2	2
Workshop	1	1	2	2	2	2	2	2	2	2
TOTAL	2022	2022	2022	2022	2023	2023	2023	2023	2023	2023
EPWP	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE
Urban Forestry	6	6	6	6	6	6	6	6	6	5
Environmental Implementation	34	34	34	34	34	34	34	34	34	55
Workshop	2	2	2	2	2	2	2	2	2	0
RETIREMENTS / RESIGNATIONS	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE
Urban Forestry	0	0	0	1	1	1	0	0	0	0
Environmental Implementation	0	0	0	0	0	0	0	0	0	0
Workshop	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0
INCAPACITIES	0	0	0	0	0	0	0	0	0	0
DISABLED / CHRONIC ILLNESSES	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0
INJURY ON DUTY	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE
Urban Forestry	0	0	0	0	0	0	0	0	0	0
Environmental Implementation	0	0	0	0	0	0	0	0	0	0
Libraries	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0
OVERTIME PRE-APPROVALS & STANDBY	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE
Urban Forestry	20	28	11	4	0	0	0	1	6	439
Ornamental Horticulture	29	710	618	700	0	544	491	419	174	0
Environmental Implementation	261	220	-	-	306	0	30	30	30	294
Sport And Facilities	300	590	467	666.5	672,20	747.5	554.5	449.5	494.5	233,5
Halls	363	378	365	273	272	378	331	386	414.5	332,50
Parks (Stellenbosch and FHK)	1350	1197	1322	630	507	610	1258	1325	1270	40
Cemeteries	105	475	391.5	304.5	11,5	155.5	304	155	169.5	218,5
Workshop	13	26	19	4	5	38	12.5	18	36	18
TOTAL	2441	3624	3193.5	2582	1773.70	2473	2981	2783.5	2594.5	1575.5



MONTHLY REPORT

FOR

JUNE 2023

Parks & Cemeteries

Department

Community Services

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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

Dwellers are sleeping at Gym Park Circus grounds.

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

Description	Amount	Remarks
BSM 46/20 Play items Tender.	R153 579.00	Received order number 2860. Supplier busy with Installation.

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

Hino CL 12071 is still in for repairs. Automatic gear system is faulty.

1.7 Staff

1.7.1. Vacancies

None.

1.7.2. Injuries on duty

None.

1.7.3. EPWP opportunities

None 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. The following POS were cut for the month of May in Techno Park. The tender for grass cutting has reached its capacity and we are unable to use it. Due to that reason the grass cutting team is under enormous pressure and the Department is doing everything they can to address the matter and attend to the grass cutting complaints. The new tender has been evaluated and it served at BAC committee on the 24 March 2023, the tender is awarded, however there is an appeal and the Department is waiting for the process of the appeal to be concluded.

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 opposite Kayamandi, Soekmekaar & POS between Rhode & Gabriels.

2.3 Events/ Education/ Meetings/Training

None.

2.4 Finance

2.4.1 Capital Projects

Description	Amount	Remarks
BSM 46/20 Play items Tender.	R261 508.00	Received order number 3039 for play items for various parks, Supplier is busy with installations. The project is 90% complete.

Integrated Parks and Spray Parks.

Description	Amount	Remarks
BSM 46/20 Play Equipment Tender.	R333 798.00	Received order number 3806 for play equipment for various Parks across Stellenbosch WCO24. Supplier is on site for the installation of play equipment. The project is 90% completed.

Furniture Tools and Equipment.

Description	Amount	Remarks
BSM 80/20 Small Plant Equipment Tender.	R15 649.20	Received order number 6512 for three hand blowers, waiting for delivery from the Supplier.

2.4.2. Operational Projects

BSM 69/21 Tree Pruning Tender: Received order number 7234 for pruning in Brummer Park, POS in Provinsie Laan and POS in Plankenbrug, project is completed, and invoice is sent to Creditors for payment.

Launching of Daffodil Park: Kylemore

(Figure 1.)



(Figure 2.)



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)	Commodity Code	OV Code	Project Code
Cemeteries		7 000 000	1 000 000	1 000 000	869 554	113 433	-	982 987	17 013	86,96%	98,30%				
Extension of Cemetery Infrastructure	IUDG	7 000 000	1 000 000	1 000 000	869 554	113 433	-	982 987	17 013	86,96%	98,30%	20220630077663	30220000	OV0661	PC_0252
Parks and Cemeteries		1 515 928	2 907 442	2 907 442	1 634 058	1 267 432	-	2 901 490	5 952	56,20%	99,80%				
Furniture, Tools & Equipment: Parks & Cemeteries	CRR	-	336 580	336 580	238 811	94 062	-	332 873	3 707	70,95%	98,90%	20220630077242	21100000	OV0633	PC_0258
Irrigation Systems	CRR	100 000	-	-	-	-	-	-	-			20220630076870	26120000	OV0633	PC_0259
Integrated and Spray Parks	CRR	-	261 390	261 390	261 390	-	-	261 390	-	100,00%	100,00%	20220825124463	49240000	OV0633	PC_0293
Nursery: Facilities upgrade	CRR	50 000	150 000	150 000	147 793	-	-	147 793	2 207	98,53%	98,53%	20220630077669	49240000	OV0633	PC_0260
Pathways: Parks and Gardens	CRR	200 000	170 457	170 457	170 457	-	-	170 457	0	100,00%	100,00%	20220630077514	30120000	OV0633	PC_0261
Upgrading of Parks	CRR	1 000 000	1 823 087	1 823 087	791 098	1 031 989	-	1 823 087	0	43,39%	100,00%	20220630077621	49240000	OV0633	PC_0265
Upgrading of Parks	DC-open e	165 928	165 928	165 928	24 510	141 381	-	165 891	37	14,77%	99,98%	20220630077618	49240000	OV0633	PC_0265
TOTAL - Capital		409 273 204	378 709 141	378 709 141	278 061 927	65 011 760	5 067 519	348 141 206	30 567 935	73,42%	91,93%				

2.5 Complaints

Date	Complaint	Progress
07/06/2023	Grass cutting in Waaierpalm Park: Cloetesville	
07/06/2023	Tree pruning in POS: Jamestown	Incomplete
15/06/2023	Removal of fallen tree in Tarentaal Street: Papegaaï	Complete
15/06/2023	Removal of fallen tree in Wilger Park: Cloetesville	Complete
23/06/2023	Grass cutting in Long Street	Incomplete

2.6 Fleet

The Digger Loader with registration number CL 61736, is out of service due to an engine / gearbox oil leak.

2.7 Staff

2.7.1. Vacancies

Three General worker positions are available, notice for advertising documentation was completed and sent to the CFO's office for approval.

2.7.2. Injuries on duty

None.

2.7.3. EPWP opportunities

Thirteen EPWP job 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 underground water is constantly pushing up and as much as our team tried to pump water out of the new graves and existing graves, they experienced challenges. Cemetery is waterlogged.



3.2.2. Onder-Papegaaiberg

The teams commenced with the cutting of grass, cleaning, pruning, and filling up of graves. Tree felling operations continued due to strong winds.

Buildings and maintenance

<p><i>Onder-Pappegaaiberg Cemetery</i></p>		<p>Maintenance repaired the roof, but the ceiling still in an outstanding matter. This is reported regularly; however, no work has been done.</p>
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2.3. Groendal

Teams commenced with the cutting of grass, cleaning, pruning, herbicide application and the filling up of graves. All repair requests to the building were reported on the customer care portal. Illegal dumping is still taking place.

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

None.

3.5 Staff

3.5.1. Vacancies

Successful candidates have been appointed.

3.6 EPWP Opportunities

None.

3.7 Incidents

None.

Total burials/ internments

2023	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	34	35	36	43	28	38							214	35.6
Jamestown Children	2	2	0	4	3	1							12	2
Jamestown Self - digging	4	5	3	5	1	2							22.7	3.7
Onder Papegaaiberg	3	4	1	4	1	6							19	3.1
Onder Papegaaai Self-digging	0	0	0	3	0	0							3	0.6
Wemmershoek	0	0	1	0	0	0							1	0.3
Pniel	1	1	3	1	0	0							6	2.2
Pniel Self -digging	0	1	2	1	0	1							5	0.8
Franschhoek Self	0	0	0	17	11	1							29	4.8
Franschhoek North	1	1	0	0	2	0							4	0.8
Franschhoek South	7	4	16	0	9	15							42	7
Pauper Burials	0	0	0	0	1	1							2	0.3
Covid -19 Burials	0	0	0	0	0	0							0	0
Total burials/ Internments	52	51	63	78	56	65							359.7	58.74

4. ORNAMENTAL HORTICULTURE

4.1 General

None.

4.1.1. Standby Nursery:

None.

4.1.2. Events

Currently there are no maintenance or mowing tenders in place, additionally the EPWP project has been cancelled thus teams are struggling to maintain standards, the weather has an additional negative impact on maintenance and thus the staff work overtime to attempt to maintain maintenance standards.

4.1.3. Finance**Capital Projects**

Description	Amount	Remarks
Nursery upgrades		All projects complete with 95% of funds spent.

4.1.4. Requests

Date	Complaints or other	Progress
	None	

4.1.5. Workshop

None

4.1.6. Staff**4.1.7. Vacancies**

Handyperson irrigation and general worker post to be advertised internally. The general worker vacancy must still be advertised.

4.1.8. Injuries on duty

None.

4.1.9. EPWP opportunities

Twenty EPWP opportunities were created.

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.

• R44 GATEWAY

Highways were cut by the team; combination of high rainfall and sunny temperatures have cause caused a spike in grass growing.

The team busy cleaning up after the operators to ensure areas are left neat and tidy after mowing.



• VOORGELEGEN GARDENS AND CBD GARDENS

Violas were planted around tree holes in the Cbd.

The team cleared areas where Kale, Pansies and Marigolds were to be planted.



Pansies were planted in the CBD where old spent annuals were removed.



Herewith the staff are laying down their lines to plant the annuals with adequate spacing.



Annuals being planted along the Supply Chain Department, the Plumbago hedges along this area were also pruned.



Outside Voorgelegen the team cut the grass, which makes an enormous difference in the overall neatness of the area as visitors enter the garden.



5. INCOME

CEMETERIES REVENUE

5.1.1. Cemeteries

2023	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Jamestown	R73454.56	R267842.21	R96347.05	R111919.52	R68433.26	R99896.26							R717892.26	R119648.71
Jamestown Children	R3704.06	R1250.57	R0.00	R4144.74	R3751.71	R1250.57							R14101.65	R2350.27
Jamestown Self -digging	R2024.72	R1834.16	R0.00	R3668.32	R0.00	R1012.36							R8539.56	R1423.26
OnderPapegaaiberg	R5907.43	R6169.45	R2034.25	R13875.30	R2513.04	R10075.97							R40575.44	R6762.57
Wemmershoek	R0.00	R0.00	R1012.36	R0.00	R0.00	R0.00							R1012.36	R337.45
Pniel	R1893.71	R0.00	R2513.04	R0.00	R0.00	R0.00							R4406.75	R1468.91
Pniel Self -digging	R0.00	R0.00	R2024.72	R0.00	R0.00	R0.00							R2024.72	R674.90
Franschhoek Self	R0.00	R0.00	R0.00	R0.00	R9111.24	R14994.84							R16817.08	R2802.84
Franschhoek North	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00							R0.00	R0.00
Franschhoek South	R7086.52	R4049.44	R16304.96	R21219.07	R0.00	R3525.40							R48660.03	R8697.57
Covid-19 Burials	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00							R0.00	R0.00
Total Amount	R94071.00	R281145.83	R120236.84	R154826.95	R83809.25	R130755.40							R854029.85	R142338.30

5.1.2. Parks, Gardens & Open Spaces Revenue 2023

Name of Park/Open Space	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
Die Braak		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
Bike Park		R0.00	R0.00	R0.00	R0.00	R0.00	R0.00							R0.00
Onder-Pappegaiberg	Base Camp for Film Shoot	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00							R0.00
Open Space next to Koch Street (Woordfees)		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
Open Space next to Toy Museum		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
Franschhoek Old Circus Grounds		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
Open Space at Rosendal park	Birthday party	R0.00	R0.00	R392.20	R0.00	R0.00	R0.00							R392.20
Voorgelegen gardens		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
Total		R0.00	R0.00	R392.20	R0.00	R0.00	R0.00							R392.20

7. KPI (KEY PERFORMANCE): DEPARTMENT COMMUNITY SERVICES

Ref	KPI	Jun-23					Overall Performance for June 2023 to June 2023				
		Original Target	Target	Target Description	Actual	R	Performance Comment	Original Target	Target	Actual	R
D750	Spend the Parks and Cemeteries approved Capital Budget	90%	90%		49.30%	R	The percentage capital spend is 49,3%	90%	90%	49.30%	R
D751	Capital spending committed on the financial management system	0%	0%		0%	N/A		0%	0%	0%	N/A
D752	Submission of final bid specifications for all capital projects to the Bid Specification Committee (BSC) (2023/24)	100%	100%		0%	R		100%	100%	0%	R
D753	Submission of detailed procurement needs for all operational projects to the Supply Chain Management (SCM) Department	1	1		1	G	Attached the procurement needs submitted to SCM.	1	1	1	G
D754	Attendance of Quarterly Occupation Health and Safety (OHS) meetings	1	1		1	G	Attached the meeting invite of the OHS meeting attended by the Manager.	1	1	1	G
D755	Inspection of all play parks in the Stellenbosch Municipal Area	100%	100%		100%	G	Attached the inspection list of of play in the STB Municipal Area	100%	100%	100%	G
D756	Submission of a list of SOPs to be developed or reviewed to the Senior Manager: Community Services	0	0		0	N/A		0	0	0	N/A
D757	Develop or Review Standard Operating Procedures (SOPs) within the Section: Parks and Cemeteries	100%	100%		100%	G	Attached the SOP.	100%	100%	100%	G
D858	Submission of quarterly reports of play parks to be developed and or upgraded to the Senior Manager: Community Services	0	0		0	N/A		0	0	0	N/A
D903	Beautification of town entrances	1	1		1	G	Attached the report sent to the Snr Manager Community Services.	1	1	1	G
D1015	Upgrade the Onder Papegaaiberg Cemetery	1	0		0	N/A		1	0	0	N/A
D1016	Road repairs and resealing of cemeteries	1	1		1	G	Attached the progress report.	1	1	1	G

Overall Summary of Results

N/A	KPI Not Yet Applicable
R	KPI Not Met
O	KPI Almost Met
G	KPI Met
G2	KPI Well Met
B	KPI Extremely Well Met
Total KPIs:	

Report generated on 20 July 2023 at 09:33.

8. COMMUNITY SERVICES: HUMAN RESOURCES

Departmental Human Resources:	2023	2023	2023	2023	2023	2023	2023	2023	2023	2023	2023	2023
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
STAFF COMPLEMENT (CURRENT PERMANENT)												
URBAN FORESTRY	5	5	5	5	5	5						
ORNAMENTAL HORTICULTURE	20	20	20	20	20	20						
NATURE CONSERVATION	18	18	18	18	18	18						
SPORT AND FACILITIES	34	34	34	34	34	34						
HALLS	14	14	14	14	14	14						
PARKS STB	34	34	34	34	34	34						
PARKS FHK	9	9	9	9	9	9						
CEMETERIES	13	13	13	13	13	13						
LIBRARIES	35	35	35	35	35	35						
WORKSHOP	2	2	2	2	2	2						
TOTAL	184	184	184	184	184	184						
FUNDED VACANCIES	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
URBAN FORESTRY	2	2	2	2	2	2						
ORNAMENTAL HORTICULTURE	2	2	2	2	2	2						
NATURE CONSERVATION	2	2	2	2	2	2						

SPORT AND FACILITIES	4	4	4	4	4	4						
HALLS	2	2	2	2	2	2						
PARKS	2	2	2	2	2	2						
LIBRARIES	7	7	7	7	7	7						
CEMETERIES	0	0	0	0	0	0						
WORKSHOP	1	1	1	1	1	1						
TOTAL	22	22	22	22	22	26						
EPWP STAFF	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
ORNAMENTAL HORTICULTURE & Free2Grow	25	25	25	25	25	25						
URBAN FORESTRY & MTP	5	5	5	5	5	5						
NATURE CONSERVATION & AIP Projects	39	39	39	39	39	39						
SPORT AND FACILITIES	7	7	7	7	7	6						
HALLS	0	0	0	0	0	0						
PARKS & CEMETERIES	18	18	19	21	21	19						
WORKSHOP	0	0	0	0	0	0						
TOTAL	94	94	95	97	97	94						
TEMPORARY + RELIEVE STAFF	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
URBAN FORESTRY	0	0	0	0	0	0						
ORNAMENTAL HORTICULTURE	0	0	0	0	0	0						
NATURE CONSERVATION	0	0	0	0	0	0						
SPORT AND FACILITIES	7	7	7	7	0	0						
HALLS	0	0	0	0	0	0						

PARKS	0	0	0	0	0	0						
LIBRARIES	0	0	0	0	0	0						
WORKSHOP	0	0	0	0	0	0						
TOTAL	7	7	7	7	0	0						
RETIREMENTS / RESIGNATIONS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Retirement												
HALLS	0	0	0	0	0	0						
SPORT	1	1	1	0	0	0						
Retirement	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
PARKS	0	0	0	0	0	0						
Resignation	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
WORKSHOP	0	0	0	0	0	0						
TOTAL	0	0	0	0	0	0						
DISMISSALS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
RETRENCHMENTS	0	0	0	0	0	0						
INCAPACITIES	0	0	0	0	0	0						
DISABLED / CHRONIC ILLNESSES	0	0	0	0	0	0						
TOTAL	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						
ORNAMENTAL HORTICULTURE	0	0	0	0	0	0						
NATURE CONSERVATION	0	0	0	0	0	0						
SPORT AND FACILITIES	0	0	0	0	0	0						
HALLS	0	0	0	0	0	0						
PARKS	0	0	0	0	0	0						

LIBRARIES	0	0	0	0	0	0						
TOTAL	0	0	0	0	0	0						
TRAINING	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
URBAN FORESTRY	0	0	0	0	1	1						
ORNAMENTAL HORTICULTURE	0	0	0	0	3	3						
NATURE CONSERVATION	0	0	0	0	2	2						
SPORT AND FACILITIES	0	0	0	17	0	0						
LIBRARIES	0	0	0	0	0	0						
HALLS	0	0	0	0	2	2						
TOTAL	0	0	0	17	8	8						
OVERTIME PRE- APPROVALS & STANDBY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
URBAN FORESTRY	6	6	2	2	2	2						
BEAUTIFICATION	18	18	18	18	18	18						
NATURE CONSERVATION	9	9	9	9	9	9						
SPORT AND FACILITIES	34	34	34	34	34	34						
HALLS	12	12	12	12	12	12						
PARKS	45	45	45	45	45	45						
CEMETERIES	13	13	13	13	13	13						
LIBRARIES	0	0	0	0	0	0						
WORKSHOP	2	2	2	2	2	2						
TOTAL	137	137	133	133	133	133						

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	1	6	439						
BEAUTIFICATION	0	544	491	419	174	0						
NATURE CONSERVATION	306	0	30	30	30	294						
SPORT AND FACILITIES	672,20	747.5	554.5	449.5	494.5	233,5						
HALLS	272	378	331	386	414.5	332,50						
PARKS	507	610	1258	1325	1270	40						
CEMETERIES	11,5	155.5	304	155	169.5	218,5						
WORKSHOP	5	38	12.5	18	36	18						
TOTAL	1773.70	2473	2981	2783.5	2594.5	1575.5						



7.2.2	JULY 2023 MONTHLY REPORT: ENVIRONMENTAL MANAGEMENT, PARKS AND CEMETERIES
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Collaborator No: 754600
 IDP KPA Ref No: Good Governance and Compliance
 Meeting Date: 4 September 2023

1. SUBJECT: JULY 2023 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 2023.

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 2023 to the Committee for notification.

5. RECOMMENDATION

that the monthly reports of the Sections Environmental Management, Parks and Cemeteries for the month of July 2023, be noted.

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

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 June 2023

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	

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
FOR
JULY 2023**

**ENVIRONMENTAL MANAGEMENT
SECTION**

COMMUNITY SERVICES

Table of content

1. URBAN FORESTRY

- 1.1 General
- 1.2 Highlights and achievements
- 1.3 Urban Forestry operations conducted.
- 1.4 Management of trees in the WC024
- 1.5 Tree Basin Management
- 1.6 Tree Planting Program
- 1.7 Watering of trees
- 1.8 FQ's for Urban Forestry
- 1.9 Capital Projects
- 1.10 Incidents reported.
- 1.11 Injury on duty
- 1.12 EPWP Projects

2. ENVIRONMENTAL IMPLEMENTATION

- 2.1 General
- 2.2 Highlights and achievements
- 2.3 Operational functions
- 2.4 Tenders
- 2.5 Formal quotations
- 2.6 Incidents reported.
- 2.7 Complaints register.
- 2.8 Vehicles
- 2.9 Occupational Health and Safety
- 2.10 Injury on Duty
- 2.11 Covid 19 Related
- 2.12 Epwp Projects
- 2.13 Visitors Statistics: Nature Reserves
- 2.14 Revenue from Nature Reserves
- 2.15 Events

3. ENVIRONMENTAL PLANNING

4. OVERTIME WORKED: COMMUNITY SERVICES: JULY 2023

5. CAPITAL EXPENDITURE : ENVIRONMENTAL MANAGEMENT : JULY 2023

6. KPI'S: ENVIRONMENTAL MANAGEMENT: JULY 2023

7. HUMAN RESOURCES: ENVIRONMENTAL MANAGEMENT



1.URBAN FORESTRY

1. URBAN FORESTRY

1.1 GENERAL

The sub-section is responsible for the maintenance of the urban forestry, 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. Currently this section has 5 officials performing operations, however there is still severe shortage of staff, and this affects operations.

1.2 HIGHLIGHTS AND ACHIEVEMENTS

We entered the Arbor City Awards and successfully was shortlist to be one of the finalists, outcomes will be announced in August 2023.

1.3 URBAN FORESTRY OPERATIONS CONDUCTED

Description	Completed	Incomplete
Pruning	64	3
Felling	2	0
Stump removal	0	0
Dead tree	1	0
Root barrier	0	0
Fallen branches	4	0
Tree failure	0	0

1.4 MANAGEMENT OF TREES IN WC024

Daily operations are continuing daily to ensure effective management of Street trees within WCO24. Our focus is to stay abreast of the complaints due to lack of staff

1.5 TREE BASIN MANAGEMENT

Tree Basin Maintenance completed: CBD parking, Cloetesville, R44, Jamestown, R304

1.6 TREE PLANTING PROGRAM: 29 trees planted, and 10 Lemon trees donated to homes at new housing development.

1.7 WATERING OF TREES: 2 trees was watered for control of fungus that was on the trees, Khoinor was applied.

1.8 FQ'S FOR URBAN FORESTRY: Spraying of Oaks

1.9 CAPITAL PROJECTS: Design electronic Urban Forestry Treeworx (Trams) 90% completed.

1.10 INCIDENTS REPORTED: None

1.11 INJURY ON DUTY

Team	Short Description of incident	Date of Incident	Progress
None			

1.12 EPWP PROJECTS

Name of EPWP project	Number of workers	Responsibility
Urban forestry	2	General workers



2. ENVIRONMENTAL IMPLEMENTATION
(E.I)

2.1 GENERAL

The sub-section is responsible for Nature Reserves and Areas. The sub-section is also responsible for the implementation of operational plans to pre-set standards and best practices in a sustainable manner.

2.2 HIGHLIGHTS AND ACHIEVEMENTS

- None

2.3 OPERATIONAL FUNCTIONS

Staff has been attending to complaints of fallen trees, clearing of riverbanks, and addressing daily operational functions within areas of responsibility.

Description	Completed	Incomplete
Felling of trees	5	0
Riverbank clearance	1	0
Internal Alien Clearing Areas	1 (Idas valley)	1
Internal Fire break Maintenance	1	0
Number Trees allocated to contractor: BSM 69/21	0	0

2.4 TENDERS**2.4.1 De-bushing of Alien Invasive Species**

- BSM 65/22 awarded to two contractors, no work has commenced. Awaiting Orders to work to commence.

2.5 FORMAL QUOTATIONS

2.5.1 In the process drafting of FQ for the purchase of Trailer and Bossie Kapper

2.6 INCIDENTS REPORTED

- Illegal wood cutters in Idas Valley Nature Area. Incidents are reported to Law Enforcement.

2.7 OCCUPATIONAL HEALTH AND SAFETY

- None

2.8 INJURY ON DUTY

Team	Short Description of incident	Date of Incident	Progress
None			

2.9 EPWP PROJECTS

EPWP PROJECTS	TOTAL
Firebreak Maintenance	22
TOTAL AMOUNT OF EPWP	22



3. ENVIRONMENTAL PLANNING

The following matters are herewith reported on for the month of July 2023:

PROJECTS

Project	Progress	Date of Completion	
Mont Rochelle Gatehouse upgrade	Project complete. Final invoice paid.	Jun 2023	
Management Plans	Papegaaiberg Nature Reserve Environmental Management Plan being reviewed and revised. New plan to provide for the newly constructed Watergang fence in order to ensure compliance with the relevant Protected Area Management Agreement.	Dec 2023	
Title	Approval Date	Status	
Stell. Environmental Man. Framework	Council Jun 2019	No action required. Revision in 2024.	
Stell. Municipality Invasive Alien Plant Man. Plan	Council Jul 2017 Council Nov 2022 (update)	Reviewed (5-year) document approved by Council.	Nov 2022
Stell. Municipality Air Quality Man. Plan	Council Aug 2018 Council Nov 2022	Reviewed (5-year) document approved by Council.	Nov 2022
Stell. Municipality Air Quality By-Law	Promulgated Feb 2019	No action required.	
Stell. Municipality Integrated Fire Man. Plan	Council Sept 2019	No action required. Revision in 2024.	
Noise Control Policy	Council Mar 2018	No action required.	
Papegaaiberg Nature Reserve EMP	Council 2011	Currently under revision. Copy to be sent to Cape Nature. Revision to be submitted to Council for approval.	Jan 2023
Jan Marais Park EMP		Draft	Jun 2023
Paradyskloof Nature Area EMP	Council May 2019	No action required. Revision in 2024.	
Mont Rochelle Nature Reserve EMP	Council Feb 2022	No action required. Revision in 2027.	
Idas Valley / Botmaskop Nature Area EMP		No action required. Revision in 2028.	

The following matters are herewith reported on for the month of July 2023:

NOISE CONTROL:

Area	Number
Stellenbosch	12
Franschhoek	4
Klapmuts	0
Jamestown	1
Pniel	0
Groot Drakenstein	1
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 complaint: Pick n Pay Franschhoek	1 st Court appearance took place on 17 July 2023 at the Municipal Court, Stellenbosch	On-going	Matter postponed to 21 Aug. 23 for further particulars.
Noise from the Generator at Stelkor Doctors, Stellenbosch	Have met with the Clinic manager on Monday, 24 April 2023	On-going	Working in progress. Owner awaiting solar panels to arrive.
Generator noise: Revel Plato Coffee shop using a noisy generator & causing a disturbance every time the generator runs.	Noise measurements was done while the generator runs. A disturbing noise and caused. Complaints is therefore justified.	On-going	To reduce noise and emission levels, a catalytic converter was installed to the generator exhaust. The exhaust system was also re-directed away from the complainant's house. Follow-up assessments pending.
Generator noise complaint: Label Mountain, Distillery Road, Stellenbosch	This complaint was re-investigated and found to be a disturbance noise. Label Mountain appointed the services of an acoustic specialist to install mitigation measures as required.	On-going	An inspection conducted on 03-08-2023 revealed that the required work is not yet completed. This matter is therefore regarded as working in progress.
Industrial noise complaint:	An inspection carried on Thursday morning at 0700 am revealed that the complaint is justified. The	On-going	An on-site meeting and site inspection took place on 19-07-2023 at 09h00. The

Le Caps Foods mechanical ventilation equipment.	cooling tower noise was observed to be excessive.		owner undertook to ensure compliance. A sound compliance certificate will be submitted for approval by council.
Generator noise complaint: 18 Van Riebeeck Street, Franschoek	A noise level inspection was done of 18-07-2023 between 13h00 & 15h00 during an Eskom load shedding interval in Franschoek. The generator under investigation complies with the noise levels allowed, however it causes a strong vibration into the complainants living area and main bedroom.	On-going	Matter discussed with the owner of the said generator who undertook to address the vibration as soon as practically possible. In terms of noise, this matter is considered closed.
Generator noise complaint: Netbank, 38 Bird Street, Stellenbosch	Issued relevant notices regarding registration of generators and compliance with relevant legislation	On-going	Netbank SA responded and undertook to investigate. Working in progress.
Generator noise complaint: Dischem De Boord, Stellenbosch.	Matter discussed and addressed directly with the management of Dischem de Boord.	On-going	The use of the noisy generator was discontinued, and a temporary standby generator was installed. Working in progress.
Generator noise complaint: 14 Webersvalley Road, Jamestown, Stellenbosch	The use of the petrol mobile generator was discontinued immediately after a consultation with the homeowner, Mr De Waal.	31 July 23	Considered closed.
Generator noise complaint: LDP Building, 10 Helderberg Street, Stellenbosch	Notice to cease the noise disturbance caused by the LDP generator was issued.	On-going	Director of LDP, Mr Pieter-Jan Bestbier responded and requested contact details of the affected residents and businesses. Working in progress.

<p>Generator noise complaint: Leap Frog Estate Agency, La Belle Vie Complex, Welgevonden Estate, Stellenbosch</p>	<p>Noise inspections carried out on 27-07-2023 revealed the following:</p> <ul style="list-style-type: none"> • X3 generators is running at the simultaneously and contributes the existing noise complaints 	<p>On-going</p>	<p>Issued noise nuisance notice to Leap Frog Estate Agency on the day of inspection. A letter will also be directed to the La Bell Vie HOA to enforce the Body Corporate rules.</p> <p>Further assessments pending.</p>
<p>Generator noise complaint: Parade Lacquer Store, Merriman Avenue, Stellenbosch</p>	<p>Noise level inspection was carried out during an Eskom loadshedding interval. A disturbance noise is confirmed, the complaints is therefore justified.</p>	<p>On-going</p>	<p>Disturbance noise notice was issued to install mitigation measures as required.</p> <p>Feedback was given to the complainant in this matter.</p>
<p>Generator noise complaint: Shanty`s Fast Foods, 156 Merriman Avenue, Stellenbosch</p>	<p>Noise level inspection was carried out during an Eskom loadshedding interval. A disturbance noise is confirmed, the complaints is therefore justified.</p>	<p>On-going</p>	<p>Disturbance noise notice was issued to install mitigation measures as required.</p> <p>Feedback was given to the complainant in this matter.</p>
<p>Generator noise complaint : Maxi Centre Point Superette, 160 Merriman Avenue, Stellenbosch</p>	<p>Noise level inspection was carried out during an Eskom loadshedding interval. A disturbance noise is confirmed, the complaints is therefore justified.</p>	<p>On-going</p>	<p>Disturbance noise notice was issued to install mitigation measures as required.</p> <p>Feedback was given to the complainant in this matter.</p>
<p>Loud music complaint: The Station Pub, Main Road, Franschoek</p>	<p>Requested and received sworn statement from the complainant concerning activities at the pub.</p>	<p>On-going</p>	<p>An appointment for a noise level assessment is made and confirmed for Friday, 04-08-2023 (weather permitted)</p>

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 PnP Franschoek and facing the residents of the Franschoek valley.	1 st Court appearance took place on 17 July 2023 at the Municipal Court, Stellenbosch.	On-going	Matter postponed to 21 Aug. 23 for further particulars.
Diesel fumes emanating from the standby generator located at Level Plato coffees, 15 Krige Street, Stellenbosch	Inspections were carried out and meeting held with the owner. Currently they are seeking cost effective quotes to address the air pollution nuisance	On-going	A Catalytic converter was installed in response. However, complainant not satisfied. Request for the exhaust to be re-rooted away from complainant. Follow-up inspection pending.
Diesel fumes emanating from the standby generator located at Distillery Road, Stellenbosch	Label Mountain appointed the services of an acoustic specialist to install mitigation measures as required and also to attend to the exhaust fumes.	On-going	An inspection conducted on 03-08-2023 revealed that the required work is not yet completed. This matter is therefore regarded as working in progress.
Generator noise/fume complaint, 18 Van Riebeeck Street, Franschoek	The generator under investigation complies with the minimum emission standards. The exhaust system terminates correctly and away from the complainant.	31 July 23	Feedback provided to the complainant while onsite. Considered closed.
Complaint about diesel fumes from the generator installed at Netbank, 38 Bird Street, Stellenbosch	Issued relevant notices regarding registration of generators and compliance with relevant legislation	On-going	Netbank SA responded and undertook to investigate. Working in progress.
Complaint about diesel fumes from the generator installed at Parade Liquor Store, Merriman Avenue, Stellenbosch	Issued relevant notices regarding registration of generators and compliance with relevant legislation	On-going	The owner undertook to address the concerns.

			Further assessments pending.
Complaint about diesel fumes from the generator installed at Maxi Centrepoint Superette, 156 Merriman Avenue, Stellenbosch	Issued relevant notices regarding registration of generators and compliance with relevant legislation	On-going	The owner undertook to address the concerns. Further assessments pending.

NOISE EXEMPTIONS ISSUED AND SUPPORTED DURING JULY 2023

Date	Type of Event	Location
14 July 23	World Rugby U20 Championships 2023	Danie Craven Stadium, Stellenbosch
15 July 23	Franschoek Bastille Festival 2023	Church Street, Franschoek
16 July 23	Franschoek Bastille Festival 2023	Church Street, Franschoek
29 July 23	Pinotage Biltong Festival	C/O R310 and R45 Groot Drakenstein
30 July 23	Pinotage Biltong Festival	C/O R310 and R45 Groot Drakenstein

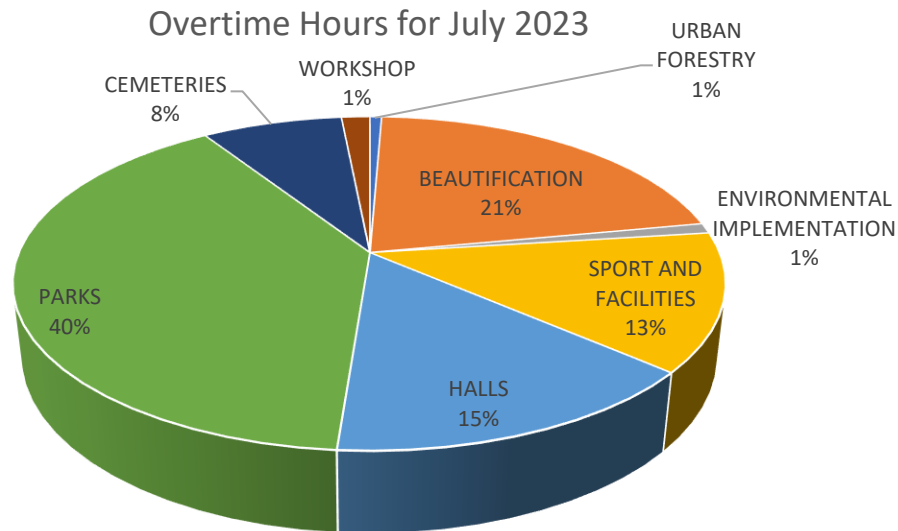
WORKGROUPS / STANDING MEETINGS:

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

- De Zalze SMA Trust Meeting
- Stellenbosch River Collaborative
- Stellenbosch River Works Meeting
- Municipal Outreach Project (MOP) – DEADP
- Greater Cape Town Water Fund
- Western Cape Air Quality Officer Forum
- Western Cape Noise Control Forum

4. OVERTIME WORKED: COMMUNITY SERVICES: JULY 2023

OVERTIME & STANDBY HOURS WORKED	JULY 2022	AUG 2022	Sept 2022	OCT 2022	NOV 2022	DEC 2022	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023	JUNE 2023	JULY 2023
URBAN FORESTRY	0	0	20	28	11	4	0	0	0	1	6	439	18
BEAUTIFICATION	136	500	29	710	618	700	0	544	491	419	174	0	612
NATURE CONSERVATION	0	195	261	220		-	306	0	30	30	30	294	28
SPORT AND FACILITIES	206	204	300	590	467	666.5	672,20	747.5	554.5	449.5	494.5	233,5	382,5
HALLS	405.5	376	363	378	365	273	272	378	331	386	414.5	332,50	424,5
PARKS	0	0	1350	1197	1322	630	507	610	1258	1325	1270	40	1134
CEMETERIES	152	284	105	475	391.5	304.5	11,5	155.5	304	155	169.5	218,5	217
WORKSHOP	0	10	13	26	19	4	5	38	12.5	18	36	18	44
TOTAL	693.5	1569	2441	3624	3193.5	2582	1773.70	2473	2981	2783.5	2594.5	1575.5	2860



5.CAPITAL EXPENDITURE : ENVIRONMENTAL MANAGEMENT : JULY 2023

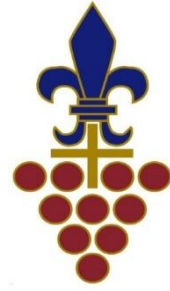
<i>Projects</i>	<i>Original Budget</i>	<i>Planned Expenditure</i>	<i>Actual Expenditure</i>	<i>Shadows (Orders)</i>	<i>Provisional Cost</i>	<i>Actuals + Shadows & Provisional</i>	<i>Balance R</i>	<i>Actual Exp %</i>	<i>Committed %</i>
Community and Protection Services									
	24 642 002	-	-	5 012	5 613 927	#REF!	#REF!	0,00%	
Environmental Management: Implementation	3 350 000	-	-	-	-	-	3 350 000	0,00%	0,00%
Furniture, Tools & Equipment: Environmental Management	100 000	-	-	-	-	-	100 000	0,00%	0,00%
Jonkershoek Picnic Site: Upgrade of Facilities.	700 000	-	-	-	-	-	700 000	0,00%	0,00%
Mont Rochelle Nature Reserve: Upgrade of Facilities	1 000 000	-	-	-	-	-	1 000 000	0,00%	0,00%
Specialized Vehicles: Workshop	800 000	-	-	-	-	-	800 000	0,00%	0,00%
Design and implement electronic Urban Forestry management tool	250 000	-	-	-	-	-	250 000	0,00%	0,00%
Installation of Boreholes	500 000	-	-	-	-	-	500 000	0,00%	0,00%

6. KPI'S: ENVIRONMENTAL MANAGEMENT: JULY 2023

No kpi's to update for the month of July 2023

7. HUMAN RESOURCES: ENVIRONMENTAL MANAGEMENT

Departmental Human Resources:	2022	2022	2022	2023	2023	2023	2023	2023	2023	2023
STAFF COMPLEMENT (CURRENT PERMANENT)	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY
Urban Forestry	4	4	2	2	2	2	2	2	2	4
Environmental Implementation	9	9	9	9	9	9	9	9	11	14
Workshop	2	2	2	2	2	2	2	2	2	2
Environmental Planning	2	2	2	2	2	2	2	2	2	2
TOTAL	2022	2022	2022	2023	2023	2023	2023	2023	2023	2023
FUNDED VACANCIES	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JUNE
Urban Forestry	1	3	3	3	3	3	3	3	3	3
Environmental Implementation	2	2	2	2	2	2	2	2	2	2
Workshop	1	2	2	2	2	2	2	2	2	2
TOTAL	2022	2022	2022	2023	2023	2023	2023	2023	2023	2023
EPWP	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JUNE
Urban Forestry	6	6	6	6	6	6	6	6	5	5
Environmental Implementation	34	34	34	34	34	34	34	34	55	55
Workshop	2	2	2	2	2	2	2	2	0	0
RETIREMENTS / RESIGNATIONS	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JUNE
Urban Forestry	0	0	1	1	1	0	0	0	0	0
Environmental Implementation	0	0	0	0	0	0	0	0	0	0
Workshop	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0
INCAPACITIES	0	0	0	0	0	0	0	0	0	0
DISABLED / CHRONIC ILLNESSES	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0
INJURY ON DUTY	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JUNE
Urban Forestry	0	0	0	0	0	0	0	0	0	0
Environmental Implementation	0	0	0	0	0	0	0	0	0	0
Libraries	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0
OVERTIME PRE-APPROVALS & STANDBY	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JUNE
Urban Forestry	28	11	4	0	0	0	1	6	439	18
Ornamental Horticulture	710	618	700	0	544	491	419	174	0	612
Environmental Implementation	220	-	-	306	0	30	30	30	294	28
Sport And Facilities	590	467	666.5	672,20	747.5	554.5	449.5	494.5	233,5	382,5
Halls	378	365	273	272	378	331	386	414.5	332,50	424,5
Parks (Stellenbosch and FHK)	1197	1322	630	507	610	1258	1325	1270	40	1134
Cemeteries	475	391.5	304.5	11,5	155.5	304	155	169.5	218,5	217
Workshop	26	19	4	5	38	12.5	18	36	18	44
TOTAL	3624	3193.5	2582	1773.70	2473	2981	2783.5	2594.5	1575.5	2860



MONTHLY REPORT

FOR

JULY 2023

Parks & Cemeteries

Department

Community Services

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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

Dwellers are sleeping at Gym Park Circus grounds.

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

Description	Amount	Remarks
BSM 46/20 Play items Tender.	R153 579.00	Received order number 2860. Supplier busy with Installation.

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

Hino CL 12071 is still in for repairs. Automatic gear system is faulty.

1.7 Staff**1.7.1. Vacancies**

None.

1.7.2. Injuries on duty

None.

1.7.3. EPWP opportunities

None 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. The following POS's were cut for the month of July POS between Rode and Gabriels Street, Soekmakaar in Cloetesville. Currently there is no tender in place for grass cutting. Due to that reason the grass cutting team is under enormous pressure and the Department is doing everything they can to address the matter and attend to the grass cutting complaints.

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 opposite Kayamandi, Soekmekaar & POS between Rhode & Gabriels.

2.3 Events/ Education/ Meetings/Training

None.

2.4 Finance**2.4.1 Capital Projects**

Description	Amount	Remarks
FQ for Steel Play Equipment	R199 999	Busy compiling specification for the FQ of Steel Play Equipment.

2.4.2. Operational Projects

None.

2.4.3. Capital Expenditure Report

Projects	Fund	Original Budget	Planned Expenditure	Actual Expenditure	Shadows (Orders)	Provisional Cost	Actuals + Shadows & Provisional	Balance R	Actual Exp %	Committed %	Universal Key (Ukey)	OV Code	Project Code
Cemeteries		5 500 000	-	-	-	4 782 609	4 782 609	717 391	0,00%	86,96%			
Extension of Cemetery Infrastructure	IUDG	5 500 000	-	-	-	4 782 609	4 782 609	717 391	0,00%	86,96%	20220630077663	OIV000004000401	PC_0252
Parks and Cemeteries		500 000	-	-	-	77	77	499 923	0,00%	0,02%			
Beautification of Parks and Cemeteries	IUDG	300 000	-	-	-	77	77	299 923	0,00%	0,03%	20220621063409	OIV000004000104	PC_0256
Fencing :Parks and Gardens	IUDG	200 000	-	-	-	-	-	200 000	0,00%	0,00%	20220621063181	OIV000004000104	PC_0257
TOTAL - Capital		504 799 865	16 556 784	14 318	50 191 486	25 074 345			0,00%	0,00%			

2.5 Complaints

Date	Complaint	Progress
03/07/2023	Grass cutting in Park: Cloetesville	Complete
05/07/2023	Grass cutting & removal of illegal dumping in School Str	Incomplete
10/07/2023	Grass cutting in Festival Park: Jamestown	Complete
21/07/2023	Grass cutting in Tennantville Park: Cloetesville	Complete
26/07/2023	Grass cutting POS in Mountain View Housing	In progress

2.6 Fleet

None.

2.7 Staff

2.7.1. Vacancies

Three General worker positions are available, two positions were advertised, and the Department is waiting for the HR Department to send the long list.

2.7.2. Injuries on duty

On 17th July 2023 an operator was cutting grass when he stepped on a small piece of palm tree branch that hit his leg and left a foreign body / 3cm thorn. And on the 28th July 2023 a general worker was cleaning truck, threw trash in bin and hit her head on a steel rail.

2.7.3. EPWP opportunities

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

2.7.4. Disciplinary Hearing

None.

2.7.5. Incidents

On the 28th of July 2023 on Friday around 11:18 am, our teams were cutting grass in R44 next to Dorp Street when a stone flew from a weed eater and hit the back-left passenger window of the Toyota.

3. CEMETERIES

General: None

3.1 Capital Projects

Received an order for the installation of security cameras at Jamestown Cemetery.

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. Re-paint pots and plant variety of plant in pots and flower beds, part of Abor City Awards 2023 - nominees. Hanging baskets in front of office. Front entrance pulling out weeds around Aloe's and replace with white stones. Ten trees were planted and stacking to up right trees and hand pulling weeds. Touch up of buildings with white PAV paint. Leakage of Caretakers House and broken windows still outstanding, needs to be repaired.



3.2.2. Onder-Papegaaiberg

The teams commenced with the cutting of grass, cleaning, pruning, and filling up of graves. Tree felling operations continued due to strong winds.

Buildings and maintenance

<p>Onder-Pappegaaiberg Cemetery</p>		<p>Maintenance repaired the roof, but the ceiling still in an outstanding matter. This is reported regularly; however, no work has been done.</p>
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2.3. Groendal

All repair requests to the building were reported on the customer care portal.

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

None.

3.5 Staff

3.5.1. Vacancies

None.

3.6 EPWP Opportunities

None.

3.7 Incidents

None.

Total burials/ internments

2023	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	34	35	36	43	28	38	0						214	35.6
Jamestown Children	2	2	0	4	3	1	0						12	2
Jamestown Self - digging	4	5	3	5	1	2	0						22.7	3.7
Onder Papegaaiberg	3	4	1	4	1	6	46						65	9.2
Onder Papegaaai Self-digging	0	0	0	3	0	0	0						3	0.6
Wemmershoek	0	0	1	0	0	0	0						1	0.3
Pniel	1	1	3	1	0	0	0						6	2.2
Pniel Self -digging	0	1	2	1	0	1	2						7	0
Franschhoek Self	0	0	0	17	11	1	0						29	4.8
Franschhoek North	1	1	0	0	2	0	0						4	0.8
Franschhoek South	7	4	16	0	9	15	14						56	8
Pauper Burials	0	0	0	0	1	1	0						2	0.3
Covid -19 Burials	0	0	0	0	0	0	0						0	0
Total burials/ Internments	52	51	63	78	56	65	62						421.7	60.2

4. ORNAMENTAL HORTICULTURE

4.1 General

None.

4.1.1. Standby Nursery:

None.

4.1.2. Events

Harvest parade was held during the month, the team done a decoration to compliment the event.

4.1.3. Finance**Capital Projects**

Description	Amount	Remarks
None		

4.1.4. Requests

Date	Complaints or other	Progress
	None	

4.1.5. Workshop

None

4.1.6. Staff**4.1.7. Vacancies**

Handyperson irrigation and general worker post to be advertised internally. The general worker vacancy must still be advertised.

4.1.8. Injuries on duty

None.

4.1.9. EPWP opportunities

None.

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.

HIGHWAYS

Staff have been busy mowing all the highways



Unfortunately, a regular occurrence is the stealing of plants planted in the pots.



• VOORGELEGEN GARDENS AND CBD GARDENS

In preparation for the arbor city awards, teams cleaned, mulched and planted various beds in the CBD



Pots received a make-over with the removal of old plants and the planting of Marigolds and Sunpatients.



5. INCOME**CEMETERIES REVENUE****5.1.1. Cemeteries**

2023	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Jamestown	R73454.56	R267842.21	R96347.05	R111919.52	R68433.26	R99896.26	R0,00						R717892.26	R102556.03
Jamestown Children	R3704.06	R1250.57	R0.00	R4144.74	R3751.71	R1250.57	R0,00						R14101.65	R2014.52
Jamestown Self -digging	R2024.72	R1834.16	R0.00	R3668.32	R0.00	R1012.36	R0,00						R8539.56	R1220.00
OnderPapegaaiberg	R5907.43	R6169.45	R2034.25	R13875.30	R2513.04	R10075.97	R129292,75						R169868.19	R24266.88
Wemmershoek	R0.00	R0.00	R1012.36	R0.00	R0.00	R0.00	R0,00						R1012.36	R144.62
Pniel	R1893.71	R0.00	R2513.04	R0.00	R0.00	R0.00	R0,00						R4406.75	R629.53
Pniel Self -digging	R0.00	R0.00	R2024.72	R0.00	R0.00	R0.00	R1073,11						R4170.94	R595.84
Franschhoek Self	R0.00	R0.00	R0.00	R0.00	R9111.24	R14994.84	R15023,54						R31840.62	R4548.66
Franschhoek North	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0,00						R0.00	R0.00
Franschhoek South	R7086.52	R4049.44	R16304.96	R21219.07	R0.00	R3525.40	R0,00						R48660.03	R6951.43
Covid-19 Burials	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0,00						R0.00	R0.00
Total Amount	R94071.00	R281145.83	R120236.84	R154826.95	R83809.25	R130755.40	R145389,40						R1000492.36	R142338.30

5.1.2. Parks, Gardens & Open Spaces Revenue 2023

Name of Park/Open Space	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
Die Braak		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
Bike Park		R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00						R0.00
Onder-Pappegaiberg	Base Camp for Film Shoot	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00						R0.00
Open Space next to Koch Street (Woordfees)		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
Open Space next to Toy Museum		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
Franschhoek Old Circus Grounds		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
Open Space at Rosendal park	Birthday party	R0.00	R0.00	R392.20	R0.00	R0.00	R0.00	R0.00						R392.20
Voorgelegen gardens		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
Total		R0.00	R0.00	R392.20	R0.00	R0.00	R0.00	R0.00						R392.20

7. KPI (KEY PERFORMANCE): DEPARTMENT COMMUNITY SERVICES

No KPI's to update for the month of July 2023.

www.Action4u.co.za

ignite.assist.action4u.co.za/login.html

Action4u.co.za

Ignite Assist

Stellenbosch Municipality

MAIN MENU

Shortcuts

Add Shortcut

Notifications

No reminders are awaiting your attention.

Individual Performance 2023/2024: Actions Due within next 30 days

No actions overdue, due today or due within the next 30 days.

Action Dashboard

SDBIP Assist (2019/20 - 2021/22): 2019/20	0	0	0
SDBIP Assist (2019/20 - 2021/22): 2020/21	0	0	0
SDBIP Assist (2019/20 - 2021/22): 2021/22	0	0	0
SDBIP Assist: 2022-2023	0	0	0
SDBIP Assist: 2023 - 2024	0	0	0

Print page

Ignite Assist is hosted on the Action Assist platform owned by Action IT (Pty) Ltd.

You are currently logged in as: Joswin Paulse | Logout

22°C Sunny 11:01 2023/08/10

8. COMMUNITY SERVICES: HUMAN RESOURCES

Departmental Human Resources:	2023	2023	2023	2023	2023	2023	2023	2023	2023	2023	2023	2023
	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					
ORNAMENTAL HORTICULTURE	20	20	20	20	20	20	20					
NATURE CONSERVATION	18	18	18	18	18	18	18					
SPORT AND FACILITIES	34	34	34	34	34	34	34					
HALLS	14	14	14	14	14	14	14					
PARKS STB	34	34	34	34	34	34	34					
PARKS FHK	9	9	9	9	9	9	9					
CEMETERIES	13	13	13	13	13	13	13					
LIBRARIES	35	35	35	35	35	35	35					
WORKSHOP	2	2	2	2	2	2	2					
TOTAL	184	184	184	184	184	184	184					
FUNDED VACANCIES	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
URBAN FORESTRY	2	2	2	2	2	2	2					
ORNAMENTAL HORTICULTURE	2	2	2	2	2	2	2					
NATURE CONSERVATION	2	2	2	2	2	2	2					

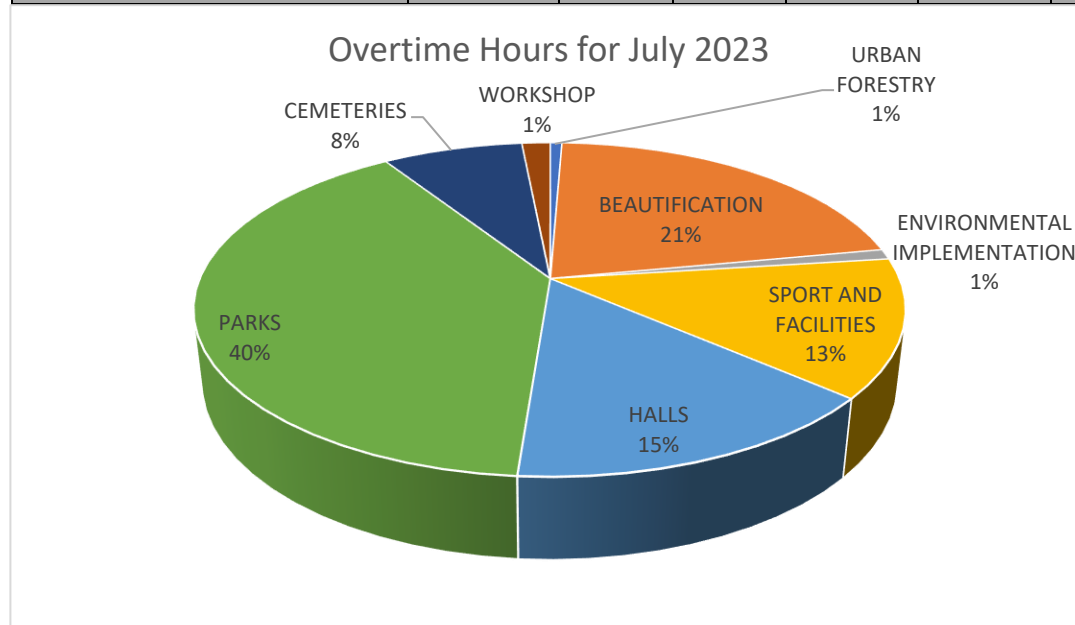
SPORT AND FACILITIES	4	4	4	4	4	4	4					
HALLS	2	2	2	2	2	2	2					
PARKS	2	2	2	2	2	2	2					
LIBRARIES	7	7	7	7	7	7	7					
CEMETERIES	0	0	0	0	0	0	0					
WORKSHOP	1	1	1	1	1	1	1					
TOTAL	22	22	22	22	22	26	26					
EPWP STAFF	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
ORNAMENTAL HORTICULTURE & Free2Grow	25	25	25	25	25	25	0					
URBAN FORESTRY & MTP	5	5	5	5	5	5	0					
NATURE CONSERVATION & AIP Projects	39	39	39	39	39	39	0					
SPORT AND FACILITIES	7	7	7	7	7	6	4					
HALLS	0	0	0	0	0	0	0					
PARKS & CEMETERIES	18	18	19	21	21	19	7					
WORKSHOP	0	0	0	0	0	0	0					
TOTAL	94	94	95	97	97	94	11					
TEMPORARY + RELIEVE STAFF	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
URBAN FORESTRY	0	0	0	0	0	0	0					
ORNAMENTAL HORTICULTURE	0	0	0	0	0	0	0					
NATURE CONSERVATION	0	0	0	0	0	0	0					
SPORT AND FACILITIES	7	7	7	7	0	0	0					
HALLS	0	0	0	0	0	0	0					

PARKS	0	0	0	0	0	0	0					
LIBRARIES	0	0	0	0	0	0	0					
WORKSHOP	0	0	0	0	0	0	0					
TOTAL	7	7	7	7	0	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					
SPORT	1	1	1	0	0	0	0					
Retirement	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
PARKS	0	0	0	0	0	0	0					
Resignation	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
WORKSHOP	0	0	0	0	0	0	0					
TOTAL	0	0	0	0	0	0	0					
DISMISSALS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
RETRENCHMENTS	0	0	0	0	0	0	0					
INCAPACITIES	0	0	0	0	0	0	0					
DISABLED / CHRONIC ILLNESSES	0	0	0	0	0	0	0					
TOTAL	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					
ORNAMENTAL HORTICULTURE	0	0	0	0	0	0	0					
NATURE CONSERVATION	0	0	0	0	0	0	0					
SPORT AND FACILITIES	0	0	0	0	0	0	0					
HALLS	0	0	0	0	0	0	0					
PARKS	0	0	0	0	0	0	0					

LIBRARIES	0	0	0	0	0	0	0					
TOTAL	0	0	0	0	0	0	0					
TRAINING	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
URBAN FORESTRY	0	0	0	0	1	1	0					
ORNAMENTAL HORTICULTURE	0	0	0	0	3	3	0					
NATURE CONSERVATION	0	0	0	0	2	2	0					
SPORT AND FACILITIES	0	0	0	17	0	0	0					
LIBRARIES	0	0	0	0	0	0	0					
HALLS	0	0	0	0	2	2	0					
TOTAL	0	0	0	17	8	8	0					
OVERTIME PRE-APPROVALS & STANDBY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
URBAN FORESTRY	6	6	2	2	2	2	2					
BEAUTIFICATION	18	18	18	18	18	18	18					
NATURE CONSERVATION	9	9	9	9	9	9	9					
SPORT AND FACILITIES	34	34	34	34	34	34	34					
HALLS	12	12	12	12	12	12	12					
PARKS	45	45	45	45	45	45	45					
CEMETERIES	13	13	13	13	13	13	13					
LIBRARIES	0	0	0	0	0	0	0					
WORKSHOP	2	2	2	2	2	2	2					
TOTAL	137	137	133	133	133	133	133					

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	1	6	439	18					
BEAUTIFICATION	0	544	491	419	174	0	612					
NATURE CONSERVATION	306	0	30	30	30	294	28					
SPORT AND FACILITIES	672,20	747.5	554.5	449.5	494.5	233,5	382,5					
HALLS	272	378	331	386	414.5	332,50	424,5					
PARKS	507	610	1258	1325	1270	40	1134					
CEMETERIES	11,5	155.5	304	155	169.5	218,5	217					
WORKSHOP	5	38	12.5	18	36	18	44					
TOTAL	1773.70	2473	2981	2783.5	2594.5	1575.5	2860					



AGENDA

**PARKS, OPEN SPACES AND ENVIRONMENT
COMMUNITY SERVICES COMMITTEE MEETING**2023-09-04

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