



**STELLENBOSCH**  
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

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

2023-02-01

**NOTICE OF A  
PROTECTION SERVICES COMMITTEE MEETING  
WEDNESDAY: 2023-02-01 AT 12:00**

**TO** Cllr C Van Wyk [Interim Chairperson: Traffic Services]  
Cllr P Johnson [Interim Chairperson: Fire & Disaster]

**COUNCILLORS** A Hanekom  
C Manuel  
N Mkhontwana  
M Nkopane

**Ex officio** Executive Mayor, Ald G Van Deventer

Notice is hereby given that a Protection Services Committee meeting will be held via MS Teams on **Wednesday, 2023-02-01 at 12:00** to consider the items on the Agenda.

CLLR P JOHNSON / CLLR C VAN WYK  
**INTERIM CHAIRPERSONS**

**A G E N D A**  
**PROTECTION SERVICES COMMITTEE MEETING**  
**2023-02-01**  
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	NONE	

**AGENDA                      PROTECTION SERVICES COMMITTEE MEETING                      2023-02-01**

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<b>1.</b>	<b>OPENING AND WELCOME</b>
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<b>2.1</b>	<b>COMMUNICATION BY THE CHAIRPERSON</b>	<b>(3/4/3/6)</b>
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<b>2.2</b>	<b>DISCLOSURE OF INTERESTS</b>	<b>(3/6/2/2)</b>
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<b>3.</b>	<b>APPLICATION FOR LEAVE OF ABSENCE</b>
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<b>4.</b>	<b>CONFIRMATION OF MINUTES</b>
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<b>4.1.1</b>	<b>CONFIRMATION OF THE MINUTES: PROTECTION SERVICES COMMITTEE MEETING: 2022-11-02</b>	<b>(3/4/3/5/2/4)</b>
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The minutes of the Protection Services Committee Meeting held on 2022-11-02 is attached as **APPENDIX 1**.

**FOR CONFIRMATION**

# **APPENDIX 1**



**STELLENBOSCH**  
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

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

2022-11-02

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**MINUTES**

**PROTECTION SERVICES COMMITTEE**

**2022-11-02 AT 14:00**

**MINUTES**  
**PROTECTION SERVICES COMMITTEE MEETING**  
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	NONE	
<b>8.</b>	<b>CONSIDERATION OF URGENT MATTERS</b>	
	NONE	
<b>9.</b>	<b>MATTERS TO BE CONSIDERED IN-COMMITTEE</b>	
	NONE	

**PRESENT:**                      Cllr R Badenhorst [Chairperson: Protection Services]

**COUNCILLORS:**            Cllr A Hanekom  
    Cllr C Manuel  
    Cllr N Mkhontwana (Ms)  
    Cllr M Nkopane (Ms)

**ALSO PRESENT:**        Cllr A Ferns

\*\*\*\*\*

**OFFICIALS:**                      Director: Community and Protection Services (G Boshoff)  
    Chief: Fire Officer (W Smith)  
    Senior Manager: Protection Services ((C Kitching)  
    Senior Administration Officer (T Samuels (Ms))

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<b>1.</b>	<b>OPENING AND WELCOME</b>
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The Chairperson, Cllr R Badenhorst welcomed all present at the Protection Services Committee meeting.

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

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

<b>3.</b>	<b>APPLICATION FOR LEAVE OF ABSENCE</b>
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NONE

4.	<b>CONFIRMATION OF MINUTES</b>
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4.1.1	<b>CONFIRMATION OF THE MINUTES: PROTECTION SERVICES COMMITTEE MEETING: 2022-10-05</b> (3/4/3/5/2/4)
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The minutes of the Protection Services Committee Meeting held on 2022-10-05 **was confirmed as correct without any amendments.**

4.3	<b>REPORT/S BY THE DIRECTOR: COMMUNITY AND PROTECTIONS SERVICES RE OUTSTANDING RESOLUTIONS TAKEN AT PREVIOUS MEETINGS</b> (3/4/3/5/2/2)
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Collaborator No: 737355  
IDP KPA Ref No: Good Governance and Compliance  
Meeting Date: 2 November 2022

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

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

**FOR INFORMATION**

**PROTECTION SERVICES COMMITTEE MEETING: 2022-11-02: ITEM 4.3**

Cllr R Badenhorst, on behalf of the Committee, expressed his gratitude towards the Franschoek SPCA as well as the Stellenbosch Animal Welfare Society for the sterling work they are doing and for their assistance to Protection Services.

**NOTED**

the report by the Director: Community and Protection Services re outstanding resolutions taken at previous meetings of Council.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Gary Boshoff
<b>POSITION</b>	<i>Director</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>021 808 8410</i>
<b>E-MAIL ADDRESS</b>	<i>Gary.Boshoff@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	<i>27 July 2022</i>



5.	REPORTS FROM PROTECTION SERVICES
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5.1	NON-DELEGATED MATTERS
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NONE

5.2	DELEGATED MATTERS
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5.2.1	MONTHLY REPORT BY FIRE & DISASTER FOR SEPTEMBER 2022
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Collaborator No: 737255

IDP KPA Ref No: Safest Valley

Meeting Date: 2 November 2022

1. SUBJECT: MONTHLY REPORT FOR SEPTEMBER 2022: FIRE & DISASTER

2. PURPOSE

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Fire and Disaster services for September 2022.

3. DELEGATED AUTHORITY

For notification by the Portfolio committee.

4. EXECUTIVE SUMMARY

To present the monthly activity report of the Fire and Disaster services for the month of September 2022 to the Committee for notification.

PROTECTION SERVICES COMMITTEE MEETING: 2022-11-02: ITEM 5.2.1

NOTED

the monthly report by Fire & Disaster for the month of September 2022.

FOR FURTHER DETAILS CONTACT:

NAME	Wayne Smith
POSITION	Manager: Fire Services and Disaster Management
DIRECTORATE	Community and Protection Services
CONTACT NUMBERS	Ext 8771
E-MAIL ADDRESS	wayne.smith@stellenbosch.gov.za
REPORT DATE	

<b>5.2.2</b>	<b>MONTHLY REPORT ON BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT FOR SEPTEMBER 2022</b>
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Collaborator No: 737353

IDP KPA Ref No: Safest Valley

Meeting Date: 2 November 2022

**1. SUBJECT: MONTHLY REPORT ON BY LAW ENFORCEMENT AND EVENTS MANAGEMENT FOR SEPTEMBER 2022**

**2. PURPOSE**

To notify the Committee of the monthly activities of Law enforcement Services and Events Management for the Month of September 2022, as per **ANNEXURE A.**

**3. DELEGATED AUTHORITY**

For notification by the Portfolio committee.

**4. EXECUTIVE SUMMARY**

To present the monthly report of Law Enforcement and Events Management on activities for the month of September 2022.

**PROTECTION SERVICES COMMITTEE MEETING: 2022-11-02: ITEM 5.2.2**

**NOTED**

the monthly report on By-Law Enforcement and Events Management for September 2022.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Joan Felix
<b>POSITION</b>	<b>Manager: Traffic and Law Enforcement Services</b>
<b>DIRECTORATE</b>	<b>Community and Protection Services</b>
<b>CONTACT NUMBERS</b>	<b>Ext 8441</b>
<b>E-MAIL ADDRESS</b>	<b><u><a href="mailto:joan.felix@stellenbosch.gov.za">joan.felix@stellenbosch.gov.za</a></u></b>
<b>REPORT DATE</b>	

<b>5.2.3</b>	<b>MONTHLY REPORT BY TRAFFIC SERVICES FOR SEPTEMBER 2022</b>
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Collaborator No: 737354

IDP KPA Ref No: Safest Valley

Meeting Date: 2 November 2022

**1. SUBJECT: MONTHLY REPORT BY TRAFFIC SERVICES FOR SEPTEMBER 2022**

**2. PURPOSE**

To submit a monthly report to the Standing Committee on traffic related enforcement and administrative performance of the department for period 01 – 30 September 2022.

**3. DELEGATED AUTHORITY**

For the Portfolio Committee to note.

**4. EXECUTIVE SUMMARY**

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

**PROTECTION SERVICES COMMITTEE MEETING: 2022-11-02: ITEM 5.2.2**

The Chairperson, Cllr R Badenhorst, on behalf of the Committee, thanked and congratulated the Traffic Services Department for initiating the non-issuing of motor vehicle licenses against outstanding warrants.

**NOTED**

the monthly report by Traffic Services for the month of September 2022.

**FOR FURTHER DETAILS, CONTACT:**

<b>NAME</b>	<b>GARY BOSHOFF</b>
<b>POSITION</b>	<b>DIRECTOR</b>
<b>DIRECTORATE</b>	<b>COMMUNITY &amp; PROTECTION SERVICES</b>
<b>CONTACT NUMBERS</b>	<b>021 – 8088410</b>
<b>E-MAIL ADDRESS</b>	<b><u><a href="mailto:gary.boshoff@stellenbosch.gov.za">gary.boshoff@stellenbosch.gov.za</a></u></b>
<b>REPORT DATE</b>	<b>September 2022</b>

<b>6.</b>	<b>REPORTS SUBMITTED BY THE MUNICIPAL MANAGER</b>
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NONE

<b>7.</b>	<b>NOTICES OF MOTIONS AND NOTICES OF QUESTIONS RECEIVED BY THE MUNICIPAL MANAGER</b>
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NONE

<b>8.</b>	<b>URGENT MATTERS</b>
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NONE

<b>9.</b>	<b>MATTERS TO BE CONSIDERED IN-COMMITTEE</b>
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NONE

The meeting adjourned at 14:10.

**CHAIRPERSON:** .....

**DATE:** .....

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

**AGENDA                      PROTECTION SERVICES COMMITTEE MEETING                      2023-02-01**

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

<b>5.</b>	<b>REPORTS FROM PROTECTION SERVICES</b>
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<b>5.1</b>	<b>NON-DELEGATED MATTERS</b>
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NONE

<b>5.2</b>	<b>DELEGATED MATTERS</b>
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<b>5.2.1</b>	<b>MONTHLY REPORT BY FIRE &amp; DISASTER FOR OCTOBER 2022</b>
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**Collaborator No: 740915**

**IDP KPA Ref No: Safest Valley**

**Meeting Date: 01 February 2023**

**1. SUBJECT: MONTHLY REPORT FOR OCTOBER 2022: FIRE & DISASTER**

**2. PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Fire and Disaster services for October 2022.

**3. DELEGATED AUTHORITY**

For notification by the Portfolio committee.

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of the Fire and Disaster services for the month of October 2022 to the Committee for notification.

**5. RECOMMENDATION**

that the monthly report by Fire & Disaster for the month of October 2022, be noted.

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

Fire and disaster related activities and duties are executed in line with statutory requirements in terms of the Fire Services act 99 of 1987 and the Disaster Management Act 57 of 2002 as well as all Council policies.

**6.2       Discussion**

The fire and disaster section reports to the Director Community and Protection Services. The section strives to keep the directorate and the Portfolio Committee informed of all activities and incidents through its monthly reports.

**6.3       Financial Implications**

As per the approved budget.

**6.4       Legal Implications**

All actions and functions performed in line with applicable legislation.

**6.5       Staff Implications**

This report has no additional staff implications to the municipality.

**6.6       Previous / Relevant Council Resolutions**

None

**6.7       Risk Implications**

The risks are addressed through the contents of the report.

**6.8       Comments from Senior Management**

No comment requested

**6.8.1     Director: Infrastructure Services**

No comments requested.

**6.8.2     Director: Planning and Economic Development**

No comments requested.

**6.8.3     Director: Community and Protection Services**

No comments requested.

**6.8.4     Director: Strategic and Corporate Services**

No comments requested.

**6.8.5 Chief Financial Officer**

No comments requested.

**6.8.6 Municipal Manager**

Contents noted.

**ANNEXURE**

**Annexure A:** Fire and Disaster Monthly report for October 2022.

**FOR FURTHER DETAILS CONTACT:**

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

# **ANNEXURE A**





**MONTHLY  
REPORT:  
OCTOBER  
2022**

**FIRE AND RESCUE  
SERVICES**

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**Drills**

03/10/2022	Ladder / TL1 drills
05/10/2022	TL1
07/10/2022	MP3 – Foam
10/10/2022	Relay Pumping
13/10/2022	Ladders
14/10/2022	Rescue
14/10/2022	Display Airfield
18/10/2022	Rescue Gear
26/10/2022	SCBA
27/10/2022	High Angle systems
31/10/2022	MP3 – Pump

**Tests**

03/10/2022	Batteries & Tyres
06/10/2022	Pumps
10/10/2022	Batteries & Tyres
14/10/2022	Rescue Gear
18/10/2022	Small Gear
21/10/2022	Rescue Gear
24/10/2022	Batteries & Tyres
25/10/2022	Rescue gear
26/10/2022	Ladders
27/10/2022	High Angle Gear
31/10/2022	Batteries & Tyres

**Training and development**

5 EPWP workers and reservist is currently undergoing Fire fighter 1 and Firefighter 2 training at the CWDM training academy. Upon completion of their course they would be eligible for employment at any Fire facility as a trained Firefighter.

**Familiarization tours/ Evacuations**

1. Familiarization tour @ Joostenberg flats. (NEKLM 22101013)
2. Familiarization tour @ Stellenbosch square mall, Jamestown. (NESBF 22101020)
3. Evacuation drill @ Woolworths, Eikestad Mall. (STRSBF 22101801)
4. Familiarization tour @ Spier area. (NESBF 22103120)
5. Evacuation drill @ Wemmershoek school

**Fatalities**

1. Blue patients, 2 x Females and 2 x males @ incident (AMKLM 22100803)
2. AMSBF 22101902 R304 Dtrekka (MVA) - One minor -female
3. AMSBF 22102401 MVA Paul Krugerstreet (2 x DOA)



**Display/ School visits/ Standby / Engagements with Communities regarding fire safety matters**

1. Safety Awareness @ Lanquedoc Sports field (NESBF 22100511)
2. Safety Awareness @ A.F Louw Primary (NESBF 22101812)
3. Standby @ Coetzenburg Stadium (NESBF 22101822)
4. Standby @ Karlien & Kandas Creche (NESBF 22102107)



**Fire readiness and preparedness test**

Daily vehicle and appliance checks  
 Daily drills and lectures  
 Regular awareness programs and visits to premises.  
 Periodical test of equipment  
 Maintenance of vehicles and appliances  
 Daily station work  
 Daily cleaning of stores  
 Longlands settlement – Water supply daily x 2  
 Hydrant inspections  
 Smoke detector installations

**Fire Prevention activities**

NAME	TOTAL
Rezoning	0
Building line encroachments	0
Departures	0
Inspections	167
Evacuation drills	0
Fire Certificates	16
Lectures	0
After Hours inspections	0
Population certificates	17
Smoke detectors installed	135
Hydrant inspections	43
Building plans	

**Smoke Alarms**

<b>SMOKE ALARMS INSTALLATIONS OCTOBER 2022</b>	
<b>DATE</b>	<b>ADDRESS</b>
03/10/2022	<b>Langrug</b>
	M Ncipiso, Zone 7
	N Blom, LA22 Zone 7
	S Makaya, LA 1a Zone 7
	S Sojoga, B98 Zone 7
	R Petersen B98
	I Makapela, B98 Zone 7
	N Qonde, B98 Zone 7
	G Mngceke, LA21
	M Kholisile, B20B
	A Vulithuba,
	M Mgxabane, B20B
	N Mdlutha, A30
05/10/2022	Z Nhanha, B74
	B Sitella, B7B
	L Dalaske, A26
	M Dalaske, LA35
	T Tedile, A24
	P Dambile, A23
	T Thejane, A28
	Y Simakade, LC01
	N Sobuduba, LA44
	S Mwelela, B18
	L Nontshoho, B4B Phase 2
	L Dalaske, A26
	T Mwelela,
	T Mwelela,
	A Mbembe, B115
	K Nogweletshe, B15
	A Mayaba, A29
	T Galia, B93
	B Mantanana, B94
	T van Wyk, A40
	N Ngqola, C3
	A Lagrama, B75
	M Gbola, B75
	L Klaas, A903
06/10/2022	L Mnguni,
	N Njobe, B40
	Y Lutuli, B72
	O Magune,
	M Qobinkethe, B82
	P Phori, B103 B
	K Nombewu, LA3
	A Jungulu, B43A

	N Mazaleni, B81
	N Mahlorisa, B83
07/10/2022	N Gqokoma, F153
	K Kophana, G57
	C Mvulo, 06 Langrug
	F Thingani, G58
	X Tingani, H30
	N Nonolo, O5
	V Joni, 01991 Phase 2
	V Joni, 09 Phase 2
	N Joni, 09 Phase 2
	M Bokolo, 04 Phase 2
	C Mvulo, G62 Langrug
	N Nkonyana, 06 Phase 2
	C Mvulo, G62 Langrug
	N Totsholo, F152
11/10/2022	Z Ndesi, Langrug
	E Mxamli, D93
	E Mxamli, D93
	N Qasana, Langrug
	S Joni, M624
	V Sidziya, 025
	P Mcosana, 028
	S Sofathe, 012
	P Botha, G6
	B Chavunduka, G102
12/10/2022	S Fetumani, Q18
	T Ntlokolwana, K43
	S Ndude, R42
	S Dingindawo, F10
	N Gibisela, LF16
	A Kawa, Langrug
	V Mathambo, P77
	N Mgidlana, P101
	S Bhekameva, P103 Phase2
	E Pokolo, P101 Phase 2
13/10/2022	N Magageni, F204
	G Beja, LF34
	S Tyhikolo, L705
	M Luleka, R3
	S Mveleli, F11
	K Poni, F38
	M Shushu, F35
	L Johannes, F20
	N Mzingelwa, F184
	S Fipaza, F86
	N Mhlabeni, F18
	K Mqikela, F25
	S Daho, F26

14/10/2022	L Mnguni, CM 32
	N Sidelo, B44
	B Mhlabeni, E44
	M Litsesane, B112
	M Masivale, E34
	H Wayiti, E143
	L Khiva, E142
	<b>Groendal</b>
17/10/2022	T Benjamin, Groendal
	P Sakoebetlana, Leticia Street
	R Jahannesin, Skool Street 7
	J Olifant, Skool Street 5
	J Olifant, Skool Street 5
	M Johannes, Lower Leah Street Smith 11
20/10/2022	J Cloete, Lower Leah Smith 18
	J Cloete, Lower Leah Smith 18
	J Cloete, Lower Leah Smith 18
	N Arendse, Lower Leah Smith 19
	H Grootetjie, Koelenborg Street 12
	C Sampson, Lower Leah Smith 17
	J Davids, Alderado Street 6
	<b>Mooiwater</b>
24/10/2022	H Bezuidenhout, 18 Hermitage street
	S Mfazwe, 27 Anglia Street
	L Gelandt, 29 Angelier Street
	S Gelandt, 29 Angelier Street
	S Ngxeke, 34 Angelier Street
25/10/2022	C Bougaardt, 34 Beaukopdeleeu
	J Levendal, Mooiwater 36 Beaukopdeleeu
	S Scholtz, 36 Beaukopdeleeu
	C Muller, Beaukopdeleeu
	D Wooding, 6 Sangold Street
	S Williams, 4 Sangold Street
28/10/2022	<b>Idas Valley</b>
	V Schreuder, 70 packham Street
	Z Putswana, Bartlett Street 14
	A De Koker, 31 Le Clerc Street
	M Beneke, Davy Street 26
31/10/2022	T Koopman, Davy Street 8
	S Timmey, Davy Street 8
	J Adonis, Davy Street 60
	N Arendse, Davy Street 62
	J February, Davy Street 87
	D Diendal, Davy Street 62
	G Faro, Davy Street 62
	<b>TOTAL: 135</b>



### Inter-governmental relations

All municipalities within the Cape Winelands District municipality have entered into an agreement with each other and with the Cape Winelands whereby assistance is reciprocally rendered in case of major fire incidents.

### Budget

#### Progress on Capital projects for 2022/23 financial year

Projects	Value	Process	Funds Committed	Progress budget spent
Incident command vehicle	R1500000	1. Procure vehicle off RT tender  2. In process of registering tender for conversion	46%	46% awaiting delivery of vehicle.  Specifications for Phase two will be submitted, week of 14 October
Furniture, tool and equipment	R200 000	Tender	90%	Awaiting delivery of goods
Upgrading STB fire	R520 000	Tender	100% actual	completed
Jamestown fire station	R200 000	Liaised with PMU who will appoint a Project manager to assist with roll out	0%	We have since established that there is contractor in place to develop the erf in question. Fortunately, the New Housing department has already procured the services of said contractor who met with us and Mr Mculu. This has resulted in them committing to ensure that zoning will include the Fire Station as part of the existing housing project. This means that we will not be spending from our budget until the next phase

**Incidents**

<u>1-31 October 2022</u>					
<b>STRUCTURE FIRES</b>	<b>MVA</b>	<b>PVA</b>	<b>MEDICALS</b>	<b>WATER SUPPLY</b>	<b>NON EMERGENCY</b>
TOTAL: 32	TOTAL: 15	TOTAL: 02	TOTAL: 31	TOTAL: 114	TOTAL: 16

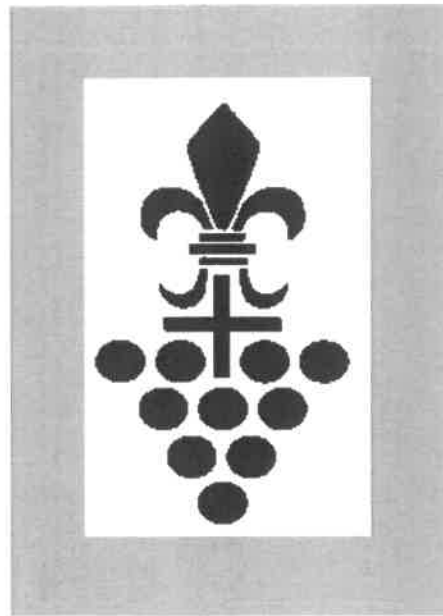
**Work opportunities created:**

- 16 EPWP opportunities created within our disaster management and fire safety section from 1 July 2021 to 30 June 2023.

4 Employed on contract to do sanitization from 1 July – 30 June 2023

The Fire & Rescue services and Disaster management functioned well within its legislative mandate to provide an equitable service to all.





**MONTHLY  
REPORT:**

**October 2022**

SECTION:

Disaster Management

DEPARTMENT:

Protection Services

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**KPA 1:****INTEGRATED INSTITUTIONAL CAPACITY**

The Disaster Management unit is to effectively coordinate the required collective input of the municipality, external stakeholders, and citizens.

**1.1. PARTICIPATION OF VOLUNTEERS IN THE DEPARTMENT**

Disaster Management: EPWP Volunteers participates on regular bases by assisting in conducting educational campaigns and awareness at crèches, communities, and schools.

**1.2. PARTNERS FOR PROJECT AND ALLIES**

The department engages on numerous platforms by partnering with stakeholders to gain access to added resources, information, expertise, and skills to facilitate service delivery.

- Department of Education: Safety at School – Evacuation Exercises
- Department of Health: Evacuation Exercises / Safety Talks
- Commerce and Industry – Safety in section and Evacuation Exercises
- Water Wise/Fire Safety: Working on Fire
- Stellenbosch Stellcare – Social issues
- Stellenbosch University – Events/sports activities
- Stellenbosch Night Shelter – Collection and distribution of donations

**1.2.1. Evacuation drills**

The Disaster Management Act provides a platform from which all spheres of government and communities can work together to prevent or reduce the risks of disasters including steps that are aimed at–

- Preventing or reducing the risk of disasters.
- Taking measures to reduce the impact or consequences of a disaster.
- Emergency preparedness.
- Rapid and effective responses to disasters; and
- Post-disaster recovery and rehabilitation.



6 October 2022– Evacuation exercise – Idas Valley Clinic

18 October 2022 – Evacuation exercise – Eikestad Mall

### 1.3 NODAL POINTS

The effectiveness of communication between disaster management offices and ward offices is very vital as these offices tend to be crucial points of information during disaster-related incidents. The Disaster Management Unit is assigned the task of directing and facilitating the disaster risk management process. This process remains ongoing.

### 1.4. MUNICIPAL DISASTER MANAGEMENT FRAMEWORK

#### 1.4.1 Controlling procedures applications and administrative requirements

- Plans are reviewed continuously.
- Review Power Outages Contingency Plans

#### 1.4.2 Stakeholder engagements

THE GOAL is to provide a platform for local governments, disaster management, civil society groups, businesses, academic institutions, and other interested groups to demonstrate support and to highlight achievements and challenges in so doing with a particular focus on life-saving measures.

##### a) Stellenbosch University - Social Relief Initiative for the Distress

This project of support remains ongoing.

##### b) Stellenbosch Night Shelter

This remains on-going.

**c) ESKOM**

JPC Meeting was held on 17 October 2022.

**d) SANTAM**

The Santam Impact Assessment site visit was held on 26 October 2022

**e) Early Childhood Development Centres (ECD's)**

On 6 October 2022, a ECD workshop was held at the Kayamandi Early Childhood Centre at Kuyasa Centre.

**f) SALGA**

Emergency Services and Disaster Management [ESDM] Provincial Working Group

**g) Department of Health**

A round table discussion i.e., Boost for Business was held on 26 October 2022 Ito vaccination and safety of identified communities in Franschhoek Valley.

**KPA 2:****RISK ASSESSMENT**

A comprehensive Disaster Risk Assessment for purposes of identifying all possible hazards that could impact the community and environment of Greater Stellenbosch was undertaken and completed. Currently, hazards are identified possesses a risk to the WCO24.



## 2.2. Fires

This is the summary of fire incidents that Disaster Management responded to in the month of October.

Category		Total
1.	Number of Fire	13
2.	Structures Damaged or destroyed	15
3.	Fire burn injuries	0
4.	Fatalities	1

The Disaster Management Division responded to all localized incidents and offered incident assessments whilst Community Social Services offered relief assistance, including hot meals, mattresses, vanity packs, blankets and food parcels.

### 2.2.1. Summary of occurrences

This is the summary of fire incidents that Disaster Management responded to and activated relevant departments and other role players to respond to in the month of October.

Category		Total
5.	Number of Fire	22
6.	Structures Damaged or destroyed	92
7.	Fire burn injuries	0
8.	Fatalities	0

During October month, no disasters were declared by in Stellenbosch municipal area. However, several incidents were recorded such as shack fires, house fires and severe high temperature.

The Disaster Management Division responded to all x 22 localised incidents and offered incident assessment while Community Social Services offered relief assistance, including blankets and food parcels.

**2.2.2 Incidents were then referred to custodian departments concerned**

No	Incident Number	Type of fire	Main location	Frequent causes
1.	SFSBF22100203	House Alight	10 Sesihtlanu Costaland, Kayamandi	Unknown
2.	SFSBF22100404	House Alight	17 Curry Street, Stellenbosch	Unknown
3.	SFSBF22100504	Shack Alight	Mandela City, Klapmuts	Unknown
4.	SFSBF22100701	Wendy Alight	2 Primrose Street, Cloeteville	Unknown
5.	SFLMF22100803	Shacks Alight	Langrug, Franschoek	Unknown
6.	SFSBF22100806	Shack Alight	Zone O-Fire Street, Kayamandi	Unknown
7.	SFSBF22100903	House Alight	Kloof Street,Cloeteville	Unknown
8.	SFSBF22101303	Wendy Alight	February Street, Cloeteville	Unknown
9.	SFKLM22101404	Building Alight	Merchant Street, Klapmuts	Unknown
10.	SFSBF22101504	House Alight	Die Boord	Unknown
11.	SFSBF22101601	Shack Alight	Ekanini, Kayamandi	Unknown
12.	SFSBF22101602	Flat Alight	Idas Valley	Unknown
13.	SFSBF22101603	Shack Alight	Shobokala Street,Kayamandi	Unknown
14.	SFSBF22101701	Shack Alight	Lindelani Child Care Centre	Unknown
15.	SFSBF22101803	Shack Alight	Nkanini,Kayamandi	Unknown
16.	SFSBF22102101	Wendy Alight	James Town,Mountain View	Unknown
17.	SFSBF22102205	Shack Alight	La Rochelle,Klapmuts	Unknown
18.	SFSBF22102208	Building Alight	Rugby Stadium,Klapmuts	Unknown
19.	SFSBF22102304	House Alight	391 Botterblom Street,Lanquedoc	Unknown
20.	SFSBF22102402	Shack Alight	Nkanini,Kayamandi	Unknown
21.	SFSBF22102602	Shacks Alight	Second Avenue,Kayamandi	Unknown
22.	SFSBF22102901	Wendy Alight	6 Botmaskop Road,Idas valley	Unknown

### 2.3 Strong winds

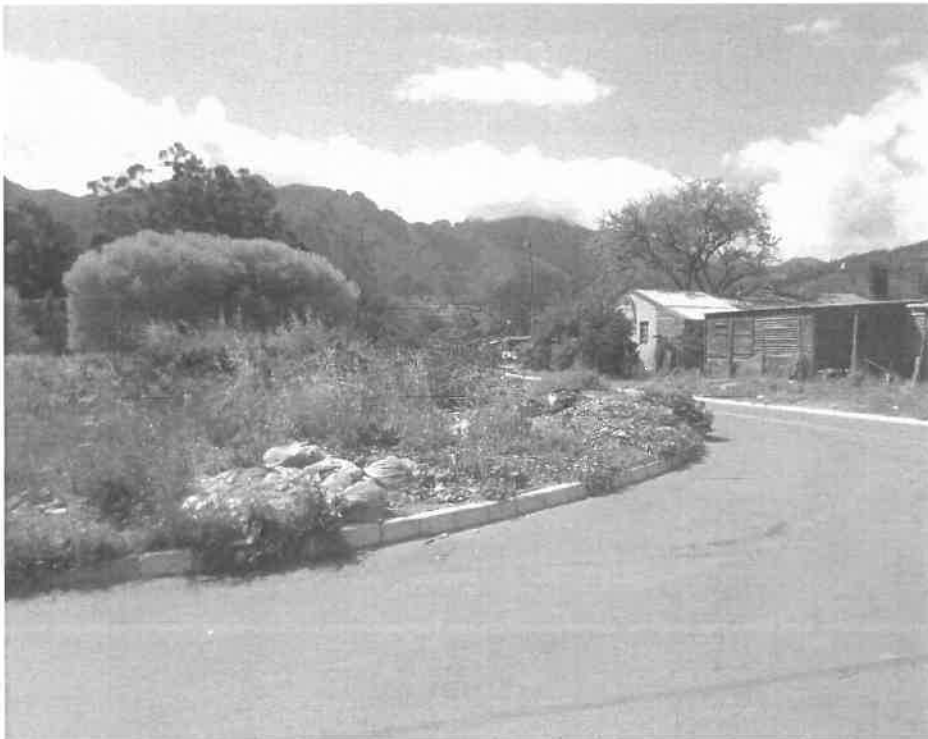
None reported

### 2.4 Flood/Roof Leak

None reported.

### 2.5 Environmental Health

Risk Assessment was done in La Motte, and it was identified that there are multiple dumping sites on open fields that poses a risk of unwanted pests **and rats to nearby** houses.



Risk Assessment was done in Kylemore, and it was identified that there are multiple houses that have overgrown grass and trees that pose a high fire risk



## 2.5. Controlling procedures applications and administrative requirements

### 2.5.1 Disaster Management Financial Year Order Tracker:

#### Administrative Tasks/Activities: -

#### Financial Operational Budget for Financial Year 2022/2023

The year 2022/2023 Budget for Disaster Management: - R5 234 274

Type	Budget 2022/23:
Operational Cost	R25 272
Employee Related Cost	R2 279 699
Inventory Consumed	R2 844 405
Contracted Services	R68 335
Depreciation and Amortisation	R16 563
<b>Disaster Management Total</b>	<b>R5 234 274</b>

## Disaster Management Financial Year Order Tracker:

DM OPERATIONS COST					
UKEY:	20220630080442	UKEY:	20220630080191	UKEY:	20220630080493
DESCRIPTION:	DOMESTIC: FOOD & BEVERAGE	DESCRIPTION:	LICENCES: MOTOR VEHICLE LICENCE & REGISTRATION	DESCRIPTION:	UNIFORMS & PROTECTIVE CLOTHING
BUDGET:	R5,000.00	BUDGET:	R5,000.00	BUDGET:	R15,272.00
EXPENDITURE:	R0.00	EXPENDITURE:	R0.00	EXPENDITURE:	R0.00
FUNDS REMAINING:	R5,000.00	FUNDS REMAINING:	R5,000.00	FUNDS REMAINING:	R15,272.00

DM INVENTORY CONSUMED							
UKEY:	20220630079655	UKEY:	20220630079845	UKEY:	20220630079780	UKEY:	202208150143
DESCRIPTION:	CONSUMABLES: STANDARD RATED	DESCRIPTION:	MATERIALS & SUPPLIES	DESCRIPTION:	CONSUMABLES: ZERO RATED	DESCRIPTION:	ALLOCATIONS IN KIND: SOCIAL RELI
BUDGET:	R35,000.00	BUDGET:	R1,709,405.00	BUDGET:	R100,000.00	BUDGET:	R1,000,000.00
EXPENDITURE:	R3,955.15	EXPENDITURE:	R0.00	EXPENDITURE:	R0.00	EXPENDITURE:	R673,202.00
FUNDS REMAINING:	R31,044.85	FUNDS REMAINING:	R1,709,405.00	FUNDS REMAINING:	R100,000.00	FUNDS REMAINING:	R326,797.00
			-R1,000,000.00				

**DM CONTRACTED SERVICE**

<b>UKEY:</b>	20220630078052	<b>UKEY:</b>	20220630077977
<b>DESCRIPTION:</b>	CONTRACTORS: MAINTENANCE OF UNSPECIFIED ASSETS	<b>DESCRIPTION:</b>	CONTRACTORS: MAINTENANCE OF EQUIPMENT
<b>BUDGET:</b>	R60,335.00	<b>BUDGET:</b>	R8,000.00
<b>EXPENDITURE:</b>	R0.00	<b>EXPENDITURE:</b>	R0.00
<b>FUNDS REMAINING:</b>	R60,335.00	<b>FUNDS REMAINING:</b>	R8,000.00

### KPA 3: RISK REDUCTION

**THE OBJECTIVE of Disaster Risk Reduction** is to ensure that all disaster risk management stakeholders develop and implement integrated disaster risk management plans and risk reduction programs in terms of approved frameworks.

#### 3.1 Risk identification

This is an ongoing process in the execution of our daily tasks.

#### 3.1.2 RISK REDUCTION PROJECT PLANS AND INITIATIVES

- Inspection of critical infrastructure such as community halls/centres
- Hazard Assessment at ECDs

#### 3.1.3 Disaster Management Interventions: 2022/23 Annual Plan

##### 2022/23 Annual Plan

Key Activity /Project programme	Description of unit of measurement	Project Description	Stakeholders	5-Year Target	Year 1 Target		Progress Ratings	
					Per Year	Per mnt	Done	O/stand
Conduct Fire Awareness sessions	Number of fire awareness sessions conducted	Safer Communities Project Plan Implementation of Fire resilient communities	Disaster Management and other Internal Stakeholders	240	48	4	4	40
Facilitate COVID 19 vaccination drives in WCO24	Number of COVID-19 vaccination drives facilitated	COVID 19 is respiratory illness like flu.	Department of Health, Disaster Management, and other relevant stakeholders	25	5	2	2	3
Respond to Fire incidents within 14 minutes	Percentage of fire incidents responded to within 14 minutes	Flood / Fire Response	Disaster Management	85 %	85 %	100 %	100%	0%
Installation of Smoke alarms	Number of smoke alarms installed	Fire Prevention/ Safety	Disaster Management	1500	300	25	?	-



Implement Water Safety Program within WCO24	Number of water safety programmes implemented within WCO24	Water Safety Programmes	Disaster Management / SANTAM / NSRI	10	2	0.2	2	0
Create EPWP job opportunities within the Department:	Number of EPWP jobs created within the Department	EPWP – job creation initiatives	Disaster Management	50	10	-	6	4
Conduct disaster Risk assessment in WC024	Number of Disaster risk assessment conducted in WCO24	Disaster Risk Assessment conducted to determine the increase of vulnerability: ❖ Langrug	Disaster Management	8	2	0.2	1	1

**KPA 4:**

## **DISASTER RESPONSE AND RECOVERY**

### **ENABLER 1: INFORMATION MANAGEMENT AND COMMUNICATION**

Knowledge management, although a broad term, relates to all the information requirements and applications for the Stellenbosch Municipality Disaster Management to effectively reduce disaster risks. This focuses on information management and communication, education and training, public awareness, and research.

#### **4.2 HAVE DATABASES BEEN CREATED OR UPDATED IN THE LAST QUARTER?**

- Review the list of NGOs within our area of authority.

#### **4.3 EARLY WARNING SYSTEMS (e.g., Police intelligence regarding threats in the area, instability on farms, potential unrest)**

##### **a) SA WEATHER SERVICES**

South African Weather Services through Cape Winelands District Disaster

Management office effectively issued hazard warnings for our area timeously to ensure those at risk increase their safety and take risk avoidance measures to reduce losses. Emergency services remained on high alert for any notification of occurrences, to render support.

#### **4.4. EVENTS MANAGEMENT**

Disaster and fire Officials regularly attends these meetings to ensure compliance with the relevant acts, bylaws and regulations.

Event Sub Committee held:




5 October 2022  
 12 October 2022  
 19 October 2022  
 26 October 2022



#### **4.5 MONITORING OF DISASTER MANAGEMENT DIVISION RESPONSE**

Stellenbosch Local Municipality Disaster Management established mechanisms for monitoring and reviewing incidents and noteworthy events to facilitate and evaluate the effectiveness and for improved operations.





Call Time	DM Activated	Description	Address	DM Assessment Time
07:04	07:13	<b>SFSBF22050105</b>	Section C, Nkanini	08:43
20:28	20:38	<b>SFSBF22050204</b>	JT18, Mountainview	22:13
21:36	21:43	<b>SFSBF22050205</b>	1173 Flat, 14 <sup>th</sup> Str, K/mandi	22:19
00:06	01:33	<b>SFSBF22050402</b>	No 27 & 29 Jack Str, Klapmuts	08:29
01:50	01:57	<b>SFSBF22051002</b>	No 7, Mjandana Str, Kayamandi	07:31
03:30	03:43	<b>SFSBF22051402</b>	No 38383, Thubelitsha Homes	04:24
	22:32	<b>SFSBF22052302</b>	Section A, Nkanini	07:07
04:36	08:11	<b>SFSBF22053001</b>	8 van Wyk str, Klapmuts	07:24

**ENABLER 2: EDUCATION, TRAINING, PUBLIC AWARENESS, AND RESEARCH**
**3. ENABLER 2: EDUCATION, TRAINING, PUBLIC AWARENESS AND RESEARCH**

Date	Type of activity (School or community activity)	Location	Stakeholders involved	Number of people attended or reached	Gender (F/M)	Age group (school learners, Youth, Adults)	Proof of attendance (attendance register, photographs etc)
04-10-22	Safety Awareness	<b>Kayamandi Legacy Hall</b>	Children	200	F&M	Learners	
05-10-22	Safety Awareness	<b>Lanquedoc Sport Grounds</b>	Children	300	F&M	Learners	
06-10-22	ECD Registration	<b>Kayamandi Kuyasa Hall</b>	ECD Principals	50	Females	Adults	
07-10-22	Safety Awareness	<b>Klapmuts Sport Grounds</b>	Children	300	F&M	Learners	

14-10-22	Safety Awareness	<b>Groendal Primary</b>	Children	69	F&M	Learners	
14-10-22	Safety Awareness- Fire Simulation Drill	<b>Klapmuts Clinic</b>	Staff & Patients	100	F&M	All ages	
18-10-22	International Disaster Risk Reduction Day	<b>AF Louw Primary School</b>	Staff & Learners	100	F&M	All Ages	
19-10-22	Advice on Disaster Prevention	Wemmershoek Primary School	Principal & Safety Officer	3	F/M	Adult	
19-10-22	Advice on Disaster Prevention	Bergzicht Training and Development	Safety Officer & staff	2	F	Adult	
19-10-22	Advice on Disaster Prevention	Jamestown Clinic	Operation Manager	1	F	Adult	
20-10-22	Fire Drill/Evacuation Simulation Exercise	<b>Wemmershoek primary school</b>	Staff & Learners	100	F&M	All ages	

**ENABLER 2: EDUCATION, TRAINING, PUBLIC AWARENESS AND RESEARCH**

Date	Activity	Venue	Number of participants
04.10	Educational Awareness	<p style="text-align: center;"><i>Legacy hall, Kayamandi</i></p> 	Children
10.10	Public Awareness	<p style="text-align: center;"><i>Neelsie, Stellenbosch</i></p> 	Public
17.10	Educational Awareness	<p style="text-align: center;"><i>Groendal Primary</i></p> 	Children
24.10	Educational Awareness	<p style="text-align: center;"><i>Bruckner Primary</i></p> 	Children

#### 4.5. ON-GOING PROJECTS

<b>Post-Incident Assessment</b> Routine visit to post-incident household to assess recovery -	Fire victims at various fire sites in Greater Stellenbosch Area (WCO24).
<b>Consulting with Stellenbosch Night Shelter</b> -Receiving donations (Used clothing...etc.)	Distribute to fire victims and less fortunate communities in Greater Stellenbosch Area.
<b>Consulting with University of Stellenbosch</b> -Receiving donations (Used sports gear...etc.)	Distribute to under privilege children in communities in Greater Stellenbosch Area.
<b>Consulting with the Department of Health - Public Service</b>	Disaster Management performs the duties of marshals to assist the public with the Covid 19 vaccine.
<b>Emergency Number</b> - display emergency number and emergency number distribution.	All wards/areas
<b>Structural Fires</b> – Educational awareness programs at school.	All Wards /areas

#### 4.7 INTEGRATED RESPONSE RECOVERY PLANS

Stellenbosch Local Municipality must ensure integrated response and recovery operations when noteworthy events and/or disasters occur or are threatening to occur in the area.

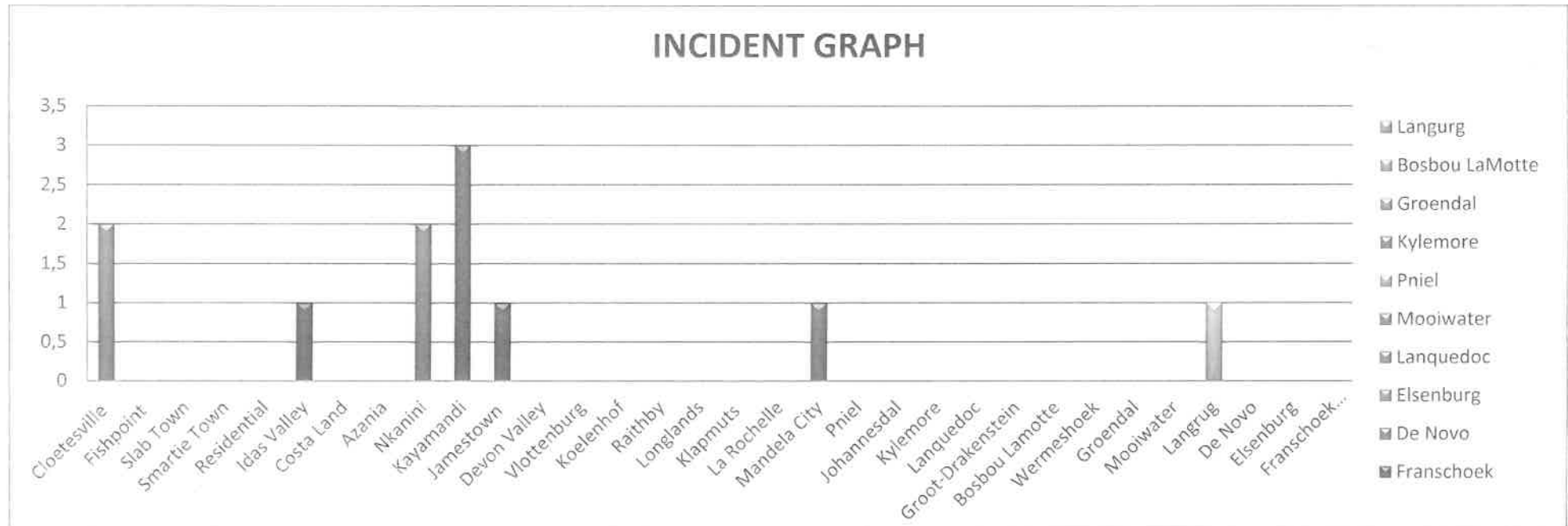
Contingency plans that contain generic contingency plans as developed by a multi-stakeholder workshop within the Stellenbosch Local Municipality.

#### 4.8 OCCURRENCES GRAPH – OCTOBER 2022

<b>Disaster Management Monthly Statistics: OCTOBER 2022</b>			
Respond to fire incidents within 14 minutes	<b>100%</b>	Percentage of fire incidents responding to within 14 minutes	<b>100%</b>
The number of structural fires occurring in informal settlements:	<b>7</b>	The number of 'displaced persons to whom the municipality delivered assistance:	<b>154</b>
Number of dwellings in informal settlements affected by structural fires	<b>86</b>	Number of people in informal settlements affected by structural fires	<b>154</b>
Number of structural fires occurring in the formal settlements	<b>5</b>	Number of people in formal settlements affected by structural fires	<b>33</b>
Conduct fire awareness sessions	<b>100%</b>	Number of fire awareness sessions conducted	<b>4</b>
Conduct disaster risk assessment in WCO24	<b>50%</b>	Number of the disaster risk assessment conducted in WCO24	<b>1</b>
Installation of smoke alarms	<b>100%</b>	Number of smoke alarms installed	<b>-</b>
Firekilla Device system	<b>100%</b>	Number of firekilla devices issued	<b>100%</b>



OCCURRENCES GRAPH – OCTOBER 2022



The above graph is a clear indication of occurrences.

<b>F</b>	<b>Fires</b>	<b>A</b>	<b>Accidents</b>
<b>Fs</b>	<b>Floods</b>	<b>S</b>	<b>Social Conflict /Protest</b>
<b>Hw</b>	<b>High winds</b>	<b>H</b>	<b>Health</b>

**STATS: Occurrences from 1 October 2022 to 31 October 2022**  
**ANNEXURE**

The distribution of emergency housing kits to eligible survivors, temporary food packs, and crisis counselling were provided to victims of occurrences i.e. fires, and storm surges.

No	DATE	AREA	ADDRESS	STRUCTURE			AMOUNT OF VICTIMS	RELIEF AID		EMERGENCY FIRE RELIEF ASSISTANCE			OCCURRENCES	
				Informal	Formal	Total		Blankets	Food parcels	Flood kit	FIRE KIT		Household	Per area
											Fully affected	Partially affected		
1.	05-10-2022	Mandela City	Mandela City, Klapmuts	14	0	14	29	√	√	*	11	3	14	1
2.	05-10-2022	Kayamandi	Zone O	22	0	22	49				15	7	22	3
3.	16-10-2022		No 65, Costaland	0	1	1	1	*	*	*	*	*	1	
4.	26-10-2022		Hostel Area/Zone A	28	0	28	43	√	√	*	17	11	28	
5.	16-10-2022	Nkanini	Section F	5	0	5	13	√	√	*	4	1	5	2
6.	24-10-2022		Section A28	1	0	1	2	*	*	*	*	1	1	
7.	08-10-2022	Langrug	Section D	16	0	16	18	√	√	*	4	12	16	1
8.	07-10-2022	Cloeteville	No 2 Primrose Str,	1	0	1	3	*	*	*	*	*	1	2
9.	13-10-2022		No 8 February Str	1	0	1	2	*	*	*	*	*	1	
10.	21-10-2022	Jamestown	Mountainview	5	0	5	26	√	√	*	*	*	5	1
11.	29-10-2022	Idas Valley	No 6 Botmanskop	1	0	1	1	*	*	*	*	*	1	1
<b>Totals</b>				<b>94</b>	<b>1</b>	<b>95</b>	<b>187</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>51</b>	<b>35</b>	<b>95</b>	<b>11</b>

## STOCK TAKING (Temporary emergency housing material)

## WEEK 4: 24-28 October 2022

<b>Delivery received Week: 4</b>	None	None	
<b>Total sheets at stores: - 21-10-2022</b>	Sheets	792	
<b>Total DPC Flood kit at stores: - 17-10-2022</b>	Flood kit plastic	472	
<b>Breakdown of stock issued:</b>	29 x firekit	Nkanini Kayamandi	
<b>Distribution date: 25-10-2022</b>	1 x partial kit	7 x sheets 6 x poles (76x50) 4 x poles (76x76) 2 x Nails pkt	
<b>Distribution date: 28-10-2022</b>	17 x full kit 11 x partial	332 x sheets 470 x poles (76X50) 180 x poles (76x76) 17 DPC Plastic 73 x nails pkt	
<b>Balance at Stores: Week 4: 28 October 2022</b>			
	<b>Store</b>		<b>Totals:</b>
	<b>Cage</b>	<b>Garages</b>	
<b>Corrugated iron sheet</b>	453	-	453
<b>Poles (thin)</b>	288	-	288

<b>Poles (thick poles)</b>	336	-	336
<b>DPC fire kit Plastic</b>	50	-	50
<b>FLOODKIT PLASTIC</b>	472	-	472
<b>Sets of nails</b>	5x boxes	-	5x boxes

**Summary stock update at Stores**

<b>Delivery received on – Week 4:</b>	None	None
<b>Total sheets at stores: -24-28 Oct 2022</b>	Sheets	453
	Poles/wood	624
	DPC PLASTIC	472
	Total Emergency Housing Firekit at Stores	30,2 kits

5.2.2	<b>MONTHLY REPORT ON BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT FOR OCTOBER 2022</b>
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Collaborator No: 740904

IDP KPA Ref No: Safest Valley

Meeting Date: 1 February 2023

**1. SUBJECT: MONTHLY REPORT ON BY LAW ENFORCEMENT AND EVENTS MANAGEMENT FOR OCTOBER 2022**

**2. PURPOSE**

To notify the Committee of the monthly activities of Law enforcement Services and Events Management for the Month of October 2022, as per **ANNEXURE A.**

**3. DELEGATED AUTHORITY**

For notification by the Portfolio committee.

**4. EXECUTIVE SUMMARY**

To present the monthly report of Law Enforcement and Events Management on activities for the month of October 2022.

**5. RECOMMENDATION**

that the monthly report on By-Law Enforcement and Events Management for October 2022, be noted.

**6. DISCUSSION / CONTENTS**

**6.1 Background**

Law Enforcement duties and Events Management functions are performed in line with the applicable legislations and municipal by laws, regulations and policies.

**6.2 Discussion**

The Law Enforcement Services and Events Management reports to the Director Community and Protection Services. The Department strives to keep the Directorate as well as the Portfolio Committee informed of all enforcement activities and incidents occurred through the monthly reporting.

**6.3 Financial Implications**

As per the approved budget

**6.4 Legal Implications**

All actions and functions performed in line with applicable legislation.

**6.5     Staff Implications**

This report has no additional staff implications to the municipality.

**6.6     Previous / Relevant Council Resolutions**

None

**6.7     Risk Implications**

The risks are addressed through the contents of the report.

**6.8     Comments from Senior Management**

No comment requested.

**6.8.1   Director: Community and Protection Services**

No comment requested.

**6.8.2   Municipal Manager**

Contents noted.

**ANNEXURES**

Annexure A:    Law Enforcement and Events Management Monthly Report for the Month of October 2022

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Joan Felix
<b>POSITION</b>	<i>Manager: Traffic and Law Enforcement Services</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8441</i>
<b>E-MAIL ADDRESS</b>	<i><a href="mailto:joan.felix@ Stellenbosch.gov.za">joan.felix@ Stellenbosch.gov.za</a></i>
<b>REPORT DATE</b>	

# **ANNEXURE A**



**MONTHLY  
REPORT:**

**October 2022**

Law Enforcement &  
Events Management:

Community And  
Protection Services



## Table of Contents

1. Law Enforcement Monthly Overview.....	1
2. Bucket shop/ Secondhand / non -ferrous metal monthly report .....	2
3. Inspection of Liquor Retail Premises Monthly Report .....	5
4. Awareness Sessions .....	7
5. Events Management.....	9



# STELLENBOSCH

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## LAW ENFORCEMENT MONTHLY OVERVIEW

DATE FROM:

01 October 2022

UNTIL:

31 October 2022

DUTIES/OFFENCES	Week 40	Week 41	Week 42	Week 43	Week 44	MONTH TOTAL
FINES ISSUED	82	34	72	99	7	294
OPERATIONS EXECUTED	4	4	4	1		13
ARREST / WARRANTS OF ARREST	2	1	2			5
LIQUOR COMPLIANCE				5		5
DRINKING IN PUBLIC	43	8	33	34	11	129
PEOPLE FRISKED	55	18	31	44	3	151
VAGRANTS REMOVED	100	80	77	50	19	326
BUCKET SHOPS	3					3
ILLEGAL CAR GUARDS	50	42	33	7		132
STRUCTURES DEMOLISHED	4	1			2	7
NOISE COMPLAINT	25	30	4	4		63
DOG COMPLAINTS	5	1	2	1	1	10
AWARENESS ACTIVITY			1			1
ESCORTS OFFICIALS	4	5		4		13
LPR ALERTS		2				2
<b>CONTROL ROOM WHATSAPP COMPLAINTS</b>						
RECEIVED	101	107	112	92	50	462
RESPONDED	91	107	112	92	50	452
CONTROL ROOM INCIDENTS	3				1	4
<b>CCTV CAMERAS ONLINE/OFFLINE</b>						
CAMERAS ONLINE	300	298	300	299	297	299
CAMERAS OFFLINE	25	27	25	26	28	26



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**COMMUNITY PROTECTION SERVICES**



**LAW ENFORCEMENT DEPARTMENT**

**BUCKET SHOP/SECONDHAND GOODS/NON-FERROUS METAL**

**MONTHLY REPORT**

**01 UNTIL 31 OCTOBER 2022**

<b>BUCKET SHOP/SECONDHAND GOODS COMPLIANCE INSPECTIONS</b>				
INSPECTIONS CONDUCTED	FINES ISSUED	FOUND COMPLIANT?		JOINT OPERATIONS CONDUCTED
		YES	NO	
3	NIL	2	NIL	NIL

<b>MONTHLY REGISTER</b>						
Date	Time	Business name	Full names	Compliance	Officer name	Comments
2022/10/04	15h32	Cell Protech & Electronics	Muhtaber Shah	Yes	L/E Robyn L/E Pritchard	Compliant
	15h37	Cell & Electronic World	Sama Ullah	Yes	L/E Robyn L/E Pritchard	Compliant
	15h41	Mareike Scrap Yard			L/E Robyn L/E Pritchard	Business closed on arrival

**EXECUTION**

For the period of the report, inspections are carried out by Senior Inspector R Banies and L/E Officers Sub-Ordinates. During an inspection, the officers will inspect the premises and ensure that the applicable licenses are issued and that the daily register is up to date and contains all the required information are available upon request which will indicate if the business are compliant/non-compliant.

**CHALLENGES**

None

**TUESDAY, 04 OCTOBER 2022**

**CELL PROTECH & ELECTRONICES**

A compliance inspection was done at 15h32. Business is compliant.

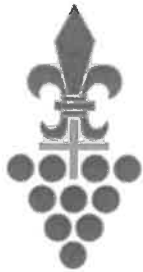
**CELL & ELECTRONIC WORLD**

A compliance inspection was done at 15h37. Business is compliant.

**MAREIKE SCRAP YARD**

A compliance inspection was done at 15h41. The business was closed on arrival.

**\*\*\* End of Report \*\*\***



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**COMMUNITY PROTECTION SERVICES**



**STELLENBOSCH LAW ENFORCEMENT DEPARTMENT**

LIQUOR ENFORCEMENT MONTHLY REPORT

01 UNTIL 31 OCTOBER 2022

LIQUOR COMPLIANCE INSPECTIONS				
INSPECTIONS CONDUCTED	FINES ISSUED	FOUND COMPLIANT?		JOINT OPERATIONS CONDUCTED
		YES	NO	
5	NIL	3-	2	NIL

JOINT OPERATIONS INSPECTIONS				
INSPECTIONS CONDUCTED	FINES ISSUED	SHEBEN INSPECTIONS	LICENSED VENUES INSPECTIONS	NON - COMPLIANCES
NIL	NIL	NIL	NIL	NIL

LIQUOR COMPLIANCE MONTHLY REGISTER							
Date	Time	Business name	Management	Full names	Compliance	Officer name	Comments
28/10/2022	19h35	Flame & Ash	Manager	Richard	No	L/E van Zyl	The owner failed to leave the documents with the business. Will do a follow up inspection to ensure business is compliant.
	20h00	Dusk	Manager	Elroy Parson	No	L/E van Zyl	Failed to provide business license and zoning certificate. Business opened recently
	21h05	Oddo Banque Wine Bar	Owner	Willie Joubert	No	L/E van Zyl	Failed to provide business license and zoning certificate. Business opened recently where Backs was situated
	21h39	The Fat Butcher	Manager	Gerard Maleke	Yes	L/E van Zyl	Compliant
	21h58	Catwalk	Owner	Gian Brink	Yes	L/E van Zyl	Compliant

**EXECUTION**

For the duration of this report, general inspections were done to ensure compliance with the Stellenbosch Municipal Liquor By-Law (PN 7553 Dated 15 January 2016) and the Western Cape Liquor Act by the administration division officers S van Zyl and O Jumat.

**CHALLENGES**

- Compliance inspections to be done during the night to check compliance with the business population certificate as well as trading hours but approval for overtime must first be obtained.
- Owners/Managers of liquor venues suggested that regular meetings to be scheduled between businesses, Stellenbosch Municipality and Stellenbosch SAPS to discuss certain issues or to be updated on any changes.

**FRIDAY, 28 OCTOBER 2022****FLAME & ASH**

A compliance inspection was done at 19h35. The manager explained that the owner does have the required licenses and certificates but failed to leave it with the business. A follow up inspection will be done to ensure that compliance is in order.

**DUSK**

A compliance inspection was done at 20h00. The manager explained that the business opened recently in September month but there was no business license or zoning certificates to provide. A non-compliance notice was issued, giving the business time to apply for their certificates and licenses. Compliance date is 25 January 2023.

**ODDO BANQUE WINE BAR**

A compliance inspection was done at 21h05. The reason for the inspection was because of the encroachment that was taking place outside. The owners did comply with the 1.5m space but because the building was left without electricity (not loadshedding), a contractor was called out to fix the problem and the patrons were moved outside. A non-compliance was issued to the owner because they failed to produce their business license and zoning certificate. The business opened recently. Compliance date is 25 January 2023.

**THE FAT BUTCHER**

A compliance inspection was done at 21h39. The business is fully compliant.

**CATWALK**

A compliance inspection was done at 21h58. The business is fully compliant.

\*\*\* End of Report \*\*\*





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## COMMUNITY PROTECTION SERVICES



**STELLENBOSCH LAW ENFORCEMENT DEPARTMENT**

**AWARENESS REPORT**

**01 October 2022 until 31 October 2022**

**BACKGROUND**

Law Enforcement is required to host monthly awareness sessions in the different communities, schools and other educational institutions. These sessions are to inform the communities of Stellenbosch Municipality's By-laws and Regulations and the role that Law Enforcement play in the safety of the communities.

**TUESDAY 18 OCTOBER 2022**

<b>DATE OF SESSION:</b>	18	10	2022	<b>TIME FRAME:</b>	10H30	<b>TO</b>	13H00
<b>PLACE:</b>	BRAAK						
	BLOM STREET, STELLENBOSCH						
<b>GROUP:</b>	FOREIGNERS AND VAGRANTS						
<b>Law Enforcement Officer Present:</b>	SENIOR INSPECTOR VAN STADEN						

On Tuesday 18 October 2022, Law Enforcement attended a joint awareness session with Home Affairs and the Stellenbosch Traffic Department on the Braak in Stellenbosch. The focus of the Awareness was to inform members of the public of the By-laws of Stellenbosch Municipality and the role Law Enforcement plays in the safety of the public.

Traffic officers focused on the Uber motorcycles to check for valid driver's licences, unlicensed motor vehicles and permits. Members of the public was given the opportunity to check for any outstanding fines or warrants of arrest.

Home Affairs inspected all the working permits and identity documents of the foreigners to check if it is valid.

**SUMMARY:**

For the October 2022, Law Enforcement attended 1 awareness sessions.

\*\*\* End of Report \*\*\*



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## **COMMUNITY PROTECTION SERVICES**



**STELLENBOSCH LAW ENFORCEMENT DEPARTMENT**

EVENTS MANAGEMENT MONTHLY REPORT

01 UNTIL 31 OCTOBER 2022

### EVENTS MANAGEMENT-RELATED ACTIVITIES

The following special events were held during the month of October 2022:

NO	EVENT	DATE	APPROVED / DECLINED
01	Maxirace Cape Winelands	01 & 02 October 2022	Approved
02	STBB for Good Trail	02 October 2022	Approved
03	PSL Stellenbosch FC vs Maritzburg United FC	04 October 2022	Approved
04	Wrestling Nationals	06 & 08 October 2022	Approved
05	Stellenbosch Craft Drinks Beer	08 October 2022	Approved
06	Neethlingshof Pinotage Fun Run	08 October 2022	Approved
07	Varsity Netball	10 & 17 October 2022	Approved
08	Toyota Woordfees 2022	10 – 16 October 2022	Approved
09	Dagbreek Straatmyl	13 October 2022	Approved
10	Presentation of Trophy's Dance	14 October 2022	Approved
11	Rhino's 10 Rugby	14 & 15 October 2022	Approved
12	Pinotage Festival	15 October 2022	Approved
13	Maties Sport Colour Run	15 October 2022	Approved
14	The Franschoek Uncorked	15 & 16 October 2022	Approved
15	PSL Disk Resrve (U21)	16 October 2022	Approved
16	Some Sundays	16 October 2022	Approved
17	PSL Stellenbosch FC vs Super sport	18 October 2022	Approved
18	Garden Soiree	20 October 2022	Approved
19	C2R MTB Festival	22 October 2022	Approved
20	Art and Appetisers 2022	22 October 2022	Approved
21	Blooming Trail Run	23 October 2022	Decline
22	Some Sundays	23 October 2022	Approved
23	Kamers / Makers	25–30 October 2022	Approved

24	H3D Symposium 2022	25 – 8 October 2022	Approved
25	Potjiekos & Wynveiling Fundraiser	28 October 2022	Approved
26	Petite Pre-Primary School	28 October 2022	Approved
27	Sport and Recreation Day	28 October 2022	Approved
28	Rhenish Christmas Market	29 October 2022	Approved
29	SPCA/Solo's Fun Day	29 October 2022	Approved
30	Hellsend Halloween Dirt Jam	29 October 2022	Approved
31	Forest Night Run	29 October 2022	Approved
32	Stellenbosch Public Live Screening	29 October 2022	Decline
33	PSL Disk Reserve U21	30 October 2022	Approved
34	Some Sundays	30 October 2022	Approved

**The following Noise Exemptions were granted/declined during the month of October 2022**

01	Stellenbosch Craft Drinks Beer	08 October 2022	Approved
02	Toyota Woordfees 2022	10 – 16 October 2022	Approved
03	Some Sundays	16 October 2022	Approved
04	Art and Appetisers 2022	22 October 2022	Approved
05	Some Sundays	23 October 2022	Approved
06	Kamers / Makers	25–30 October 2022	Approved
07	SPCA/Solo's Fun Day	29 October 2022	Approved
08	Stellenbosch Public Live Screening	29 October 2022	Decline
09	Some Sundays	30 October 2022	Approved

**The following applications in terms of the Gatherings Act were approved / not approved during the month of October 2022**

01	The A21 campaign	15 October	Approved
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		2022	
02	Operation Dudula	22 October 2022	Approved

**The following Film Shoots were granted/declined during the month of October 2022**


**Compiled by:**

Ms. Y Mndabani  
Events Management

<b>5.2.3</b>	<b>MONTHLY REPORT BY TRAFFIC SERVICES FOR OCTOBER 2022</b>
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**Collaborator No: 740906**

**IDP KPA Ref No: Safest Valley**

**Meeting Date: 1 February 2023**

**1. SUBJECT: MONTHLY REPORT BY TRAFFIC SERVICES FOR OCTOBER 2022**

**2. PURPOSE**

To submit a monthly report to the Standing Committee on traffic related enforcement and administrative performance of the department for period 01 – 31 October 2022.

**3. DELEGATED AUTHORITY**

For the Portfolio Committee to note.

**4. EXECUTIVE SUMMARY**

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

**5. RECOMMENDATION**

that the monthly report by Traffic Services for the month of October 2022, be noted.

**6. DISCUSSION / CONTENTS**

**6.1. Background**

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

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

**6.2 Discussion**

Stellenbosch Traffic Services performs 3 functions on behalf of the Provincial Department of Transport, namely, Registration and licensing of vehicles, Vehicle Roadworthy tests and Driver/learner testing.

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

Staff members are deployed to increase road safety awareness by conducting campaigns and visiting crèches, primary and high schools' colleges and the University. Law Enforcement Section is currently improving its performances on D.U.I. and other special operations.

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

**6.3 Parking (Municipal Own Project)**

The Municipality decided to manage parking on their own and this pilot project commenced from 1 October 2021. Positive results observed are there is growth of revenue earned by the Municipality.

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

**6.4 Financial Implications**

As per the approved budget.

**6.5 Legal Implications**

All actions and functions performed are in line with applicable legislation.

**6.6 Staff Implications**

This report has no additional staff implications to the Municipality.

**6.7 Previous / Relevant Council Resolutions**

None



**6.8        Risk Implications**

The risk is addressed through the content of the report.

**6.9        Comments from Senior Management**

No comment requested.

**6.9.1     Municipal Manager**

Contents noted

**ANNEXURE A:**

Annexure A: Traffic Services Monthly Report – October 2022

**FOR FURTHER DETAILS, CONTACT:**

<b>NAME</b>	<b>GARY BOSHOFF</b>
<b>POSITION</b>	<b>DIRECTOR</b>
<b>DIRECTORATE</b>	<b>COMMUNITY &amp; PROTECTION SERVICES</b>
<b>CONTACT NUMBERS</b>	<b>021 – 8088410</b>
<b>E-MAIL ADDRESS</b>	<b><u><a href="mailto:gary.boshoff@ Stellenbosch.gov.za">gary.boshoff@ Stellenbosch.gov.za</a></u></b>
<b>REPORT DATE</b>	

# **ANNEXURE A**



**MONTHLY  
REPORT:  
OCTOBER 2022**

Traffic Services:

Community And Protection  
Services

# Table of Contents

<b>1. Activities Reporting .....</b>	<b>1</b>
• Accidents Recorded	
• Vehicle impounds	
• License Section	
• Vehicle Testing Centre	
• Motor Vehicle Registrations	
• Special Operations and Law Enforcement	
<b>2. Financial Management Reporting .....</b>	<b>3</b>
<u>Income/ revenue</u>	
• Traffic fines income	
• Motor Vehicle Registration	
• Driver's license Section	
• Parking ( Municipal Project)	
• Bloemhof Parking Income	
• Stelcor Parking Income	
• General Income	
<u>Payments / Expenditures</u>	
<b>3. Total Jobs Created .....</b>	<b>4</b>
<b>4. Natis Blocks – Warrants .....</b>	<b>4</b>

## 1. ACTIVITIES REPORTING

<b>WCO24 ACCIDENTS RECORDED</b>	<b>TRAFFIC</b>	<b>SAPD</b>
	TOTALS	TOTALS
<b>ACCIDENTS</b>	<b>32</b>	<b>131</b>
Fatal Injuries	0	4
Serious injuries	1	2
Slight injuries	11	8
No injuries	58	230
<b>PEDESTRIANS</b>	<b>TRAFFIC</b>	<b>SAPD</b>
Accidents Total	2	7
Pedestrians Fatal	0	3
Pedestrians Serious injuries	1	0
Pedestrians Slight injuries	1	4
No injuries	0	0
<b>VEHICLE IMPOUNDS</b>		
Vehicle impounded released		0
Vehicle impounded		
<b>TOTAL</b>		<b>0</b>
<b>LICENSE SECTION</b>		
<b>Stellenbosch DLTC</b>		
Application for Learner's Licence		335
Application for PrDP		167
Application for light motor-vehicle driving licence		262
Application for motor-cycle driving licence		10
Learners Applicants absent		52
Duplicate learner's licence		8
Issued Drivers Licence (Pass)		99
Issued Learners Licence (Pass)		291
Drivers Licence Test conducted Fail		115
Learner's licence Test conducted Fail		143
Drivers Licence Test conducted (Pass & Fail)		214
Learner's licence Test conducted (Pass & Fail)		434
Drivers Licence Applicants absent		28
Renewal of Drivers licence (Conversion)		828
<b>Franschhoek DLTC</b>		
Application for learner's licence		52
Applicants absent		7
Learner's licence Test conducted Fail		16
Issued Learners Licence (Pass)		26
Learner's licence Test conducted (Pass & Fail)		42

<b>VEHICLE TESTING CENTRE</b>	
<b>Roadworthy certificates :-</b>	0
Motor vehicles	6
Light delivery vehicles	1
Heavy delivery vehicles (trucks)	0
Trailers	0
Taxi's	0
Busses	0
Motor bikes	2
<b>TOTAL TRANSACTIONS</b>	<b>9</b>
<b>MOTOR VEHICLE REGISTRATION</b>	
Duplicate registrations certificate	99
Registration only	992
Licensing and renewals	7 620
Temporary permits	13
Special permits	13
Allocation of registration numbers	56
RTMC	4 794
<b>TOTAL TRANSACTIONS</b>	<b>13 587</b>
<b>SPECIAL OPERATIONS AND TRAFFIC LAW ENFORCEMENT</b>	
Section 56 Fines Issued	3 817
Section 341 Fines Issued	1 796
Traffic Safety Awareness Session conducted	7
Speed Camera Cases( mobile, radar,digicam, robot, etc)	36 329
ANPR Interventions conducted	6
Public Transport Operations conducted	23
Drunken Driving Operations conducted	23
Traffic Law Enforcement VCPs	61
Drag Racing Operations	8
Warrants Operations	4
Warrants Issued	73
DUI Arrests	15
Reckless and Negligent Driving Arrests	0
Driver Competency Test conducted – Council Vehicles	5

## 2. FINANCIAL MANAGEMENT REPORTING

<b>INCOME / REVENUE</b>	
<b>TRAFFIC FINES INCOME</b>	
Fines Income & Speed camera digital, Fixed camera and RLV	R 1 164 560-77
<b>TOTAL</b>	<b>R 1 164 560-77</b>
<b>MOTOR VEHICLE REGISTRATION</b>	
Registration fees	R 248 796-00
Licensing's and renewals	R 4 467 864-45
Duplicate Registrations	R 13 068-00
Temporary permits	R 11 700-00
Special permits	R 845-00
Roadworthy Application & certificate	R 2 120
RTMC	R 345 096
ALLOCATION FEES	R 2 750-00
<b>TOTAL</b>	<b>R 5 092 239.45</b>
<b>DRIVERS LICENCE SECTION</b>	
L/Licence (app. & iss.)	26 316
D/Licence (App & iss)	50 580
Professional Drivers Permit	13 360
Temporary Driving Licence	17 685
Duplicate Certificates	264
Renewal of card licences	115 920
<b>TOTAL</b>	<b>R 224 125-00</b>
<b>PARKING (MUNICIPAL OWN PROJECT)</b>	
	<b>R 503 875-10</b>
<b>BLOEMHOF PARKING INCOME</b>	<b>R 4 770-00</b>
<b>STELKOR PARKING INCOME</b>	<b>R 0.00</b>
<b>GENERAL INCOME</b>	
Hiring of parking bays	R 0
Impoundment fees	R 0
Info – Accident Bureau	R 2 310-00
Disabled Parking Discs	R 595-00
Escort Fees	R 2 472-00
Taxi Permits	R 3 200-00
<b>TOTAL</b>	<b>R 8 577-00</b>

<b>PAYMENTS / EXPENDITURES</b>	
Sheriff Account	R 0
Driving Licence Card Account Cost	R 65 412-00
WCP Government	R 3 931 720-72
RTMC	R 345 096-00
TMT Services & Supplies	R 2 107 980-00
<b>TOTAL</b>	<b>R 6 450 208-72</b>

### 3. TOTAL JOBS CREATED

<b>EPWP POSITIONS</b>	
Temporary Pointmen	10
Gardener	3
Assistants	8
Parking Marshals	102
Supervisors – Parking Marshals	2
<b>Temporary Administration Clerks</b>	<b>125</b>

### 4. NATIS BLOCK- WARRANTS

Admin Marks Loaded	785
Paid	R149 450-00
Total Withdrawn	12



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

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

8.	<b>URGENT MATTERS</b>
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9.	<b>MATTERS TO BE CONSIDERED IN-COMMITTEE</b>
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NONE