



**STELLENBOSCH**  
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

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

2023-05-03

**NOTICE OF A  
PROTECTION SERVICES COMMITTEE MEETING  
WEDNESDAY: 2023-05-03 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, 2023-05-03 at 14:00** to consider the items on the Agenda.

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

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**2023-05-03**  
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**AGENDA                      PROTECTION SERVICES COMMITTEE MEETING                      2023-05-03**

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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.</b>	<b>CONFIRMATION OF THE MINUTES: PROTECTION SERVICES COMMITTEE MEETING: 2023-03-01</b>	<b>(3/4/3/5/2/4)</b>
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The minutes of the Protection Services Committee Meeting held on 2023-03-01 is attached as **APPENDIX 1**.

**FOR CONFIRMATION**

# **APPENDIX 1**



**STELLENBOSCH**  
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Ref: 3/4/3/5/3/4

2023-03-01

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**MINUTES**

**PROTECTION SERVICES COMMITTEE**

**2023-03-01 AT 12:00**

**MINUTES**  
**PROTECTION SERVICES COMMITTEE MEETING**  
**2023-03-01**  
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<b>5.1</b>	<b>NON-DELEGATED MATTERS</b>	
	NONE	
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	NONE	
<b>8.</b>	<b>CONSIDERATION OF URGENT MATTERS</b>	
<b>9.</b>	<b>MATTERS TO BE CONSIDERED IN-COMMITTEE</b>	
	NONE	

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

**COUNCILLORS:**              Cllr A Hanekom  
    Cllr C Manuel

**ALSO PRESENT:**            Cllr P Crawley  
    Cllr Z Dalling  
    Cllr E Masimini  
    Cllr W Pietersen  
    Cllr M Rataza  
    Cllr Q Smith  
    Cllr E Vermeulen

\*\*\*\*\*

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

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<b>1.</b>	<b>OPENING AND WELCOME</b>
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The Interim Chairperson for Fire & Disaster, Cllr C Van Wyk, welcomed all present at the Protection Services Committee meeting for March 2023.

<b>2.1</b>	<b>COMMUNICATION BY THE CHAIRPERSON</b>	<b>(3/4/3/6)</b>
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Councillor Van Wyk, (Interim Chairperson: Fire & Disaster, explained to the Committee that herself and Councillor Johnson (Interim Chairperson: Traffic) will be chairing the Protection Services Committee meeting on a rotational basis until the new Chairperson is appointed by the Executive Mayor.

<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

**ABSENT**

Cllr N Mkhontwana (Ms)

4.	CONFIRMATION OF MINUTES
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4.1.1	CONFIRMATION OF THE MINUTES: PROTECTION SERVICES COMMITTEE MEETING: 2023-02-01 (3/4/3/5/2/4)
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The minutes of the Protection Services Committee Meeting held on 2023-02-01 **was confirmed as correct without any changes.**

4.3	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

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 NOVEMBER 2022
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Collaborator No: 743524

IDP KPA Ref No: Safest Valley

Meeting Date: 01 March 2023

1. SUBJECT: MONTHLY REPORT FOR NOVEMBER 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 November 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 November 2022 to the Committee for notification.

**PROTECTION SERVICES COMMITTEE: 2023-03-01: ITEM 5.2.1**

**NOTED**

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

**FOR FURTHER DETAILS CONTACT:**

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

<b>5.2.2</b>	<b>MONTHLY REPORT BY FIRE &amp; DISASTER FOR DECEMBER 2022</b>
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Collaborator No: 743526

IDP KPA Ref No: Safest Valley

Meeting Date: 01 March 2023

1. **SUBJECT: MONTHLY REPORT FOR DECEMBER 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 December 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 December 2022 to the Committee for notification.

**PROTECTION SERVICES COMMITTEE: 2023-03-01: ITEM 5.2.2**

**NOTED**

the monthly report by Fire & Disaster for the month of December 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>	

<b>5.2.3</b>	<b>MONTHLY REPORT BY TRAFFIC SERVICES FOR NOVEMBER 2022</b>
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Collaborator No: 743527

IDP KPA Ref No: Safest Valley

Meeting Date: 1 March 2023

**1. SUBJECT: MONTHLY REPORT BY TRAFFIC SERVICES FOR NOVEMBER 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 November 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: 2023-03-01: ITEM 5.2.3**

**NOTED**

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

**FOR FURTHER DETAILS, CONTACT:**

<b>NAME</b>	<b>GARY BOSHOF</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>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 12:20.

**CHAIRPERSON:** .....

**DATE:** .....

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

**AGENDA                      PROTECTION SERVICES COMMITTEE MEETING                      2023-05-03**

<b>4.3</b>	<b>REPORT/S BY THE DIRECTOR: COMMUNITY AND PROTECTIONS SERVICES RE OUTSTANDING RESOLUTIONS TAKEN AT PREVIOUS MEETINGS</b> <span style="float: right;">(3/4/3/5/2/2)</span>
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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 JANUARY 2023</b>
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**Collaborator No: 747711**

**IDP KPA Ref No: Safest Valley**

**Meeting Date: 3 May 2023**

**1. SUBJECT: MONTHLY REPORT FOR JANUARY 2023: FIRE & DISASTER**

**2. PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Fire and Disaster services for January 2023.

**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 January 2023 to the Committee for notification.

**5. RECOMMENDATION**

that the monthly report by Fire & Disaster for the month of January 2023, 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.

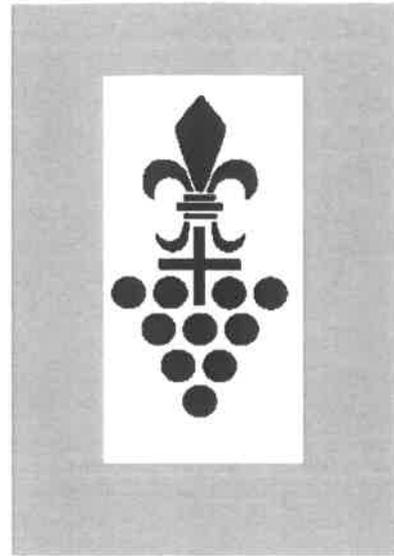
**ANNEXURE**

**Annexure A:** Fire and Disaster Monthly report for January 2023.

**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:**

**January 2023**

DEPARTMENT:

*Disaster Risk  
Management*

DIRECTORATE:

*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 participate on regular bases by assisting in conducting educational campaigns and awareness at crèches, communities and at schools about safety and emergency services, capacitate the department by doing field work and conducting the required surveys within communities.

A key function attributed to Disaster Management: EPWP Volunteers is to assist with the incident risk assessments during emergency situations such as fires and floods and the subsequent provision of material and relief aid to the affected. This is all done with the aim to alleviate the effects of a disaster and to restore and to rehabilitate the affected in the shortest possible time.



## **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.

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

### **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.

## **1.3 NODAL POINTS**

The effectiveness of communication between the disaster management office and ward offices are very vital as these offices tend to be the central point of information during disaster related incidents. The Disaster Management Unit is assigned the task of directing and facilitating the disaster risk management process.

This process remains on-going during the pandemic period.

## **1.4. MUNICIPAL DISASTER MANAGEMENT FRAMEWORK**

### **1.4.1 Controlling procedures applications and administrative requirements.**

- Plans are reviewed continuously.

#### 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 initiative remains on-going.



**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 identified that's poses a risk to the WCO24.

A primary function of the Disaster Management Department is to co-ordinate the application of specific procedures associated with identifying and assessing the severity of potential risk factors by conducting inspections of structures and facilities with a view of establishing the adequacy of preventative measures, mitigating strategies and procedures.

This ultimately enables the unit to identify deficiencies with respect to the preparedness and awareness of the communities to the potential risk and hazards and/ or monitoring trends/ patterns associated with the origination, impact, recovery, and rehabilitation processes with a view to assessing and providing information to support the redefining of plans/ solutions with respect to the local areas with high disaster occurrence rates.

Another contributing factor is the recurring blockage of the drainage system which causes water and sewage to overflow into the nearest adjacent property; in the process damaging the informal structures in its path.

**2.1 Fires**

In recent past weeks, fires in the form of house- alight, informal dwelling and formal backyard dwelling hit many settlements and households.

Fire Incident:8<sup>th</sup> Avenue N62, Kayamandi



### 2.2.1. Summary of occurrences

During January 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 12 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.	SFSBF23010103	House Alight	Merriman & Joubert	Unknown
2.	SFSBF23010304	House Alight	11 Gorridon Street	Unknown
3.	SFSBF23010401	Shacks Alight	Mountainview, Jamestown	Unknown
4.	SFSBF23010402	Shack Alight	North -End, Street, Cloetesville	Unknown
5.	SFSBF23010601	House Alight	Animal World, R44	Unknown
6.	SFSBF23010705	Shacks Alight	Costa land, Kayamandi	Unknown
7.	SFSBF23010804	Shacks Alight	Mandela City, Klapmuts	Unknown
8.	SFSBF23010805	Backyard Structure	Majolo Street, Klapmuts	Unknown
9.	SFSBF23013003	Shack Alight	Nkanini, Kayamandi	Unknown
10.	SFSBF23013004	Shack Alight	Thubelitsha, Kayamandi	Unknown
11.	SFSBF23013101	Shack Alight	Zone O 8 <sup>th</sup> Avenue, Kayamandi	Unknown
12.	SFSBF23013102	House Alight	2670 Winnie Mandela Road, Kayamandi	Unknown

### 2.2.3 Types of Fires affect Formal (House-alight) & Informal Shack fires.

Types of Incidents	Total Number	Wards affected
# No of Formal dwellings (House-alight) =	4	-
# No of Informal Dwellings	8	-
# No of Reported Injuries	1	-
# No of Fatalities	2	-
# No of Unknown Supposed Cause	12	-
# No of Suspect of Arson	0	-

**2.5 Strong winds**

None reported.

**2.6 Flood/Roof Leak**

None reported.

**2.7 Environmental Health**

Risk Assessment was done in Klapmuts, Mandela City. It was identified that a channel running at the back of Mandela City is completely blocked due to illegal dumping. The risk of flooding in heavy rain weather, also health concerns.

## 2.8 Disaster Management Interventions: 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 Month	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	28	20
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	1	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	60	300	-
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 ❖ Lanquedoc	Disaster Management	8	2	0.2	2	2

### **KPA 3: RISK REDUCTION**

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

The best way of reducing the effect of disasters is by the integration of resilience in the daily service delivery, poverty reduction and sustainable development programs. By recognizing that disaster management should form an integral part of our development initiatives be it economically, socially, or structurally. The policy objective of anticipating and reducing risk is called disaster risk reduction and for those disasters that can be manageable its objective became disaster risk management. Its action is at achieving the objective of reducing disaster risk practices into sustainable development goal.

Reducing risk lies in reducing vulnerability and exposure. These two components of risk require the identification of the underlining drivers of risk, which are particularly related to poor economic and urban development choices and practises, degradation of environment, poverty and inequality and climate change. Line function department need to address these to reduce risk, lessen the impact and consequently maintain the sustainability of development.

#### **3.1 Risk Reduction Strategies**

- Aim to promote and implement.
- Platforms to share knowledge.
- Disaster risk reduction initiative
- Community safety programmes; and
- Campaigns to promote safety resilient sustainable communities

#### **3.1.2 RISK REDUCTION PROJECT PLANS AND INITIATIVES**

- Evacuation simulation exercises and public safety and Fire Awareness campaigns conducted in Community structures such as (Schools, Forums, ECD centres, religious fraternities, etc.)
- Inspection on critical infrastructure such as community halls/centres
- Distribution of smoke alarm system devices to fire victims and firekilla device system to Temporary Relocated Units/Areas

## 3.1.3 Disaster Management Interventions: 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	60	300	-
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:****4.1. DISASTER RESPONSE AND RECOVERY**

This key performance area seeks to ensure that disaster response and recovery planning for the Stellenbosch Local Municipality achieves these objectives.

Call Time	DM Activated	Description	Address	DM Assessment Time
11:15	TBC	SFSBF23010103	Merriman & Joubert	TBC
15:33	15:34	SFSBF23010304	11 Gorridon Street	TBC
04:43	04:44	SFSBF23010401	Mountainview, Jamestown	07:11
17:19	17:20	SFSBF23010402	North -End, Street, Cloetesville	18:58
17:51	17:52	SFSBF23010601	Animal World,R44	TBC
15:47	15:48	SFSBF23010705	Costa land, Kayamandi	17:49
14:18	14:19	SFSBF23010804	Mandela City,Klapmuts	15:36
14:00	14:01	SFSBF23010805	Majolo Street, Klapmuts	15:48
11:40	11:41	SFSBF23013003	Nkanini,Kayamandi	12:50
19:01	19:02	SFSBF23013004	Thubelitsha, Kayamandi	TBC
00:45	00:46	SFSBF23013101	Zone O 8 <sup>th</sup> Avenue, Kayamandi	08:00
03:14	03:15	SFSBF23013102	2670 Winnie Mandela Road, Kayamandi	TBC

**ENABLER 1: INFORMATION MANAGEMENT AND COMMUNICATION**

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

**4.2 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 of significance for municipal areas timely to ensure that warnings include information and guidance to enable those at risk must 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**

The respective roles and responsibilities are clearly defined in the Safety at Sports and Recreational Events Act, 2010. This committee plays a critical role in overseeing events and the safeguarding of premises as well as participants.

Several events hosted in WCO24 were approved with complicit to standards and regulations. Weekly meetings between emergency services continued for upcoming activities/events in Greater Stellenbosch. Joint operations (VOC) Venue operations) was fully represented by emergency stakeholders i.e.: The event organizer/ Safety Officer, SAPS / Security, Disaster Management, and EMS. Between the Departments: Fire Prevention and Disaster Management, events safety inspections are conducted to ensure compliance with standards and regulations.

Event Sub Committee held:

11 January 2023

18 January 2023

25 January 2023

#### **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.

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

Date	Activity	Venue	Number of participants
30.01	Educational Awareness	<i>Kayamandi Sportsground</i> 	Children

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

3.

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 registers, photographs etc)
11-01-23	Safety and Disaster Awareness	<i>Pieter Langaveldt Primary School</i>	Community members & Youth	50	F&M	All Ages	
13-01-23	Safety and Disaster Awareness	<i>Huis Ebenhaeser Old Age Cloetesville</i>	Community members	20	F&M	Adults	
18-01-23	Safety and Disaster Awareness	<i>Huise -Utopia</i>	Elderly Citizens	20	F&M	Adults	No photo was allowed to be taken with elderly
19-01-23	Safety and Disaster Awareness	<i>TRA's Vlottenburg</i>	Community members	50	F&M	Young & Adults	
25-01-23	Safety and Disaster Awareness	<i>Huise -Ebenhuizer</i>	Elderly Citizens	20	F&M	Adults	
26-01-23	Safety and Disaster Awareness	<i>C/o R304 &amp; Kromree Str</i>	Community members	20	F&M	Young & Adults	

30-01-23	Safety and Disaster Awareness	<b>Kayamandi Sport Grounds</b>	Kayamandi Primary School Athletic Inter-Sport school	200	F&M	Learners & Teachers	
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#### 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 underprivilege children in communities in Greater Stellenbosch Area.
<b>Consulting with the Department of Health</b> - Public Service	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**

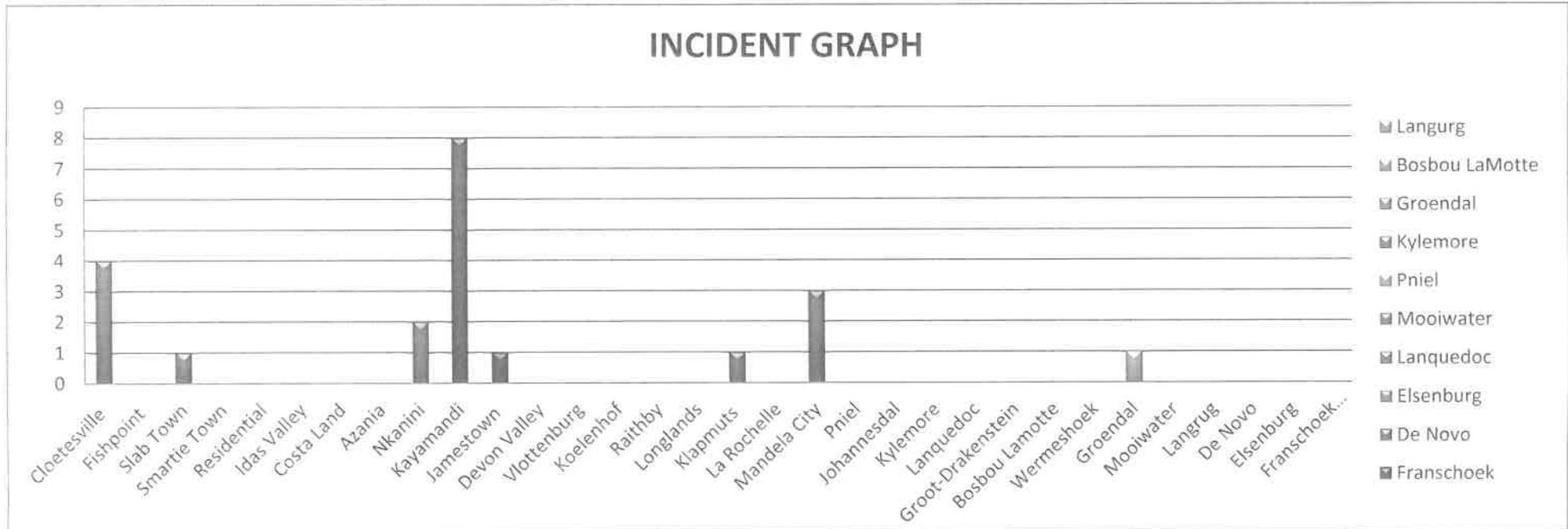
Stellenbosch Local Municipality must ensure integrated response and recovery operations when noteworthy events and/or disasters occur or are threatening to occur in the area.

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

#### 4.8 OCCURRENCES GRAPH – DECEMBER 2022

<b>Disaster Management Monthly Statistics: JANUARY 2023</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>8</b>	The number of 'displaced persons to whom the municipality delivered assistance:	<b>223</b>
Number of dwellings in informal settlements affected by structural fires	<b>94</b>	Number of people in informal settlements affected by structural fires	<b>305</b>
Number of structural fires occurring in the formal settlements	<b>16</b>	Number of people in formal settlements affected by structural fires	<b>47</b>
Conduct fire awareness sessions	<b>100%</b>	Number of fire awareness sessions conducted	<b>7</b>
Conduct disaster risk assessment in WCO24	<b>100%</b>	Number of the disaster risk assessment conducted in WCO24	<b>2</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 – January 2023



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 January 2023**

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.	04-01-2023	Jamestown	Mountainview -Wendy's	6	0	6	22	√	√	*	*	*	6	1
2.	04-01-2023	Costaland	No 28, Sesixhenxe	1	0	1	1	*	*	*	*	*	1	2
3.	20-01-2023		No 14 & 16 Sesine	11	3	14	30	*	*	*	*	*	14	
4.	10-01-2023	Cloetesville	No 10 Gembok Str,	1	0	1	1	*	*	*	*	1	1	4
5.			No 2 Kudu Str	1	0	1	0	*	*	*	*	*	1	
6.			No 4 Kudu Str	0	1	1	0	*	*	*	*	*	1	
7.	24-01-2023		Slabtown under the bridge	3	0	3	7	√	√	*	3	*	3	
8.	07-01-2023	Kayamandi	Zone D, Luyolo Str	18	0	18	69	√	√	*	14	4	18	6
9.	16-01-2023		2528 Thubelitsha Homes	0	1	1	1	*	*	*	*	*	1	
10.	19-01-2023		3083 Thubelitsha Homes	1	1	2	4	*	*	*	*	*	1	

11.	27-01-2023		52 Cedile Str	1	0	1	3	*	*	*	*	*	1	
12.	30-01-2023		2904 Thubelitsha Home	1	0	1	0	*	*	*	*	*	1	
13.	31-01-2023		N62, 8 <sup>th</sup> Avenue	2	0	2	3	*	*	*	*	*	2	
14.	08-01-2023	Klapmuts	KL222 Mandela City	1	0	1	3	*	*	*	1	*	1	3
15.	08-01-2023		8 Madola Str,	1	0	1	4	*	*	*	1	*	1	
16.	16-01-2023		KL 1170 Mandela City	4	0	4	15	√	√	*	4	*	4	
17.	19-01-2023	Groendal	94 - 98 Upperlea Str,	7	2	9	30	*	*	*	*	*	9	1
18.	29-01-2023	Nkanini	Section D 114	24	0	24	73	√	√	*	19	5	24	2
19.	30-01-2023		Section B	11	0	11	39	√	√	*	10	1	11	
<b>Totals</b>				<b>94</b>	<b>8</b>	<b>102</b>	<b>305</b>				<b>52</b>	<b>11</b>	<b>102</b>	<b>19</b>

## MONITORING FIRE DISTRIBUTION TRENDS PER AREA: AREA THAT CONSUMED MOST FIREKIT

<i>Date/Month</i>	<i>Fire kit Received</i>	<i>Total fire kit Issued</i>	<i>Area</i>	<i>Total issued</i>	<i>Area issued most Fire kit</i>
July 2022		1 x fire kit 1 ½ x Fire kit	Kayamandi Klapmuts	2½	
Aug 2022		1 x fire kit 1 x Fire kit	Lanquedoc Kayamandi	2	
Sept 2022		6 x Fire kit 15 ½ x Fire kit 2 ½ x Fire kit	Kayamandi Klapmuts Franschhoek	24	Kayamandi - 15
Oct 2022	17-10-2022: 50 x Fire kit				
Oct 2022		12½ x Fire kit 68½ x Fire kit 9 x Fire kit	Klapmuts Kayamandi Franschhoek	90	Kayamandi -68
Nov 2022	07-11-2022: 50 x Fire kit				
Nov 2022		62½ x Fire kit	Kayamandi	62½	Kayamandi - 62

Dec 2022	05 -12-2022: 20 x Fire kit				
	14-12-2022: 34 x Fire kit				
Dec 2022		48 x Fire kit	Kayamandi	48½	Kayamandi - 48
		½ x Fire kit	Franschhoek		
Jan 2023	17-01-2023: 46 x Fire kit				
Jan		48 x Fire kit	Kayamandi	58	Kayamandi - 48
		6 x Fire kit	Klapmuts		
		4 x Fire kit	Cloetesville		

**STOCK TAKING (Temporary emergency housing material)**

**WEEK 1-4: 01-31 JANUARY 2023**

<b>Delivery received Week 1:</b>	None	None
<b>Total sheets at stores: - 31-12-2022</b>	Sheets	642
<b>Total DPC Flood kit at stores: - 31-12-2022</b>	Flood kit plastic	413
<b>Breakdown of stock issued:</b>	None	None
	None	None
<b>Total sheets at stores: - 06-01-2023</b>	<b>Store</b>	
	<b>Cage</b>	<b>Garages</b>
<b>Corrugated iron sheet</b>	642	-
<b>Poles (thin)</b>	514	-
<b>Poles (thick poles)</b>	340	-
<b>DPC fire kit Plastic</b>	50	-
<b>FLOODKIT PLASTIC</b>	413	-
<b>Sets of nails</b>	10 x boxes	-
	<b>Totals:</b>	
	642	-
	514	-
	340	-
	50	-
	413	-
	10 x boxes	-
<b>Summary stock update at Stores</b>		
<b>Total sheets at stores: -January 6, 2023,</b>	Sheets	642

	Poles/wood	854
	DPC PLASTIC	413
	Total Emergency Housing Firekit at Stores	42.8 kits

## STOCK TAKING (Temporary emergency housing material)

WEEK 2: 09-13 January 13, 2023

<b>Delivery received Week 2:</b>	None	None
<b>Total sheets at stores: - 06-01-2023</b>	Sheets	642
<b>Total DPC Flood kit at stores: - 06-01-2022</b>	Flood kit plastic	413
<b>Breakdown of stock issued:</b>	18 x fire kit	Zone D Luyolo Str, and Mandela City
<b>Distribution date:09-01-2023</b>	13 x full kits 4 x partial kit	223 x sheets 180 x poles (thin)76/50 116 x poles (thick)76/76 13 x DPC Plastic 47 x pkt nails
<b>Distribution date:10-01-2023</b>	1 x full kit	15 x sheets 12 x poles (thin)76/50 8 x poles (thick) 76/76 1 x DPC Plastic 3 x pkt nails
<b>Total sheets at stores: - 13-01-2023</b>	<b>Store</b>	
	<b>Cage</b>	<b>Garages</b>
<b>Corrugated iron sheet</b>	404	-
		<b>Totals:</b>
		404

<b>Poles (thin)</b>	322	-	322
<b>Poles (thick poles)</b>	216	-	216
<b>DPC fire kit Plastic</b>	37	-	37
<b>FLOODKIT PLASTIC</b>	413	-	413
<b>Sets of nails</b>	10 x boxes	-	10 x boxes

**Summary stock update at Stores**

<b>Total sheets at stores: -January 13, 2023,</b>	Sheets	404
	Poles/wood	538
	DPC PLASTIC	413
	Total Emergency Housing Firekit at Stores	27 kits

**STOCK TAKING (Temporary emergency housing material)**

**WEEK 3: 16-20 January 13, 2023**

<b>Delivery received: Week 3: 17-01-2023</b>	46 x fire kit	Fire Stores
	Corrugated sheet	690
	Poles (thin) 76/50	552
	Poles (thick) 76/76	368
	DPC Plastic cover	46
	Nails (boxes)	5 x (2x 3 inch), (2x 4 inch), (1x clout)
<b>Total sheets at stores: - 17-01-2023</b>	Sheets	1094
<b>Total DPC Flood kit at stores: - 17-01-2023</b>	Flood kit plastic	413
<b>Breakdown of stock issued:</b>	7 x fire kit	Klapmuts, Cloetesville, Mandela City,
<b>Distribution date:17-20/01/2023</b>	5 x full kits 2x partial kits	89 x sheets 72 x poles (thin)76/50 48 x poles (thick)76/76 5 x DPC Plastic 21 x pkt nails
<b>Total sheets at stores: - 20-01-2023</b>	<b>Store</b>	<b>Totals:</b>
	<b>Cage</b>	<b>Garages</b>

<b>Corrugated iron sheet</b>	1005	-	1005
<b>Poles (thin)</b>	802	-	802
<b>Poles (thick poles)</b>	536	-	536
<b>DPC fire kit Plastic</b>	78	-	78
<b>FLOODKIT PLASTIC</b>	413	-	413
<b>Sets of nails</b>	15 x boxes	-	15 x boxes

**Summary stock update at Stores**

<b>Total sheets at stores: -January 20, 2023,</b>	Sheets	1005
	Poles/wood	1338
	DPC PLASTIC	413
	Total Emergency Housing Firekit at Stores	67 kits

**STOCK TAKING (Temporary emergency housing material)**

**WEEK 4: 23-27 January 27, 2023**

<b>Delivery received: Week 4:</b>	None	None	
<b>Total sheets at stores: - 20-01-2023</b>	Sheets	1005	
<b>Total DPC Flood kit at stores: - 20-01-2023</b>	Flood kit plastic	413	
<b>Breakdown of stock issued:</b>	3 x fire kit	Slabtown, Cloetesville	
<b>Distribution date: -25/01/2023</b>	3 x full kits	45 x sheets 36 x poles (thin)76/50 24 x poles (thick)76/76 3 x DPC Plastic 9 x pkt nails	
<b>Total sheets at stores: - 27-01-2023</b>	<b>Store</b>		<b>Totals:</b>
	<b>Cage</b>	<b>Garages</b>	
<b>Corrugated iron sheet</b>	960	-	960
<b>Poles (thin)</b>	766	-	766
<b>Poles (thick poles)</b>	512	-	512
<b>DPC fire kit Plastic</b>	75	-	75
<b>FLOODKIT PLASTIC</b>	413	-	413
<b>Sets of nails</b>	15 x boxes	-	15 x boxes

## Summary stock update at Stores

Total sheets at stores: -January 20, 2023,	Sheets	960
	Poles/wood	1278
	DPC PLASTIC	413
	Total Emergency Housing Firekit at Stores	64 kits



**MONTHLY  
REPORT:  
JANUARY 2023**  
FIRE AND RESCUE  
SERVICES

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**Drills**

25/01/2023 Ebenezer- Safe talk  
25/01/2023 TL1 Lecture

**Tests**

02/01/2023 Batteries & Tyres  
05/01/2023 Pumps  
10/01/2023 Ladders  
13/01/2023 Rescue Gear  
18/01/2023 High Angle  
20/02/2023 Batteries and Tyres  
23/01/2023 Batteries & Tyres  
26/01/2023 Foam  
25/01/2023 High Angle

**Training and development**

There were no external training courses available for the month of January due to the fire season. Fire fighters' skills were sharpened with in-house drills, lectures and activities.

**Familiarization tours/ Evacuations**

1. None, due to fire season

**Fatalities**

1. None, due to fire season

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

1. 18/01/2023 Utopia old age home.

**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  
 Water supply daily to various informal settlements  
 Hydrant inspections  
 Smoke detector installations

**Fire Prevention activities**

NAME	TOTAL
Rezoning	0
Building line encroachments	0
Departures	0
Inspections	67
Evacuation drills	0
Fire Certificates	14
Lectures	0
After Hours inspections	0
Population certificates	11
Smoke detectors installed	50
Hydrant inspections	90
Building plans	

**Smoke Alarms**

<b>STELLENBOSCH FIRE &amp; RESCUE SERVICE SMOKE ALARM INSTALLATIONS JANUARY 2023</b>	
<b>DATE</b>	<b>ADDRESS</b>
17/01/2023	<b>KAYAMANDI</b>
	N Ntshela, J343 Zone J
	N Solunsi, J6 Zone J
	L Nyobi, J400
	N Madikazi, J226 Nolumela Street
	T Dinabantu, J190 Zone J
	T Dinabantu, J190 Zone J
	M Madikazi, J2 Zoen J
	L Nkontle, J355B Ndumela Street
	P Mdletye, J329, Zone J
	C Dinabantu, J19 Zone J
	A Tie Tayi, J12 Ndumela Street
	M Matiso, J241 Zone J
	S Ndungane, J 360 Zone J
	A Sithuba, J220 Ndumela Street
	S Nikani, J278 Ndumela Street
	L Sithuba, J384 Zone J
	B Matata, J189A Zone J
	B Matata, J189A Zone J
	L Nyobi, J400
	N Buya, J357
	N Vikilahle, J355
	S Sobuthu, J354 Zone J
	N Vayisi, J353 Zone J
18/01/2023	L Nokele, D009 Luyolo Street
	C Malumbazo, D013 Luyolo Street
	N Bobi, Unit O 056 Strongyard
	B Sinkinya, Zoen O 45D Luyolo Street
	Z Siphuhle, 0412 Luyolo Street
	S Nyembezi, D022 Luyolo Street
	E Matolengwe, D003 Luyolo Street
	D Mbaso, Wyolo DO98
	P Samente, D006 Luyolo Street
	T Samente, D004
20/01/2023	T Gama, D7
	F Shumba, LS44
	N Phindiso, S7A
	Z Mlanteni, S32
25/01/2023	T Siphuhle, ZoneO 412
	K Pongo, 0551 Luyolo Street
	T Sphuhle, Zone O, 412
	B Mngqibisa, 30 Zone O
	L Cakata, 0551 A Luyolo Street

	X Hoyo, S34 Langrug
	N Goni, Zone O, 45C
	N Methuko, Zone O3
	A Mamba, 04 Luyolo Street
	Y Kenke, O5 Luyolo Street
	P Mandwaleni, Zone O Luyolo Street
	L Maema, 30 Zone O Luyolo Street
	V Gwalisa, 05050, Luyolol Street
	<b>Total: 50</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**

<b>Progress on Capital projects for 2022/23 financial year</b>				
<b>Projects</b>	<b>Value</b>	<b>Process</b>	<b>Funds Committed</b>	<b>Progress budget spent</b>
Incident command vehicle	R1500000	1. Procure vehicle off RT tender  2. In process of registering tender for conversion	46%	46% awaiting delivery of vehicle.
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%	Funds rolled over

**Incidents**

1-31 January 2023						
VELDFIRES	STRUCTURE FIRES	MVA	PVA	MEDICALS	WATER SUPPLY	NON EMERGENCY
TOTAL: 94	TOTAL: 41	TOTAL: 13	TOTAL: 03	TOTAL: 20	TOTAL: 104	TOTAL: 10

**Work opportunities created:**

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

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



5.2.2	MONTHLY REPORT BY FIRE & DISASTER FOR FEBRUARY 2023
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Collaborator No: 747712  
 IDP KPA Ref No: Safest Valley  
 Meeting Date: 3 May 2023

1. **SUBJECT: MONTHLY REPORT FOR FEBRUARY 2023: FIRE & DISASTER**

2. **PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Fire and Disaster services for February 2023.

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 February 2023 to the Committee for notification.

5. **RECOMMENDATION**

that the monthly report by Fire & Disaster for the month of February 2023, 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 February 2023.

**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:  
FEBRUARY  
2023**

**FIRE AND RESCUE  
SERVICES**

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**Drills**

09/02/2023	High Angle
16/02/2023	Rope work & Rigging
21/02/2023	Mp3 Pumps
17/02/2023	Rescue
22/02/2023	Medical

**Tests**

02/02/2023	Foam Equipment
03/02/2023	Rescue Gear
06/02/2023	Batteries/Tyres
07/02/2023	Hoses
09/02/2023	High Angle gear
10/02/2023	Rescue Gear
13/02/2023	Batteries & Tyres
15/02/2023	High Angle
16/02/2023	Foam
17/02/2023	Rescue gear
20/02/2023	Batteries/Tyres
22/02/2023	Rescue Tools
23/02/2023	Small Gear

**Training and development**

No external training was scheduled for the month of February due to the peak fire season.

**Familiarization tours/ Evacuations**

1. NONE

**Fatalities**

1. NONE

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

1. 11/02/2023 – Standby @ Coetzenburg Stadium
2. 12/02/2023 - Standby @ Coetzenburg Athletics Stadium
3. 16/02/2023 – Display @ Pieter Langeveldt School
4. 24/02/2023 – Display @ Klapmuts, Primary School

**Fire readiness and preparedness test**

Daily vehicle and appliance checks  
Daily drills and lectures  
Evacuation drills as scheduled  
Regular awareness programs and visits to premises.  
Periodical test of equipment  
Maintenance of vehicles and appliances  
Daily station work  
Daily cleaning of stores  
Daily water supply to various informal settlements  
Hydrant inspections  
Smoke detector installations



Carting of water to community of Klapmuts

**Fire Prevention activities**

<b>NAME</b>	<b>TOTAL</b>
Rezoning	0
Building line encroachments	0
Departures	0
Inspections	138
Evacuation drills	0
Fire Certificates	11
Lectures	0
After Hours inspections	0
Population certificates	19
Smoke detectors installed	50
Hydrant inspections	30

**Smoke Alarms**

<b>STELLENBOSCH FIRE &amp; RESCUE SERVICE SMOKE ALARM INSTALLATIONS FEBRUARY 2023</b>	
<b>DATE</b>	<b>ADDRESS</b>
13/02/2023	<b>Kayamandi</b>
	Y Nondiphiwe, Zone I 113
	L Gubuza, Zoen I110
	J Hemeni, Zoen I 108
	E Toso, Zoen I109
	N Mafu, Zoen I 145
	S Dlaku, H229 Nkanini
	A Bahlehle, H230 Nkanini
	N Mpotololo, H222 Nkanini
	V Dingindlela, H226 Nkanini
	Z Bomikazi, H602 Nkanini
14/02/2023	T Skoti, Zone I 70
	N Gingani, Zone I 72
	I Nkomla, 191
	C Yose, Zone I 84
	L Tsoka, Zone I
	S Tyeda, Zone I
	M Sifankqala, Zone I 104
	E Mpukumpa, Zoen I 90
	K Mshweshwe, Zone I104
	N Cwayi, Zone I 103
15/02/2023	Z Sifobia, I 112
	V Faniswa, Zone I 99
	V Faniswa, Zone I 99
	S Bojana, Zoen I 141
	K Sifanqala, Zone I 143
	M Mbiza, I 77 Makupula Street
	T Mbaqla, Zone I 83
	A Tetyane, Zone I 85
17/02/2023	S Akrosi, Kayamandi
	M Mlambo, I 162
	N Mlumkiso, C389
	T Manue, 471
	D Sikoti, C375
	T Cweba, B330
	N Teka, C128
	A Civita, C127
	B Ntsizi, B726
	B Mfaza, B726
	M Mjeto, B674
	M Mjelo, B674
	K Nowa, B673
	V Ngonjamana, B240

	B Cafuza, B675
	F Nuingia, C38
	M Ndezendze, Kayamandi
	B Ntsini, Nkanini
	S Hemeni, Zoen F221
	N Koro, I 196
	K Mbewu, Zone I 134
	N Sisilana, Zone I 75
	<b>Total: 50</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**

<b>Progress on Capital projects for 2022/23 financial year</b>				
<b>Projects</b>	<b>Value</b>	<b>Process</b>	<b>Funds Committed</b>	<b>Progress budget spent</b>
Incident command vehicle	R1500000	1. Procure vehicle off RT tender  2. Specifications for the conversion of vehicle advertised	46%	46% awaiting delivery of vehicle.
Furniture, tool and equipment	R200 000	Tender	90%	Awaiting delivery of goods
Upgrading STB fire	R520 000	Tender	100% actual	Completed

**Incidents**

<b>1-28 February 2023</b>							
<b>VELDFIRES</b>	<b>STRUCTURE FIRES</b>	<b>MVA</b>	<b>PVA</b>	<b>MEDICALS</b>	<b>WATER SUPPLY</b>	<b>NON EMERGENCY</b>	
TOTAL: 93	TOTAL: 26	TOTAL: 18	TOTAL: 04	TOTAL: 27	TOTAL: 96	TOTAL:	10

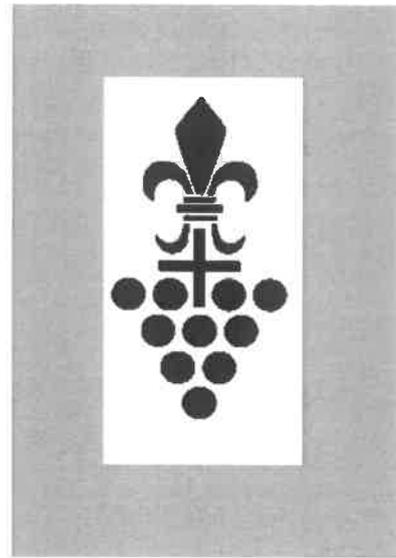
**Work opportunities created:**

- 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:**

**February 2023**

**DEPARTMENT:**

*Disaster Risk  
Management*

**DIRECTORATE:**

*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 participate on regular bases by assisting in conducting educational campaigns and awareness at crèches, communities, and schools about safety and emergency services, capacitating the department by doing field work and conducting the required surveys within communities.

A key function attributed to Disaster Management: EPWP Volunteers is to assist with the incident risk assessments during emergencies such as fires and floods and the subsequent provision of material and relief aid to the affected. This is all done with the toe to the effects of a disaster and to restore and rehabilitate the affected in the shortest possible time.

#### 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.

- Commerce and Industry – Safety in section and Evacuation Exercises
- Department of Education: Safety at School – Evacuation Exercises
- Department of Health: Evacuation Exercises / Safety Talks
- The Department of Health: COVID-19 Service Awards; Longridge Wine Estate



- Eskom

16 February 2023: JPC Meeting, Stikland

- Stellenbosch University – Events/sports activities
- Stellenbosch University – Maties Community Services
- Stellenbosch Night Shelter – Collection and distribution of donations
- Working on Fire – Fire and Water Safety

Celebrated Wetlands Day, 2 February 2023 in Jonkershoek Valley in collaboration with Cape Nature and Disaster Management.

### 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.



Evacuation exercise: Bergzicht Training Centre

### 1.3 NODAL POINTS

The effectiveness of communication between the disaster management office and ward offices are very vital as these offices tend to be the central point of information during disaster-related incidents. The Disaster Management Unit is assigned the task of directing and facilitating the disaster risk management process.

This process remains ongoing during the pandemic period.

## 1.4. MUNICIPAL DISASTER MANAGEMENT FRAMEWORK

### 1.4.1 Controlling procedures applications and administrative requirements.

- Plans are reviewed continuously.
- Winter preparedness Plans compiled and submitted to CWDM.

### 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) Department of Health

This initiative remains ongoing.

#### c) Stellenbosch Night Shelter

Donations were collected and distributed to fire-affected households.



Distribution of clothing to the Claytile Koelenhof community.



**1.4.5 MECHANICAL AND MAINTENANCE SUBMISSIONS TO FLEET CONTROL: - WESBANK.**

<b>FORD SC 5: CL 53375</b>	<b>Item description of work</b>	<b>WesBank pa</b>	<b>Merchant</b>	<b>Authorization</b>
	The car needs major mechanical or override	Still waiting	None	None
10/120/7713 NISSAN CL 47713	Mechanism unit replacement for window	9735846	Gm services	Done
10/120/1041 ISUZU D-Max CL 51041	Puncture repair	9735363	Kilotreads	Done
	Puncture repair wheel nut spoiled. New tyre	9781620	Kwikfit Kwikfit Kwikfit	Done Waiting for clearance Waiting for clearance

**1.5 OCCUPATIONAL HEALTH AND SAFETY REPORT - SUBMISSIONS OF INJURY ON DUTY:**

No occurrences were reported.

**EMPLOYER'S REPORT OF AN ACCIDENT:**

No occurrences were recorded.

### 2.2.1. Summary of occurrences

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

The Disaster Management Division responded to all x 14 localized incidents and offered incident assessment while Community Social Services offered relief assistance, including blankets and food parcels.

Category		Total
1.	Number of Fire	14
2.	Structures Damaged or destroyed	+90
3.	Fire burns injuries	0
4.	Fatalities	0

### 2.2.2 Incidents were then referred to the custodian departments concerned.

No	Incident Number	Type of fire	Main location	Frequent causes
1.	SFSBF23020101	Informal Shack Alight	Thubelitsha 2652, Kayamandi	Unknown
2.	SFSBF23020302	Shacks Alight	Zone O, Thubelitsa, Kayamandi	Unknown
3.	SFSBF23020105	Informal Backyard Dwelling	Yo Yo Street, 27 Klapmuts	Unknown
4.	SFSBF23020501	Informal Shacks Alight	Longlands, Vlottenburg	Unknown
5.	SFSBF23020705	House Alight	Blainie Street, Kylemore	Unknown
6.	SFSBF23021102	Shacks Alight	Zone O, Kayamandi	Unknown
7.	SFKLM23021203	House Alight	Kerith Retreat, Muldersvlei	Unknown
8.	SFSBF23021303	Informal Backyard Dwelling	13 Vredelust Street, Cloetesville	Unknown
9.	SFLMF23021507	House Alight	Reservoirs, Franschhoek	Unknown
10.	SFSBF23021510	House Alight	Luyolo Street, Kayamandi	Unknown
11.	SFKLM23021605	Shacks Alight	Mandela City, KL873	Unknown
12.	SFSBF23021802	Shack alight	Mango Street, Kayamandi	Unknown
13.	SFKLMF23022201	Shack Alight	Langrug, Groendal	Unknown
14.	SFSBF23022304	House alight	Keerweerder Plaas, Franschhoek	Unknown

**2.6 DISASTER MANAGEMENT INTERVENTIONS: 2022/23 ANNUAL PLAN**

Key Activity/Project program	Description of the unit of measurement	Project Description	Stakeholders	5-Year Target	Year 1 Target		Progress Ratings	
					Per Year	Per Month	Done	O/stand
<b>Conduct Fire Awareness sessions</b>	Number of fire awareness sessions conducted	Safer Communities Project Plan Implementation of Fire resilient communities	Disaster Management and other Internal Stakeholders	240	48	4	31	17
<b>Facilitate COVID-19 vaccination drives in WCO24</b>	Number of COVID-19 vaccination drives facilitated	COVID-19 is a respiratory illness similar to the flu.	Department of Health, Disaster Management, and other relevant stakeholders	25	5	2	1	3
<b>Respond to Fire incidents within 14 minutes</b>	Percentage of fire incidents responded to within 14 minutes	Flood / Fire Response	Disaster Management	85%	85%	100%	100%	0%
<b>Installation of Smoke alarms</b>	Number of smoke alarms installed	Fire Prevention/Safety	Disaster Management	1500	300	25		-
<b>Implement a Water Safety Program within WCO24</b>	Number of water safety programs implemented within WCO24	Water Safety Programmes	Disaster Management / SANTAM / NSRI	10	2	0.2	2	0

**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 following approved frameworks.

The best way of reducing the effect of disasters is by the integration of resilience in daily service delivery, poverty reduction, and sustainable development programs. By recognizing that disaster management should form an integral part of our development initiatives be it economically, socially, or structurally. The policy objective of anticipating and reducing risk is called disaster risk reduction and for those disasters that can be manageable, its objective became disaster risk management. Its action is at achieving the objective of reducing disaster risk practices into sustainable development goals.

Reducing risk lies in reducing vulnerability and exposure. These two components of risk require the identification of the underlining drivers of risk, which are particularly related to poor economic and urban development choices and practices, degradation of the environment, poverty and inequality, and climate change. The line function departments need to address these to reduce risk, lessen the impact and consequently maintain the sustainability of development.

**3.1 Risk Reduction Strategies**

- Aim to promote and implement.
- Platforms to share knowledge.
- Disaster risk reduction initiative
- Community safety programs; and
- Campaigns to promote safety resilient sustainable communities.

**3.1.2 RISK REDUCTION PROJECT PLANS AND INITIATIVES**

- Evacuation simulation exercises and public safety and Fire Awareness campaigns are conducted in Community structures such as (Schools, Forums, ECD centers, religious fraternities, etc.)
- Inspection of critical infrastructure such as community halls/centers
- Distribution of smoke alarm system devices to fire victims and firekilla device system to Temporary Relocated Units/Areas

**KPA 4:****4.1. DISASTER RESPONSE AND RECOVERY**

This key performance area seeks to ensure that disaster response and recovery planning for the Stellenbosch Local Municipality achieves these objectives.

Call Time	DM Activated	Description	Address	DM Assessment
11:15	TBC	SFSBF23010103	Merriman & Joubert	TBC
15:33	15:34	SFSBF23010304	11 Gorridon Street	TBC
04:43	04:44	SFSBF23010401	Mountainview, Jamestown	07:11
17:19	17:20	SFSBF23010402	North -End, Street, Cloetesville	18:58
17:51	17:52	SFSBF23010601	Animal World, R44	TBC
15:47	15:48	SFSBF23010705	Costa land, Kayamandi	17:49
14:18	14:19	SFSBF23010804	Mandela City, Klapmuts	15:36
14:00	14:01	SFSBF23010805	Majolo Street, Klapmuts	15:48
11:40	11:41	SFSBF23013003	Nkanini, Kayamandi	12:50
19:01	19:02	SFSBF23013004	Thubelitsha, Kayamandi	TBC
00:45	00:46	SFSBF23013101	Zone O 8 <sup>th</sup> Avenue, Kayamandi	08:00
03:14	03:15	SFSBF23013102	2670 Winnie Mandela Road, Kayamandi	TBC

**ENABLER 1: INFORMATION MANAGEMENT AND COMMUNICATION**

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

**4.2 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 of significance for municipal areas timely to ensure that warnings include information and guidance to enable those at risk must 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

The respective roles and responsibilities are clearly defined in the Safety at Sports and Recreational Events Act, of 2010. This committee plays a critical role in overseeing events and the safeguarding of premises as well as participants.

Several events hosted in WCO24 were approved with complicit to standards and regulations. Weekly meetings between emergency services continued for upcoming activities/events in Greater Stellenbosch. Joint operations (VOC) Venue operations) was fully represented by emergency stakeholders i.e.: The event organizer/ Safety Officer, SAPS / Security, Disaster Management, and EMS. Between the Departments: Fire Prevention and Disaster Management, events safety inspections are conducted to ensure compliance with standards and regulations.

##### - **T20 International Women's Cricket**

The international T20 Women's Cricket was hosted both in Paarl, Newlands, and Stellenbosch. During warm-up sessions and match day,s VOCs were fully functional to ensure the safety of teams. Escorting team buses was also a high priority to and fro.

##### - **11 February 2023**

- Nelson Mandela Freedom Race, Drakenstein Correctional Services
- The Annual Venster (Stellenbosch University, Danie Craven Stadium

##### - **20 February 2023**

- First Varsity Cup Game, Danie Craven Stadium

#### 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.

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

Date	Type of activity (School or community activity)	Location	Stakeholders involved	The number of people who attended or reached	Gender (F/M)	Age group (school learners, Youth, Adults)	Proof of attendance (attendance register, photographs, etc)
03-02-23	Student welcoming Fair	<b>Danie Craven rugby fields</b>	Stellenbosch University	7 000	Male/Female	All ages	
06-02-23	Public awareness	<b>Shoprite Mini market</b>	Cloetesville		Female/Male	All ages	
13-02-23	Safety and Disaster Awareness	<b>Nkanini Informal Settlement</b>	Community	20	Male/Female	All Ages	

16-02-23	Safety and Disaster Awareness	<b>Pieter Langeveldt Primary school</b>	Community Fire Services	100	Male/ Female	All Ages	
20-02-23	Safety and Disaster Awareness	<b>Langrug Informal Settlement</b>	Community Members	100	Male/ Female	All Ages	
24-02-23	Public awareness	<b>Vlottenburg</b>					

#### 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 the 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

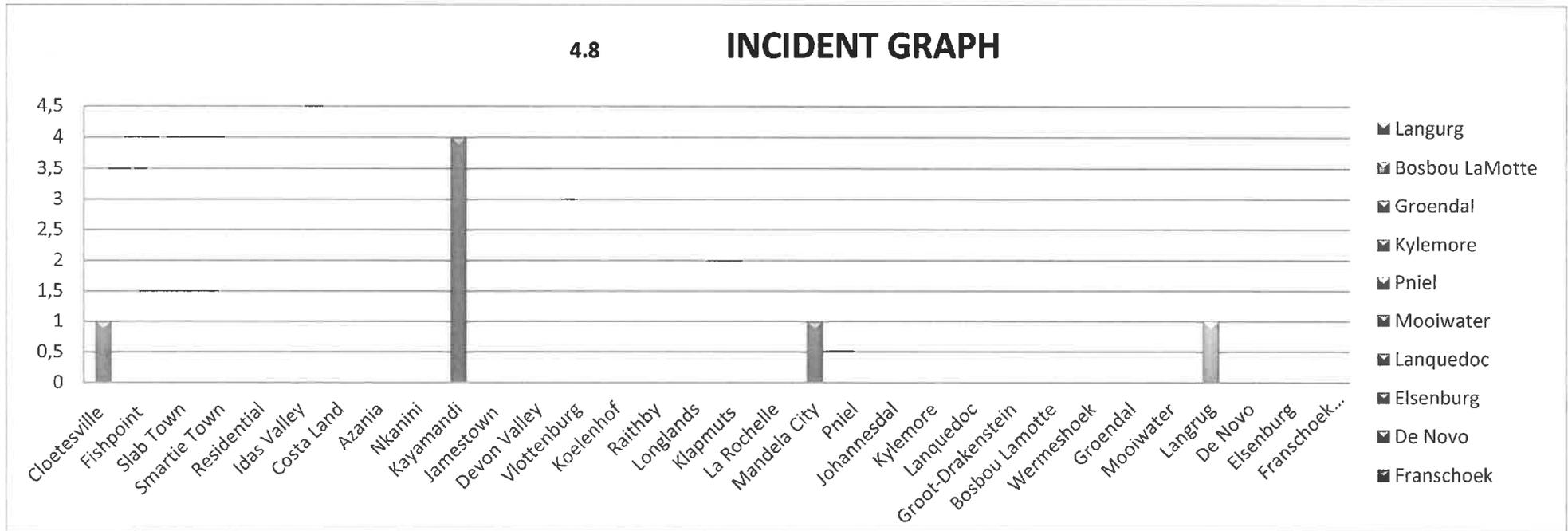
#### 4.6 INTEGRATED RESPONSE RECOVERY PLANS

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.

#### 4.7 Statistical graph

<b>Disaster Management Monthly Statistics: FEBRUARY 2023</b>			
Respond to fire incidents within 14 minutes	<b>100%</b>	Percentage of fire incidents responded to within 14 minutes	<b>100%</b>
The number of structural fires occurring in informal settlements:	<b>5</b>	The number of 'displaced persons to whom the municipality delivered assistance:	<b>180</b>
Number of dwellings in informal settlements affected by structural fires	<b>66</b>	Number of people in informal settlements affected by structural fires	<b>180</b>
Number of structural fires occurring in the formal settlements	<b>2</b>	Number of people in formal settlements affected by structural fires	<b>6</b>
Conduct fire awareness sessions	<b>100%</b>	Number of fire awareness sessions conducted	<b>3</b>
Conduct disaster risk assessment in WCO24	<b>100%</b>	Number of the disaster risk assessment conducted in WCO24	<b>2</b>
Installation of smoke alarms	<b>100%</b>	Number of smoke alarms installed	<b>220</b>
Firekilla Device system	<b>100%</b>	Number of firekilla devices issued	<b>100%</b>



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>

#### 4.9 STATS: Occurrences for February 2023

Distribution of emergency housing kits to eligible survivors, temporary food packs, and crisis counseling 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.	03-02-2023	Zone O	X35(b) Zone O	8	0	8	19	√	√	*	2	6	8	2
2.	11-02-2023		O122, Bassie Str	34	0	34	87	√	√	*	24	10	34	
3.	16-02-2023	Mandela City	MC 30, Mandela City	19	0	19	62	√	√	*	17	2	19	1
4.	18-02-2023	Zone A	A11(b) 1 <sup>st</sup> Avenue	2	0	2	4	√	√	*	2	0	2	1
5.	22-02-2023	Langrug	LE 71, Langrug	1	0	1	3	√	√	*	0	1	1	1
6.	02-02-2023	Thubelitsha Homes	No 2652, Thubelitsha	1	0	1	1	*	*	*	*	*	1	1
7.	13-02-2023	Cloetesville	No 138 Curry Str	1	0	1	4	*	*	*	*	*	1	1
		<b>Totals</b>		<b>66</b>	<b>0</b>	<b>66</b>	<b>180</b>				<b>45</b>	<b>19</b>	<b>66</b>	<b>7</b>

**4.10 MONITORING FIRE DISTRIBUTION TRENDS PER AREA: AREA THAT CONSUMED MOST FIREKIT**

<i>Date/Month</i>	<i>Fire kit Received</i>	<i>Total fire kit Issued</i>	<i>Area</i>	<i>Total issued</i>	<i>Area issued most Firekit</i>
July 2022		1 x fire kit 1 ½ x Fire kit	Kayamandi Klapmuts	2½	
Aug 2022		1 x fire kit 1 x Fire kit	Lanquedoc Kayamandi	2	
Sept 2022		6 x Fire kit 15 ½ x Fire kit 2 ½ x Fire kit	Kayamandi Klapmuts Franschhoek	24	Kayamandi - 15
Oct 2022	17-10-2022: 50 x Fire kit				
Oct 2022		12½ x Fire kit 68½ x Fire kit 9 x Fire kit	Klapmuts Kayamandi Franschhoek	90	Kayamandi -68
Nov 2022	07-11-2022: 50 x Fire kit				
Nov 2022		62½ x Fire kit	Kayamandi	62½	Kayamandi - 62

Dec 2022	05 -12-2022: 20 x Fire kit				
	14-12-2022: 34 x Fire kit				
Dec 2022		48 x Fire kit	Kayamandi	48½	Kayamandi – 48
		½ x Fire kit	Franschhoek		
Jan 2023	17-01-2023: 46 x Fire kit				
Jan 2023		48 x Fire kit	Kayamandi	58	Kayamandi – 48
		6 x Fire kit	Klapmuts		
		4 x Fire kit	Cloetesville		
Feb 2023	<b>07-02-2023: 60 x Fire kit</b>				
Feb 2023		44 x Fire kit	Kayamandi	64	Kayamandi – 44
		19 x Fire kit	Klapmuts		
		1 x Fire kit	Langrug		

**STOCK TAKING (Temporary emergency housing material)**

**WEEK 1-4: 01-28 February 2023**

<b>Delivery received: Week 2: 07-02-2023</b>	60 x fire kit	Fire Stores
	Corrugated sheet	900
	Poles (thin) 76/50	720
	Poles (thick) 76/76	480
	DPC Plastic cover	60
	Nails (boxes)	6 x (2x 3 inch), (2x 4 inch), (2x clout)
<b>Total sheets at stores: - 07-02-2023</b>	Sheets	1 353
<b>Total DPC Flood kit at stores: - 07-02-2023</b>	Flood kit plastic	413
<b>Breakdown of stock issued:</b>	64 x Fire kit	Kayamandi, Mandela City, Langrug
<b>Distribution date 01-28 February 2023</b>	45 x full kits 19 x partial kits	778 x sheets 654 x poles (thin)76/50 436 x poles (thick)76/76 45 x DPC Plastic 173 x pct nails
<b>Total sheets at stores: - 28-02-2023</b>	<b>Store</b>	<b>Totals:</b>
	<b>Cage</b>	<b>Garages</b>

<b>Corrugated iron sheet</b>	529	-	529
<b>Poles (thin)</b>	406	-	406
<b>Poles (thick poles)</b>	276	-	276
<b>DPC fire kit Plastic</b>	58	-	58
<b>FLOODKIT PLASTIC</b>	413	-	413
<b>Sets of nails</b>	11 x boxes	-	11 x boxes

**Summary stock update at Stores**

<b>Total sheets at stores: -February 28, 2023,</b>	Sheets	529
	Poles/wood	682
	DPC PLASTIC	413
	Total Emergency Housing Firekit at Stores	35,2 kits

5.2.3	<b>MONTHLY REPORT BY FIRE &amp; DISASTER FOR MARCH 2023</b>
-------	---

Collaborator No: 748541  
 IDP KPA Ref No: Safest Valley  
 Meeting Date: 3 May 2023

**2. SUBJECT: MONTHLY REPORT FOR MARCH 2023: FIRE & DISASTER**

**2. PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Fire and Disaster services for March 2023.

**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 March 2023 to the Committee for notification.

**5. RECOMMENDATION**

that the monthly report by Fire & Disaster for the month of March 2023, 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 March 2023.

**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:**

**MARCH 2023**

FIRE AND RESCUE  
SERVICES

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**Drills**

01/03/2023	Ladders
02/03/2023	Turn Table Ladder
08/03/2023	Turn Table Ladder Operation and Water Distribution,
08/03/2023	MP3 Ladder Drill,
08/03/2023	Mp3 Compressed Air Foam System Operations.
08/03/2023	Medical: General Anatomy and Vital Signs
09/03/2023	MP3 Pump
13/03/2023	Pump Drill – 2 Jets to the 3rd and 4th Floor of Drill Tower
13/03/2023	Rhenish Primary – Jaws of Life Demonstration.
19/03/2023	Vehicle Extrication
22/03/2023	Scba
27/03/2023	MP3
30/03/2023	TL1

**Tests**

02/03/2023	Foam
03/03/2023	Rescue Gear
06/03/2023	Batteries
13/03/2023	Batteries and Tyres
14/03/2023	Small Gear
17/03/2023	Rescue Tools
20/03/2023	Batteries and Tyres
22/03/2023	SCBA
23/03/2023	Small Gear
24/03/2023	Rescue Gear
27/03/2023	Batteries & Tyres
30/03/2023	Foam
31/03/2023	Rescue Gear

**Training and development**

No external training was scheduled for the month of March due to the peak fire season.

**Familiarization tours/ Evacuations**

1. NONE

**Fatalities**

1. Six fatalities

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

1. 21/03/2023 Birthday Party – Fire and Life Safety

**Fire readiness and preparedness test**

<b><u>Activity</u></b>	<b><u>Periodicity</u></b>		
	<b><u>Daily</u></b>	<b><u>Weekly</u></b>	<b><u>Monthly</u></b>
<u>Vehicle and appliance checks</u>	<b><u>x</u></b>		
<u>Drills</u>	<b><u>x</u></b>		
<u>Evacuation drills</u>			<b><u>x</u></b>
<u>Awareness programs</u>		<b><u>x</u></b>	
<u>Maintenance of vehicles and appliances</u>	<b><u>x</u></b>		
<u>Station work</u>	<b><u>x</u></b>		
<u>Water supply to settlements</u>	<b><u>x</u></b>		
<u>Hydrant inspections</u>		<b><u>x</u></b>	
<u>Smoke alarm installations</u>		<b><u>x</u></b>	
<b><u>Batteries, ladders</u></b>			<b><u>x</u></b>

**Fire Prevention activities**

<b>NAME</b>	<b>TOTAL</b>
Rezoning	0
Building line encroachments	0
Departures	0
Inspections	114
Evacuation drills	0
Fire Certificates	28
Lectures	0
After Hours inspections	0
Population certificates	12
Smoke detectors installed	62
Hydrant inspections	47

**Smoke Alarms**

<b>STELLENBOSCH FIRE &amp; RESCUE SERVICE SMOKE ALARM INSTALLATIONS MARCH 2023</b>	
<b>DATE</b>	<b>ADDRESS</b>
02/03/2023	<b>Meerlust</b>
	S Losper, Meerlust Area
	W Venneal, Meerlust
	W Venneal, Meerlust
	W Venneal, Meerlust
	M Pietersen, Meerlust
	J Damonse, Meerlust
	M Valentyn, Meerlust
	D van Rooyen, Meerlust
	E Petersen, 28 Meerslust Bosbou
	E Petersen, 28 Meerslust Bosbou
03/03/2023	R Bergman, JT 127

	M Williams, JT 115
	F August, JT124
	G Fransman, House no 26
	A Wildebees, JT 122
	A Bergman, JT 111
	M Davids, House no 26
	M Davids, House no 26
	D Williams, House no 16
	D Williams, House no 16
06/03/2023	P Januarie, JT 112
	K Isacks, JT 110
	I Slabbert, JT 123
	J Williams, JT 113
	J Jantjies, JT 120
	M Williams, JT 116
	N Raputsoe, JT 126
	A Snyders, JT 125
	D Snyders, JT 128
	R Davids, JT 118
07/03/2023	A Muller, Nr 23
	C Jacobs, Meerlust
	C Hartogh, No 19 Meerlust
	J Vlotman, Nr 18 Meerlust
	L Johannes, no 23 Meerlust
	S Lucas, no 25
	E van der Westhuizen, no 23
	M Johannes, JT 119
	J September, no 274
	L Aries, JT 130
08/03/2023	K Quantiney, Bousbou house nr 9
	L Davids, JT 129
	A Arnolds, nr 26
	W Williams, Nr 25
	S Conradie, Meerlust
	C Delpont, Bosbou house
	I April, House no 9
	J Bezuidenhout, Bosbou House no 1
	F Mouton, House no 3
	F Mouton, House no 3
22/03/2023	<b>Kayamandi</b>
	S Mlanga, Luyolo Street
	S Mlanga, Luyolo Street
	A Sinqaba, LuyoloStreet
	G Nokele, Luyolo Street
	P Mohango, Luyolo Street
	A Mbokwana, Luyolo Street

	A Longo, Snakevalley 1894
23/03/2023	S Jobela, Zone O
	A Matshingana, Zone O
	A Matshingana, Zone O
	B Jovula, Zone 0233D
	T Monkayi, Zone O
	<b>TOTAL: 62</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**

<b>Progress on Capital projects for 2022/23 financial year</b>				
<b>Projects</b>	<b>Value</b>	<b>Process</b>	<b>Funds Committed</b>	<b>Progress budget spent</b>
Incident command vehicle	R2000000	1. Procure vehicle off RT tender  2. Specifications for the conversion of vehicle advertised	31%	Vehicle delivered. Tender evaluation for the conversion of the vehicle in progress  Will request a roll over of funds
Furniture, tool and equipment	R200 000	Tender	90%	Awaiting delivery of goods
Upgrading STB fire	R520 000	Tender	100% actual	Completed

**Incidents**

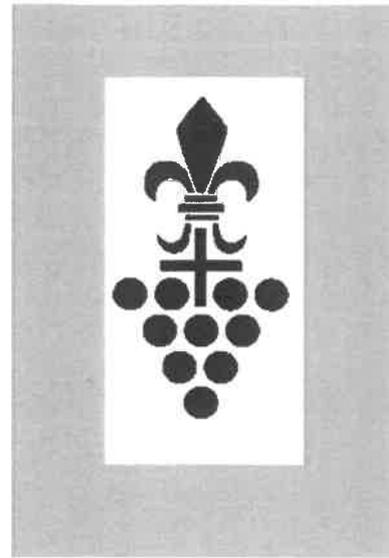
<b><u>01 - 31 March 2023</u></b>						
<b>VELDFIRES</b>	<b>STRUCTURE FIRES</b>	<b>MVA</b>	<b>PVA</b>	<b>MEDICALS</b>	<b>WATER SUPPLY</b>	<b>NON EMERGENCY</b>
TOTAL: 15	TOTAL: 15	TOTAL: 18	TOTAL: 02	TOTAL: 35	TOTAL: 89	TOTAL: 4

**Work opportunities created:**

- 16 EPWP opportunities created within our disaster management and fire safety section from 1 July 2021 to 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:**

**March 2023**

DEPARTMENT:

*Disaster Risk  
Management*

DIRECTORATE:

*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 participate on regular bases by assisting in conducting educational campaigns and awareness at crèches, communities, and schools about safety and emergency services, capacitating the department by doing field work and conducting the required surveys within communities.

A key function attributed to Disaster Management: EPWP Volunteers is to assist with the incident risk assessments during emergencies such as fires and floods and the subsequent provision of material and relief aid to the affected. This is all done with the toe to the effects of a disaster and to restore and rehabilitate the affected in the shortest possible time.

**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.

- Commerce and Industry – Safety in section and Evacuation Exercises
- Cape Winelands District Municipality – DM:
  - Polyphagous Shot Hole Borer (PSBH) meeting – 1 March 2023
  - DM Quarterly meeting – 21 March 2023
- Department of Health: Evacuation Exercises / Safety Talks
- Eskom: JPC Quarterly Meeting (2 March 2023)
- Stellenbosch University – Maties Community Services
- Stellenbosch Night Shelter – Collection and distribution of donations
- Working on Fire – Fire and Water Safety: IRRD Meeting: 21 March 2023

**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.

### 1.3 NODAL POINTS

The effectiveness of communication between the disaster management office and ward offices are very vital as these offices tend to be the central point of information during disaster-related incidents. The Disaster Management Unit is assigned the task of directing and facilitating the disaster risk management process.

### 1.4. MUNICIPAL DISASTER MANAGEMENT FRAMEWORK

#### 1.4.1 Controlling procedures applications and administrative requirements.

- Plans are reviewed continuously.
- Winter preparedness Plans compiled and submitted to CWDM.

#### 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.



Bread donation to underprivilege people in Cloetesville next to R44(20.03.2023)

#### b) Department of Health

This initiative remains ongoing.

### c) Stellenbosch Night Shelter

Donations were collected and distributed to fire-affected households.



## 1.4 OCCUPATIONAL HEALTH AND SAFETY REPORT - SUBMISSIONS OF INJURY ON DUTY:

### 1.2.1 Community & Protection Service Directorate OHS Committee Meeting

The meeting was held on the 06 March 2023 at 14h00

➤ No incidents/accidents/injuries was reported to OHS section

### 1.2.2 Central Quarterly OHS Committee Meeting

Disaster officials attended the meeting that was held on the 28 March 2023 at 14h00 via Teams.

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

Risk assessments plays an integral part in disaster management and is part of the daily activities of a disaster practitioner. This process is ongoing.

**2.1 Fires**

08.03.2023 Fire Incident: ENkanini Kayamandi.

**2.2.1. Summary of occurrences**

	<b>Category</b>	<b>Total</b>
1.	Number of Fire	13
2.	Structures Damaged or destroyed	17
3.	Fire burn injuries	0
4.	Fatalities	0

During March 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 x13 localised incidents and offered incident assessment while Community Social Services offered relief assistance, including blankets and food parcels.

**2.1.2 Incidents referred to custodian departments**

No	Incident Number	Type of fire	Main location	Frequent causes
1.	SMLMF2303040	Shack Alight	LA Fernet, Wemmershoek Road	Unknown
2.	SFSBF23030701	House Alight	Bien Don, R45	Unknown
3.	VFSBF23030801	Shacks Alight	ENkanini, Kayamandi	Unknown
4.	SFSBF23030802	Shack Alight	8 Sokuqula Street, Costaland Kayamandi	Unknown
5.	SFSBF23030902	Shack Alight	Ekanini, Kayamandi	Unknown
6.	SFSBF23031002	House Alight	Waterboom Street	Unknown
7.	SFSBF23031101	House Alight	18 Mark Street, Stellenbosch	Unknown
8.	SFSBF23031201	Building Alight	Butterfly World, Klapmuts	Unknown
9.	SFSBF23031701	House Alight	Kayamandi	Unknown
10.	SFSBF23031704	House Alight	Louisville Road, Devon Valley	Unknown
11.	SFSBF23031801	Building Alight	37 Plein Street, CBD	Unknown
12.	SFSBF23031802	Shack Alight	North End, Cloeteville	Unknown
13.	SFSBF23032301	Building Alight	George Blake, Kayamandi	Unknown

**2.3 Strong winds**

None reported.

**2.4 Flood/Roof Leak**

None reported.

## 2.6 DISASTER MANAGEMENT INTERVENTIONS:

Key Activity/Project programme	Description of unit of measurement	Project Description	Stakeholders	5-Year Target	Year 1 Target		Progress Ratings	
					Per Year	Per Month	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	35	12
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	1	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	62	0
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 ❖ Lanquedoc	Disaster Management	8	2	0.2	2	2

### 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 following approved frameworks.

The best way of reducing the effect of disasters is by the integration of resilience in daily service delivery, poverty reduction, and sustainable development programs. By recognizing that disaster management should form an integral part of our development initiatives be it economically, socially, or structurally.

Reducing risk lies in reducing vulnerability and exposure. These two components of risk require the identification of the underlining drivers of risk, which are particularly related to poor economic and urban development choices and practices, degradation of the environment, poverty and inequality, and climate change. The line function departments need to address these to reduce risk and lessen the impact.

Information Desk held at Ekanini (27.03.2023)



### 3.1 Risk Reduction Strategies

- Aim to promote and implement.
- Platforms to share knowledge.

- Disaster risk reduction initiative
- Community safety programs; and
- Campaigns to promote safety resilient sustainable communities.

### 3.1.2 RISK REDUCTION PROJECT PLANS AND INITIATIVES

- Evacuation simulation exercises and public safety and Fire Awareness campaigns are conducted in Community structures such as (Schools, Forums, ECD centres, religious fraternities, etc.)
- Inspection of critical infrastructure such as community halls/centres
- Distribution of smoke alarms and portable fire extinguishers, called firekilla.

## KPA 4:

### 4.1. DISASTER RESPONSE AND RECOVERY

This key performance area seeks to ensure that disaster response and recovery planning for the Stellenbosch Local Municipality achieves these objectives.

Call Time	DM Activated	Description	Address	DM Assessment Time
08:16	04.03.23	SMLMF23030403	LA Fernet, Wemmershoek Road	TBC
00:27	07.03.23	SFSBF23030701	Bien Don, R45	TBC
16:45	08.03.23	VFSBF23030801	Sectio H, Ekanini, Kayamandi	18:37
22:09	08.03.23	SFSBF23030802	8 Sokuqula Street, Costaland Kayamandi	10:05
10:37	09.03.23	SFSBF23030902	Section A Ekanini, Kayamandi	11:16
22:39	10.03.23	SFSBF23031002	Waterboom Street	TBC
01:18	11.03.23	SFSBF23031101	18 Mark Street, Stellenbosch	TBC
07:45	12.03.23	SFSBF23031201	Butterfly World, Klapmuts	TBC
14:21	17.03.23	SFSBF23031701	73 School Crescent, Kayamandi	14:53
17:31	17.03.23	SFSBF23031704	Louisville Road, Devon Valley	TBC
03:50	18.03.23	SFSBF23031801	37 Plein Street, CBD	TBC
21:10	18.03.23	SFSBF23031802	North End, Cloetesville	TBC
15:28	23.03.23	SFSBF23032301	George Blake, Kayamandi	TBC

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

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

### **4.2 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**

The Disaster section regularly receives weather warnings from the Weather Services via the CWDM.

### **4.4. EVENTS MANAGEMENT**

Disaster management plays an active role in events management and regularly attends events meetings

Events Committee meetings was held on the following dates:

1 March 2023  
 15 March 2023  
 22 March 2023  
 29 March 2023

### **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.

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

Date	Activity	Venue	Number of participants
03.03	Public Awareness	<p><i>Cloeteville Clinic</i></p> 	Public
06.02	Door to Door Awareness	<p><i>Franschhoek -Mooiwater</i></p>	Community
13.02	Educational Awareness	<p><i>ATKV-ABBA SORG Cloeteville</i></p> 	Children

<p>24.03</p>	<p>Public Awareness</p>	<p><i>Raithby</i></p> 	<p>Public</p>
<p>28.03</p>	<p>Public Awareness</p>	<p><i>Cnr/Bird Street &amp; R44</i></p> 	<p>Public</p>
<p>29.03</p>	<p>Eductional Awarenes</p>	<p><i>Devon Valley Primary</i></p>	<p>Children</p>

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)
10-03-23	Safety and Disaster Awareness	<i>St Idas Primary School</i>	Learners	40	Male/ Female	School Learners	
10-03-23	Santam/Trailer Display	<i>De Novo</i>	Community Members	100	Male/ Female	All Ages	
17-03-23	Santam/Trailer Display	<i>Languedoc Sport field</i>	Community Members	20	Male/ Female	All Ages	
24-03-23	Santam/Trailer Display	<i>Raithby</i>	Community Members	50	Male/ Female	All Ages	
30-03-23	Safety and Disaster Awareness	<i>Devon Valley Primary</i>	Learners	45	Male/Female	School learners	
30-03-23	Safety and Disaster Awareness	<i>Ikaya Pre-Primary School</i>	Learners	60	Male/Female	School Learners	

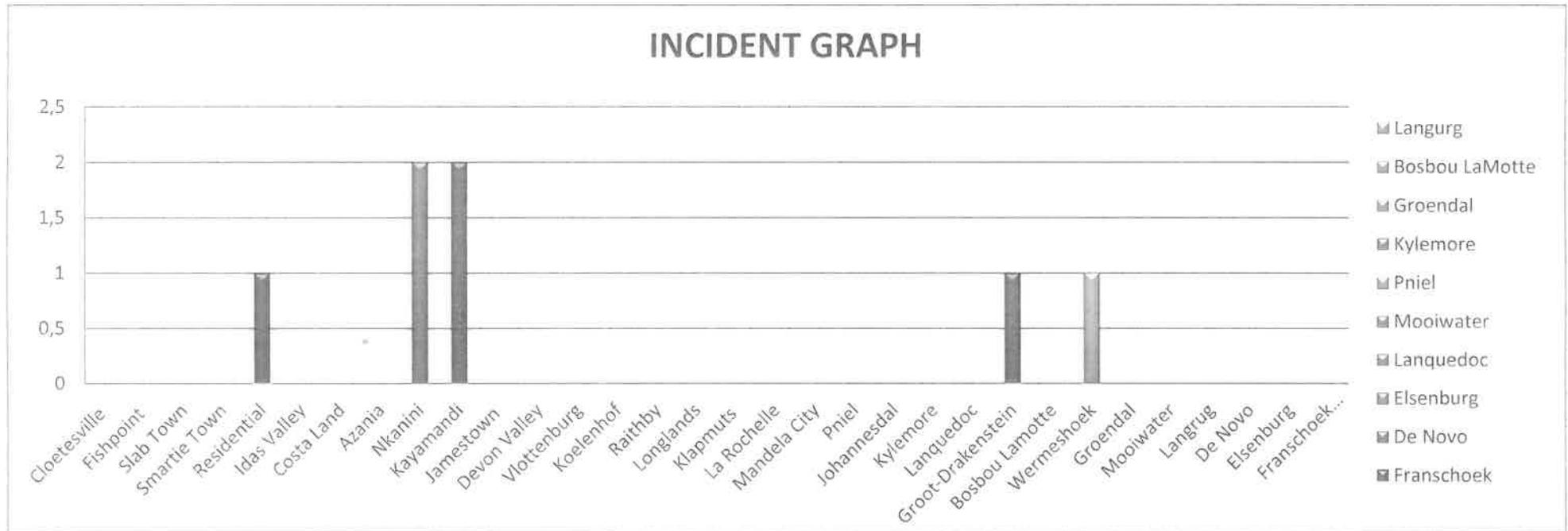
## 4.5. ON-GOING PROJECTS

- <b>Post-Incident Assessment</b> 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 the University of Stellenbosch</b> -Receiving donations (Used sports gear...etc.)	- Distribute to underprivilege 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 Statistical graph

<b>Disaster Management Monthly Statistics: MARCH 2023</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>4</b>	The number of 'displaced persons to whom the municipality delivered assistance:	<b>21</b>
Number of dwellings in informal settlements affected by structural fires	<b>7</b>	Number of people in informal settlements affected by structural fires	<b>27</b>
Number of structural fires occurring in the formal settlements	<b>5</b>	Number of people in formal settlements affected by structural fires	<b>11</b>
Conduct fire awareness sessions	<b>100%</b>	Number of fire awareness sessions conducted	<b>3</b>
Conduct disaster risk assessment in WCO24	<b>100%</b>	Number of the disaster risk assessment conducted in WCO24	<b>2</b>
Installation of smoke alarms	<b>100%</b>	Number of smoke alarms installed	<b>62</b>
Firekilla Device system	<b>100%</b>	Number of firekilla devices issued	<b>100%</b>

1.1 OCCURRENCES GRAPH – MARCH 2023



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 March 2023 to 31 March 2023

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.	04-03-2023	Wemmershoek	No 5 primrose Str, Sawmill	1	0	1	0	*	*	*	*	*	0	1
2.	07-03-2023	Groot Drakenstein	R45 Farm	1	0	1	4	*	*	*	*	*	1	1
3.	17-03-2023	Kayamandi	No 73 School Crescent	0	1	1	2	*	*	*	*	*	1	2
4.	08-03-2023		No 6, Costaland	4	0	4	6	*	*	*	*	*	1	
5.	09-03-2023	Nkanini	Section A	2	0	2	2	√	√	*	2	*	2	2
6.	09-03-2023		Section H	4	0	4	19	√	√	*	2	2	4	
7.	13-02-2023	Central Town	C/o Andringa & Merriman	0	1	1	0	*	*	*	*	*	1	1
		<b>Totals</b>		<b>12</b>	<b>0</b>	<b>12</b>	<b>33</b>				<b>4</b>	<b>2</b>	<b>10</b>	<b>7</b>

## a. MONITORING FIRE DISTRIBUTION TRENDS PER AREA

Date/Month	Fire kit Received	Total fire kit Issued	Area	Total issued	Area issued most Firekit
July 2022		1 x fire kit 1 ½ x Fire kit	Kayamandi Klapmuts	2½	
Aug 2022		1 x fire kit 1 x Fire kit	Lanquedoc Kayamandi	2	
Sept 2022		6 x Fire kit 15 ½ x Fire kit 2 ½ x Fire kit	Kayamandi Klapmuts Franschhoek	24	Kayamandi - 15
Oct 2022	17-10-2022: 50 x Fire kit				
Oct 2022		12½ x Fire kit 68½ x Fire kit 9 x Fire kit	Klapmuts Kayamandi Franschhoek	90	Kayamandi -68
Nov 2022	07-11-2022: 50 x Fire kit				
Nov 2022		62½ x Fire kit	Kayamandi	62½	Kayamandi - 62
Dec 2022	05 -12-2022: 20 x Fire kit				
	14-12-2022: 34 x Fire kit				
Dec 2022		48 x Fire kit ½ x Fire kit	Kayamandi Franschhoek	48½	Kayamandi – 48
Jan 2023	17-01-2023: 46 x Fire kit				
Jan 2023		48 x Fire kit 6 x Fire kit 4 x Fire kit	Kayamandi Klapmuts Cloetesville	58	Kayamandi – 48
Feb 2023	<b>07-02-2023: 60 x Fire kit</b>				
Feb 2023		44 x Fire kit 19 x Fire kit 1 x Fire kit	Kayamandi Klapmuts Langrug	64	Kayamandi – 44
March	<b>31-03-2023: 40 x Firekit</b>				
March 2023		6 x Fire kit	Kayamandi	5	Kayamandi – 5

**STOCK TAKING (Temporary emergency housing material)**

**WEEK 1-4: 01-31 March 2023**

<b>Delivery received: Week 4: 31-03-2023</b>	40 x fire kit	Fire Stores
	Corrugated sheet	600
	Poles (thin) 76/50	480
	Poles (thick) 76/76	320
	DPC Plastic cover	40
	Nails (boxes)	5 x (2x 3 inch), (2x 4 inch), (1x clout)
<b>Total sheets at stores: - 10-03-2023</b>	Sheets	529
<b>Total DPC Flood kit at stores: - 10-03-2023</b>	Flood kit plastic	413
<b>Breakdown of stock issued:</b>	6x fire kit	Nkanini Kayamandi
<b>Distribution date 01-31 March 2023</b>	4 x full kits 2 x partial kits	74 x sheets 60 x poles (thin)76/50 40 x poles (thick)76/76 4 x DPC Plastic 16 x pct. nails
<b>Total sheets at stores: - 31-03-2023</b>	<b>Store</b>	
	<b>Cage</b>	<b>Delivery</b>
<b>Corrugated iron sheet</b>	445	600
<b>Poles (thin)</b>	346	480
<b>Poles (thick poles)</b>	236	320
<b>DPC fire kit Plastic</b>	54	40
<b>FLOODKIT PLASTIC</b>	413	-
<b>Sets of nails</b>	11 x boxes	5 x boxes
		16 x boxes
<b>Summary stock update at Stores</b>		
<b>Total sheets at stores: -March 31, 2023,</b>	Sheets	1045
	Poles/wood	1380
	DPC PLASTIC	413
	Total Emergency Housing Firekit at Stores	69.6 kits

<b>5.2.4</b>	<b>MONTHLY REPORT BY TRAFFIC SERVICES FOR JANUARY 2023</b>
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**Collaborator No:** 745551

**IDP KPA Ref No:** Safest Valley

**Meeting Date:** 3 May 2023

**1. SUBJECT: MONTHLY REPORT BY TRAFFIC SERVICES FOR JANUARY 2023**

**2. PURPOSE**

To submit a monthly report to the Standing Committee on traffic related enforcement and administrative performance of the department for period January 2023.

**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 January 2023, 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 – January 2023

**FOR FURTHER DETAILS, CONTACT:**

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

# **ANNEXURE A**



**MONTHLY  
REPORT:  
JANUARY 2023**

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>42</b>	<b>53</b>
Fatal Injuries	0	0
Serious injuries	0	0
Slight injuries	9	8
No injuries	84	95
<b>PEDESTRIANS</b>		
Accidents Total	3	1
Pedestrians Fatal	0	0
Pedestrians Serious injuries	0	0
Pedestrians Slight injuries	3	1
No injuries	0	0
<b>VEHICLE IMPOUNDS</b>		
Vehicle impounded released		0
Vehicle impounded		4
<b>TOTAL</b>		<b>4</b>
<b>LICENSE SECTION</b>		
<b>Stellenbosch DLTC</b>		
Application for Learner's Licence		470
Application for PrDP		166
Application for light motor-vehicle driving licence		204
Application for motor-cycle driving licence		16
Learners Applicants absent		22
Duplicate learner's licence		7
Issued Drivers Licence (Pass)		70
Issued Learners Licence (Pass)		98
Drivers Licence Test conducted Fail		70
Learner's licence Test conducted Fail		58
Drivers Licence Test conducted (Pass & Fail)		140
Learner's licence Test conducted (Pass & Fail)		156
Drivers Licence Applicants absent		24
Renewal of Drivers licence (Conversion)		973
<b>Franschhoek DLTC</b>		
Application for learner's licence		40
Applicants absent		6
Learner's licence Test conducted Fail		25
Issued Learners Licence (Pass)		17
Learner's licence Test conducted (Pass & Fail)		42

<b>VEHICLE TESTING CENTRE</b>	
<b>Roadworthy certificates :-</b>	
Motor vehicles	19
Light delivery vehicles	7
Heavy delivery vehicles (trucks)	1
Trailers	0
Taxi's	1
Busses	0
Motor bikes	5
<b>TOTAL TRANSACTIONS</b>	<b>33</b>
<b>MOTOR VEHICLE REGISTRATION</b>	
Duplicate registrations certificate	98
Registration only	1
Licensing and renewals	8 057
Temporary permits	29
Special permits	16
Allocation of registration numbers	54
RTMC	4 973
<b>TOTAL TRANSACTIONS</b>	<b>13 228</b>
<b>SPECIAL OPERATIONS AND TRAFFIC LAW ENFORCEMENT</b>	
Section 56 Fines Issued	4 125
Section 341 Fines Issued	2 363
Traffic Safety Awareness Session conducted	6
Speed Camera Cases( mobile, radar,digicam, robot, etc)	30 161
ANPR Interventions conducted	9
Public Transport Operations conducted	23
Drunken Driving Operations conducted	14
Traffic Law Enforcement VCPs	62
Drag Racing Operations	7
Warrants Operations	4
Warrants Executed	110
DUI Arrests	1
False documents	2
Other arrests	3
Fatal, Reckless and Negligent Driving Arrests	0
Driver Competency Test conducted – Council Vehicles	0

## 2. FINANCIAL MANAGEMENT REPORTING

<b>INCOME / REVENUE</b>	
<b>TRAFFIC FINES INCOME</b>	
Fines Income & Speed camera digital, Fixed camera and RLV	R 1 748 600
<b>TOTAL</b>	<b>R 1 748 600</b>
<b>MOTOR VEHICLE REGISTRATION</b>	
Registration fees	R 280 605
Licensing's and renewals	R 3 807 720-25
Duplicate Registrations	R 14 025
Temporary permits	R 26 100
Special permits	R 1 040
Roadworthy Application & certificate	R 5 535
RTMC	R 357 840
ALLOCATION FEES	R 2 650
<b>TOTAL</b>	<b>R 4 495 515-25</b>
<b>DRIVERS LICENCE SECTION</b>	
L/Licence (app. & iss.)	37 997
D/Licence (App & iss)	39 365
Professional Drivers Permit	13 280
Temporary Driving Licence	21 960
Duplicate Certificates	231
Renewal of card licences	136 220
<b>TOTAL</b>	<b>R 249 053</b>
<b>PARKING (MUNICIPAL OWN PROJECT)</b>	<b>R 436 711</b>
<b>BLOEMHOF PARKING INCOME</b>	<b>R 28 090</b>
<b>STELKOR PARKING INCOME</b>	<b>R 2 800</b>
<b>GENERAL INCOME</b>	<b>R</b>
Hiring of parking bays	R 4 220
Impoundment fees	R 7 552
Info – Accident Bureau	R 3 795
Disabled Parking Discs	R 595
Escort Fees	R 824
Taxi Permits	R 800
<b>TOTAL</b>	<b>R 17 786-00</b>

<b>PAYMENTS / EXPENDITURES</b>	
Sheriff Account	R 0
Driving Licence Card Account Cost	R 76 867-00
WCP Government	R 3 350 793- 82
RTMC	R 357 840-00
TMT Services & Supplies	R 758 595-43
<b>TOTAL</b>	<b>R 4 544 096-25</b>

### 3. TOTAL JOBS CREATED

<b>EPWP POSITIONS</b>	
Temporary Pointsmen	10
Gardener	3
Assistants	8
Parking Marshals	100
Supervisors – Parking Marshals	1
<b>EPWP Temporarily Staff</b>	<b>122</b>

### 4. NATIS BLOCK- WARRANTS

Admin Marks Loaded	1 043
Paid	R 120 800-00
Total Withdrawn	26

<b>5.2.5</b>	<b>MONTHLY REPORT BY TRAFFIC SERVICES FOR FEBRUARY 2023</b>
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Collaborator No: 747835

IDP KPA Ref No: Safest Valley

Meeting Date: 3 May 2023

**1. SUBJECT: MONTHLY REPORT BY TRAFFIC SERVICES FOR FEBRUARY 2023**

**2. PURPOSE**

To submit a monthly report to the Standing Committee on traffic related enforcement and administrative performance of the department for period February 2023.

**3. DELEGATED AUTHORITY**

For the Portfolio Committee to note.

**4. EXECUTIVE SUMMARY**

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

**5. RECOMMENDATION**

that the monthly report by Traffic Services for the month of February 2023, 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.

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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 – February 2023

**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:  
FEBRUARY 2023**

Traffic Services:

Community And Protection  
Services

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• 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>66</b>	<b>313</b>
Fatal Injuries	0	0
Serious injuries	0	1
Slight injuries	0	11
No injuries	84	302
<b>PEDESTRIANS</b>		
Accidents Total	1	3
Pedestrians Fatal	0	0
Pedestrians Serious injuries	1	10
Pedestrians Slight injuries	0	2
No injuries	0	0
<b>VEHICLE IMPOUNDS</b>		
Vehicle impounded released		0
Vehicle impounded		3
<b>TOTAL</b>		<b>3</b>
<b>LICENSE SECTION</b>		
<b>Stellenbosch DLTC</b>		
Application for Learner's Licence		432
Application for PrDP		175
Application for light motor-vehicle driving licence		162
Application for motor-cycle driving licence		12
Learners Applicants absent		24
Duplicate learner's licence		3
Issued Drivers Licence (Pass)		85
Issued Learners Licence (Pass)		155
Drivers Licence Test conducted Fail		60
Learner's licence Test conducted Fail		70
Drivers Licence Test conducted (Pass & Fail)		145
Learner's licence Test conducted (Pass & Fail)		225
Drivers Licence Applicants absent		39
Renewal of Drivers licence (Conversion)		881
<b>Franschhoek DLTC</b>		
Application for learner's licence		85
Applicants absent		4
Learner's licence Test conducted Fail		23
Issued Learners Licence (Pass)		22
Learner's licence Test conducted (Pass & Fail)		45

<b>VEHICLE TESTING CENTRE</b>	
<b>Roadworthy certificates :-</b>	
Motor vehicles	0
Light delivery vehicles	0
Heavy delivery vehicles (trucks)	0
Trailers	0
Taxi's	0
Busses	0
Motor bikes	3
<b>TOTAL TRANSACTIONS</b>	<b>3</b>
<b>MOTOR VEHICLE REGISTRATION</b>	
Duplicate registrations certificate	176
Registration only	1 155
Licensing and renewals	6 900
Temporary permits	23
Special permits	12
Allocation of registration numbers	60
RTMC	4 197
<b>TOTAL TRANSACTIONS</b>	<b>12 523</b>
<b>SPECIAL OPERATIONS AND TRAFFIC LAW ENFORCEMENT</b>	
Section 56 Fines Issued	3 610
Section 341 Fines Issued	3 877
Traffic Safety Awareness Session conducted	4
Speed Camera Cases( mobile, radar,digicam, robot, etc)	32 758
ANPR Interventions conducted	10
Public Transport Operations conducted	20
Drunken Driving Operations conducted	15
Traffic Law Enforcement VCPs	61
Drag Racing Operations	9
Warrants Operations	3
Warrants Executed	60
DUI Arrests	9
False documents	1
Other arrests	1
Fatal, Reckless and Negligent Driving Arrests	0
Driver Competency Test conducted – Council Vehicles	0

## 2. FINANCIAL MANAGEMENT REPORTING

<b>INCOME / REVENUE</b>	
<b>TRAFFIC FINES INCOME</b>	
Fines Income & Speed camera digital, Fixed camera and RLV	R1 063 719-36
<b>TOTAL</b>	<b>R1 063 719-36</b>
<b>MOTOR VEHICLE REGISTRATION</b>	
Registration fees	R 286 956
Licensing's and renewals	R 3 567 774-05
Duplicate Registrations	R 23 100
Temporary permits	R 20 700
Special permits	R 780
Roadworthy Application & certificate	R 305
RTMC	R 301 896
ALLOCATION FEES	R 2 800
<b>TOTAL</b>	<b>R 4 204 311.05</b>
<b>DRIVERS LICENCE SECTION</b>	
L/Licence (app. & iss.)	40 997
D/Licence (App & iss)	35 255
Professional Drivers Permit	14 000
Temporary Driving Licence	19 125
Duplicate Certificates	99
Renewal of card licences	123 340
<b>TOTAL</b>	<b>R 232 816</b>
<b>PARKING (MUNICIPAL OWN PROJECT)</b>	<b>R 460 174</b>
<b>BLOEMHOF PARKING INCOME</b>	<b>R 38 160</b>
<b>STELKOR PARKING INCOME</b>	<b>R 32 400</b>
<b>GENERAL INCOME</b>	<b>R</b>
Hiring of parking bays	R 0
Impoundment fees	R 7 212
Info – Accident Bureau	R 3 135
Disabled Parking Discs	R 1 202
Escort Fees	R 2 884
Taxi Permits	R 4 000
<b>TOTAL</b>	<b>R 18 433</b>

<b>PAYMENTS / EXPENDITURES</b>	
Sheriff Account	R 0
Driving Licence Card Account Cost	R 69 599
WCP Government	R 3 139 641.16
RTMC	R 301 896
TMT Services & Supplies	R 980 410.64
<b>TOTAL</b>	<b>R 4 491 546.80</b>

### 3. TOTAL JOBS CREATED

<b>EPWP POSITIONS</b>	
Temporary Pointsmen	10
Gardener	3
Assistants	8
Traffic Clerks – Parking Marshals	1
Parking Marshals	99
Supervisors – Parking Marshals	2
<b>EPWP Temporarily Staff</b>	<b>123</b>

### 4. NATIS BLOCK- WARRANTS

Admin Marks Loaded	1 224
Paid	R 114 680-00
Total Withdrawn	37

5.2.6	<b>MONTHLY REPORT ON BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT FOR NOVEMBER 2022</b>
-------	---

Collaborator No: 747517

IDP KPA Ref No: Safest Valley

Meeting Date: 3 May 2023

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

**2. PURPOSE**

To notify the Committee of the monthly activities of Law enforcement Services and Events Management for the Month of November 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 November 2022.

**5. RECOMMENDATION**

that the monthly report on By-Law Enforcement and Events Management for November 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 November 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>	<u><i>joan.felix@stellenbosch.gov.za</i></u>
<b>REPORT DATE</b>	

# **ANNEXURE A**



# STELLENBOSCH

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## LAW ENFORCEMENT MONTHLY OVERVIEW

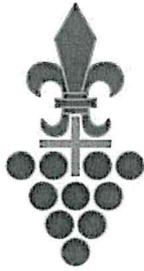
DATE FROM:

01 November 2022

UNTIL:

30 November 2022

DUTIES/OFFENCES	WEEK 45	WEEK 46	WEEK 47	WEEK 48	WEEK 49	MONTH TOTAL
56 FINES ISSUED	59	34	58	34	3	188
341 FINES ISSUED	363	317	297	285	78	1340
WARRANTS COLLECTED		10				10
WARRANTS EXECUTED		14				14
COURT NOTICES SERVED	2	3				5
OPERATIONS EXECUTED	2	2				4
ARREST / WARRANTS OF ARREST		29	1			30
LIQUOR COMPLIANCE				5		5
DRINKING IN PUBLIC	10	12	9	12	1	44
PEOPLE FRISKED	71	58	17	9		155
VAGRANTS REMOVED	28	33	16	14		91
BUCKET SHOPS				4		4
ILLEGAL CAR GUARDS	13	17	9	3	1	43
STRUCTURES DEMOLISHED	4	1	4	4		13
NOISE COMPLAINT	5	13	16	3		37
DOG COMPLAINTS	3	2	4	8		17
AWARENESS ACTIVITY				1	1	2
ENCROACHMENT				30		30
TRADING WITHOUT PERMIT	1	2		1		4
URINATING IN PUBLIC	1		2	1		4
SLEEPING IN PUBLIC			1	3		4
ESCORTS OFFICIALS	2			6	1	9
<b>CONTROL ROOM WHATSAPP COMPLAINTS</b>						
RECEIVED	141	101	111	105	26	484
RESPONDED	141	101	111	105	26	484
<b>CCTV CAMERAS ONLINE/OFFLINE</b>						
CAMERAS ONLINE	299	299	299	299	308	301
CAMERAS OFFLINE	26	26	26	26	17	24



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**COMMUNITY PROTECTION SERVICES**



**LAW ENFORCEMENT DEPARTMENT**

BUCKET SHOP/SECONDHAND GOODS/NON-FERROUS METAL

MONTHLY REPORT

**01 UNTIL 30 NOVEMBER 2022**

BUCKET SHOP/SECONDHAND GOODS COMPLIANCE INSPECTIONS				
INSPECTIONS CONDUCTED	FINES ISSUED	FOUND COMPLIANT?		JOINT OPERATIONS CONDUCTED
		YES	NO	
4	NIL	2	2	1

MONTHLY REGISTER						
Date	Time	Business name	Full names	Compliance	Officer name	Comments
2022/11/23	09h15	22 Beta Street, Cloeteville	Theonel Williams	No	L/E Robyn	Non-Compliant
	09h30	Star Metal	Rudi Nel	Yes		Compliant
	11h10	Mareike Scrap Yard	DT Styger	Yes		Compliant
	12h40	Papplaas, Devon Valley		No		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.

On Wednesday, 23 November 2022, Law Enforcement Officials joint Stellenbosch SAPS's Essential Infrastructure Task Team to assist in conducting inspections at various second-hand dealers and scrap metal dealers. The operating commander was Lt. Col. Wilson.

**CHALLENGES**

None

**WEDNESDAY, 23 NOVEMBER 2022****22 BETA STREET, SMARTIE TOWN, CLOETESVILLE**

An inspection was done at 22 Beta Street. The premises is not zoned for the business purpose carried out. The non-compliance is brought to the attention of Sgt. Fredericks at Cloetesville SAPS.

**STAR METAL, TENNANTVILLE**

An inspection was done at Star Metal. The business is fully compliant.

**CL STEEL AND WASTE**

An inspection was done at Star Metal. The business is fully compliant.

**PAPPLAAS, DEVON VALLEY**

An inspection was done at a residence situated at Papplaas in Devon Valley. The business/premises was closed on arrival.

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



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**COMMUNITY PROTECTION SERVICES**



**STELLENBOSCH LAW ENFORCEMENT DEPARTMENT**

LIQUOR ENFORCEMENT MONTHLY REPORT

01 UNTIL 30 NOVEMBER 2022

LIQUOR COMPLIANCE INSPECTIONS				
INSPECTIONS CONDUCTED	FINES ISSUED	FOUND COMPLIANT?		JOINT OPERATIONS CONDUCTED
		YES	NO	
5	2	4-	1	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
25/11/2022	21h25	Flame & Ash	Manager	Nicolas England	No	L/E van Zyl	Business still not complying with previous inspection compliance. Two fines were issued to the manager for failing to comply with each contravention.
	21h57	Bohemia Pub	Manager	Bertus Bekker	Yes	L/E Williams	Compliant
	22h15	The Meeting Place	Owner	Willem Bosch	Yes	L/E van Zyl	Compliant
	22h26	Julian's Café Bar	Manager	Hendrik Geldenhuys	Yes	L/E Williams	Compliant
	23h10	De Lapa	Owner	Ailee Frost	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 M Williams.

**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.
- At liquor forum meetings, managers and owners exclaimed that a new liquor by-law has been published by the Stellenbosch Municipality but the by-law/regulations are not passed on the the department to enforce proper inspection or keep the officers informed of any changes/additions.

**FRIDAY, 25 NOVEMBER 2022****FLAME & ASH**

A compliance inspection was done at 21h25. At a previous inspection, the manager could not provide the necessary license or certificate and it was the same issue upon the current inspection. The manager was issued two fines for each contravention and was instructed to comply by 25 January 2023.

**BOHEMIA PUB**

A compliance inspection was done at 21h57. The business is fully compliant.

**THE MEETING PLACE**

A compliance inspection was done at 22h15. The business is fully compliant.

**JULIAN'S CAFÉ BAR**

A compliance inspection was done at 22h26. The business is fully compliant.

**DE LAPA**

A compliance inspection was done at 23h10. The business is fully compliant.

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



# STELLENBOSCH

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## COMMUNITY PROTECTION SERVICES



**STELLENBOSCH LAW ENFORCEMENT DEPARTMENT**

AWARENESS REPORT

**01 November 2022 until 30 November 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.

**THURSDAY 22 NOVEMBER 2022**

<b>DATE OF SESSION:</b>	22	11	2022	<b>TIME FRAME:</b>	10H00	<b>TO</b>	12H00
<b>PLACE:</b>	STELLENBOSCH CBD						
	PLEIN STREET AND TOL PARKING AREA						
<b>GROUP:</b>	MEMBERS OF THE PUBLIC						
<b>Law Enforcement Officer Present:</b>	SENIOR INSPECTOR A. ABRAHAMS AND LEARNER LAW ENFORCEMENT OFFICERS						

On Tuesday 22 November 2022, Law Enforcement conducted a Safety Awareness campaign in Stellenbosch CBD. The areas that the officers visited were the Tol parking area and Plein Street.

The focus of the campaign was Safety. Law Enforcement officers informed tourist, visitors and members of the public regarding the safe keeping of their valuables and to remove any valuable assets from their vehicles when in the parking area. Members of the public was informed of the responsibilities of Law Enforcement officers. Pamphlets pertaining information regarding the by-laws of Stellenbosch Municipality was distributed to members of the public.. The awareness campaign concluded at 12H00.

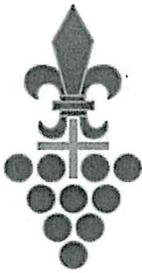


Learner Law Enforcement officers informing members of the public regarding the by-laws of the Municipality.

**SUMMARY:**

For the November 2022, Law Enforcement attended 2 awareness sessions.

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



# STELLENBOSCH

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## COMMUNITY PROTECTION SERVICES



## STELLENBOSCH LAW ENFORCEMENT DEPARTMENT

EVENTS MANAGEMENT MONTHLY REPORT

01 UNTIL 30 NOVEMBER 2022

25	Shoprite Supplier of the Year	26 November 2022	Approved
26	Sportsman Warehouse Winelands Marathon	26 November 2022	Approved
27	Some Sundays	27 November 2022	Approved
28	Musiekindaba	30 November 2022	Approved

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

01	Beerfest 2022	05 November 2022	Approved
02	You Must Be J.A.S Festival	12 November 2022	Approved
03	The kayamandi Jesus Crusade	25-27 November 2022	Approved
04	Dance with the Band	26 November 2022	Approved
05	Some Sundays	27 November 2022	Approved

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

01	Public Servants Association	09 November 2022	Approved
02	Operation Dudula Stellenbosch	16 November 2022	Approved
03	Stellenbosch Disability Network	19 November 2022	Approved
04	The SACC Forum	24 November 2022	Approved
05	Operation Dudula Stellenbosch	26 November 2022	Approved

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

01	The Real Housewives of the Winelands	03 and 05 November 2022	Approved
02	COX Mobile	12 November 2022	Approved

**Compiled by:**

Ms. Y Mndabani  
Events Management

5.2.7	<b>MONTHLY REPORT ON BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT FOR DECEMBER 2022</b>
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Collaborator No: 747518

IDP KPA Ref No: Safest Valley

Meeting Date: 3 May 2023

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

**2. PURPOSE**

To notify the Committee of the monthly activities of Law enforcement Services and Events Management for the Month of December 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 December 2022.

**5. RECOMMENDATION**

that the monthly report on By-Law Enforcement and Events Management for December 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 December 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**



# STELLENBOSCH

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## LAW ENFORCEMENT MONTHLY OVERVIEW

DATE FROM:

01 December 2022

UNTIL:

31 December 2022

DUTIES/OFFENCES	WEEK 49	WEEK 50	WEEK 51	WEEK 52	WEEK 53	MONTH TOTAL
FINES ISSUED - 56	14	21	22	17	1	75
FINES ISSUED - 341	167	244	76	164	23	674
COURT NOTICES SERVED	1					1
OPERATIONS EXECUTED	1	3				4
ARREST / WARRANTS OF ARREST			1		1	2
DRINKING IN PUBLIC	4	7	3	8		22
PEOPLE FRISKED	36	32	37	7	15	127
VAGRANTS REMOVED	11	21	10			42
ILLEGAL CAR GUARDS	1		3			4
STRUCTURES DEMOLISHED	4	1	3	2		10
NOISE COMPLAINT	1		1	3	13	18
DOG COMPLAINTS	1	5	2			8
AWARENESS ACTIVITY			1	1	1	3
ENCROACHMENT	2					2
ESCORTS OFFICIALS	3	2				5
<b>CONTROL ROOM WHATSAPP COMPLAINTS</b>						
RECEIVED	115	160	88	110	49	522
RESPONDED	115	160	88	110	49	522
<b>CCTV CAMERAS ONLINE/OFFLINE</b>						
CAMERAS ONLINE	299	307	303	300	300	302
CAMERAS OFFLINE	26	18	22	25	25	23



**STELLENBOSCH**

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**COMMUNITY PROTECTION SERVICES**



**LAW ENFORCEMENT DEPARTMENT**

BUCKET SHOP/SECONDHAND GOODS/NON-FERROUS METAL

MONTHLY REPORT

01 UNTIL 31 DECEMBER 2022

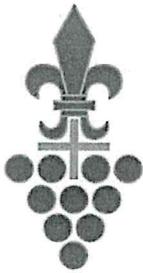
<b>BUCKET SHOP/SECONDHAND GOODS COMPLIANCE INSPECTIONS</b>				
INSPECTIONS CONDUCTED	FINES ISSUED	FOUND COMPLIANT?		JOINT OPERATIONS CONDUCTED
		YES	NO	
NIL	NIL	NIL	NIL	NIL

<b>MONTHLY REGISTER</b>						
Date	Time	Business name	Full names	Compliance	Officer name	Comments
NIL	NIL	NIL	NIL	NIL	NIL	NIL

**EXECUTION**

No compliance inspections done for the month of December 2022.

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



# STELLENBOSCH

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## COMMUNITY PROTECTION SERVICES



### STELLENBOSCH LAW ENFORCEMENT DEPARTMENT

LIQUOR ENFORCEMENT MONTHLY REPORT

01 UNTIL 31 DECEMBER 2022



**EXECUTION**

No compliance inspections done for the month of December 2022.

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



# STELLENBOSCH

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## COMMUNITY PROTECTION SERVICES



**STELLENBOSCH LAW ENFORCEMENT DEPARTMENT**

AWARENESS REPORT

**01 December 2022 until 31 December 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.

**WEDNESDAY 21 DECEMBER 2022**

<b>DATE OF SESSION:</b>	21	12	2022	<b>TIME FRAME:</b>	12H00	<b>TO</b>	13H00
<b>PLACE:</b>	FRANSCHHOEK CBD						
	HUGENOTE ROAD						
<b>GROUP:</b>	MEMBERS OF THE PUBLIC						
<b>Law Enforcement Officer Present:</b>	SENIOR INSPECTOR KELVIN ADAMS AND LEARNER LAW ENFORCEMENT OFFICERS						

On Wednesday 21 December 2022, Law Enforcement conducted a Safety Awareness campaign in the Franschhoek CBD area.

The focus of the campaign was Safety. Law Enforcement officers informed tourist, visitors and members of the public regarding the safe keeping of their valuables and to remove any valuable assets from their vehicles before they leave the parking area. Members of the public was informed of the responsibilities of Law Enforcement officers. Pamphlets pertaining information regarding the by-laws of Stellenbosch Municipality was distributed to members of the public. The awareness campaign concluded at 13H00.



Learner Law Enforcement officers informing members of the public regarding the by-laws of the Municipality.

**THURSDAY 22 DECEMBER 2022**

<b>DATE OF SESSION:</b>	22	12	2022	<b>TIME FRAME:</b>	16H00	<b>TO</b>	17H00
<b>PLACE:</b>	FRANSCHHOEK CBD						
	HUGENOTE ROAD						
<b>GROUP:</b>	MEMBERS OF THE PUBLIC						
<b>Law Enforcement Officer Present:</b>	SENIOR INSPECTOR CHRIS KOEGELENBERG AND LEARNER LAW ENFORCEMENT OFFICERS						

On Thursday 22 December 2022 at about 16h00 Law Enforcement had a Safety Awareness in Franschhoek CBD area.

The focus of the campaign was the by-laws of Stellenbosch Municipality and Safety. Law Enforcement officers informed tourist, visitors and members of the public regarding the safe keeping of their valuables. Members of the public was informed of the responsibilities of Law Enforcement officers. Pamphlets pertaining information regarding the by-laws of Stellenbosch Municipality was distributed to members of the public. The awareness campaign concluded at 17h00



Learner Law Enforcement officers informing members of the public regarding the by-laws of the Municipality.

**THURSDAY 29 DECEMBER 2022**

<b>DATE OF SESSION:</b>	29	12	2022	<b>TIME FRAME:</b>	09H00	<b>TO</b>	10H00
<b>PLACE:</b>	STELLENBOSCH CBD						
	TOLL PARKING AND EIKESTAD MALL SURROUNDINGS						
<b>GROUP:</b>	MEMBERS OF THE PUBLIC						
<b>Law Enforcement Officer Present:</b>	SENIOR INSPECTOR MKHUKULU MQIKELA AND LEARNER LAW ENFORCEMENT OFFICERS						

On Thursday 29 December 2022, at about 10h00, Law Enforcement had a Safety Awareness in Stellenbosch CBD area.

The focus of the campaign was the by-laws of Stellenbosch Municipality and Safety. Law Enforcement officers informed tourist, visitors and members of the public regarding the safe keeping of their valuables. Members of the public was informed of the responsibilities of Law Enforcement officers. Pamphlets pertaining information regarding the by-laws of Stellenbosch Municipality was distributed to members of the public. The awareness campaign concluded at 11h00



Learner Law Enforcement officers informing members of the public regarding the by-laws of the Municipality.

### **SUMMARY:**

For the December 2022, Law Enforcement attended three (3) awareness sessions.

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

### EVENTS MANAGEMENT-RELATED ACTIVITIES

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

NO	EVENT	DATE	APPROVED / DECLINED
01	Africa Centre World Aids Day	01 December 2022	Approved
02	The Galileo Open-Air Cinema	03 December 2022	Approved
03	Biltongfees	03 December 2022	Approved
04	Blouklip Trail Run	03 December 2022	Approved
05	Festive Unlock	03 December 2022	Approved
06	Franschhoek Cap Classique	03 and 04 December 2022	Approved
07	Carols by Candlelight	04 December 2022	Approved
08	Some Sundays	04 December 2022	Approved
09	Muddy Princess	04 December 2022	Approved
10	Christmas Carol Service	04 December 2022	Approved
11	Stellenbosch University vs Oxford University (Rugby)	05 December 2022	Approved
12	Graduation Ceremony	5 - 9 December 2022	Approved
13	Stellenbosch Street Soirees	07 December 2022	Approved
14	Full Moon Trail Run	07 December 2022	Approved
15	Stellenbosch Festival of Lights	10 and 11 December 2022	Approved
16	Khaya Majola Cricket	15 - 18 December 2022	Approved
17	Spier Summer Nights Dream	16 - 17 December 2022	Approved
	The Galileo Open-Air Cinema	17 December 2022	Approved
18	Carols Under the Stars	21 December 2022	Approved

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

01	Festive Unlock	03 November 2022	Approved
----	----------------	---------------------	----------

	Franschhoek Cap Classique	03 and 04 December 2022	Approved
	Some Sundays	04 December 2022	Approved
	Matric Farewell / 89 Merton Street, Idas Valley	08 December 2022	Approved
	50 <sup>th</sup> Birthday Party/ Botmanskop Street, Idas Valley	10 December 2022	Approved
	Stellenbosch Festival of Lights	10 and 11 December 2022	Approved

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

01	Caring Foundation	16 December 2022	Approved
02	Van Ryneveld Street Reunion	17 December 2022	Approved

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

01	Adidas NWSS23 Photoshoot	08 December 2022	Approved
02	Skoda Car	02 – 09 December 2022	Approved
03	AERO	06 – 11 December 2022	Approved

**Compiled by:**

Ms. Y Mndabani  
Events Management

5.2.8	<b>MONTHLY REPORT ON BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT FOR JANUARY 2023</b>
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Collaborator No: 747519

IDP KPA Ref No: Safest Valley

Meeting Date: 3 May 2023

**1. SUBJECT: MONTHLY REPORT ON BY LAW ENFORCEMENT AND EVENTS MANAGEMENT FOR JANUARY 2023**

**2. PURPOSE**

To notify the Committee of the monthly activities of Law enforcement Services and Events Management for the Month of January 2023, 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 January 2023.

**5. RECOMMENDATION**

that the monthly report on By-Law Enforcement and Events Management for January 2023, 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 January 2023.

**FOR FURTHER DETAILS CONTACT:**

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

# **ANNEXURE A**



**MONTHLY  
REPORT:**

**January 2023**

Law Enforcement &  
Events Management:

Community And  
Protection Services

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# STELLENBOSCH

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## LAW ENFORCEMENT MONTHLY OVERVIEW

DATE FROM:

01 January 2023

UNTIL:

31 January 2023

DUTIES/OFFENCES	WEEK 52	WEEK 1	WEEK 2	WEEK 3	WEEK 4	MONTH TOTAL
FINES ISSUED 56	13	34	17	34	10	108
FINES ISSUED 341	314	258	287	373	50	1282
COURT NOTICES SERVED	2		2	5		9
OPERATIONS EXECUTED	1	2	3			6
ARREST / WARRANTS OF ARREST		1	3			4
LIQUOR COMPLIANCE			8			8
PEOPLE FRISKED	64	75	86	138	15	378
VAGRANTS REMOVED	34	7	51	23	12	127
BUCKET SHOPS			4			4
ILLEGAL CAR GUARDS	12	11	17	28	11	79
STRUCTURES DEMOLISHED	4	8	3	1		16
NOISE COMPLAINT	15	5	4	12	9	45
DOG COMPLAINTS	5	3	1	2	1	12
AWARENESS ACTIVITY		1	3			4
ENCROACHMENT			12		1	13
ESCORTS OFFICIALS	3		2	3	1	9
<b>CONTROL ROOM WHATSAPP COMPLAINTS</b>						
RECEIVED	117	134	124	107	26	508
RESPONDED	117	134	124	107	26	508
CONTROL ROOM INCIDENTS	3				1	4
<b>CCTV CAMERAS ONLINE/OFFLINE</b>						
CAMERAS ONLINE	339	339	336	327	352	338
CAMERAS OFFLINE	26	27	30	38	27	30



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**COMMUNITY PROTECTION SERVICES**



**LAW ENFORCEMENT DEPARTMENT**

BUCKET SHOP/SECONDHAND GOODS/NON-FERROUS METAL

MONTHLY REPORT

01 UNTIL 31 JANUARY 2023

**BUCKET SHOP/SECONDHAND GOODS COMPLIANCE INSPECTIONS**

INSPECTIONS CONDUCTED	FINES ISSUED	FOUND COMPLIANT?		JOINT OPERATIONS CONDUCTED
		YES	NO	
4	NIL	3	1	NIL

**MONTHLY REGISTER**

Date	Time	Business name	Full names	Compliance	Officer name	Comments
16/01/2023	10h05	Star Metal	Rudi Nel	Yes	L/E Robyn L/E Botes	Compliant
	10h25	4 U Cell & Sound	Gasim Ali	Yes		Compliant
	10h30	M.Knn Cellular	Nasir Mehmood	No		No registration certificate to operate as a second-hand goods store. Owner/manager was instructed to apply with SAPS
	10h40	CL Steel		Yes		Compliant

**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**

Businesses operating without a permit in compliance with the Second-Hand Goods Act. Reporting these instances to SAPS, does not bring feedback to the department unless a follow up inspection is done.

**MONDAY, 16 JANUARY 2023**

**STAR METAL – CLOETESVILLE**

A compliance inspection was done at 10h05 by L/E Officers Robyn and Botes. The business is compliant.

**4 U CELL & SOUND – KAYAMANDI MALL**

A compliance inspection was done at 10h25 by L/E Officers Robyn and Botes. The business is compliant.

**M.KNN CELLULAR – KAYAMANDI MALL**

A compliance inspection was done at 10h30 by L/E Officers Robyn and Botes. The business does not possess the required certificate issued by SAPS for operating as a Second-Hand Goods business. The owner/manager was instructed to immediately register with SAPS.

**CL STEEL – PLANKENBRUG**

A compliance inspection was done at 10h40 by L/E Officers Robyn and Botes. The business is compliant.

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



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## COMMUNITY PROTECTION SERVICES



### STELLENBOSCH LAW ENFORCEMENT DEPARTMENT

LIQUOR ENFORCEMENT MONTHLY REPORT

01 UNTIL 31 JANUARY 2023

**LIQUOR COMPLIANCE INSPECTIONS**

INSPECTIONS CONDUCTED	FINES ISSUED	FOUND COMPLIANT?		JOINT OPERATIONS CONDUCTED
		YES	NO	
8	0	7	1	NIL

**JOINT OPERATIONS INSPECTIONS**

INSPECTIONS CONDUCTED	FINES ISSUED	SHEBEEN 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
20/01/2023	21h24	DB Enterprise	Manager	Ephraim Gornani	No	L/E Jumat	Failed to produce zoning, population and business license certificates
	21h42	Taki's	Manager	Alex Tsigourakos	Yes	L/E Jooste	Compliant
	21h50	Hussar Grill	Manager	Louw Hannekom	Yes	L/E van Zyl	Compliant
	21h52	Bovine	Manager	Sifiso Mlotshwa	Yes	L/E Jooste	Compliant
	21h57	Café Du Vin	Manager	Berenice	Yes	L/E Jooste	Compliant
	22h15	Balboa Bar	Owner	Craig Hoblyn	Yes	L/E van Zyl	Compliant
	22h30	Manoushe	Owner	Ramon Corie	Yes	L/E van Zyl	Compliant
	22h45	Julian's Café Bar	Manager	Hendrik Germisuys	Yes	L/E van Zyl	Compliant

**EXECUTION**

Compliance inspections were done by Law Enforcement Officers under the command of Principal Inspector Quluba and Senior Inspectors Telemachus and Abrahams. Business trading in liquor are to be in compliance with the Stellenbosch Municipal Liquor By-Law (PN7553 Dated 15 January 2016) and the Western Cape Liquor Act 4 of 2008, Regulations 2011: Amendment 2017 – Gazette 7719 Dated 19 January 2017

**CHALLENGES**

- Students under the influence of alcohol becomes a target for criminals when they are walking home alone, or even, parked vehicles that gets broken into as students are too intoxicated to drive home and valuable items are left in the vehicles which makes it an easy target for criminals to smash the windows and steal.
- The Law Enforcement department are not updated by the relevant departments that deals with business applications from business owners.

**FRIDAY, 20 JANUARY 2023**

**DARREN BARDENHORS ENTERPRISE**

A compliance inspection was done at 21h24 by L/E Officer Osric Jumat in Franschhoek. Upon the inspection, the manager could not produce any relevant certificates required for the inspection. A non-compliance notice was issued to the manager which must be complied with by 24 February 2023

**TAKI's**

A compliance inspection was done at 21h42 by L/E Officer Ernestine Jooste in Franschhoek. The business is compliant.

**HUSSAR TAPAS & GRILL**

A compliance inspection was done at 21h50 by L/E Officer Stefan van Zyl in Stellenbosch. The business is compliant.

**BOVINE**

A compliance inspection was done at 21h52 by L/E Officer Ernestine Jooste in Franschhoek. The business is compliant.

**CAFÉ DU VIN**

A compliance inspection was done at 21h57 by L/E Officer Ernestine Jooste in Franschhoek. The business is compliant.

**BALBOA BALCONY BAR**

A compliance inspection was done at 22h15 by L/E Officer Stefan van Zyl in Stellenbosch. The business is compliant.

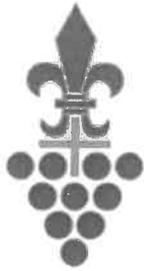
**MANOUSHE**

A compliance inspection was done at 22h30 by L/E Officer Stefan van Zyl in Stellenbosch. The business is compliant.

**JULIAN's CAFÉ BAR**

A compliance inspection was done at 22h45 by L/E Officer Stefan van Zyl in Stellenbosch. The business is compliant.

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



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**COMMUNITY PROTECTION SERVICES**



**STELLENBOSCH LAW ENFORCEMENT DEPARTMENT**

**AWARENESS REPORT**

**01 January 2023 until 31 January 2023**

**BACKGROUND**

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

The aim is to help gain the co-operation of the community to assist Law Enforcement on the prevention of crime, do reduce violence in the communities and to be law abiding citizens.

**TUESSDAY 10 JANUARY 2023**

<b>DATE OF SESSION:</b>	10	01	2023	<b>TIME FRAME:</b>	10H00	<b>TO</b>	11H30
<b>PLACE:</b>	Pieter Langeveldt Primary School						
	Cloetesville						
<b>GROUP:</b>	Children						
<b>Law Enforcement Officer Present:</b>	Senior Inspector Laurika Williams Law Enforcement Officer Gretlene Pieterse						

On Tuesday 10 January 2023, Law Enforcement in collaboration with Stell Care and Stellenbosch Municipality's Disaster Management hosted a joint Child Safety awareness at Pieter Langeveldt Primary School in Cloetesville. The children was informed about by-laws of Stellenbosch Municipality. The by-laws that were discussed include urinating and drinking in public, the control and keeping of animals, setting off of fireworks in public and how to be safe around dangerous animals.

Law Enforcement officers encouraged the children to talk about what they hear and see when facing criminal activities and violence. Law Enforcement officers shared ideas with the group on what to do when they feel unsafe in their surroundings.

The children received water bottles, coloring books and emergency contact details of the municipality. The Awareness concluded at 11h30.



By-laws and Safety awareness at Pieter Langeveldt Primary School.

**WEDNESDAY 18 JANUARY 2023**

<b>DATE OF SESSION:</b>	18	01	2023	<b>TIME FRAME:</b>	10H00	<b>TO</b>	16H00
<b>PLACE:</b>	Braak						
	Blom Street Stellenbosch						
<b>GROUP:</b>	Members of the Public						
<b>Law Enforcement Officer Present:</b>	Senior Inspectors: Audrey Abrahams Mkhululi Mqikela Learner Law Enforcement Officers						

On Wednesday 18 January 2023 at 10h00, Law Enforcement and Traffic Parking Marshalls hosted an awareness on the Braak and in Bird Street, Stellenbosch. The focus of the awareness campaign was Public Safety. Law Enforcement officers informed tourist, visitors and members of the public regarding the safe keeping of their valuables and to remove it from their vehicles before they leave the parking area. Officers also warned the tourist to be attentive when they are using ATM's and to be aware of the remote jammers in the parking areas.

Members of the public was informed about the role and responsibilities of Law Enforcement officers. Traffic parking Marshalls explained their role to members of the public, and how their payment system operates. This was to ensure that the public don't get scammed for cash payments. Pamphlets pertaining information regarding the by-laws of Stellenbosch Municipality and the emergency contact numbers of the municipality was distributed to members of the public. The awareness concluded at 16h00.



By-laws and Safety awareness campaign on the Braak.

**THURSDAY 19 JANAUARY 2023**

<b>DATE OF SESSION:</b>	19	01	2023	<b>TIME FRAME:</b>	12H00	<b>TO</b>	13H00
<b>PLACE:</b>	Vlottenburg						
	Stellenbosch						
<b>GROUP:</b>	Members of the Public						
<b>Law Enforcement Officer Present:</b>	Senior Inspector Reginal Jacobs Law Enforcement Officer Gert Botes						

Thursday 19 January 2023, Law Enforcement attended an awareness campaign in Vlottenburg. The campaign was in conjunction with Disaster Management and Provincial Medical Services. The group that was targeted were adults. Law Enforcement informed the community members what role they play in reporting any transgression in their community. They were also made aware of the by-laws of Stellenbosch Municipality and how to report any illegal and criminal activities.



Awareness campaign in Vlottenburg.

**FRIDAY 20 JANAUARY 2023**

<b>DATE OF SESSION:</b>	20	01	2023	<b>TIME FRAME:</b>	11H00	<b>TO</b>	17H00
<b>PLACE:</b>	Braak						
	Blom Street Stellenbosch						
<b>GROUP:</b>	Members of the Public						
<b>Law Enforcement Officer Present:</b>	Senior Inspectors: Audrey Abrahams Mkhululi Mqikela Learner Law Enforcement Officers						

On Friday 20 January at about 11h00, Law Enforcement host an awareness on the Braak and the surrounding areas in Stellenbosch. The focus of the awareness campaign was public safety. Law Enforcement officers informed members of the public regarding the safe keeping of their valuables and to remove any valuable assets from their vehicles before they leave.

the parking area. Officers also warned the tourist to be attentive when they are using ATM's and to be aware of the remote jammers in the parking areas.

Members of the public was informed of the responsibilities of Law Enforcement officers. Pamphlets pertaining information regarding the by-laws of Stellenbosch Municipality and the emergency contact numbers of the municipality was distributed to members of the public. The awareness concluded at 17h00

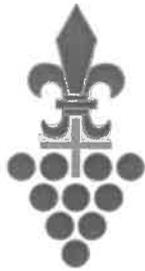


By-laws and Safety awareness campaign on the Braak.

**SUMMARY:**

For the January 2023, Law Enforcement attended four (4) awareness sessions.

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



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**STELLENBOSCH LAW ENFORCEMENT DEPARTMENT**

**EVENTS MANAGEMENT MONTHLY REPORT**

**01 UNTIL 31 JANUARY 2023**

### EVENTS MANAGEMENT-RELATED ACTIVITIES

The following special events were held during the month of January 2023:

NO	EVENT	DATE	APPROVED / DECLINED
01	Groovers Prayer	01 January 2023	Approved
02	Cubs Week 2023	04 – 08 January 2023	Approved
03	Trail Run Neethlingshof	14 January 2023	Approved
04	The Galileo Open-Air Cinema	14 January 2023	Approved
05	Stellenbosch FC PSL U21 League	15 January 2023	Approved
06	PSL Diski U21 Diski Reserve League Matches	15 January 2023	Approved
07	PRG Interhouse	20 January 2023	Approved
08	Franschhoek Triathlon	21 January 2023	Approved
09	The Galile Open Air Cinema	21 January 2023	Approved
10	Resolution Trail Run	22 January 2023	Approved
11	Stellenbosch Street Soirees	18 January 2023	Approved
12	The Galileo Open-Air Cinema	21 January 2023	Approved
13	Rhenish Interhouse Athletics	24 January 2023	Approved
14	Eikestad Primary Athletics Day	25 January 2023	Approved
15	Cloetesville High School Interhouse	26 January 2023	Approved
16	Stellenbosch Primary Athletics	26 January 2023	Approved
17	AF Louw Inter-house Athletics	27 January 2023	Approved
18	Rhenish Primary Athletics	27 January 2023	Approved
19	The Galileo Open-Air Cinema	28 January 2023	Approved
20	Stellenbosch FC	27 January 2023	Approved
21	Norman Huazer School's Athletics	28 January 2023	Approved
22	Stellenbosch Harvest Parade	28 January 2023	Approved
23	Cape Winelands Swimming Gala	28 January 2023	Approved

**The following Noise Exemptions were granted/declined during the month of January 2023:**

01	Groovers Prayer	01 January 2023	Approved

**The following applications in terms of the Gatherings Act were approved / not approved during the month of January 2023-**

01	Stellenbosch E-Hailing (UBER Drivers)	19 January 2023	Approved
02	Picketing: DA Stellenbosch	25 January 2023	Approved
03	Stellenbosch E-Hailing (UBER Drivers)	26 January 2023	Approved

**The following Film Shoots were granted/declined during the month of January 2023**

01	SA 1299 Otto Strand Film Shoot	26 January 2023	Approved
02	#LoveMySelfieFilming Day	27 January 2023	Approved
03	NUBEQA Film Shoot	29 & 31 January 2023	Approved

**Compiled by:**

Ms. Y Mndabani  
Events Management

<b>5.2.9</b>	<b>MONTHLY REPORT ON BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT FOR FEBRUARY 2023</b>
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Collaborator No: 747713

IDP KPA Ref No: Safest Valley

Meeting Date: 3 May 2023

**2. SUBJECT: MONTHLY REPORT ON BY LAW ENFORCEMENT AND EVENTS MANAGEMENT FOR FEBRUARY 2023**

**2. PURPOSE**

To notify the Committee of the monthly activities of Law enforcement Services and Events Management for the Month of February 2023, 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 February 2023.

**5. RECOMMENDATION**

that the monthly report on By-Law Enforcement and Events Management for February 2023, 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 February 2023

**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>	<u><i>joan.felix@stellenbosch.gov.za</i></u>
<b>REPORT DATE</b>	

# **ANNEXURE A**



**MONTHLY  
REPORT:**

**February 2023**

Law Enforcement &  
Events Management:

Community And  
Protection Services

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## STELLENBOSCH LAW ENFORCEMENT - MONTH STATISTICS OVERVIEW

**MONTH:**

February 2023

DUTIES/OFFENCES	WEEK 5	WEEK 6	WEEK 7	WEEK 8	WEEK 9	MONTH TOTAL
<b>BY-LAWS AND OPERATIONAL FOCUSES</b>						<b>CATEGORY TOTAL: 912</b>
FINES ISSUED - 56	34	44	37	29	2	146
FINES ISSUED - 341	57	151	194	19	3	424
WARRANTS COLLECTED			8			8
WARRANTS EXECUTED			8			8
COURT NOTICES SERVED				3		3
ARREST / WARRANTS OF ARREST			1			1
PEOPLE FRISKED	12	71	20	12		115
VAGRANTS REMOVED	3	6	13	5	8	35
BUCKET SHOPS				7		7
ILLEGAL CAR GUARDS	12	15	6			33
STRUCTURES DEMOLISHED	1	2	6	1		10
NOISE COMPLAINT		32	2			34
DOG COMPLAINTS		5	1			6
AWARENESS ACTIVITY	2			1		3
ENCROACHMENT COMPLIANCE				45		45
ILLEGAL SIGN BOARDS	3	28	1			32
ESCORTS OFFICIALS	1			1		2
<b>CONTROL ROOM WHATSAPP COMPLAINTS</b>						<b>CATEGORY TOTAL: 886</b>
RECEIVED	87	101	111	131	13	443
RESPONDED	87	101	111	131	13	443
<b>CCTV CAMERAS - ONLINE\OFFLINE</b>						
CAMERAS ONLINE	305	300	294	292	314	301
CAMERAS OFFLINE	20	25	31	33	11	24



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**COMMUNITY PROTECTION SERVICES**



**LAW ENFORCEMENT DEPARTMENT**

BUCKET SHOP/SECONDHAND GOODS/NON-FERROUS METAL

MONTHLY REPORT

01 UNTIL 28 FEBRUARY 2023

### BUCKET SHOP/SECONDHAND GOODS COMPLIANCE INSPECTIONS

INSPECTIONS CONDUCTED	FINES ISSUED	FOUND COMPLIANT?		JOINT OPERATIONS CONDUCTED
		YES	NO	
7	NIL	4	3	NIL

### MONTHLY REGISTER

Date	Time	Business name	Full names	Compliance	Officer name	Comments
21/02/2023	14h00	CL Steel	Dawid Thomas	Yes	L/E Robyn L/E Pritchard	
	14h15	Star Scrap Metal	Rudy Nel	Yes		
	14h45	Ali Cellular	Zaheer Ahmed	Yes		No business license
	14h55	Tahier Cellular	Tahier	No		Waiting on SAPS for certificates
	15h05	Maties Cellular	Uzar Waja	No		Waiting on SAPS for certificates
	15h30	African Cellular	Syed Sadaqat	Yes		
	15h45	Eikestad Cellular	Tahier	No		Waiting on SAPS for certificates

**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**

- Businesses operating without a permit in compliance with the Second-Hand Goods Act. Reporting these instances to SAPS, does not bring feedback to the department unless a follow up inspection is done.
- Complaints received after compliance inspections are carried out by Law Enforcement Officers.

**TUESDAY, 21 FEBRUARY 2023**

**CL STEEL – PLANKENBRUG**

A compliance inspection was done at 14h00 by L/E Officers Robyn and Pritchard. The business is compliant.

**STAR METAL – TENNANTVILLE**

A compliance inspection was done at 14h15 by L/E Officers Robyn and Pritchard. The business is compliant.

**ALI CELLULAR – STELLENBOSCH CBD**

A compliance inspection was done at 14h45 by L/E Officers Robyn and Pritchard. The business is compliant but there is no business license on display or kept on file.

**TAHIER CELLULAR – STELLENBOSCH CBD**

A compliance inspection was done at 14h55 by L/E Officers Robyn and Pritchard. The business is still waiting on SAPS for their applicable certificate.

**MATIES CELLULAR – STELLENBOSCH CBD**

A compliance inspection was done at 15h05 by L/E Officers Robyn and Pritchard. The business is still waiting on SAPS for their applicable certificate.

**AFRICAN CELLULAR – STELLENBOSCH CBD**

A compliance inspection was done at 15h30 by L/E Officers Robyn and Pritchard. The business is compliant.

**EIKESTAD CELLULAR – STELLENBOSCH CBD**

A compliance inspection was done at 15h45 by L/E Officers Robyn and Pritchard. The business is still waiting on SAPS for their applicable certificate.

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

**LAW ENFORCEMENT  
MONTHLY RJP AND  
COURT REPORT**

# Report

**To:** P/Insp L Quluba 7  
**From:** Inspector R Banies 3  
**cc:** D/Chief Tshefu, Manager J Felix 11  
**Date:** 28<sup>th</sup> of February 2023  
**Re:** Restorative Justice Project and Municipal court unit monthly report

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Restorative Justice Project monthly report from 01<sup>st</sup> of February 2023 till 28<sup>th</sup> of February 2023 concentrating on displaced people who are contravening municipal by-laws on a continuous basis and Municipal court report for the month with warrants of arrests executed and court notices serviced.

**Challenges faced this past month**

**Restorative justice monthly summary and warrant execution report**

**Week 01<sup>st</sup> of February 2023 till 05<sup>th</sup> of February 2023**

No Homeless persons taken to the municipal court.

No warrants were collected and executed.

No Court notices were served.

**Week 06<sup>th</sup> of February 2023 till 12<sup>th</sup> of February 2023**

No Homeless taken to the municipal court.

No warrants collected or executed.

No court notices were served to appear in court. ' t.

**Week 13<sup>th</sup> of February 2023 till 19<sup>th</sup> of February 2023**

No homeless were brought to the municipal court.

Eight (8) warrants were collected and executed on the 14<sup>th</sup> of February 2023, but all addresses were untraceable.

No court notices were served to appear in court. '

**Week 20<sup>th</sup> of February 2023 till 26<sup>th</sup> of February 2023**

No homeless were brought to the municipal court.

No warrants were executed.

Two (2) court notices were collected and served on the 23<sup>rd</sup> of February 2023 and One (1) court notice was collected and served on the 24<sup>th</sup> of February 2023.

**Week 27<sup>th</sup> of February 2023 till 28<sup>th</sup> of February 2023**

No homeless people were taken to the municipal court.

No warrants were executed.

No court notices were served.

**Monthly Summary for February 2023 (01/02/2023 till 28/02/2023)**

<b>Number of Homeless brought to court and warned for the month</b>	<b>Number of Homeless people referred to and warned to report to Community Development</b>	<b>Number of Homeless people seen by Community Development</b>	<b>Warrants Booked out &amp; Court notices Collected</b>	<b>Warrants executed &amp; Court notices Served</b>	<b>Warrants Positive (Arrested)</b>
Zero (0)	Zero (0)	Zero (0)	Eight (8) & Three (3)	Eight (8) & Three (3)	Zero (0)

**Compiled by:**

RE Banies  
S/Inspector  
Law Enforcement



# STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

## COMMUNITY PROTECTION SERVICES



**STELLENBOSCH LAW ENFORCEMENT DEPARTMENT**

AWARENESS REPORT

01 February 2023 until 28 February 2023

## **BACKGROUND**

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

The aim is to help gain the co-operation of the community to assist Law Enforcement on the prevention of crime, do reduce violence in the communities and to be law abiding citizens.

### **WEDNESDAY 1 FEBRUARY 2023**

<b>DATE OF SESSION:</b>	01	02	2023	<b>TIME FRAME:</b>	10H00	<b>TO</b>	11H30
<b>PLACE:</b>	In front of Town Hall						
	Stellenbosch CBD						
<b>GROUP:</b>	Members of the public						
<b>Law Enforcement Officer Present:</b>	Senior Inspectors: Audrey Abrahams Mkhululi Mqikela Carmen Telemachus Learner: Law Enforcement officers						

On Wednesday 1 February 2023, Law Enforcement hosted a Safety Awareness campaign in the Stellenbosch CBD area.

The focus of the campaign was Safety. Law Enforcement officers informed tourist and first year students regarding the by-laws of Stellenbosch Municipality. The students were informed of the responsibilities of Law Enforcement officers. Officers also warned the tourist to be attentive when they are using ATM's and to be aware of the remote jammers in the parking areas.

Fridge magnets with emergency contact details of the municipality was distributed to the tourist and students.



Awareness campaign in front of the Town Hall

**FRIDAY 3 FEBRUARY 2023**

<b>DATE OF SESSION:</b>	03	02	2023	<b>TIME FRAME:</b>	09H00	<b>TO</b>	16H00
<b>PLACE:</b>	Coetzenburg						
	Sports Grounds						
<b>GROUP:</b>	Students						
<b>Law Enforcement Officer Present:</b>	Senior Inspectors: Audrey Abrahams Mkhululi Mqikela Learner Law Enforcement officers						

On Wednesday 3 February 2023, Law Enforcement in collaboration with Traffic and Disaster Management hosted a Safety Awareness campaign on Coetzenberg sports grounds.

The focus of this campaign was Safety in and around the CBD. Students were informed regarding the roles and responsibilities of Law Enforcement officers. Students was also made aware of the by-laws of the municipality. Fridge magnets and pamphlets with emergency contact details of the municipality was distributed to students.



**Safety Awareness Campaign at Coetzenburg**

**WEDNESDAY 22 FEBRUARY 2023**

<b>DATE OF SESSION:</b>	22	02	2023	<b>TIME FRAME:</b>	12H00	<b>TO</b>	14H00
<b>PLACE:</b>	Franschhoek						
	CBD						
<b>GROUP:</b>	Members of the public						
<b>Law Enforcement Officer Present:</b>	Senior Inspectors: Rodney Van Staden Learner Law Enforcement officers						

On Wednesday 22 February 2023, Law Enforcement hosted an awareness in Franschhoek CBD. Law Enforcement informed the community members what role they play in reporting any transgression in their community. They were also made aware of the by-laws of Stellenbosch Municipality and how to report any illegal activities, such as Land Invasion, illegal electricity connection, noise nuisance, illegal dumping, the discharged of fireworks and stray animals. Officers also informed the public how Law Enforcement can assist the communities to feel safe.



Learner Law Enforcement officers informing members of the public regarding the by-laws of Stellenbosch Municipality.

**SUMMARY:**

For the February 2023, Law Enforcement attended three (3) awareness sessions.

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



# STELLENBOSCH

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## COMMUNITY PROTECTION SERVICES



**STELLENBOSCH LAW ENFORCEMENT DEPARTMENT**

EVENTS MANAGEMENT MONTHLY REPORT

01 UNTIL 28 FEBRUARY 2023

### EVENTS MANAGEMENT-RELATED ACTIVITIES

The following special events were held during the month of February 2023:

NO	EVENT	DATE	APPROVED / DECLINED
01	Stellenbosch Street Soirees	1 and 15 February 2023	Approved
02	Traditional Schools Athletics	01 February	Approved
03	Welcoming Week	2 & 3 February 2023	Approved
04	Paul Roos SA EXCO MTB Cup	3 – 5 February 2023	Approved
05	The Galileo Open-Air Cinema	04 February 2023	Approved
06	T 20 Woman's Cricket World Cup	04 – 20 February 2023	Approved
07	Stellenbosch FC Diski	05 and 06 February 2023	Approved
08	Alto Wines All Moon Series Trail Run	07 February 2023	Approved
09	Stellenbosch Primary School Athletics	07 February 2023	Approved
10	Stratford Primary	09 & 10 February 2023	Approved
11	Ball Room Dance	10 February 2023	Approved
12	Hey Joe Brewery, Kusasa Project Fundraiser	10 February 2023	Approved
13	KOED School's Athletics	10 February 2023	Approved
14	Vensters and MF Concert	11 February 2023	Approved
15	The Galileo Open-Air Cinema	11 February 2023	Approved
16	27 Freedom Race	11 February 2023	Approved
17	Love Run	12 February 2023	Approved
18	Newcomers Maties Athletics	13 February 2023	Approved
19	The Galileo Open-Air Cinema	14 February 2023	Approved
20	School Athletics Meeting	17 February 2023	Approved
21	Somerset College Family Fun Day	17 February 2023	Approved
22	Simonsberg Met	17 February 2023	Approved
23	The Galileo Open-Air Cinema	18 February 2023	Approved
24	C2R MTB Festival	18 February 2023	Approved

25	Versus Socks Trail Run	18 February 2023	Approved
26	Museum Fair	19 February 2023	Approved
27	2023 FNB Varsity Cup	20 and 27 February 2023	Approved
28	Jan Van Riebeeck – Interschools 2023	21 February 2023	Approved
29	4M Athletics	22 February 2023	Approved
30	Curro Interschools Athletics	24 February 2023	Approved
31	U19 Woman's Cricket Week 2023	24 and 25 February 2023	Approved
32	Fun Der Stel Sixes Festival	25 February 2023	Approved
33	Trail Series Super League	25 February 2023	Approved
34	Spier Performing Arts	25 and 26 February 2023	Approved

**The following Noise Exemptions were granted/declined during the month of February 2023:**

01	Simonsberg Met	17 February 2023	Approved
02	Fun Der Stel Sixes Festival	25 February 2023	Approved

**The following applications in terms of the Gatherings Act were approved / not approved during the month of February 2023**

01	EFF	20 February 2023	Approved
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**The following Film Shoots were granted/declined during the month of February 2023**

01	Castle Rugby World Cup	21 / 22 February 2023	Approved
02	Film Africa	1 February 2023	Approved

**Compiled by:**

Ms. Y Mndabani  
Events Management

AGENDA

PROTECTION SERVICES COMMITTEE MEETING

2023-05-03

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6.	REPORTS SUBMITTED BY THE MUNICIPAL MANAGER
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NONE

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

8.	URGENT MATTERS
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9.	MATTERS TO BE CONSIDERED IN-COMMITTEE
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NONE