



**STELLENBOSCH**  
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

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

2022-08-03

**NOTICE OF A  
PROTECTION SERVICES COMMITTEE MEETING  
WEDNESDAY: 2022-08-03 AT 14:00**

**TO** Cllr R Badenhorst [Chairperson]

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

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

Notice is hereby given that a Protection Services Committee meeting will be held via MS Teams on **Wednesday, 2022-08-03 at 14:00** to consider the items on the Agenda.

**CLLR R BADENHORST  
CHAIRPERSON**

**A G E N D A**  
**PROTECTION SERVICES COMMITTEE MEETING**  
**2022-08-03**  
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	NONE	

AGENDA

COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING

2022-08-03

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1.	OPENING AND WELCOME	
2.1	COMMUNICATION BY THE CHAIRPERSON	(3/4/3/6)
2.2	DISCLOSURE OF INTERESTS	(3/6/2/2)
3.	APPLICATION FOR LEAVE OF ABSENCE	
4.	CONFIRMATION OF MINUTES	
4.1.1	CONFIRMATION OF THE MINUTES: PROTECTION SERVICES COMMITTEE MEETING: 2022-06-09	(3/4/3/5/2/4)

The minutes of the Protection Services Committee Meeting held on 2022-06-09 is attached as **APPENDIX 1**.

**FOR CONFIRMATION**

# **APPENDIX 1**



**STELLENBOSCH**  
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

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

2022-06-09

**MINUTES**

**PROTECTION SERVICES COMMITTEE MEETING:**

**2022-08-03 AT 14:00**

**MINUTES**  
**PROTECTION SERVICES**  
**COMMITTEE MEETING**  
**2022-06-09**  
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	NONE	
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	NONE	
10.	<b>CONSIDERATION OF URGENT MATTERS</b>	
11.	<b>MATTERS TO BE CONSIDERED IN-COMMITTEE</b>	
	NONE	

**MINUTES                      PROTECTION SERVICES COMMITTEE MEETING                      2022-06-09**

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**PRESENT**                      Cllr R Badenhorst [Chairperson]

**COUNCILLORS**              C Manuel  
   N Mkhontwana (Ms)  
   M Nkopane (Ms)

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**OFFICIALS**                      Director: Community and Protection Services  
   Senior Manager: Protection Services (C Kitching)  
   Senior Administration Officer (T Samuels (Ms))

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## 2

MINUTES

PROTECTION SERVICES COMMITTEE MEETING

2022-06-09

1.	<b>OPENING AND WELCOME</b>
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The Chairperson, Cllr R Badenhorst welcome all at the 1<sup>st</sup> Protection Services Committee Meeting for 2022.

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

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

4.	<b>APPLICATION FOR LEAVE OF ABSENCE</b>
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ABSENT

Cllr A Hanekom

5.	<b>CONFIRMATION OF MINUTES</b>
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NONE

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



## 3

MINUTES

PROTECTION SERVICES COMMITTEE MEETING

2022-06-09

7.	REPORTS FROM PROTECTION SERVICES
7.1	NON-DELEGATED MATTERS
7.1.1	APPROVAL OF THE TERMS OF REFERENCE FOR PROTECTION SERVICES SECTION 80 COMMITTEE

Collaborator No:	730892
IDP KPA Ref No:	Good Governance and Compliance
Meeting Date:	9 June 2022

1. **SUBJECT: APPROVAL OF THE TERMS OF REFERENCE FOR PROTECTION SERVICES SECTION 80 COMMITTEE**

2. **PURPOSE**

For Council to approve the draft Terms of Reference for the Protection Services Section 80 Committee, in terms of the Municipal Structures Act No 117 of 1998.

3. **DELEGATED AUTHORITY**

Council establishes the Committees and appoints the members, while the Executive Mayor appoints the Chairpersons. The Section 80 Committees have no decision-making authority and make recommendations to the Executive Mayor on items that were referred to the Committee by the Executive Mayor.

4. **EXECUTIVE SUMMARY**

The Protection Services Committee must assist the Executive Mayor in accordance with the directions of the Executive Mayor and in line with the provisions as indicated in Section 80 of the Municipal Structures Act No 117.

The members are appointed by Council in accordance with the principle of representation amongst the number of members allocated to each committee.

The Terms of reference for Protection Services is attached as **Annexure 1**.

The following members of the Committee was appointed at the Special Council meeting on 16 February 2022, item 8.11.1 to assist the Executive Mayor in accordance with the directions of the Executive Mayor.

R Badenhorst (DA) – (Chairperson)  
 C Manuel (DA)  
 A Hanekom (DA)  
 M Nkopane (ANC)  
 N Mkhontwana (EFF)

## 4

MINUTES

PROTECTION SERVICES COMMITTEE MEETING

2022-06-09

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**RECOMMENDATIONS FROM THE PROTECTION SERVICES COMMITTEE TO  
MAYCO: 2022-06-09: ITEM 7.1.1**

that the Committee notes and supports the Terms of Reference for the Protection Services Section 80 Committee attached as **APPENDIX 1**.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Gary Boshoff
<b>POSITION</b>	<b>Director</b>
<b>DIRECTORATE</b>	<b>Community and Protection Services</b>
<b>CONTACT NUMBERS</b>	<b>021 808 8410</b>
<b>E-MAIL ADDRESS</b>	<b><u>Gary.Boshoff@stellenbosch.gov.za</u></b>
<b>REPORT DATE</b>	<b>1 June 2022</b>

## 5

MINUTES

PROTECTION SERVICES COMMITTEE MEETING

2022-06-09

<b>7.2</b>	<b>DELEGATED MATTERS</b>
<b>7.2.1</b>	<b>MONTHLY REPORT FOR APRIL 2022 – TRAFFIC SERVICES</b>

Collaborator No: 730893

IDP KPA Ref No: Safest Valley

Meeting Date: 9 June 2022

**1. SUBJECT: MONTHLY REPORT FOR APRIL 2022 – TRAFFIC SERVICES****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 April 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: 2022-06-09: ITEM 7.2.1****NOTED**

the monthly report for April 2022 by Traffic Services.

**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><a href="mailto:gary.boshoff@stellenbosch.gov.za">gary.boshoff@stellenbosch.gov.za</a></b>
<b>REPORT DATE</b>	<b>May 2022</b>

## 6

MINUTES

PROTECTION SERVICES COMMITTEE MEETING

2022-06-09

<b>7.2.2</b>	<b>MONTHLY REPORT FOR APRIL 2022: FIRE &amp; DISASTER</b>
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Collaborator No: 730894

IDP KPA Ref No: Safest Valley

Meeting Date: 9 June 2022

**1. SUBJECT: MONTHLY REPORT FOR APRIL 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 April 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 July 2021 to the Committee for notification.

**PROTECTION SERVICES COMMITTEE: 2022-06-09: ITEM 7.2.2****NOTED**

the monthly report of Fire and Disaster Monthly for April 2022.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Wayne Smith
<b>POSITION</b>	<b><i>Manager: Fire Services and Disaster management</i></b>
<b>DIRECTORATE</b>	<b><i>Community and Protection Services</i></b>
<b>CONTACT NUMBERS</b>	<b><i>Ext 8771</i></b>
<b>E-MAIL ADDRESS</b>	<b><i>wayne.smith@stellenbosch.gov.za</i></b>
<b>REPORT DATE</b>	<b><i>May 2022</i></b>

<b>7.2.3</b>	<b>REVIEW OF THE DISASTER MANAGEMENT PLAN</b>
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**Collaborator No:** 730304

**IDP KPA Ref No:** Safest Valley

**Meeting Date:** 9 June 2022

- 1. SUBJECT: REVIEW OF THE DISASTER MANAGEMENT PLAN**
- 2. PURPOSE**  
To notify the Committee of the recently reviewed Disaster Management Plan.
- 3. DELEGATED AUTHORITY**  
Council establishes the committees and appoints the members, whilst the Executive Mayor appoints the Chairpersons. The Section 80 committees has no decision making authority and make recommendations to the Executive Mayor on items that advices was required by the Executive Mayor.
- 4. EXECUTIVE SUMMARY**  
Stellenbosch municipality, as prescribed by the disaster management act, do have a disaster plan. Due to the dynamic nature of disaster management, an annual review of the plan is necessary. The disaster section therefore embarked on a consultative process and engaged widely with various stakeholders and institutions to collect and verify information and data needed to amend the current plan, where required.

**PROTECTION SERVICES COMMITTEE: 2022-06-09: ITEM 7.2.3**

**NOTED**

the Reviewed Disaster Management Plan.

**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>wayne.smith@ Stellenbosch.gov.za</b>
<b>REPORT DATE</b>	<b>19 May 2022</b>

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

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

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

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

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The meeting adjourned at 11:20

**CHAIRPERSON:** .....

**DATE:** .....

**Confirmed on** .....

AGENDA

**COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING**

2022-08-03

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

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

<b>5.2</b>	<b>DELEGATED MATTERS</b>
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<b>5.2.1</b>	<b>MONTHLY REPORT BY TRAFFIC SERVICES FOR MAY 2022</b>
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Collaborator No: 732520

IDP KPA Ref No: Safest Valley

Meeting Date: 3 August 2022

**1. SUBJECT: MONTHLY REPORT BY TRAFFIC SERVICES FOR MAY 2022****2. PURPOSE**

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

**3. DELEGATED AUTHORITY**

For the Portfolio Committee to note.

**4. EXECUTIVE SUMMARY**

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

**5. RECOMMENDATION**

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

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

The core function of the Department Traffic Services is to improve road safety by changing driver behaviour. The Department participates in the respective national and provincial road safety and crime prevention campaigns and coordinate 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 licences issued/converted and other related driver authorisation, roadworthy tests conducted and certificates issued, motor vehicle registrations, issue of duplicate registration certificates, annual licence 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 – May 2022

**FOR FURTHER DETAILS, CONTACT:**

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

# APPENDIX 1



**MONTHLY REPORT  
MAY 2022**

TRAFFIC SERVICES

**COMMUNITY AND  
PROTECTION  
SERVICES**

## **INDEX**

### **1. ACTIVITIES REPORT:**

- **Accidents**
- **Driving Licences**
- **Roadworthy Certificates**
- **Motor Vehicle Registrations**
- **Traffic Offences**
- **Law Enforcement Functions**

### **2. TRAINING, EDUCATION ACCIDENTS & ANPR**

### **3. FINANCIAL MANAGEMENT REPORT**

### **4. TOTAL JOBS CREATED**

### **5. E-NATIS BLOCK**

## 1. ACTIVITIES REPORT

	01 – 31 MAY 2022	
<b>A) WCO24 ACCIDENTS STATS FOR MAY 2022</b>	<b>TRAFFIC</b>	<b>SAPD</b>
	TOTALS	TOTALS
<b>ACCIDENTS</b>	<b>43</b>	<b>168</b>
Fatal Injuries	0	0
Serious injuries	1	2
Slight injuries	22	9
No injuries	59	367
<b>PEDESTRIANS</b>		
Accidents Total	2	1
Pedestrians Fatal	0	0
Pedestrians Serious injuries	1	1
Pedestrians Slight injuries	1	0
No injuries	0	0
Vehicle impounded released		0
Vehicle impounded		2
<b>TOTAL</b>		<b>2</b>
<b>B) LICENSE SECTION</b>		
<b>a) Stellenbosch DLTC</b>		
Application for Learner's Licence		413
Application for PrDP		122
Application for light motor-vehicle driving licence		236
Application for motor-cycle driving licence		3
Learners Applicants absent		17
Duplicate learner's licence		5
Issued Drivers Licence (Pass)		94
Issued Learners Licence (Pass)		147
Drivers Licence Test conducted Fail		99
Learner's licence Test conducted Fail		70
Drivers Licence Test conducted (Pass & Fail)		193
Learner's licence Test conducted (Pass & Fail)		217
Drivers Licence Applicants absent		28
Renewal of Drivers licence (Conversion)		906
<b>b) Franschhoek DLTC</b>		
Application for learner's licence		60
Applicants absent		0
Learner's licence Test conducted Fail		7
Issued Learners Licence (Pass)		33
Learner's licence Test conducted (Pass & Fail)		37

<b>C) TESTING CENTRE</b>	
<b>Roadworthy certificates :-</b>	0
Motor vehicles	0
Light delivery vehicles	0
Heavy delivery vehicles (trucks)	0
Trailers	0
Taxi's	0
Busses	0
Motor bikes	0
<b>TOTAL TRANSACTIONS</b>	<b>0</b>
<b>D) MOTOR VEHICLE REGISTRATION</b>	
Duplicate registrations certificate	99
Registration only	982
Licensing and renewals	4 834
Temporary permits	18
Special permits	4
Allocation of registration numbers	48
RTMC	643
<b>TOTAL TRANSACTIONS</b>	<b>6 628</b>
<b>E) TRAFFIC OFFENCES</b>	
Speed cameras – Mobile, radar, digicam, robot – TMT	
SERVICES	28 368
Section 56	3 169
Section 341	1 543
<b>TOTAL NOTICES ISSUED</b>	<b>33 080</b>

## 2. STATS OF SPECIAL OPERATIONS UNIT & TRAFFIC LAW ENFORCEMENT

### 2.1 OPERATIONS TO FOCUS ON SPECIFIC PROBLEMS

#### **PUBLIC TRANSPORT VCP's**

TOTAL = 19

#### **TRAFFIC LAW ENFORCEMENT VCP's**

TOTAL = 64

#### **DUI – 25**

#### **DRAG RACING 3**

TOTAL = 28

#### **AWARENESS CAMPAIGNS**

TOTAL = 4

#### **AWARENESS OPERATIONS**

TOTAL = 4

#### **ANPR**

TOTAL = 2

#### **WARRANT OPERATIONS NB**

TOTAL = 4

#### **WARRENTS ISSUED**

TOTAL = 89

**WRITTEN 56 CASES**

TOTAL = 3 169

**WRITTEN 341 CASES**

TOTAL = 1 543

**SPEED CASES**

TOTAL = 28 368

**DUI ARREST**

TOTAL = 16

Reckless and negligent driving = 0

False documentation = 1

Total = 17

**2.2 DRIVER COMPETENCY TEST – COUNCIL VEHICLES**

TOTAL = 0

**2.3 ACCIDENT RESPONSE UNIT (POLICE DOCKETS, NO ONE ARRESTED)**

TOTAL = 0

**a) FINANCIAL MANAGEMENT REPORT**

<b>a. INCOME</b>	
<b>1) TRAFFIC FINES INCOME</b>	
Fines Income & Speed camera digital, Fixed camera and RLV	1 155 681.95
<b>TOTAL</b>	<b>1 155 681.95</b>
<b>2) MOTOR VEHICLE REGISTRATION</b>	
Registration fees	218 832
Licensing's and renewals	2 131 473.80
Duplicate Registrations	12 342
Temporary permits	11 286
Special permits	192
Roadworthy Application & certificate	0
RTMC	190 296
ALLOCATION FEES	1 725
<b>TOTAL</b>	<b>2 566 150.80</b>
<b>3) DRIVERS LICENCE SECTION</b>	
L/Licence (app. & iss.)	38 104
D/Licence (App & iss)	45 425
Professional Drivers Permit	9 760
Temporary Driving Licence	27 045
Duplicate Certificates	165
Instructors Certificate (app. & iss.)	0
Renewal of card licences	126 840
<b>TOTAL</b>	<b>247 339</b>

<b>4) PARKING (MUNICIPAL OWN PROJECT)</b>	<b>4 91 822.77</b>
<b>5) BLOEMHOF PARKING INCOME</b>	<b>2 120</b>
<b>6) STELKOR PARKING INCOME</b>	<b>5 600</b>
<b>7) GENERAL INCOME</b>	
Hiring of parking bays	1 060
Impoundment fees	4 542
Info – Accident Bureau	4 455
Disabled Parking Discs	560
Escort Fees	4 656
Taxi Permits	2 000
<b>TOTAL</b>	<b>17 273</b>
<b>INCOME PARKING PROJECT</b>	<b>R491 822.77</b>

<b>PAYMENTS/EXPENDITURES</b>	
a) Sheriff Account	378.50
b) Driving Licence Card Account Cost	71 574
c) WCP Government	1 875 696.94
d) RTMC	190 296
e) TMT Services & Supplies	901 098
<b>TOTAL</b>	<b>3 039 043.44</b>

#### **4. TOTAL JOBS CREATED**

EPWP X 10 (Temporary point-duty)  
 EPWP X 3 (Gardener)  
 EPWP X 4 (EPWP Assistance)  
 EPWP X 100 (Parking Marshals)  
 EPWP X 2 (Supervisors – Parking Marshals)  
 2 X (Temporary Administration Clerks)

#### **5. NATIS BLOCK – WARRANTS MAY 2022**

Total paid	R16 350.00
Total block	582
Total withdrawn	31
Total warrants paid	15



5.2.2	MONTHLY REPORT BY FIRE & DISASTER FOR MAY 2022
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Collaborator No: 731845

IDP KPA Ref No: Safest Valley

Meeting Date: 03 August 2022

**1. SUBJECT: MONTHLY REPORT FOR MAY 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 May 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 May 2022 to the Committee for notification.

**5. RECOMMENDATION**

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

**6. DISCUSSION / CONTENTS**

**6.1 Background**

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

**6.2 Discussion**

The fire and disaster section reports to the Director Community and Protection Services. The section strives to keep the directorate and also 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

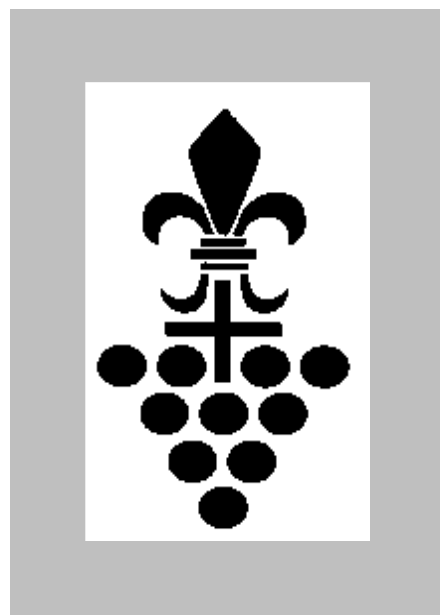
**ANNEXURES**

Fire and Disaster Monthly report

**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>
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<b>REPORT DATE</b>	<b>10 June 2022</b>

# **APPENDIX 1**



**MONTHLY  
REPORT:**

**MAY 2022**

DEPARTMENT:  
Disaster 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 campaign and awareness at crèches, communities and at schools about safety and emergency services.



### **1.2. PARTNERS FOR PROJECT AND ALLIES**

The department engages at numerous platforms through partnering stakeholders to gain access to new resources, information, expertise, and skills to facilitate service delivery.

#### **1.2.1 Vaccination drive**

The Vaccination process continues via the local clinics as well as mobile outreach programs.

The Department: Disaster Management teamed up with the District EMS co-ordinating team on 10 May 2022 bring service to the community of Slab Town, Cloeteville and immediate surrounding. This initiative was well received and will continue during the latter of June.



Law Enforcement was also visible for the duration of the program.

### 1.2.2. EVACUATION DRILLS

Clear allocations of roles and responsibilities and defined procedures and protocol for all operational personnel is influenced by mechanism in place which leaves no room for confusion when significant event or disaster occurs or is threatening to occur in municipal council's area.

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

- preventing or reducing the risk of disasters.
- taking measures to reduce the impact or consequences of a disaster.
- emergency preparedness.
- rapid and effective responses to disasters; and
- post-disaster recovery and rehabilitation.





Evacuation drill: De Zalze Golf Estate (R44).



Evacuation exercise: 10 May 2022 at the Eikestad Mall

Date	Activity	Venue	Number of participants
24-05-22	Evacuation exercise drill. information session	Pniel Primary	7
25-05-22	Evacuation exercise drill. information session	Kayamandi Primary	4
27-05-22	Public safety readiness for evacuation	Pre-primary schools	9

### 1.3. NODAL POINTS

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

### 1.4. MUNICIPAL DISASTER MANAGEMENT FRAMEWORK

#### 1.4.1 Contingency plans updated?

Plans are reviewed on a continuous basis.

#### 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

Huis Marais and Visser donated 35 pre-loved mattresses and was distributed to the individuals at Vlotenburg and Devon Valley TRA's.







**b) Stellenbosch Night Shelter**

The shelter donated access blankets and requested DM to distribute in designated areas of concern.



**c) EMS - Covid-10 Vaccination Drive**

**d) Public Participation – Outreach Program**



- e) Eskom JPC Meeting
- f) Working on Fire
- g) Santam
- h) Commerce and Industry

### **1.4.3 Langrug Imbizo**

Communication with external partners/public serves to strengthen disaster risk reduction purposes and effective implementation of local disaster-related incidents.

Langrug Imbizo held on the 10-12 May 2022, was attended by Director: Boshoff; Senior Manager: Kitching, Fire Chief: Smith to discuss the root cause of devastating fires that recently destroy shacks in that area.

## KPA 2: RISK ASSESSMENT

Coordinating the application for specific procedures associated with identifying and assessing the severity of potential risk factors.

- By conducting inspections on structures affected by fires and facilities as a form of preventative measure has been done.
- Scheduling risk assessment/s (to be conducted at Langrug and Lanquedoc informal settlement).

### 2.1. Langrug

The following undermentioned were identified as the root cause of these recurring fires.

- Arson
- Negligence
- Open unattended paraffin stove fires
- Illegal connection of electrical wires

### 2.2. Consolidation and classification of disaster risk information

Type	Classification	Ward/Area
<b>Geological hazard</b>	➤ Rock falls	➤ Ward 1- Franschoek Pass ➤ Ward 2 – Langrug ➤ Ward 3 – Jonkershoek ➤ Ward 4 - Kylemore, Pniel,
	➤ Landslide	➤ Ward 1 - Franschoek
<b>Hydrometeorological hazards</b>	➤ Veld fires	➤ Mountain areas
	➤ Debris	➤ Urban areas
	➤ Storm surge	➤ All wards/areas
	➤ Severe storm	➤ All wards/areas
<b>Biological</b>	➤ Outbreak epidemic (covid-19)	➤ All wards/areas
<b>Environmental degradation</b>	➤ Water and Air pollution	➤ Ward 20, Vlottenburg, Raithby ➤ Ward 7, Tennantville ➤ Ward 10 Onder-papegaaiberg

### 2.3. Hazard Assessment

The probability of a hazard occurring in each month is indicated as high, medium, or low. This aspect is also colour coded:

Probability	Abbreviation	Colour
High	H	Red
Medium	M	Orange
Low	L	Yellow

In addition, the normal severity in each month is indicated with a score on the following five-point scale:

Score	Severity
5	Catastrophic
4	Major
3	Moderate
2	Minor
1	Insignificant

Priority Risk	JAN	FEB	MARCH	APRIL	MAY
Severe weather Events	L1	L1	L1	L1	L1
Flooding	L1	L1	L1	L1	L2
Pandemic/Epidemic	L2	L2	L1	L1	L1
Structural Fires (formal)	L2	L2	L1	L1	L1
Structural Fires (informal)	H3	H4	H3	H3	M2
Road Accidents	-	-	-	-	-

### 2.4. Fires

Daily, the Stellenbosch Fire Services activate Disaster Management to respond to all types of emergencies. Disaster Management responds to major fires in its jurisdiction to conduct an incident assessment and activate all relevant departments and role players to respond.

Major emergencies include (House Alight, Informal dwellings, Formal backyard dwellings, etc).

#### 2.4.1 Summary of Occurrences May 2022



7 x incidents  
Number of Fire number



21x Structures  
Structures Damaged



2 x Injuries  
Fire burn injuries



0 x Fatality  
Lost life reported

Category		Total
1.	Number of Fires	7
2.	Structures Damaged or destroyed	21
3.	The number of people affected	40
4.	Fire burn injuries	2
5.	Fatalities	0

#### 2.4.2 Incidents were then referred to custodian departments concerned

No	Incident Number	Type of fire	Main location	Frequent causes
1.	SFSBF22050105	Informal structural fire	Section C, Nkanini	Unknown
2.	SFSBF22050204	Informal structural fire	JT18, Mountainview	Unknown
3.	SFSBF22050205	Informal and Formal structural fire	No 27 & 29 Jack Str, Klapmuts	Unknown
4.	SFSBF22050402	Informal structural fire	No 7, Mjandana Str, Kayamandi	Unknown
5.	SFSBF22051002	Formal structural fire	No 38383, Thubelitsha Homes	Electrical socket
6.	SFSBF22051402	Informal structural fire	Section A, Nkanini	Unknown
7.	SFSBF22053001	Informal structural fire	No 8 Van Wyk Str, Klapmuts	Unknown

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

Types of Incidents	Total Number	Wards affected
# No of Formal dwellings (House-alight) =	3	12,18,
# No of Informal Dwellings	17	12, 18,
# No of Reported Injuries	2	12
# No of Fatalities	0	0
# No of Unknown Suppose Cause	19	12, 18,
# No of suspect of Negligence	0	0
# No of Suspect of Arson	0	0
# No of Suspect of electrical socket	1	12,
# No of paraffin flames stove	0	0

#### 2.4.4 Strong winds

None reported.



#### 2.4.5 Flood/Roof Leak



Flood risk assessment was conducted in Kayamandi to identify all potential risks that could affect the community. The informal dwellings erected along the bank is of major concern to disaster management; area itself are not conducive for human habitation and pose a huge humanitarian and safety risk.

#### 2.4.6 Environmental degradation

Risk Assessment was done in various communities. It was identified that the community of Langrug (Franschhoek) is dumping illegally between the structures.





## 2.4.7 Controlling procedures applications and administrative requirements

### Processing of Fire Incident Reports:

- All Fire Incidents Reports have been processed and sent to the relevant line functions department for their respective roles.

### Administrative Tasks/Activities: -

- All Administrative tasks/activities such as timesheets and vehicle monitoring sheets are performed.
- The scheduled nodal point meeting for May 24, 2022, has been postponed.

### Inspection Logbooks completion:

- All logbook inspection sheets are up to date

### Communications: - (Interactions with Internal Officials/personnel) –

The coordination role has been performed effectively with.

	Role-player	Function
1.	Fire & Rescue Services	Provide Fire Incident Reports of all fire-related incidents.
2.	Fire Prevention	Co-ordinate evacuation simulation exercises and identifying fire hydrant databases.
3.	Community Development	Relief Assistance.
4.	Planning & Economic Development	-Feedback reports lto structural defects, approved plans formal and backyards dwellings.
5.	Informal Settlement Department	-Verification Report.
6.	Housing Administration	-Transfer/Sale of properties. -Temporary Relocation Areas (TRA's)/Alternation Building Technology (ABT).
7.	Waste Management (Area cleaning)	-Debris and rubble removal.
8.	finance department (SCM)	-Processing my requisition/order.

### 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. Risk management planning such as mitigation project/programs that lessen the impact/or severity of risk in areas/or communities and households known to be prone to risk.

#### 3.1 Risk identification

It is also exposed to a variety of technological hazards such as the interruption of services – electrical load shading, and various forms of pollution at Eersterivier, Kromrivier, and Plankenbergrivier. The vulnerability in the Stellenbosch Municipality is exploited by potential hazards which still rooted in profound poverty. There are still numerous urban as well as rural communities, which are constantly exposed to conditions of vulnerability. As a result, their capacity to withstand, cope with, and/or recover from the impact of such natural risks is severely compromised.

Formal backyard dwellings and informal settlements are prone to a variety of risks that directly affect their everyday lives and well-being and have consequences for the long-term development of the whole community.

#### 3.1.2 RISK REDUCTION PROJECT PLANS AND INITIATIVES

Risk Reduction Project	Plans	Department/ Stakeholder
Relief aid	Social Relief of Distress	WC Prov. Government/Municipal Social Development Services

3.1.3 **Current projects** are encapsulated in the monthly report.

Project Identified		
a)	Urban Trees	Pruning and Removal of Dead Trees
b)	Infrastructure	Infrastructure decay
c)	Fire Prevention/Safety	The Department Fire Prevention facilitates community-based session i.e., fire safety.
d)	Events Management	Compliance

**Risk Reduction:** refers to all policies, actions and initiatives that minimize vulnerabilities and disaster risk including those that incorporate prevention, mitigation, and preparedness. Environmental and urban planning should be at the forefront of risk reduction- particularly those that protect essential environmental services associated with river and wetlands.

### 3.2. Risk Reduction Project: Fire Killa and Smoke Alarm

Fires have been identified as a major risk in informal settlements. The fire and disaster section is leaving no stone unturned in its endeavours to put mitigation measures in place to minimise the devastation caused by fires. For this reason, 598 the firekilla disposable fire extinguisher were procured and introduced to vulnerable communities.

Firekilla was launched in the areas in the table below:

<b>Firekilla</b>	<b>All areas</b>	<b>All wards</b>
Fire Killa Device	Mountainview TRAs Jamestown	Ward 21
	Longlands Triangle TRAs, Vlottenburg	Ward 20
	Pap Plaas TRAs, Devon Valley	Ward 16
	Watergang TRAs, Kayamandi	Ward 14
	Watergang ABT, Kayamandi	Ward 12
	LaRochelle TRAs, Klapmuts	Ward 18
	Mandela City ABT, Klapmuts	Ward 18
	Klein Mooiwater TRAs, Groendal	Ward 1
	Riverside TRAs, Mooiwater	Ward 1

## **KPA 4: DISASTER RESPONSE AND RECOVERY**

Response and Recovery calls to achieve the requirements of the Act for an integrated and coordinated policy that will provide for rapid and effective response to disasters and post-disaster recovery, mechanisms must be put in place which leave no room for confusion when a significant event or disaster occurs or is threatening to occur in council's area. This requires a clear allocation of roles and responsibilities and concisely defined procedures and protocols for all operational personnel, other relevant role-players, communities at risk, and the public in general. This key performance area seeks to ensure that disaster response and recovery planning for the Stellenbosch Local Municipality achieves these objectives.

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

Knowledge management, although a very 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.

Stellenbosch Local Municipality needs to establish a Disaster Management Information System (DMIS) with a collaborative process that involves all spheres of government, as well as NGOs, the private sector, a wide range of capacity-building partners, and communities. It also requires capabilities to manage risks on an ongoing basis, and to effectively anticipate, prepare for, and respond to a diverse range of natural and other threats. Effective, coordinated, and integrated disaster risk management is dependent on an adequate and reliable information system.

It is a critical instrument that ensures that Stellenbosch Municipality has the capabilities to manage risk continuously; to effectively monitor disaster and risk trends and patterns for the municipality for planning and preparedness.

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

- Review list of crèches and schools within our area of jurisdiction.

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

##### **a) SAPS**

None.

##### **b) SA WEATHER SERVICES**

South African Weather Services through Cape Winelands District Disaster

Management office effectively issued hazards warning of significant for municipal area 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.

#### 4.3. EVENTS MANAGEMENT

Emergency services, i.e., municipal law enforcement, traffic, disaster management, fire safety, health, and waste management form part of the event's committee. The respective roles and responsibilities are clearly defined in the Safety at Sports and Recreational Events Act, 2010. This committee plays a critical role in overseeing events the safety guarding of premises as well as of participants.

Between the Departments: Fire Prevention and Disaster Management, events safety inspections are conducted to ensure compliance to safety standard and regulations.

#### 4.4. MONITORING OF DISASTER MANAGEMENT DIVISION RESPONSE

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

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

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

Date	Activity	Venue	Number of participants
03.05	Outreach program	La Motte (Bosbou)	Community
10.05	Educational Awareness	Wielliie Walie Creche, Klapmuts	Children
			
17.05	Public Awareness	Groendal (Franschhoek)	Public
24.05	Research	Becksburg (Klapmuts)	Community
			

**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>Liaising with Stellenbosch Night Shelter</b> -Receiving donations (Used clothing...etc.)	Distribute to fire victims and less fortunate communities in Greater Stellenbosch Area.
<b>Liaising with University of Stellenbosch</b> -Receiving donations (Used sport gear...etc.)	Distribute to under privilege children in communities in Greater Stellenbosch Area.

<b>Liaising 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.	
<b>Structural Fires – Educational awareness programs at school.</b>	All Wards /areas

#### 4.6 PREPAREDNESS AND EARLY WARNINGS

Program	Action taken	Further action to be taken	Delivery Timeframe
<p>The Stellenbosch Local Municipality must assess its current capacity to deliver multi-hazard early warnings to communities most at risk in line with its risk profile and priorities.</p>	<ul style="list-style-type: none"> <li>➤ The Community Risk Profile for most at-risk communities has been drafted.</li> <li>➤ Installation of smoke-alarm detectors/device system to affected shack fire households</li> </ul>	<ul style="list-style-type: none"> <li>➤ Community Risk Profile for most risk communities is need to be reviewed and updated.</li> <li>➤ Community risk profiles need to be workshopped with community stakeholders and the community at large.</li> <li>➤ Testing of these smoke detectors/smoke alarm devices monthly</li> </ul>	<p>Annually</p>
<p>The Stellenbosch Local Municipality to develop and implement appropriate early warning systems in conjunction with Cape Winelands District Disaster Management.</p>	<ul style="list-style-type: none"> <li>➤ Implementation of backup generators to critical facilities like Hospital, Fire &amp; Rescue Services, Electrical Department and Information Technology Mainframe, and Eikestad Shopping Mall to counter electrical interruption and disruption during Eskom load-shading.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Testing and servicing of such generators are conducted regularly.</li> <li>➤ Each of these plans contains several generic actions, which will remain the same for any response to any given hazard. It remains imperative that these plans are evaluated through desktop exercises to refine and align these plans with the development of hazard-specific contingency plans.</li> </ul>	<p>Quarterly</p>



<p>The Stellenbosch Municipality Disaster Management must establish early warning triggers and thresholds for the timely activation of warnings.</p>	<p>➤ Regular evacuation simulations are conducted in various community facilities and the business sector</p>	<p>➤ As per requirement and compliance issue</p>	<p>Quarterly</p>
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#### **4.7 INTEGRATED RESPONSE RECOVERY PLANS**

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

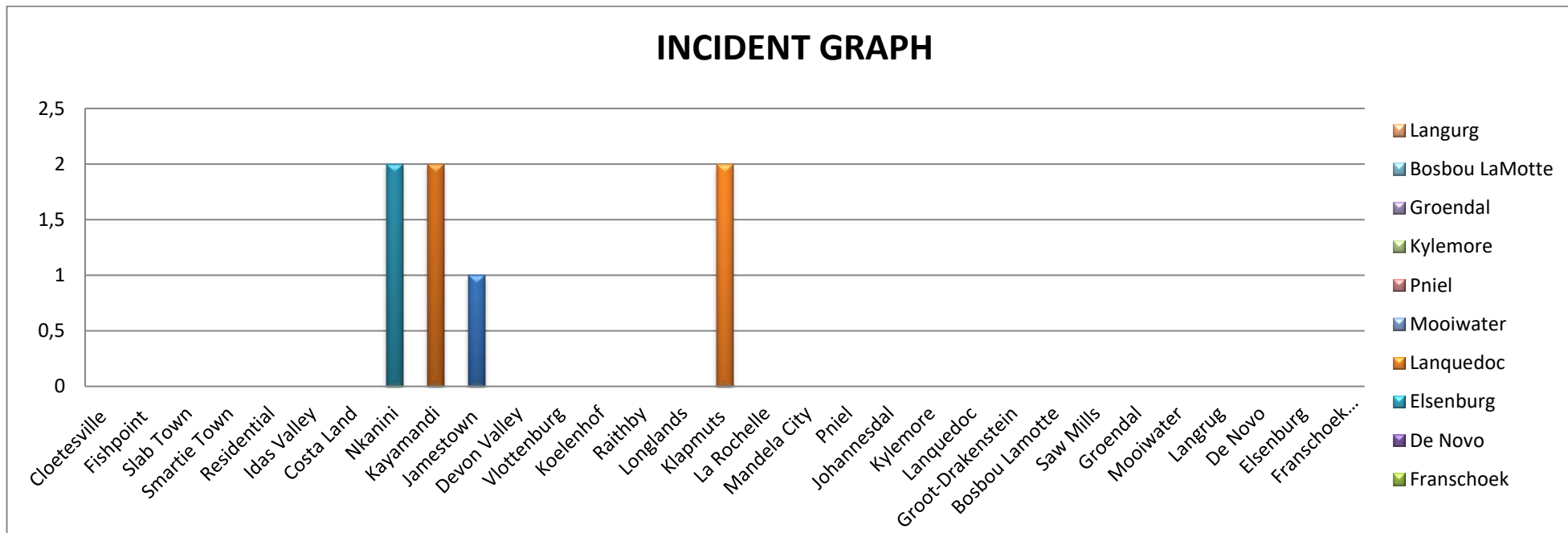
Contingency plans that contain generic contingency plans as developed by a multi-stakeholder workshop within the Stellenbosch Local Municipality.

These plans include integrated responses to:

- Search and Rescue.
- Evacuation and sheltering.
- Relief and Logistics.
- Industrial Accidents; and
- Access Control and Security

4.8 OCCURRENCES GRAPH – MAY 2022

INCIDENT GRAPH



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 OCCURRENCES / INCIDENTS DURING THE MONTH OF MAY 2022

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.	01-05-2022	Kayamandi	Section C Nkanini	5	0	5	12	√	√		3	2	5	4
2.	10-05-2022		No 7 Mjandana Str,	1	0	1	1	*	*	*	*	*	1	
3.	14-05-2022		No 3838, Thubelitsha	0	1	1	1	*	*	*	*	*	1	
4.	23-05-2022		Section A Nkanini	4	0	4	7	√	√		3	1	4	
5.	04-05-2022	Klapmuts	No 27 & 29 Jack Str,	6	1	7	15	*	*	*	*	*	2	2
6.	30-05-2022		No 8 van Wyk Str,	1	1	2	9	*	*	*	*	*	2	
7.	26-04-2022	Jamestown	JT18, Mountainview	2	0	2	3	*	*	*	*	*	2	1
		<b>Totals</b>		<b>18</b>	<b>2</b>	<b>22</b>	<b>48</b>				<b>6</b>	<b>3</b>	<b>17</b>	<b>7</b>

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

**WEEK 1: 03-06 MAY 2022**

<b>Delivery received on – Week: 1</b>			
<b>Total sheets at stores: - 29-04-2022</b>	Sheets		556
<b>Total DPC Flood kit at stores: -</b>	Flood kit plastic		495
<b>Breakdown of stock issued:</b>	None		None
	None		None
<b>Balance at Stores: Week 1: - 03-06 MAY 2022</b>			
Items:	Store		Totals:
	Cage	Garages	
Corrugated iron sheet	556	-	556
Poles (thin)	576	-	576
Poles (thick poles)	360	-	360
DPC fire kit Plastic	11	-	11
FLOODKIT PLASTIC	495	-	495
Sets of nails	714	-	714

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

**WEEK 2: 09-13 MAY 2022**

<b>Delivery received on – Week: 2</b>			
<b>Total sheets at stores: - 06-05-2022</b>	Sheets	556	
<b>Total DPC Flood kit at stores: -</b>	Flood kit plastic	495	
<b>Breakdown of stock issued:</b>	3 x fire kit	Nkanini	
<b>Distributed date:10-05-2022</b>	1 x full kit 2 x partial kit	29 x sheets 24 x poles (76x50) 16 x poles (76x76) 1 x DPC plastic 7 x Nails pkt	
<b>Balance at Stores: Week 2: - 09-13 MAY 2022</b>			
Items:	Store		Totals:
	Cage	Garages	
Corrugated iron sheet	527	-	527
Poles (thin)	552	-	552
Poles (thick poles)	344	-	344
DPC fire kit Plastic	10	-	10
FLOODKIT PLASTIC	495	-	495
Sets of nails	707	-	707

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

**WEEK 3: 16-20 MAY 2022**

<b>Delivery received on – Week: 3</b>			
<b>Total sheets at stores: - 13-05-2022</b>	Sheets	527	
<b>Total DPC Flood kit at stores: -</b>	Flood kit plastic	495	
<b>Breakdown of stock issued:</b>	3 x fire kit	Azania (Special Relocation)	
<b>Distributed date:19-05-2022</b>	3 x partial kit	44 x sheets 24 x poles (76x50) 16 x poles (76x76) 2 x DPC plastic 2 x Nails pkt	
<b>Balance at Stores: Week 3: - 16-20 MAY 2022</b>			
<b>Items:</b>	<b>Store</b>		<b>Totals:</b>
	<b>Cage</b>	<b>Garages</b>	
<b>Corrugated iron sheet</b>	483	-	483
<b>Poles (thin)</b>	552	-	528
<b>Poles (thick poles)</b>	344	-	328
<b>DPC fire kit Plastic</b>	10	-	8
<b>FLOODKIT PLASTIC</b>	495	-	495
<b>Sets of nails</b>	707	-	705

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

**WEEK 4: 23-27 MAY 2022**

<b>Delivery received on – Week: 4</b>			
<b>Total sheets at stores: - 20-05-2022</b>	Sheets	483	
<b>Total DPC Flood kit at stores: -</b>	Flood kit plastic	495	
<b>Breakdown of stock issued:</b>	5 x fire kit	Section A Nkanini	
<b>Distributed date:25-05-2022</b>	4 x full kit 1x partial kit	67 x sheets 54 x poles (76x50) 36 x poles (76x76) 4 x DPC plastic 14 x Nails pkt	
<b>Balance at Stores: Week 4: - 23-27 MAY 2022</b>			
Items:	Store		Totals:
	Cage	Garages	
Corrugated iron sheet	416	-	416
Poles (thin)	474	-	474
Poles (thick poles)	292	-	292
DPC fire kit Plastic	4	-	4
FLOODKIT PLASTIC	495	-	495
Sets of nails	691	-	691



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

Collaborator No: 731835

IDP KPA Ref No: Safest Valley

Meeting Date: 03 August 2022

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

**2. PURPOSE**

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

**5. RECOMMENDATION**

That the monthly report on By-Law Enforcement and Events Management for April 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**

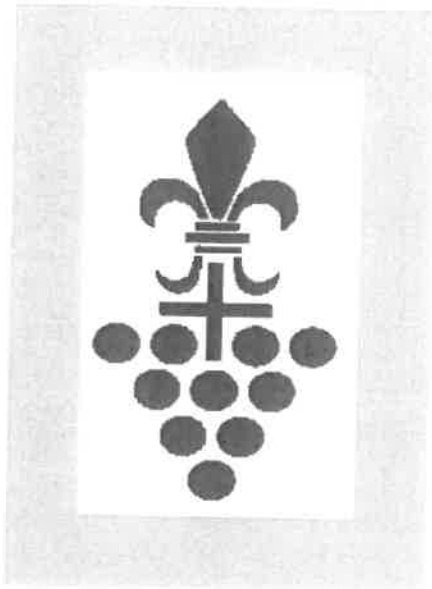
Contents noted

**ANNEXURES**

**Annexure A:** Law Enforcement and Events Management Monthly Report for the Month of April 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>	<a href="mailto:joan.felix@ Stellenbosch.gov.za">joan.felix@ Stellenbosch.gov.za</a>
<b>REPORT DATE</b>	



**MONTHLY  
REPORT:  
APRIL 2022**

Law Enforcement & Event  
Department: Community  
Protection Services

# **APPENDIX 1**

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5.	Recommendations	2
6.	Discussions	3 - 6



# STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

## LAW ENFORCEMENT MONTHLY OVERVIEW

DATE FROM:

01 April 2022

UNTIL:

30 April 2022

DUTIES/OFFENCES	WEEK 14	WEEK 15	WEEK 16	WEEK 17	WEEK 18	MONTH TOTAL
FINES ISSUED	12	22	3	14	7	58
WARRANTS COLLECTED			1		17	18
WARRANTS EXECUTED			1		12	13
COURT NOTICES SERVED	4	1				5
OPERATIONS EXECUTED	5	5				10
COVID-19 COMPLIANCE		1				1
LIQUOR COMPLIANCE					5	5
DRINKING IN PUBLIC		2				2
PEOPLE FRISKED	78	46	16	38		178
VAGRANTS REMOVED	63	43	38	53	19	216
BUCKET SHOPS	3			4		7
ILLEGAL CAR GUARDS	25	15	18	19		77
STRUCTURES DEMOLISHED	7	8	4	6	2	27
NOISE COMPLAINT	5	3	7	4		19
DOG COMPLAINTS	3			2		5
AWARENESS ACTIVITY				1		1
ENCROACHMENT	4			3		7
ESCORTS OFFICIALS	1	3	2	2		8
LPR ALERTS	33	23	43	12		111
LPR RESPONDED	33	15	35	12		95
<b>CONTROL ROOM WHATSAPP COMPLAINTS</b>						
RECEIVED	76	83	129	62	9	359
RESPONDED	76	83	129	62	9	359
CONTROL ROOM INCIDENTS		1	2			3
<b>CCTV CAMERAS ONLINE/OFFLINE</b>						
CAMERAS ONLINE	299	298	299	299	200	279
CAMERAS OFFLINE	26	27	26	26	17	24



# LAW ENFORCEMENT SERVICES AWARENESS ACTIVITY REGISTER

**FROM:** 01 April 2022

**TO:** 30 April 2022

Date:	Time:	Activity:	Address:	Age Group:	Officers:
28-Apr-22	11:00	GENERAL LAW ENFORCEMENT AWARENESS	ABBA DAY CARE, LONG STREET, CLOETESVILLE	PRE-GRADE R	S. VAN ZYL, M. WILLIAMS & L. WILLIAMS

Total Activities: 1

Senior

Senior

  
Deputy Chief, Law Enforcement Services

STELLENBOSCH MUNICIPALITY COMMUNITY AND PROTECTION SERVICES LAW ENFORCEMENT
Date 2022 -05- 05
STELLENBOSCH MUNISIPALITEIT GEMEENSKAP BESKERMINGS DIENSTE WETSTOEPASSING



# COMMUNITY AND PROTECTION SERVICES LAW ENFORCEMENT - WETSTOEPASSING

## BUCKETSHOPS - MONTHLY REGISTER

FOR THE DATES:

01 April 2022

AND:

30 April 2022

Inspection Date :	Inspection Time:	Area:	Business Name:	Management:	Full Names:	Compliance:	Officer Name:	Comments:
2022/04/05	11:35	STELLENBOSCH CBD	AFRICAN CELLULAR & ELECTRONICS	MANAGER	ZAHID SHAH	YES	D. PRITCHARD	BUSINESS FULLY COMPLIANT
2022/04/05	11:39	STELLENBOSCH CBD	EIKESTAD CELLULAR REPAIR			YES	D. PRITCHARD	BUSINESS FULLY COMPLIANT
2022/04/05	12:11	CLOETESVILLE	STAR METAL			YES	D. PRITCHARD	BUSINESS FULLY COMPLIANT
2022/04/28	13:59	KLAPMUTS	CORNELSEN SCRAPMETAL	OWNER	ANASTACIA CORNELSON	YES	F. ROBYN	BUSINESS FULLY COMPLIANT
2022/04/28	14:13	KLAPMUTS	EYES RECYCLING	MANAGER	BRITNEY COLLINS	NO	D. PRITCHARD	FAILED TO DISPLAY ZONING AND APPLICABLE SAPS REGISTRATION CERTIFICATES. INFORMATION HANDED OVER TO SGT FRANSMAN, KLAPMUTS SAPS
2022/04/28	14:37	KLAPMUTS	MAREIKE SCRAP YARD	MANAGER	MAREIKE	NO	F. ROBYN	FAILED TO DISPLAY APPLICABLE SAPS REGISTRATION CERTIFICATES. INFORMATION HANDED OVER TO SGT FRANSMAN, KLAPMUTS SAPS
2022/04/28	14:38	KLAPMUTS	CELL PROTECH & ELECTRONICS		ALI	YES	D. PRITCHARD	BUSINESS FULLY COMPLIANT

Unit Commander:

  
Deputy Chief: Law Enforcement

STELLENBOSCH MUNICIPALITY  
COMMUNITY AND PROTECTION SERVICES  
LAW ENFORCEMENT

2022 -05- 05  
Date

STELLENBOSCH MUNISIPALITEIT  
GEMEENSAP BESKERMINGS DIENSTE  
WETSTOEPASSING





# COMMUNITY AND PROTECTION SERVICES LAW ENFORCEMENT - WETSTOEPASSING

## LIQUOR ENFORCEMENT - MONTHLY REGISTER

FOR THE DATES:

01 April 2022

AND:

30 April 2022

Date:	Time:	Area:	Business Name:	Management:	Full Names:	Compliance:	Officer Name:	Comments:
2022/04/29	20:53:00	STELLENBOSCH CBD	PLAISIR WINE & GIN BAR	MANAGER	ENRIQUE MILLER	NO	S. VAN ZYL	FAILED TO COMPLY WITH PREVIOUS COMPLIANCE NOTICE ISSUED ON 17/03/2021. ISSUED A FINE OF R1000 (NOTICE NO 14433)
2022/04/29	21:16:00	STELLENBOSCH CBD	BARTINNEY WINEBAR	MANAGER	NYANISO SIBALI	NO	S. VAN ZYL	FAILED TO COMPLY WITH PREVIOUS COMPLIANCE NOTICE ISSUED ON 17/03/2021. ISSUED A FINE OF R1000 (NOTICE NO: 14434)
2022/04/29	21:35:00	STELLENBOSCH CBD	CASA CERVEZA	MANAGER	EMMANUEL MATUNHIRA	YES	S. VAN ZYL	BUSINESS FULLY COMPLIANT WITH THE MUNICIPAL LIQUOR BY-LAW AND COVID19 SAFETY REGULATIONS
2022/04/29	22:40:00	STELLENBOSCH CBD	JUJANS CAFÉ BAR	MANAGER	HENDRIK GELDENHUYS	YES	S. VAN ZYL	BUSINESS FULLY COMPLIANT WITH THE MUNICIPAL LIQUOR BY-LAW AND COVID19 SAFETY REGULATIONS
2022/04/29	23:06:00	STELLENBOSCH CBD	VAN DER STEL	MANAGER	BENJE MOMBERG	NO	S. VAN ZYL	FAILED TO DISPLAY BUSINESS LICENSE AND ZONING CERTIFICATES

Unit Commander:



Deputy Chief: Law Enforcement

<p>STELLENBOSCH MUNICIPALITY COMMUNITY AND PROTECTION SERVICES LAW ENFORCEMENT</p>
<p>2022-05-05 Date</p>
<p>STELLENBOSCH MUNISIPALITEIT GEMEENSKAP BESKERMINGS DIENSTE Inspection Wetstoesing</p>



# STELLENBOSCH

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## MONTHLY REGISTER

### SECTION 56 FINES ISSUED

FROM:	01 April 2022	UNTIL:	30 April 2022
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### TOTAL FINES ISSUED FOR REPORT PERIOD

WEEK 14	WEEK 15	WEEK 16	WEEK 17	WEEK 18	TOTAL
12	22	3	14	7	58

CONFIRMED AND APPROVED BY

DEPUTY CHIEF LAW ENFORCEMENT

STELLENBOSCH MUNICIPALITY  
COMMUNITY AND PROTECTION SERVICES

OFFICIAL DATE STAMP

LAW ENFORCEMENT

2022 -05- 05

STELLENBOSCH MUNISIPALITEIT  
GEMEENSKAP BESKERMINGS DIENSTE  
WETSTOEPASSING



# STELLENBOSCH

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MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

## MONTHLY REGISTER

### WARRANTS EXECUTED

FROM:	01 April 2022	UNTIL:	30 April 2022
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### TOTAL WARRANTS EXECUTED FOR REPORT PERIOD

WEEK 14	WEEK 15	WEEK 16	WEEK 17	WEEK 18	TOTAL
0	0	1	0	12	13

### TOTAL WARRANTS COLLECTED FOR REPORT PERIOD

WEEK 14	WEEK 15	WEEK 16	WEEK 17	WEEK 18	TOTAL
0	0	1	0	17	18

### TOTAL COURT NOTICES SERVED FOR REPORT PERIOD

WEEK 14	WEEK 15	WEEK 16	WEEK 17	WEEK 18	TOTAL
4	1	0	0	0	5

### CONFIRMED AND APPROVED BY

*[Handwritten Signature]*  
**DEPUTY CHIEF LAW ENFORCEMENT**

### STELLENBOSCH MUNICIPALITY COMMUNITY AND PROTECTION SERVICES OFFICIAL DATE STAMP

LAW ENFORCEMENT

2022 -05- 05

STELLENBOSCH MUNISIPALITEIT  
 GEMEENSAP BESKERMINGS DIENSTE  
 WETSTOEPASSING



**STELLENBOSCH**

STELLENBOSCH • PNIEL • FRANSCHHOEK

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## **COMMUNITY PROTECTION SERVICES**



### **LAW ENFORCEMENT DEPARTMENT**

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

**MONTHLY REPORT**

**01 UNTIL 30 APRIL 2022**

BUCKET SHOP/SECONDHAND GOODS COMPLIANCE INSPECTIONS				
INSPECTIONS CONDUCTED	FINES ISSUED	FOUND COMPLIANT?		JOINT OPERATIONS CONDUCTED
		YES	NO	
7	0	5	2	1

MONTHLY REGISTER						
Date	Time	Business name	Full names	Compliance	Officer name	Comments
2022/04/05	11:35	African Cellular	Zahid Shah	Yes	D Pritchard	
2022/04/05	11:39	Eikestad Cellular		Yes	D Pritchard	
2022/04/05	12:11	Star Metal		Yes	D Pritchard	
2022/04/28	13:59	Cornelson Scrap	Anastacia Cornelson	Yes	F Robyn	
2022/04/28	14:13	Eves Recycling	Britney Collins	No	F Robyn	Information handed over to Klapmuts SAPS Sgt Fransman
2022/04/28	14:37	Mareike's Recycling	Mareike	No	D Pritchard	Information handed over to Klapmuts SAPS Sgt Fransman
2022/04/28	14:38	Cell Protech (Second hand Shop)	Ali	Yes	D Pritchard	

## **EXECUTION**

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

## **CHALLENGES**

None so far.

### **TUESDAY, 05 APRIL 2022**

#### **AFRICAN CELLULAR, STELLENBOSCH**

A compliance inspection was done at 11h35. The inspection officers found the business compliant.

#### **EIKESTAD CELLULAR, STELLENBOSCH**

A compliance inspection was done at 11h39. The inspection officers found the business compliant.

#### **STAR METAL, TENNANTVILLE**

A compliance inspection was done at 12h11. The inspection officers found the business compliant.

### **THURSDAY, 28 APRIL 2022**

#### **CORNELSON SCRAP, KLAPMUTS**

A compliance inspection was done at 13h59. The inspection officers found the business compliant.

#### **EYES RECYCLING, KLAPMUTS**

A compliance inspection was done at 14h13. The business failed to present their zoning scheme certificate and applicable SAPS registration form. The information was handed over to Sgt Fransman of Klapmuts SAPS.

#### **MAREIKE'S RECYCLING, KLAPMUTS**

A compliance inspection was done at 14h37. The business failed to present their applicable SAPS registration form. The information was handed over to Sgt Fransman of Klapmuts SAPS.

**CELL PROTECH, KLAPMUTS**

A compliance inspection was done at 14h38. The inspection officers found the business compliant.

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



**STELLENBOSCH**

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## **COMMUNITY PROTECTION SERVICES**



**STELLENBOSCH LAW ENFORCEMENT DEPARTMENT**

**LIQUOR ENFORCEMENT MONTHLY REPORT**

**01 UNTIL 30 APRIL 2022**



LIQUOR COMPLIANCE INSPECTIONS				
INSPECTIONS CONDUCTED	FINES ISSUED	FOUND COMPLIANT?		JOINT OPERATIONS CONDUCTED
		YES	NO	
5	2	2	3	0

LIQUOR COMPLIANCE MONTHLY REGISTER							
Date	Time	Business name	Management	Full names	Compliance	Officer name	Comments
29/04/2022	20h53	Plaisir Wine & Gin Bar	Manager	Enrique Miller	No	L.E van Zyl	Failed to display zoning certificates and business license. Fine issued
	21h16	Bartinney Winebar	Manager	Nyaniso Sibau	No	L.E van Zyl	Failed to display zoning certificates and business license. Fine issued
	21h35	Casa Cerveza	Manager	Emmanuel Matunhira	Yes	L.E van Zyl	Compliant
	22h40	Julians Café Bar	Manager	Hendrik Germishuys	Yes	L.E van Zyl	Compliant
	23h06	Van Der Stel	Manager	Benje Momberg	No	L.E van Zyl	Failed to display the applicable business license and zoning certificates

**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) by the administration division officers M Williams and S van Zyl. Officers also checked if the venue complies with the COVID-19 protocols, in accordance with the Disaster Management Act, to ensure wearing of masks, reading of temperatures, completing a visitor's register, social distancing and using of sanitizers are complied with.

**CHALLENGES**

None

**FRIDAY, 29 APRIL 2022****PLAISIR WINE & GIN BAR**

A compliance inspection was done at 20h53. The inspection officers met with the manager on duty and requested their business license and zoning certificates. The manager could not present the required documents and a fine of R1000 was issued to the manager for failing to display the applicable zoning certificate and business license. A previous compliance inspection was done in the month of March 2021 and no attempt to acquire the required certificates and licenses was done by the management.

**BARTINNEY WINEBAR**

A compliance inspection was done at 21h16. The inspection officers met with the manager on duty and requested their business license and zoning certificates. The manager could not present the required documents and a fine of R1000 was issued to the manager for failing to display the applicable zoning certificate and business license. A previous compliance inspection was done in the month of March 2021 and no attempt to acquire the required certificates and licenses was done by the management.

**CASA CERVEZA**

A compliance inspection was done at 21h35. The inspection officers met with the manager on duty and requested their business license and zoning certificates. After numerous compliance inspections in the past, the manager presented the applicable documents. The business is found compliant.

**JULIANS CAFÉ BAR**

A compliance inspection was done at 22h40. The inspection officers met with the manager on duty and requested their business license and zoning certificates. The business is found compliant.

**VAN DER STEL**

A compliance inspection was done at 23h06. The inspection officers met with the manager on duty and requested their business license and zoning certificates. The manager could not present the applicable documents. A non-compliance notice was issued to the manager which needs to be complied by 24 August 2022.

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

## MONTHLY REPORT:

APRIL 2022

## EVENTS MANAGEMENT

## EVENTS

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

<u>No</u>	<u>Event</u>	<u>Date</u>
01	Paul Roos SA EXCO MTB Cup	01 and 02 April 2022 Approved
02	Trail Fun Simonsig	02 April 2022 Approved
03	Sexy Groovy Love	02 April 2022 Approved
04	2022 WCDH # 3 Jonkershoek	02 & 03 April 2022 Approved
05	Graduation Ceremony	4 – 7 April 2022 Approved
06	Varsity Cup 2022	04, 11, 18, and 25 April 2022 Approved
07	Talent Show	08 April 2022 Approved
08	Rugby Match	09 April 2022 Approved
09	Chenin Wine Festival	09 April 2022 Approved
10	DarkFest	11 -17 April 2022 Approved
11	Neethlingshof Night Run	13 April 2022 Approved
12	The Galileo Open Air Cinema	16 April 2022 Approved
13	Stellenbosch fc PSL Disk	17, 23 April & 07 May 2022 Approved
14	Stellenbosch Mass Iftaar	17 April 2022 Approved
15	Paul Roos Gymnasium	22 April 2022 Approved
16	Rocking Stellies Bash	22 and 23 April 2022 Approved
17	Premier Soccer League	23 April 2022 Approved
18	PRG vs Bishops Rugby Day	23 April 2022 Approved
19	The Galileo Open Air Cinema	23 April 2022 Approved
20	Stellenbosch University Open Day	23 April 2022 Approved
21	Some Sundays	27 April 2022 Approved
22	Nandos UK & Ireland Indaba	27 April 2022 Approved
23	Moov Festival	30 April 2022 & 01 May 2022

24	SA Cheese Festival	Approved 30 April 2022 & 01 & 02 May 2022 Approved
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The following Noise Exemptions were granted/declined during the month of April 2022

01	Sexy Groovy Love	02 April 2022	Approved
02	Rocking Stellies Bash	22 and 23 April 2022	Approved
03	Some Sundays	27 April 2022	Approved
04	Moov Festival		Approved

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

01	Economic Freedom Fighters (EFF)	06 April 2022	Approved
02	Stellenbosch's Joyous, Colourful Harvest Oes AF Parade	09 April 2022	Approved

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

01	Revelation Road / Jonkershoek	30 April 2022	Approved
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**LAW ENFORCEMENT  
MONTHLY RJP REPORT**

# Report

**To:** Deputy Chief CM Thorpe  
**From:** Inspector R Banies  
**cc:** Manager J Felix  
**Date:** 12<sup>th</sup> May 2022  
**Re:** Restorative Justice Project and Municipal court unit monthly report

---

Restorative Justice Project monthly report from 01<sup>st</sup> April 2022 till 30<sup>th</sup> April 2022 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.

**Challenges faced this past month**

*No permanent Prosecutor at the Municipal court, the prosecutor that's here are on contract and most of the time had to first go to the magistrates court to do part heard cases of her that wasn't finalized yet.*

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

**Week 01<sup>st</sup> April 2022 till 07<sup>th</sup> April 2022**

No homeless people were brought to court as part of restorative justice project

No warrants of arrest were executed. Only four (4) court notices were served.

**Week 08<sup>th</sup> April 2022 till 14<sup>th</sup> April 2022**

No homeless was brought to court as part of the restorative justice project.

No warrants of arrest executed. One (1) court notice was served.

**Week 15<sup>th</sup> April 2022 till 21<sup>st</sup> April 2022**

No homeless people were brought to court as part of the restorative justice project.

One (1) warrant executed, warrant was positive but suspect already paid up his fines and it was cancelled by the court.

**Week 22<sup>nd</sup> April 2022 till 30<sup>th</sup> April 2022**

No homeless were brought to the municipal court.

Twelve (12) warrants of arrest were executed of which three (3) warrants were positive, suspects taken to the municipal court where they appeared before court.

**Monthly Summary for March 2022 (04/03/2022 till 31/03/2022)**

<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</b>	<b>Warrants executed</b>	<b>Warrants Positive (Arrested)</b>
Zero (0)	Zero (0)	Zero (0)	Eighteen (18) warrants	Thirteen (13) executed	Four (4)

- A total of Eighteen (18) warrants of arrests were booked out and Thirteen (13) executed of which Four (4) warrants were positive and suspects were taken to the Stellenbosch municipal court, the suspects appeared at the Stellenbosch municipal court.
- The remaining Five (5) warrants of arrest will be executed in May month.

**Complied by:**

RE Banies  
S/Inspector  
Law Enforcement

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

Collaborator No: 733369

IDP KPA Ref No: Safest Valley

Meeting Date: 03 August 2022

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

**2. PURPOSE**

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

**5. RECOMMENDATION**

that the monthly report on By-Law Enforcement and Events Management for May 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 May 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>	<a href="mailto:joan.felix@stellenbosch.gov.za">joan.felix@stellenbosch.gov.za</a>
<b>REPORT DATE</b>	

# **APPENDIX 1**



**MONTHLY  
REPORT:  
MAY 2022**

Law Enforcement &  
Events Management:  
Community And  
Protection Services

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# STELLENBOSCH

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## LAW ENFORCEMENT MONTHLY OVERVIEW

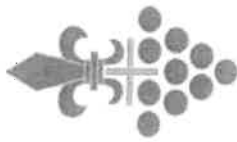
DATE FROM:

01 May 2022

UNTIL:

31 May 2022

DUTIES/OFFENCES	WEEK 18	WEEK 19	WEEK 20	WEEK 21	WEEK 22	MONTH TOTAL
FINES ISSUED	29	22	11	20	4	86
COURT NOTICES SERVED	1					1
OPERATIONS EXECUTED	2		3	3		8
LIQUOR COMPLIANCE		4				4
DRINKING IN PUBLIC	1					1
PEOPLE FRISKED	5	41	47	71	7	171
VAGRANTS REMOVED	52	61	69	73	33	288
BUCKET SHOPS	6	5	1			12
ILLEGAL CAR GUARDS	15	20	20	29	11	95
STRUCTURES DEMOLISHED	8	4	8	9	1	30
NOISE COMPLAINT		2	13	13	5	33
DOG COMPLAINTS	1	1	3	1	1	7
AWARENESS ACTIVITY			2	1		3
ENCROACHMENT		1	1	1		3
ESCORTS OFFICIALS		3	2	2	5	12
LPR ALERTS	26	15	20	16	1	78
LPR RESPONDED	16	7	12	13	1	49
<b>CONTROL ROOM WHATSAPP COMPLAINTS</b>						
RECEIVED	88	87	92	72	24	363
RESPONDED	88	87	92	72	24	363
<b>CCTV CAMERAS ONLINE/OFFLINE</b>						
CAMERAS ONLINE	300	299	299	300	300	299
CAMERAS OFFLINE	25	26	26	25	25	26



# STELLENBOSCH

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MONTHLY REGISTER		
SECTION 56 FINES ISSUED		
FROM:	01 May 2022	UNTIL: 31 May 2022

TOTAL FINES ISSUED FOR REPORT PERIOD			
WEEK 18	WEEK 19	WEEK 20	WEEK 21
29	22	11	20
			TOTAL
			86

CONFIRMED AND APPROVED BY



DEPUTY CHIEF LAW ENFORCEMENT

OFFICIAL RATE STAMP  
 COMMUNITY AND PROTECTION SERVICES  
 LAW ENFORCEMENT  
 2022 -06- 13  
 STELLENBOSCH MUNISIPALITEIT  
 GEMEENSKAP BESKERMINGS DIENSTE  
 WETSIQEPPASSING



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## **COMMUNITY PROTECTION SERVICES**



### **LAW ENFORCEMENT DEPARTMENT**

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

**MONTHLY REPORT**

**01 UNTIL 31 MAY 2022**

BUCKET SHOP/SECONDHAND GOODS COMPLIANCE INSPECTIONS				
INSPECTIONS CONDUCTED	FINES ISSUED	FOUND COMPLIANT?		JOINT OPERATIONS CONDUCTED
		YES	NO	
12	0	7	5	1

MONTHLY REGISTER						
Date	Time	Business name	Full names	Compliance	Officer name	Comments
03/05/2022	09h30	Cornelius	Closed on arrival	No	D Pritchard	SAPS Joint Operation
03/05/2022	09h40	Beyers Street	Closed on arrival	No	D Pritchard	SAPS Joint Operation
03/05/2022	09h50	Mareike Scrap Yard	Closed on arrival	No	D Pritchard	SAPS Joint Operation
03/05/2022	10h30	Star Metal		Yes	D Pritchard	SAPS Joint Operation
03/05/2022	10h45	CL Steel		Yes	D Pritchard	SAPS Joint Operation
03/05/2022	11h10	SHP Used Motor Spares		Yes	D Pritchard	SAPS Joint Operation
10/05/2022	11h40	African Cellular	Zahid Shah	Yes	D Pritchard	Compliant
10/05/2022	11h48	Tahir Cellular		Yes	D Pritchard	Change of ownership pending
10/05/2022	12h14	Eikestad Café		No	D Pritchard	Change of ownership pending. Waiting on SAPS
10/05/2022	12h30	Maties Cellular		No	D Pritchard	Change of ownership pending. Waiting on SAPS
10/05/2022	13h00	Cash Crusaders		Yes	D Pritchard	
18/05/2022	11h03	SHP Used Motor Spares	Stan Hendrikse	Yes	D Pritchard	



**EXECUTION**

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

**CHALLENGES**

None so far.

**TUESDAY, 03 MAY 2022**

**CORNELSON SCRAP, KLAPMUTS**

A compliance inspection was done at 09h30 during a joint operation with SAPS. On arrival, the business was closed.

**BEYERS STREET, KLAPMUTS**

A compliance inspection was done at 09h40 during a joint operation with SAPS. On arrival, the business was closed.

**MAREIKE'S RECYCLING, KLAPMUTS**

A compliance inspection was done at 09h50 during a joint operation with SAPS. On arrival, the business was closed.

**STAR METAL, TENNANTVILLE**

A compliance inspection was done at 10h30 during a joint operation with SAPS. The inspection officers found the business compliant.

**CL WASTE, PLANKENBRUG**

A compliance inspection was done at 10h45 during a joint operation with SAPS. The inspection officers found the business compliant.

**SHP USED MOTOR SPARES, BOTTELARY RD**

A compliance inspection was done at 11h10 during a joint operation with SAPS. The inspection officers found the business compliant.

**EIKESTAD CELLULAR, STELLENBOSCH**

A compliance inspection was done at 11h39. The inspection officers found the business compliant.

**TUESDAY, 10 MAY 2022**

**AFRICAN CELLULAR, STELLENBOSCH**

A compliance inspection was done at 11h40. The inspection officers found the business compliant.

**TAHIR CELLULAR, STELLENBOSCH**

A compliance inspection was done at 11h48. Waiting on SAPS for change of ownership.

**EIKESTAD CELLULAR, STELLENBOSCH**

A compliance inspection was done at 12h14. Waiting on SAPS for change of ownership.

**MATIES CELLULAR, STELLENBOSCH**

A compliance inspection was done at 12h30. Waiting on SAPS for change of ownership.

**EIKESTAD CELLULAR, STELLENBOSCH**

A compliance inspection was done at 11h39. The inspection officers found the business compliant.

**CASH CRUSADERS, STELLENBOSCH**

A compliance inspection was done at 13h00. The inspection officers found the business compliant.

**WEDNESDAY, 18 MAY 2022**

**SHP USED MOTOR SPARES, BOTTELARY RD**

A compliance inspection was done at 11h03. The inspection officers found the business compliant.

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

BSMR FORM

**STELLENBOSCH MUNICIPALITY**  
LAW ENFORCEMENT – WEITSTOEPPASSING

**BUCKET SHOPS**  
MONTHLY REGISTER

MONTH:		May		2022		UNIT:		RRU		COMMANDER:		R Baries	
DATE	TIME	AREA	BUSINESS NAME	NAME & SURNAME IN CHARGE	COMPLIANCE	IF NO, STATE REASON	OFFICER NAME INSPECTED	COMMENTS	COMMENTS	COMMENTS	COMMENTS	COMMENTS	COMMENTS
2022/05/03	09:30	Klapmuts	Cornelius	Business was closed			D Pritchard	Joint operation with SAPS					
2022/05/03	09:40	Klapmuts	Beyers Street	Business was closed			D Pritchard	Joint operation with SAPS					
2022/05/03	09:50	Klapmuts	Mareikie scrap yard	Business was closed			D Pritchard	Joint operation with SAPS					
2022/05/03	10:30	Stellenbosch	Cloetesville star metal		Yes		D Pritchard	Joint operation with SAPS					
2022/05/03	10:45	Stellenbosch	Stellenbosch star metal		Yes		D Pritchard	Joint operation with SAPS					
2022/05/03	11:10	Bottelary	SHP used motor scrapyard		Yes		D Pritchard	Joint operation with SAPS					
2022/05/10	11:40	Stellenbosch	African Cellular	Zahid Shah	Yes		D Pritchard	Compliant					
2022/05/10	11:48	Stellenbosch	Tahir Cellular		Yes	Waiting for change of ownership	D Pritchard	Waiting for change of ownership					
2022/05/10	12:14	Stellenbosch	Eikestad Cafe		No	Waiting for change of ownership	D Pritchard	Still waiting on SAPS					
2022/05/10	12:30	Stellenbosch	Maties Cellular		No	Waiting for change of ownership	D Pritchard	Still waiting on SAPS					
2022/05/10	13:00	Stellenbosch	Cash Crusaders		Yes		D Pritchard						
2022/05/18	11:03	Bottelary	SHP Used motor spares	Stan Hendrikse	Yes		D Pritchard						

Inspections: 12

STELLENBOSCH MUNICIPALITY  
COMMUNITY AND PROTECTION SERVICES  
LAW ENFORCEMENT

2022 -06- 13

STELLENBOSCH MUNISIPALITEIT  
GEMEENSKAP BESKERMINGS DIENSTE  
WEITSTOEPPASSING

**CM THORPE**  
DEPUTY CHIEF:  
LAW ENFORCEMENT



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## **COMMUNITY PROTECTION SERVICES**



### **STELLENBOSCH LAW ENFORCEMENT DEPARTMENT**

**LIQUOR ENFORCEMENT MONTHLY REPORT**

**01 UNTIL 31 MAY 2022**

LIQUOR COMPLIANCE INSPECTIONS				
INSPECTIONS CONDUCTED	FINES ISSUED	FOUND COMPLIANT?		JOINT OPERATIONS CONDUCTED
		YES	NO	
4	0	2	2	0

LIQUOR COMPLIANCE MONTHLY REGISTER							
Date	Time	Business name	Management	Full names	Compliance	Officer name	Comments
13/05/2022	21h18	Backs	Manager	Darren Seagreen	Yes	S van Zyl	Compliant
	21h40	The Courtyard Café	Manager	Mark Darling	No	M Williams	The manager explained there are some Municipal issues regarding their zoning and business license application. Compliance date: 23 Aug 2022
	21h53	Shisha Hut	Manager	Zoleka Zwakala	No	S van Zyl	According to the manager, the business has a new owner. Compliance date: 23 Aug 2022
	23h40	Aandklas	Manager	Pieter Bekker	Yes	S 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) by the administration division officers M Williams and S van Zyl. Officers also checked if the venue complies with the COVID-19 protocols, in accordance with the Disaster Management Act, to ensure wearing of masks, reading of temperatures, completing a visitor's register, social distancing and using of sanitizers are complied with.

**CHALLENGES**

None

**FRIDAY, 13 MAY 2022****BACKS**

A follow up inspections was done after the business was non-compliant on a previous inspection. The manager on duty presented their applicable documents and is deemed compliant.

**THE COURTYARD CAFÉ**

An inspection was done at 21h40. The manager explained that the business already has a business and zoning certificate but they want to change ownership and have a re-print with the new owner details on it. The inspection officers will follow up with the relevant departments if such documents exist and if possible to do so. A compliance notice was issued to the manager which needs to be complied with by 23 August 2022.06.13

**SHISHA HUT**

A compliance inspection was done at 21h53. The manager on duty explained that the business is under new management and that their head office did not submit and certificates to their branch. A compliance notice was issued to the manager and needs to be complied with by 23 August 2022.06.13

The inspection officers noticed by 02h00, on Saturday 14 May 2022, that the business is still open and operating with patrons inside. At about 02h20, video evidence of the business was submitted to Stellenbosch SAPS and the Western Cape Liquor Authority area inspector.

**AANDKLAS**

An inspection was done and the manger on duty presented all their required documents. The business is compliant with the Stellenbosch Liquor By-Law

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

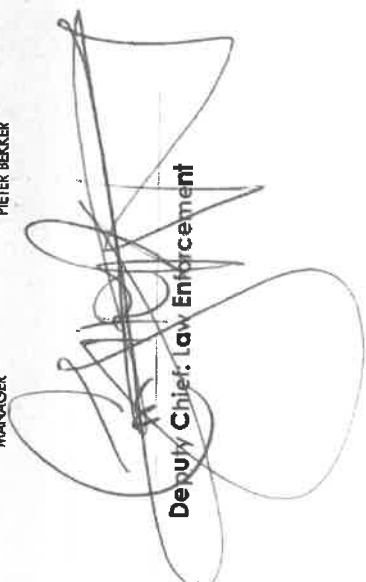


# COMMUNITY AND PROTECTION SERVICES LAW ENFORCEMENT - WETSTOEPASSING

## LIQUOR ENFORCEMENT - MONTHLY REGISTER

**FOR THE DATES:** 01 May 2022 **AND:** 31 May 2022

Date:	Time:	Area:	Business Name:	Management:	Full Name:	Compliance:	Officer Name:	Comments:
2022/05/13	21:18:00	STELLENBOSCH CBD	BACKS	MANAGER	DARREN SEAGREEN	YES	S. VAN ZYL	BUSINESS FULLY COMPLIANT WITH THE MUNICIPAL LIQUOR BY-LAW AND COVID19 SAFETY REGULATIONS
2022/05/13	21:40:00	STELLENBOSCH CBD	COURTYARD CAFÉ	MANAGER	MARK DARLING	NO	M. WILLIAMS	APPLICATION PENDING, WAITING FOR THE GO AHEAD TO CHANGE OWNERSHIP DETAILS WITHOUT RE-APPLYING
2022/05/13	21:53:00	STELLENBOSCH CBD	SHISHA HUT	MANAGER	ZOLEKA ZWAKALA	NO	S. VAN ZYL	UNDER NEW MANAGEMENT, NO CERTIFICATES PRESENTED
2022/05/13	23:40:00	STELLENBOSCH CBD	AANDKLAS	MANAGER	PIETER BEKKER	YES	S. VAN ZYL	BUSINESS FULLY COMPLIANT WITH THE MUNICIPAL LIQUOR BY-LAW AND COVID19 SAFETY REGULATIONS

  
**Deputy Chief, Law Enforcement**

**Unit Commander:**

STELLENBOSCH MUNICIPALITY COMMUNITY AND PROTECTION SERVICES LAW ENFORCEMENT
2022-06-13 Date
STELLENBOSCH MUNISIPALITEIT GEMEENSAP BESKERMINGS DIENSTE WETSTOEPASSING Entries: 4



# LAW ENFORCEMENT SERVICES AWARENESS ACTIVITY REGISTER

**FROM:** 01 May 2022

**TO:** 31 May 2022

Date:	Time:	Activity:	Address:	Age Group:	Officers:
19-May-22	10:00	COVID-19 AWARENESS	STELLENBOSCH CBD	ALL AGES	S. RHODE
20-May-22	09:30	COVID-19 AWARENESS	STELLENBOSCH CBD	ALL AGES	S. RHODE
23-May-22	09:30	COVID-19 AWARENESS	STELLENBOSCH CBD	ALL AGES	S. RHODE

Total Activities: 3

*[Handwritten Signature]*  
 Deputy Chief: Law Enforcement Services

Senior

STELLENBOSCH MUNICIPALITY COMMUNITY AND PROTECTION SERVICES LAW ENFORCEMENT
2022-06-13 2022
STELLENBOSCH MUNISIPALITEIT GEMEENSAP BESKERMINGS DIENSTE WETSTOEPASSING





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## **COMMUNITY PROTECTION SERVICES**



**STELLENBOSCH LAW ENFORCEMENT DEPARTMENT**

**EVENTS MANAGEMENT MONTHLY REPORT**

**01 UNTIL 31 MAY 2022**

### EVENTS MANAGEMENT RELATED ACTIVITIES

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

NO	EVENT	DATE	APPROVED / DECLINED
01	Music of the Night	07 and 08 May 2022	Approved
02	Bartinney2Bartinney	07 March 2022	Approved
03	Stellenbosch University Open Day	07 May 2022	Approved
04	Stellenbosch FC – PSL Diski u21 Reserve League Match	07 May 2002	Approved
05	Premier Soccer League Match	07 and 31 May 2022	Approved
06	Stellenbosch University Open Day	14 May 2022	Approved
07	Franschhoek Literary Festival 2022	13 – 15 May 2022	Approved
08	Cape Town All Stars vs JDR Stars	15 May 2022	Approved
09	Chancellors Installation	18 May 2022	Approved
10	PRG vs Hockey Day	20 May 2022	Approved
11	PRG vs HJS Rugby Day	21 May 2022	Approved
12	Verses Socks Trail Run	21 May 2022	Approved
13	Jonkershoek Mountain Challenge	21 May 2022	Approved
14	Trail Fun Karibib Wine Farm	21 May 2022	Approved
15	C2R MTB Festival	21 May 2022	Approved
16	Fittest Events Pty Ltd - CrossFit	27 -29 May 2022	Approved

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

01	Music of the Night	07 and 08 May 2022	Approved
02	11 Second Street, Cloetesville Stellenbosch	21 May 2022	Approved
03	C2R MTB Festival	21 May 2022	Approved

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

	There were no gathering applications during the month of May 2022		
--	---	--	--

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

	There were no Film Shoot applications during the month of May 2022		
--	--	--	--

**Compiled by:**

Ms Y Mndabani  
Events Management

AGENDA

COMMUNITY AND PROTECTION SERVICES  
COMMITTEE MEETING2022-08-03

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7.	REPORTS SUBMITTED BY THE MUNICIPAL MANAGER
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NONE

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

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