



**STELLENBOSCH**  
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

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

2024-03-06

**NOTICE OF A  
PROTECTION SERVICES COMMITTEE  
MEETING WEDNESDAY: 2024-03-06 AT 12:00**

**TO** Cllr R Pheiffer [Chairperson]

**COUNCILLORS** C Manuel  
N Mkhontwana  
M Nkopane  
M Slabbert

**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, 2024-03-06 at 12:00** to consider the items on the Agenda.

**CLLR R PHEIFFER  
CHAIRPERSON**

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**2024-03-06**  
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	NONE	
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<b>9.</b>	<b>MATTERS TO BE CONSIDERED IN-COMMITTEE</b>	
	NONE	

**AGENDA                    PROTECTION SERVICES COMMITTEE MEETING                    2024-03-06**

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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: 2024-02-07</b>	<b>(3/4/3/5/2/4)</b>
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The minutes of the Protection Services Committee Meeting held on 2024-02-07 is attached as **APPENDIX 1**.

**FOR CONFIRMATION**

# **APPENDIX 1**



**STELLENBOSCH**  
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

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

2024-02-07

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**MINUTES**

**PROTECTION SERVICES COMMITTEE**

**2024-02-07 AT 12:00**

**MINUTES**  
**PROTECTION SERVICES COMMITTEE MEETING**  
**2024-02-07**  
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	NONE	
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<b>5.1</b>	<b>NON-DELEGATED MATTERS</b>	
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	NONE	
<b>7.</b>	<b>NOTICES OF MOTIONS AND NOTICES OF QUESTIONS RECEIVED BY THE MUNICIPAL MANAGER</b>	
	NONE	
<b>8.</b>	<b>CONSIDERATION OF URGENT MATTERS</b>	
	NONE	
<b>9.</b>	<b>MATTERS TO BE CONSIDERED IN-COMMITTEE</b>	
	NONE	



MINUTES                      PROTECTION SERVICES COMMITTEE MEETING                      2024-02-07

4.	CONFIRMATION OF MINUTES
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4.1	CONFIRMATION OF THE MINUTES: PROTECTION SERVICES COMMITTEE MEETING: 2023-11-01 (3/4/3/5/2/4)
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The minutes of the Protection Services Committee Meeting held on 2023-11-01 **were confirmed as correct without any amendments.**

4.2	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 SEPTEMBER 2023
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Collaborator No: 758662

IDP KPA Ref No: Safest Valley

Meeting Date: 7 February 2024

1. SUBJECT: MONTHLY REPORT FOR SEPTEMBER 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 September 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 September 2023 to the Committee for notification.

PROTECTION SERVICES COMMITTEE MEETING: 2024-02-21: ITEM 5.2.1

NOTED

the monthly report by Fire & Disaster for the month of September 2023.

FOR FURTHER DETAILS CONTACT:

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

<b>5.2.2</b>	<b>MONTHLY REPORT BY FIRE &amp; DISASTER FOR OCTOBER 2023</b>
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Collaborator No: 761529

IDP KPA Ref No: Safest Valley

Meeting Date: 7 February 2024

1. **SUBJECT: MONTHLY REPORT FOR OCTOBER 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 October 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 October 2023 to the Committee for notification.

**PROTECTION SERVICES COMMITTEE MEETING: 2024-02-21: ITEM 5.2.2**

**NOTED**

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

<b>5.2.3</b>	<b>MONTHLY REPORT BY TRAFFIC SERVICES FOR AUGUST 2023</b>
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Collaborator No: 758958

IDP KPA Ref No: Safest Valley

Meeting Date: 7 February 2024

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

**2. PURPOSE**

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

**PROTECTION SERVICES COMMITTEE MEETING: 2024-02-21: ITEM 5.2.3**

**NOTED**

the monthly report by Traffic Services for the month of August 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><a href="mailto:gary.boshoff@stellenbosch.gov.za">gary.boshoff@stellenbosch.gov.za</a></b>
<b>REPORT DATE</b>	

<b>5.2.4</b>	<b>MONTHLY REPORT BY TRAFFIC SERVICES FOR SEPTEMBER 2023</b>
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Collaborator No: 753731

IDP KPA Ref No: Safest Valley

Meeting Date: 7 February 2024

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

**2. PURPOSE**

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

**PROTECTION SERVICES COMMITTEE MEETING: 2024-02-21: ITEM 5.2.4**

**NOTED**

the monthly report by Traffic Services for the month of August 2023.

**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>5.2.5</b>	<b>MONTHLY REPORT BY TRAFFIC SERVICES FOR OCTOBER 2023</b>
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Collaborator No: 761530

IDP KPA Ref No: Safest Valley

Meeting Date: 7 February 2024

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

**2. PURPOSE**

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

**PROTECTION SERVICES COMMITTEE MEETING: 2024-02-21: ITEM 5.2.5**

**NOTED**

the monthly report by Traffic Services for the month of October 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>	

<b>5.2.6</b>	<b>MONTHLY REPORT ON BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT FOR AUGUST 2023</b>
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Collaborator No: 761531

IDP KPA Ref No: Safest Valley

Meeting Date: 7 February 2024

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

**2. PURPOSE**

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

**PROTECTION SERVICES COMMITTEE MEETING: 2024-02-21: ITEM 5.2.6**

**NOTED**

the monthly report on By-Law Enforcement and Events Management for August 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>	<i><a href="mailto:joan.felix@stellenbosch.gov.za">joan.felix@stellenbosch.gov.za</a></i>
<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 13:00.

**CHAIRPERSON:** .....

**DATE:** .....

Confirmed on ..... with/without amendments

<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 TRAFFIC SERVICES FOR DECEMBER 2023</b>
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Collaborator No: 763619

IDP KPA Ref No: Safest Valley

Meeting Date: 6 March 2024

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

**2. PURPOSE**

To submit a monthly report to the Standing Committee on traffic related enforcement and administrative performance of the department for period December 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 December 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 – December 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:  
DECEMBER 2023**

Traffic Services:

Community And Protection  
Services

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<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>
	<b>TOTALS</b>	<b>TOTALS</b>
<b>ACCIDENTS</b>	<b>41</b>	
Fatal Injuries	0	
Serious injuries	0	
Slight injuries	5	
No injuries	36	
Pedestrians Fatal		
Pedestrians Serious injuries		
Pedestrians Slight injuries		
<b>VEHICLE IMPOUNDS</b>		
Vehicle impounded released		0
Vehicle impounded		21
<b>TOTAL</b>		<b>21</b>
<b>LICENSE SECTION</b>		
<b>Stellenbosch DLTC</b>		
Application for Learner's Licence		155
Application for PrDP		125
Application for light motor-vehicle driving licence		90
Application for motor-cycle driving licence		5
Learners Applicants absent		10
Duplicate learner's licence		2
Issued Drivers Licence (Pass)		42
Issued Learners Licence (Pass)		98
Drivers Licence Test conducted Fail		66
Learner's licence Test conducted Fail		56
Drivers Licence Test conducted (Pass & Fail)		108
Learner's licence Test conducted (Pass & Fail)		154
Drivers Licence Applicants absent		12
Renewal of Drivers licence (Conversion)		803
<b>Franschhoek DLTC</b>		
Application for learner's licence		1
Applicants absent		7
Learner's licence Test conducted Fail		24
Issued Learners Licence (Pass)		12
Learner's licence Test conducted (Pass & Fail)		36

<b>VEHICLE TESTING CENTRE</b>	
<b>Roadworthy certificates :-</b>	
Motor vehicles	0
Light delivery vehicles	0
Heavy delivery vehicles (trucks)	0
Trailers	1
Taxi's	0
Busses	0
Motor bikes	0
<b>TOTAL TRANSACTIONS</b>	<b>1</b>
<b>MOTOR VEHICLE REGISTRATION</b>	
Duplicate registrations certificate	118
Registration only	130
Licensing and renewals	6 821
Temporary permits	12
Special permits	8
Allocation of registration numbers	34
RTMC	4 000
<b>TOTAL TRANSACTIONS</b>	<b>11 123</b>
<b>SPECIAL OPERATIONS AND TRAFFIC LAW ENFORCEMENT</b>	
Section 56 Fines Issued	3845
Section 341 Fines Issued	2817
Traffic Safety Awareness Session conducted	429
Speed Camera Cases( mobile, radar,digicam, robot, etc)	29183
ANPR Interventions cnducted	8
Public Transport Operations conducted	19
Drunken Driving Operations conducted	8
Traffic Law Enforcement VCPs	59
Drag Racing Operations	4
Warrants Operations	6
Warrants Executed	4
DUI Arrests	10
False documents	0
Other arrests	2
Fatal, Reckless and Negligent Driving Arrests	0
Driver Competency Test conducted – Council Vehicles	5

## 2. FINANCIAL MANAGEMENT REPORTING

<b>INCOME / REVENUE</b>	
<b>TRAFFIC FINES INCOME</b>	
Fines Income & Speed camera digital, Fixed camera and RLV	2,948.010
<b>TOTAL</b>	<b>R 2,948.010</b>
<b>MOTOR VEHICLE REGISTRATION</b>	
Registration fees	235 602.00
Licensing's and renewals	2 993 708.01
Duplicate Registrations	15 198.00
Temporary permits	10 800.00
Special permits	520.00
Roadworthy Application & certificate	220.00
RTMC	287 928.00
ALLOCATION FEES	1 650.00
<b>TOTAL</b>	<b>R 3 545 626.01</b>
<b>DRIVERS LICENCE SECTION</b>	
L/Licence (app. & iss.)	14 337.00
D/Licence (App & iss)	122 865.00
Professional Drivers Permit	9 840.00
Temporary Driving Licence	24 030.00
Duplicate Certificates	66.00
Renewal of card licences	109 900.00
<b>TOTAL</b>	<b>R 281 038.00</b>
<b>PARKING (MUNICIPAL OWN PROJECT)</b>	<b>R 353 836.00</b>
<b>BLOEMHOF PARKING INCOME</b>	<b>R 46 110.00</b>
<b>STELKOR PARKING INCOME</b>	<b>R 33 600.00</b>
<b>TOTAL</b>	<b>R 433 546.00</b>
<b>GENERAL INCOME</b>	
Hiring of parking bays	R 0
Impoundment fees	R 24 290.00
Info – Accident Bureau	R 3 135.00
Disabled Parking Discs	R 720.00
Escort Fees	R 1 748.00
Taxi Permits	R 8 800.00
<b>TOTAL</b>	<b>R 38 693.00</b>



<b>PAYMENTS / EXPENDITURES</b>	
Sheriff Account	R 0
Driving Licence Card Account Cost	R 63 437.00
WCP Government	R 2 634 463.05
RTMC	R 287 928.00
TMT Services & Supplies	R 1,272,375.55
<b>TOTAL</b>	<b>R 4,258203.60</b>

### 3. TOTAL JOBS CREATED

<b>EPWP POSITIONS</b>	
Temporary Pointsmen	9
Gardener	2
Assistants	6
Traffic Clerks – Parking Marshals	2
Parking Marshals	86
Supervisors – Parking Marshals	2
<b>EPWP Temporarily Staff</b>	<b>107</b>

### 4. NATIS BLOCK- WARRANTS

Admin Marks Loaded	1 063
Paid	R 401 900.00
Total Withdrawn	51

<b>5.2.2</b>	<b>MONTHLY REPORT BY TRAFFIC SERVICES FOR JANUARY 2023</b>
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**Collaborator No: 763621**

**IDP KPA Ref No: Safest Valley**

**Meeting Date: 7 February 2024**

**1. SUBJECT: MONTHLY REPORT BY TRAFFIC SERVICES FOR JANUARY 2024**

**2. PURPOSE**

To submit a monthly report to the Standing Committee on traffic related enforcement and administrative performance of the department for period January 2024.

**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 January 2024, be noted.

**6. DISCUSSION / CONTENTS**

**6.2 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 2024

**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:  
JANUARY 2024**

Traffic Services:

Community And Protection  
Services

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• Vehicle impounds	
• License Section	
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• Motor Vehicle Registration	
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• 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>34</b>	<b>29</b>
Fatal Injuries	0	0
Serious injuries	0	0
Slight injuries	2	0
No injuries	32	29
Pedestrians Fatal	0	0
Pedestrians Serious injuries	0	0
Pedestrians Slight injuries	0	0
<b>VEHICLE IMPOUNDS</b>		
Vehicle impounded released		0
Vehicle impounded		2
<b>TOTAL</b>		<b>2</b>
<b>LICENSE SECTION</b>		
<b>Stellenbosch DLTC</b>		
Application for Learner's Licence		547
Application for PrDP		215
Application for light motor-vehicle driving licence		202
Application for motor-cycle driving licence		11
Learners Applicants absent		16
Duplicate learner's licence		9
Issued Drivers Licence (Pass)		50
Issued Learners Licence (Pass)		101
Drivers Licence Test conducted Fail		75
Learner's licence Test conducted Fail		63
Drivers Licence Test conducted (Pass & Fail)		125
Learner's licence Test conducted (Pass & Fail)		164
Drivers Licence Applicants absent		27
Renewal of Drivers licence (Conversion)		1 005
<b>Franschhoek DLTC</b>		
Application for learner's licence		12
Applicants absent		0
Learner's licence Test conducted Fail		8
Issued Learners Licence (Pass)		12
Learner's licence Test conducted (Pass & Fail)		20



<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	0
<b>TOTAL TRANSACTIONS</b>	<b>0</b>
<b>MOTOR VEHICLE REGISTRATION</b>	
Duplicate registrations certificate	148
Registration only	1 274
Licensing and renewals	6 773
Temporary permits	26
Special permits	17
Allocation of registration numbers	65
RTMC	4 486
<b>TOTAL TRANSACTIONS</b>	<b>12 789</b>
<b>SPECIAL OPERATIONS AND TRAFFIC LAW ENFORCEMENT</b>	
Section 56 Fines Issued	4 975
Section 341 Fines Issued	1 669
Traffic Safety Awareness Session conducted	4
Speed Camera Cases (mobile, radar, digicam, robot, etc)	27 013
ANPR Interventions conducted	10
Public Transport Operations conducted	22
Drunken Driving Operations conducted	16
Traffic Law Enforcement VCPs	64
Drag Racing Operations	4
Warrants Operations	5
Warrants Executed	112
DUI Arrests	7
False documents	1
Other arrests	2
Fatal, Reckless and Negligent Driving Arrests	0
Driver Competency Test conducted – Council Vehicles	9

## 2. FINANCIAL MANAGEMENT REPORTING

<b>INCOME / REVENUE</b>	
<b>TRAFFIC FINES INCOME</b>	
Fines Income & Speed camera digital, Fixed camera and RLV	R 1 939 800.00
<b>TOTAL</b>	<b>R 1 939 800.00</b>
<b>MOTOR VEHICLE REGISTRATION</b>	
Registration fees	310 986.00
Licensing's and renewals	3 801 547.00
Duplicate Registrations	21 120.00
Temporary permits	23 400.00
Special permits	1 040.00
Roadworthy Application & certificate	0
RTMC	322 704.00
ALLOCATION FEES	3 100.00
<b>TOTAL</b>	<b>R 4 483 897.00</b>
<b>DRIVERS LICENCE SECTION</b>	
L/Licence (app. & iss.)	46 874.00
D/Licence (App & iss)	169 320.00
Professional Drivers Permit	17 200.00
Temporary Driving Licence	26 145.00
Duplicate Certificates	297.00
Renewal of card licences	140 700.00
<b>TOTAL</b>	<b>R 400 536.00</b>
<b>PARKING (MUNICIPAL OWN PROJECT)</b>	<b>R 490 632.00</b>
<b>BLOEMHOF PARKING INCOME</b>	<b>R 5 830.00</b>
<b>STELKOR PARKING INCOME</b>	<b>R 2 400.00</b>
<b>TOTAL</b>	<b>R 498 862.00</b>
<b>GENERAL INCOME</b>	
Hiring of parking bays	R 0
Impoundment fees	R 5 750.00
Info – Accident Bureau	R 3 465.00
Disabled Parking Discs	R 810.00
Escort Fees	R 1 748.00
Taxi Permits	R 1 600.00
<b>TOTAL</b>	<b>R 13 373.00</b>

<b>PAYMENTS / EXPENDITURES</b>	
Sheriff Account	R 0
Driving Licence Card Account Cost	R 79 395.00
WCP Government	R 3 345 361.62
RTMC	R 322 704.00
TMT Services & Supplies	R 813 326.93
<b>TOTAL</b>	<b>R 4 560 787.55</b>

### 3. TOTAL JOBS CREATED

<b>EPWP POSITIONS</b>	
Temporary Pointsmen	8
Gardener	2
Assistants	6
Traffic Clerks – Parking Marshals	2
Parking Marshals	91
Supervisors – Parking Marshals	2
<b>EPWP Temporarily Staff</b>	<b>111</b>

### 4. NATIS BLOCK- WARRANTS

Admin Marks Loaded	973
Paid	R 376 315.00
Total Withdrawn	44

<b>5.2.3</b>	<b>MONTHLY REPORT BY FIRE &amp; DISASTER FOR NOVEMBER 2023</b>
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Collaborator No: 762847

IDP KPA Ref No: Safest Valley

Meeting Date: 6 March 2024

**1. SUBJECT: MONTHLY REPORT FOR NOVEMBER 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 November 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 November 2023 to the Committee for notification.

**5. RECOMMENDATION**

that the monthly report by Fire & Disaster for the month of November 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 November 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><a href="mailto:wayne.smith@ Stellenbosch.gov.za">wayne.smith@Stellenbosch.gov.za</a></b>
<b>REPORT DATE</b>	

# **ANNEXURE A**



**MONTHLY  
REPORT:  
NOVEMBER  
2023**

**FIRE AND RESCUE  
SERVICES**

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**Drills**

02/11/2023	TL1
03/11/2023	Rescue Gear
06/11/2023	MP3/ TL1
07/11/2023	MP3 Pump
08/11/2023	Mp3 & Mp1
13/11/2023	TL1
14/11/2023	Patient treatment- Signs and symptoms
17/11/2023	Driver training – Advanced driving
22/11/2023	Painting tower
24/11/2023	Hydraulic tools
29/11/2023	High Angle drill

**Tests**

03/11/2023	Rescue Gear
06/11/2023	Batteries and Tires
07/11/2023	Hoses
10/11/2023	Rescue Gear
13/11/2023	Batteries & tyres
14/11/2023	Ladders
17/11/2023	Rescue Gear
20/11/2023	Batteries, Tyres
22/11/2023	SCBA`s
23/11/2023	Small Gear
24/11/2023	Rescue tools
27/11/2023	Batteries and Tires
29/11/2023	High angle
30/11/2023	Foam

**Training and development**

5 Reservist fire fighters completed the FF1 course at the Cape Winelands Academy. Fire fighters is also attending a Code 11 driving instruction to obtain their heavy-duty licenses



**Familiarization tours/ Evacuations**

1. 24/11/2023 Cloetesville, Bell Street (Evacuation drill)
2. 28/11/2023 Dirkie Uys Street ( Evacuation drill)

**Fatalities**

1. NONE

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

1. Safety awareness @ Franschhoek Town Hall
2. Lisa Educare (Merriman)



**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



### **Fire Prevention activities**

<b>NAME</b>	<b>TOTAL</b>
Rezoning	0
Building line encroachments	0
Departures	3
Inspections	194
Evacuation drills	2
Fire Certificates	29
Lectures	0
After Hours inspections	0
Population certificates	22
Smoke detectors installed	65
Hydrant inspections	19



### Smoke Alarms

STELLENBOSCH FIRE & RESCUE SERVICE SMOKE ALARM INSTALLATIONS NOVEMBER 2023	
DATE	ADDRESS
02/11/2023	<b>Lanquedoc</b>
	E Johannes, 458 Suikerbos Street
	E Floors, 461 Suikerbos Street
	M Du Plessis, Suikerbos Street
	S Mpahleni, Wilderklawer 483
	N Mpahleni, Wilderklawer 483
	R Klaasen, Baarde Street 434
	T Adams, Baarde Street 437
	G Coetzee, Baarde Street 438
	P De Wet, Suikerbos Street
03/11/2023	M Williams, 628 Lelie Street
	E Basson, 645 Botterblom Street
	D Willaims, 423 Botterblom Street
	C Afrika, 643 Botterblom Street
	M Jantjies, 422 Botterblom Street
	L Booysen, 422 Botterblom Street
	W Arendse, 421 Botterblom Street
	B Weyers, 420 Botterblom Street
	C Sass, 421 Botterblom Street
	V Kleinbooi, Botterblom Street
	N Baleni, Botterblom Street
	E Swartz, 393 Botterblom Street

	G Fredericks, 392 Botterblom Street
	S Mbhalo, Wildeklawer Street 386
	T Koto, 395 Botterblom Street
	G Adams, 375 Wildeklawer Street
	D Visser, 375 Wildeklawer Street
	M Bosman, Botterblom Street
	A Benn, 370 Wildeklawer Street
	M Basson, 248 Wildeklawer Street
	W Brinkhuys, Wildeklawer Street
	A Williams, 147 Wildeklawer Street
	A Parker, 391 Botterblom Street
	M Scheepers, Botterblom Street
	L Mbugela, 391 Botterblom Street
	J Williams, Botterblom Street
21/11/2023	S Jonkers, Mistel 233
	A Moses, 232 Mistel
	S Benans, Old Apostolic
	R Moses, 239 Lelie Street
	F Lackay, 238 Lelie Street
	R Stephens, 227 Lelie Street
	L Julies, 224 Lelie Street
	E Hendries, 224 Lelie Street
	A Williams, Lelie Street
	S Fortuin, 207 Mountain View
29/11/2023	<b>Vlottenburg</b>
	A Kasper, Longlands
	H Solomons, Longlands
	Z Messiahs, Longlands
	F Plaatjies, Longlands
	T Beukes, Longlands
	R Pietersen, Longlands
	C Bester, Longlands
	B Booyesen, Longlands
	S Cyster, Longlands
	J Julies, Longlands
	A Ruiters, Longlands
	R Pietersen, Longlands
	C Manuel, Longlands
	J Matthews, Longlands
	J Julies, Longlands
	E Malan, Longlands
	L Malan, Longlands
	M Malan, Longlands
	H Michaels, Longlands
	J Plaatjies, Longlands
	<b>Total: 65</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	R1 150 000	Tender	100%	Expected delivery in February 2024
Furniture, tool and equipment	R200 000	Tender	99%	
Rapid response vehicle	R2 500 000	Tender	0%	Decision regarding the utilization of the existing funds is pending.
Jamestown fire station	R300 000		0%	Rezoning application in process.

**Incidents**

<b><u>1-30 November 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>
<b>TOTAL: 98</b>	<b>TOTAL: 22</b>	<b>TOTAL: 14</b>	<b>TOTAL: 6</b>	<b>TOTAL: 33</b>	<b>TOTAL: 103</b>	<b>TOTAL: 7</b>

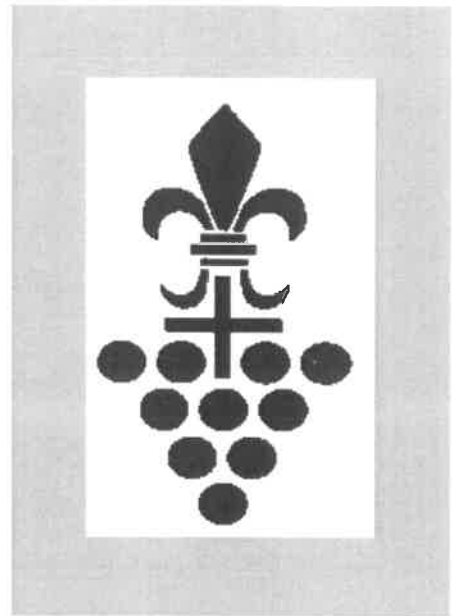


**Work opportunities created:**

- 16 EPWP opportunities created within our disaster management and fire safety section from 1 July 2023 to 30 June 2024.

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





**MONTHLY  
REPORT:**

**01-30 November 2023**

DISASTER RISK  
MANAGEMENT

Department:  
Protection Services

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## 1. INTEGRATED INSTITUTIONAL CAPACITY

During the reporting period, various forum meetings took place to ensure cross-functional and multi-stakeholder engagements. This includes the Provincial Disaster Management Advisory Forum and Cape Winelands District Disaster Management Meetings.

### 1.1 CAPE WINELANDS DISTRICT DISASTER MANAGEMENT MEETING

- A virtual meeting was held on the 20<sup>th</sup> of November 2023

### 1.2 STELLENBOSCH DISASTER MANAGEMENT ADVISORY FORUM MEETING

- Disaster Management Advisory Forum Meeting was held at Cape Winelands District Municipality Council Chamber, 51 Trappe's Street, Worcester.

### 1.3 CAPACITY BUILDING INITIATIVES

INSTITUTION/ENTITY	ACTIVITIES
Safety Awareness Campaigns/Evacuation Drills	Public and Community Facilities
VENUE OPERATION CENTRE (VOC)	Disaster officials attended to inspections for the preparation of Festival Lights at Die Braak, Stellenbosch

## 1.4 OCCUPATIONAL HEALTH AND SAFETY REPORT

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

The Occupational Health and Safety Meeting held	27 <sup>th</sup> November	Virtual
-		

### 1.4.2 Central Quarterly OHS Committee Meeting

The Central Quarterly Occupational Health and Safety Meeting	Meeting scheduled for 7 December	
-		

### 1.4.3 EMPLOYER'S REPORT OF AN ACCIDENT:

#### SUBMISSIONS OF INJURY ON DUTY:

#### DESCRIPTION OF INCIDENTS FOR THE PERIOD 01 NOVEMBER 2023 – 30 NOVEMBER 2023

#### AND DAYS LOST DUE TO INCIDENTS

	Department / Directorate / Division	Description of the Incident	Injury	Days Lost	Recommendations
1	Directorate: Community & Protection Services	None reported	None	None	None
.	Department: Disaster Risk Management Services				
	Date of Accident:				

## 2. INSTITUTIONAL CAPACITY CHALLENGES

Currently, Stellenbosch Disaster Risk Management Services consists of:

- 1x Senior Coordinator
- 2 x disaster fieldworkers
- 6 x Extended Public Works Program workers

### 2.1 NEWLY CONTRACTUAL EPWP STAFF:2023/24

Name	Date From	Date To	Remarks
Rozaan Lekeur	2023/07/01	2023/11/30	Resigned
Nqabisa Tshakweni	2023/07/01	2024/06/30	1 Year Contract
Byron Roman	2023/07/01	2024/06/30	1 Year Contract
Beauty Tomose	2023/07/01	2023/11/30	Resigned
Rochellean van Wyk	2023/07/01	2023/11/30	Contract Expired
Lukhanyo Busika	2023/10/02	2023/11/30	Resigned
Bradley Ayford	2023/12/01	2024/01/31	2-Month Contract

### 3. DISASTER MANAGEMENT FUNCTION: DISASTER RISK ASSESSMENTS

Risk Item	Risk Description	Risk Background	Strategic Focus Areas
1	Severe Weather Events/Climate Change	Changing weather patterns, unpredictable rainfall, flash floods, drought natural disasters, fires (seasonal and other).	<b>Community Services Department:</b> - Restoration of Urban Greening
2	Structural Fires (formal)	Negligence, load shading, arson, unplanned unapproved backyard dwellings, and unknown incidents	<b>Planning and Development:</b> - Enforcement of building codes. Energy use
3	Structural Fires (Informal)	Arson, negligence, use of paraffin stoves, cooking forms, and illegal wiring	<b>Informal Housing Settlement:</b> - Illegal invasions and land grabs. Compromising housing development and housing opportunities
4	Road Accidents	Reckless and drunken driving	<b>Community Protection Department:</b> - Traffic Legal enforcement of traffic fines
5	Strong/High Winds	Changing weather patterns, unmounted roof trusses, and	<b>Community Department:</b> - Environmental Services Monitoring and management of weather focus.
6	Pandemic/Epidemic Covid-19	Negligence to the prescribed regulations, taking and intensity of new infections into account.	Provincial Health Department. Health awareness sessions at community health facilities
7	Poverty	Scarce skills closure of workforce industries and low job opportunities needed to be provided by the government and private sector.	<b>Local Economic Department:</b> - Job Creation and EPWP Programs
8	Eskom Power-outages/Electricity disruption	Insufficient power generation	National Crisis

#### 4. DISASTER MANAGEMENT FUNCTION: DISASTER RISK PREVENTION & REDUCTION

*"The ability to assess anticipated and reduce the risk of disasters".*

##### 4.1 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

##### 4.2 Risk Reduction Project:

- Evacuation simulation exercises and Public Safety and Fire Awareness campaigns are conducted in Community structures such as (Schools, Forums, ECD centers, religious fraternities, etc.)

Figure: Evacuation Simulation Exercises & Fire Safety

Template for Reporting Evacuation Exercise/Simulation Activities for November 2023							
Date	Location (Institution or community activity)	Responsible Person & Contact details	Type of Activity (Name of Institution or Community)	Total number of people who attended/reached	Gender (F/M)	Next Expected Evacuation Exercise/Simulation	Shortcomings (during drill/exercise)
17-11-2023	Klapmuts Clinic	Rhulani Baloyi 0725952645	Evacuation Drill Simulation	150	F/M	18-11-2024	None



- Distribution of smoke alarm system devices to fire victims and fire kills device system to Temporary Relocated Units/Areas

Figure: Smoke Alarm distribution

<b>Date</b>	<b>Area</b>	<b>Ward</b>	<b>Stakeholders/Community Involved</b>	<b>Number of devices issued</b>
01-30 November 2023	Various Areas	WCO24	Public & Staff	65




- Distribution of FireKilla device system to temporarily relocated Units/Areas

Figure: Firekilla Device

<b>Date</b>	<b>Area</b>	<b>Ward</b>	<b>Number of devices issued</b>
None	None	None	None

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

## Template for Reporting Awareness Activities in November 2023

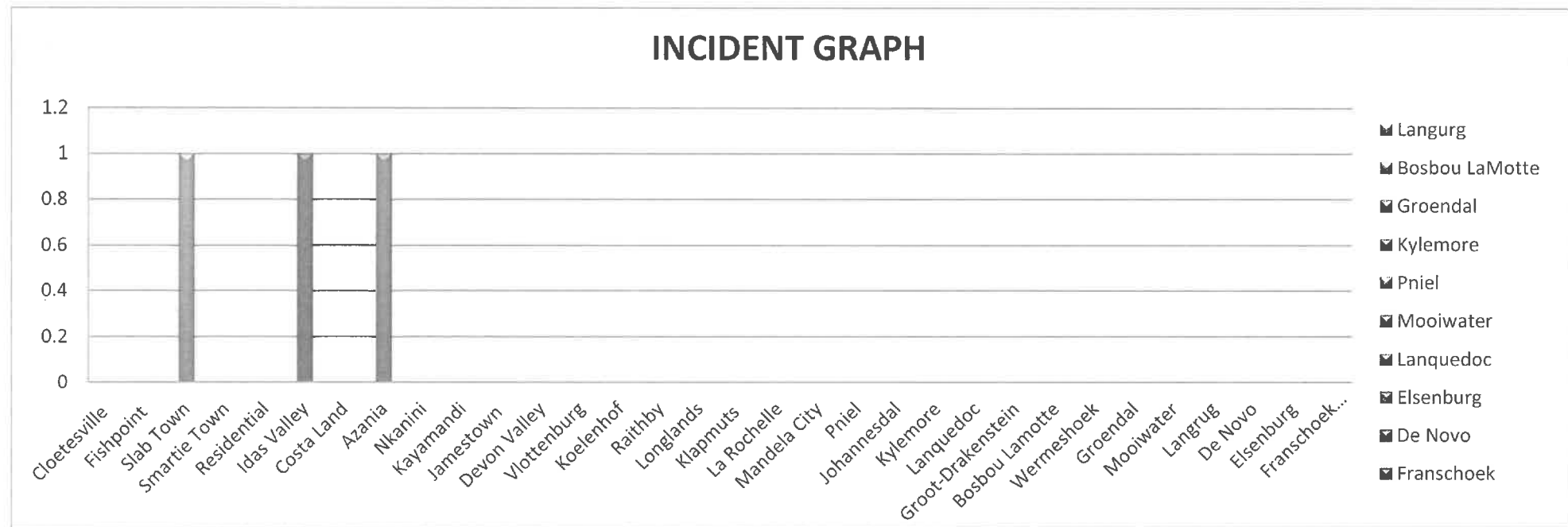
Date	Name and Type of activity (School or community activity)	Location (Name of school or Community)	Stakeholders involved (Other departments/companies other than the implementing department)	Total number of people who attended/reached	Gender (F/M)	Age group (School learners, Youth, Adults)	Proof of attendance (Attendance register, photographs, etc)
16-11-23	Safety Awareness Campaign	<b>Franschhoek Town Hall</b>	Various Stakeholders & Municipal Protection Service	100	F/M	Youth, Adults	
23-11-23	Safety Awareness Campaign	<b>Kayamandi Taxi Rank</b>	Various Stakeholders & Municipal Protection Service	100	F/M	Youth, Adults	
30-11-23	Vehicle Checking/Roadblock	<b>Klapmuts</b>	Motorists & Municipal Protection Service	100	F/M	Youth, Adults	

## 6. DISASTER MANAGEMENT FUNCTION: DISASTER CONTROL & RESPONSE

*“Ability to prepare, control and reduce the impact of disasters and effectively manage consequences in the event of a disaster”.*

<b>Disaster Management Monthly Statistics: November 2023</b>			
Respond to fire incidents within 14 minutes	<b>100%</b>	Number of the disaster risk assessment conducted in WCO24	<b>0</b>
The number of structural fires occurring in informal settlements:	<b>2</b>	Number of smoke alarms installed	<b>65</b>
Number of dwellings in informal settlements affected by structural fires	<b>6</b>	Number of Firekilla devices issued	<b>0</b>
Number of structural fires occurring in the formal settlements	<b>1</b>		
The number of 'displaced persons to whom the municipality delivered assistance:	<b>5</b>		
Number of people in informal settlements affected by structural fires	<b>5</b>		
Number of people in formal settlements affected by structural fires	<b>8</b>		
Number of fire awareness sessions conducted	<b>4</b>		

6.1 OCCURRENCES GRAPH – NOVEMBER 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>

6.2 STATS: Occurrences from 01 NOVEMBER 2023 to 30 NOVEMBER 2023

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	OCCURRENCE	RELIEF AID			EMERGENCY FIRE RELIEF ASSISTANCE		
				Informal	Formal	Total			Fire / Tree fell Strong Winds/ Floods	Blankets/Food parcel	Food /Hot Meal	Flood kit	FIRE KIT	
													Fully affected	Partially affected
1.	09-11-2023	Kayamandi	Az 10160 Azania	1	0	1	3	Fire	√	√	*	1	*	
2.	25-11-2023	Cloetesville	Slabtown	4	0	4	6	Fire	√	√	*	*	*	
3.	28-11-2023	Idas Valley	No 109 Merton Str,	0	1	1	8	Fire	*	*	*	*	*	
<b>Totals</b>				<b>5</b>	<b>1</b>	<b>6</b>	<b>17</b>					<b>1</b>		

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

**01 NOVEMBER 2023 – 30 NOVEMBER 2023**

<b>Delivery received:</b>	None		None
<b>Total sheets at stores: - 31-10-2023</b>	Sheets		947
<b>Total DPC Flood kit at stores: -31-10-2023</b>	Flood kit plastic		400
<b>Breakdown of stock issued:</b>	1 x Fire kits		Azania
<b>The distribution between 01 Nov – 30 Nov 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: - 30-11-2023</b>	<b>Store</b>		<b>Totals:</b>
	<b>Cage</b>	<b>Garage</b>	
<b>Corrugated iron sheet</b>	932	-	932
<b>Poles (thin)</b>	398	300	698
<b>Poles (thick poles)</b>	0	486	486
<b>DPC fire kit Plastic</b>	124	-	124

<b>FLOODKIT PLASTIC</b>	400	-	400
<b>Sets of nails</b>	27 x boxes	-	27 x boxes

**Summary stock update at Stores**

<b>Total sheets at stores: -NOVEMBER 30, 2023</b>	Sheets	932
	Poles 76x50 (thin)	698
	Poles 76x76 (thick)	486
	DPC PLASTIC	400
	Total Emergency Housing Firekit at Stores	62.1 kits

<b>5.2.4</b>	<b>MONTHLY REPORT BY FIRE &amp; DISASTER FOR DECEMBER 2023</b>
--------------	--

Collaborator No: 762848

IDP KPA Ref No: Safest Valley

Meeting Date: 6 March 2024

**1. SUBJECT: MONTHLY REPORT FOR DECEMBER 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 Dece 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 December 2023 to the Committee for notification.

**5. RECOMMENDATION**

that the monthly report by Fire & Disaster for the month of December 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 December 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><a href="mailto:wayne.smith@ Stellenbosch.gov.za">wayne.smith@ Stellenbosch.gov.za</a></b>
<b>REPORT DATE</b>	

# **ANNEXURE A**

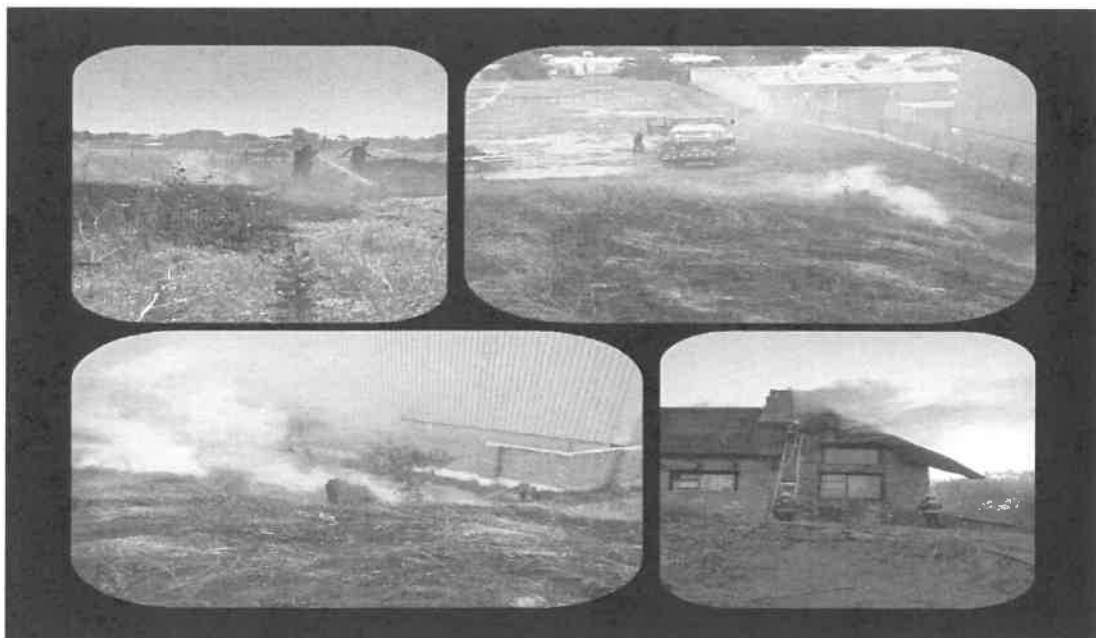


**MONTHLY  
REPORT:  
DECEMBER  
2023**

**FIRE AND RESCUE  
SERVICES**

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1. Drills.....	1
2. Tests.....	1
3. Training and Development.....	1
4. Familiarization tours / Evacuations .....	1
5. Fatalities .....	1
6. Display / school visits/ standby / engagements with communities....	1
7. Fire readiness and preparedness test .....	2
8. Fire Prevention activities.....	2
9. Smoke alarms .....	3
10. Inter-governmental relations .....	4
11. Budget.....	4
12. Incidents .....	4
13. Work opportunities .....	5



**Drills**

03/11/2023	Rescue Gear
05/12/2023	MP3/ TL1
08/12/2023	Patient treatment - Packaging and O2 treatment
08/12/2023	Mp3 & Mp1
13/12/2023	TL1
24/12/2023	Hydraulic tools
29/12/2023	High Angle drill

**Tests**

01/12/2023	Rescue Gear
05/12/2023	Hoses
08/12/2023	Rescue Gear
11/12/2023	Batteries and Tyres
18/12/2023	Batteries and Tires
18/12/2023	Small gear
29/12/2023	Rescue Gear

**Training and development**

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

**Familiarization tours/ Evacuations**

1. Cloetesville, Bell Street, Evacuation drill – 24/12/2023

**Fatalities**

1. NONE

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

1. Safety awareness @ Franschhoek Town Hall – 16/12/2023

**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

**Fire Prevention activities**

NAME	TOTAL
Rezoning	0
Building line encroachments	0
Departures	0
Inspections	76
Evacuation drills	0
Fire Certificates	16
Lectures	0
After Hours inspections	0
Population certificates	3
Smoke detectors installed	27
Hydrant inspections	0

**Smoke Alarms**

<b>STELLENBOSCH FIRE &amp; RESCUE SERVICE SMOKE ALARM INSTALLATIONS DECEMBER 2023</b>	
<b>DATE</b>	<b>ADDRESS</b>
11/12/2023	<b>Lanquedoc</b>
	P Mashele, 208 Lanquedoc
	M Vila, 211 Vygje Street
	A Sobambela, 213 Vygje Street
	S Sonambela, 213 Vygje Street
	L Phitshana, 214 Vygje Street
	S Mandingana, 213 Covid Area
	J Abrahams, C24 Covid Area
	V Dlongwana, E3 Covid Area
	K Qhu, E6 Covid Area
	A Tobayi, E7 Covid Area
12/12/2023	<b>Mount View Jamestown</b>
	J Pietersen, 197 Mount View
	A Diedericks, 200 Jamestown
	M Doko, 213 Jamestown
	J Matthee, 71 Jamestown
	J Matthee, 73 Jamestown
	J Rhode, 149 Mountain View
	R Ludick, 164 Mountain View
14/12/2023	<b>Longlands</b>
	J Fortuin, 512 Longlands
	W Jansen, 515 Longlands
	R Martinus, 511 Longlands
	C Liberty, 511 Longlands
	R Mkhato, 510 Longlands
	J Frans, 514 Longlands
	F Steyn, 513 Longlands
	W Arendse, 537 Longlands
	R Davids, 516 Longlands
	L Williams, Longlands
	<b>Total: 27</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	R1 150 000	Tender	100%	Expected delivery in February 2024
Furniture, tool and equipment	R200 000	Tender	99%	
Rapid response vehicle	R2 500 000	Tender	0%	Decision regarding the utilization of the existing funds is pending.
Jamestown fire station	R300 000		0%	Rezoning application in process.

**Incidents**

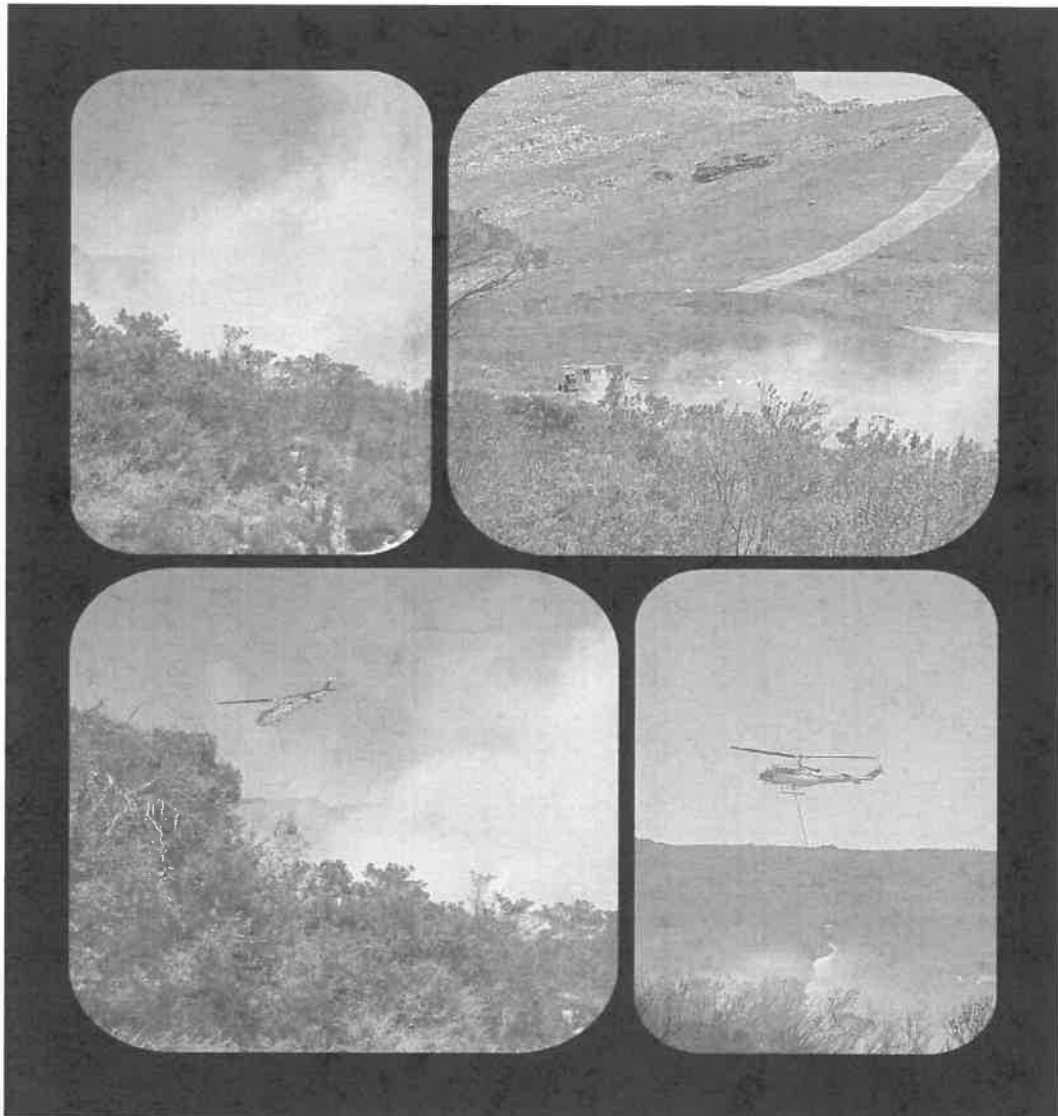
<b><u>1-31 December 2023</u></b>						
<b>VELDFIRES</b>	<b>STRUCTURE FIRES</b>	<b>MVA</b>	<b>PVA</b>	<b>MEDICALS</b>	<b>WATER SUPPLY</b>	<b>NON EMERGENCY</b>
TOTAL: 241	TOTAL: 37	TOTAL: 5	TOTAL: 1	TOTAL: 28	TOTAL: 116	TOTAL: 3

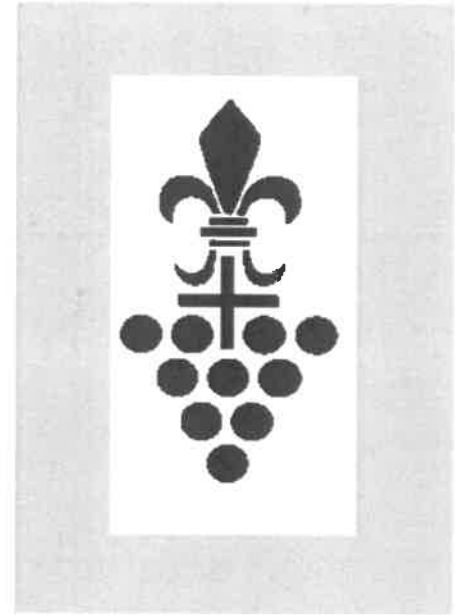


**Work opportunities created:**

- 16 EPWP opportunities created within our disaster management and fire safety section from 1 July 2023 to 30 June 2024.

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





**MONTHLY  
REPORT:  
DECEMBER  
2023  
DISASTER RISK  
MANAGEMENT**

Directorate:  
Protection Services

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

### **1. DISASTER RISK MANAGEMENT STRATEGIC OVERVIEW**

#### **1.1 Vision**

The Stellenbosch Disaster Risk Management Services is responsible for the co-ordination of multi-disciplinary and multi-sectoral risk reduction through integrated institutional capacity for Disaster Risk Management, Disaster Risk Assessment, Response, and Recovery.

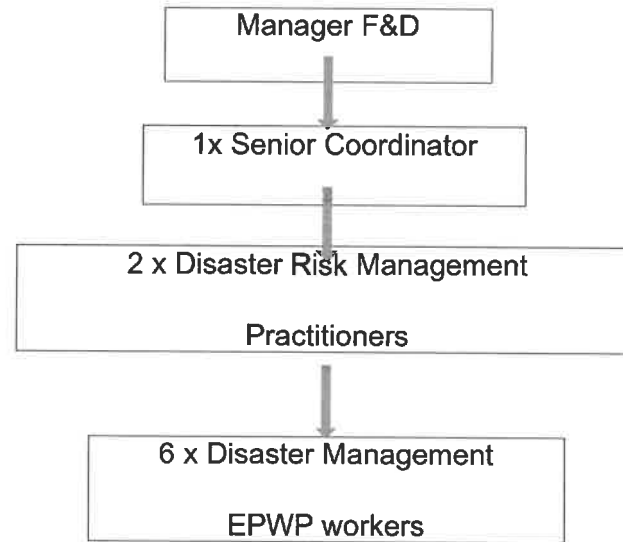
This includes the management of disaster-related incidents in municipal areas of Franschhoek, Dwarsrivier Valley, Klappmuts, Jamestown, Raithby, Stellenbosch Central, and Kayamandi.

#### **1.2 Mission**

Our Disaster Risk Management Services strive to effectively plan for and minimize the impact of disasters on the community, infrastructure, and environment through:

- Developing sufficient capacity within the Disaster Management Division and improving communication with a large variety of stakeholders.
- Managing risk to the environment by conducting continuous risk analysis in local municipality areas and developing and implementing standards and procedures.
- Responding to all disasters and providing sufficient support during incidents.
- Implementing systems to mitigate risks through training, awareness, and communication.

### 1.3 ORGANISATIONAL STRUCTURE



**1.4 EPWP STAFF: 2023/2024**

Disaster Management: EPWP Volunteers assist in conducting educational campaigns and awareness at crèches, community centres, and schools.



Disaster Management: EPWP Volunteers conducting and participating in awareness campaigns

## 1.5 INTEGRATED INSTITUTIONAL CAPACITY

THE GOAL is to provide a platform for local government entities, 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.

### 1.5.1 CAPE WINELANDS DISTRICT DISASTER MANAGEMENT MEETING

None.

### 1.5.2. STELLENBOSCH DISASTER MANAGEMENT ADVISORY FORUM MEETING

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

### 1.5.3. CAPACITY BUILDING

INSTITUTION/ENTITY	ACTIVITIES
Safety Awareness Campaigns/Evacuation Drills	Public and Community Facilities
Venue Operation Centre (VOC)	Attend VOC at Danie Craven in preparation for PSL Match- Stellenbosch FC vs Cape Town FC 08.12.2023

#### **1.5.4. STELLENBOSCH NIGHT SHELTER**

This remains on-going.

#### **1.5.5. OCCUPATIONAL HEALTH AND SAFETY REPORT**

##### **i) Community & Protection Service Directorate OHS Committee Meeting**

- No injury incident was reported this week.
- Central Committee Meeting on OHS recommends the following.
  - Only matters that could not be resolved at Directorate level must be reported at Central Level.
  - The onus always rests with the complainant to follow up unresolved issues. It is not the task of the Central Committee to take over the action but only report to the MM if matters are not resolved.

##### **ii) EMPLOYER'S REPORT OF AN ACCIDENT: DESCRIPTION OF INCIDENTS FOR THE PERIOD 01 AND DAYS LOST DUE TO INCIDENTS**

None reported.



## KPA 2:

## RISK ASSESSMENTS

## 2. DISASTER MANAGEMENT FUNCTION: DISASTER RISK ASSESSMENTS

RISK ITEM	RISK DESCRIPTION	RISK BACKGROUND	STRATEGIC FOCUS AREAS	STRATEGIC RISK
1	Structural Fires (formal)	Negligence, load shading, arson, unplanned unapproved backyard dwellings, and unknown incidents	<b>Planning and Development:</b> - Enforcement of building codes. Energy use	Unknown reported structure fires, alleged reports of electrical sockets that spark fires, and alleged arsons.
2	Structural Fires (Informal)	Arson, negligence, use of paraffin stoves, cooking forms, and illegal wiring	<b>Informal Housing Settlement:</b> - Illegal invasions and land grabs. Compromising housing development and housing opportunities	Structural fires that destroyed properties and personal belongings,
3	Strong/High Winds	Changing weather patterns, unmounted roof trusses, and	<b>Community Department:</b> - Environmental Services Monitoring and management of weather focus.	Strong High Winds blew away rooftops and uprooted trees causing trees to fall.

## 2.2. SUMMARY OF OCCURRENCES

This is the summary of fire incidents that Disaster Management responded to and activated relevant department and other roles players to respond in the month of December.

CATEGORY		TOTAL
1.	Number of Fire	13
2.	Structures Damaged or destroyed	39
3.	Fire burn injuries	0
4.	Fatalities	0

During December 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 14 localised incidents and offered incident assessment while Community Social Services offered relief assistance, including blankets and food parcels.

### 2.2.1 INCIDENTS WERE THEN REFERRED TO CUSTODIAN DEPARTMENTS CONCERNED

NO	INCIDENT NUMBER	TYPE OF FIRE	MAIN LOCATION	FREQUENT CAUSES
1.	TBC	Informal Dwelling	H1, Nkanini, Kayamandi	Unknown
2.	SFSBF23120903	Informal Dwelling	No.280 Azania, Kayamandi	Unknown
3.	SFSBF23121003	Backyard Dwelling	No.11 Stellita Park, Cloetesville	Unknown
4.	SFLMF23121006	Informal Dwelling	C71 Covid Camp, Lanquedoc	Unknown
5.	SFSBF23121806	Informal Dwelling	JT170, JT 176, JT166, Mountainview Jamestown.	Suspected Arson
6.	SFSBF23122001	Backyard Dwelling	12 Vredelust Street, Cloetesville	Unknown
7.	SLMF23122104	Informal Dwelling	LE 145, Langrug	Unknown
8.	AMSBF23122202	Informal Dwelling	Azania, AZ 893	Unknown
9.	SFSBF23122203	Backyard Dwelling	3 Kastaiing Street, Pniel	Suspected Arson
10.	SFSBF22123001	Informal Dwelling	Section B, Nkanini	Unknown
11.	SFLMF23122501	Backyard Dwelling	29 Geelhout Street, LA Motte	Unknown
12.	SFKLM23122502	Backyard Dwelling & House Alight	Gomma Street,4M, F8, B11, G5	Unknown
13.	SFSBF23123001	Backyard Dwelling	3967A Tubelitsha	Unknown

## 2.2.2 TYPES OF FIRES AFFECT FORMAL (HOUSE-ALIGHT) & INFORMAL SHACK FIRES

TYPES OF INCIDENTS	TOTAL NUMBER	WARDS AFFECTED
# No of Formal dwellings (House-alight) =	3	-
# No of Informal Dwellings	31	-
# No of Reported Injuries	0	-
# No of Fatalities	0	-
# No of Unknown Supposed Cause	13	-
# No of Suspect of Arson	2	-

Shack fire: Mountainview Jamestown (18. 12.2023)



Shack fire: H1 Nkanini, Kayamandi (09.12.2023)



**2.3. Strong winds** (Incidents that affect informal/formal dwellings.)

- Section A: A236 & A 731
- 2x Structures damaged, no injuries reported.

**2.4. Flood/Roof Leak** (incidents that affects informal/formal dwellings.)

- None reported.

**2.5. Flood/Roof Leak** (Incidents that affects informal/formal dwellings.)

- None reported.

**2.6. Risk assessment conducted.**

- Kayamandi on 18 December 2023



A risk assessment was conducted in Langrug, Groendal Franschoek.

It was identified that in the greater area of Langrug some of the ablution facilities are faulty/damaged and it causes frustration to the residents. As they must walk far distances to do washing and make use of toilets.

## **KPA 3: RISK PREVENTION & REDUCTION**

### **3. 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 Risk Reduction Project**

Evacuation simulation exercises and Public Safety and Fire Awareness campaigns are continually being conducted in Community structures such as schools, places of mass gathering, ECD centres, malls, etc.)

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–

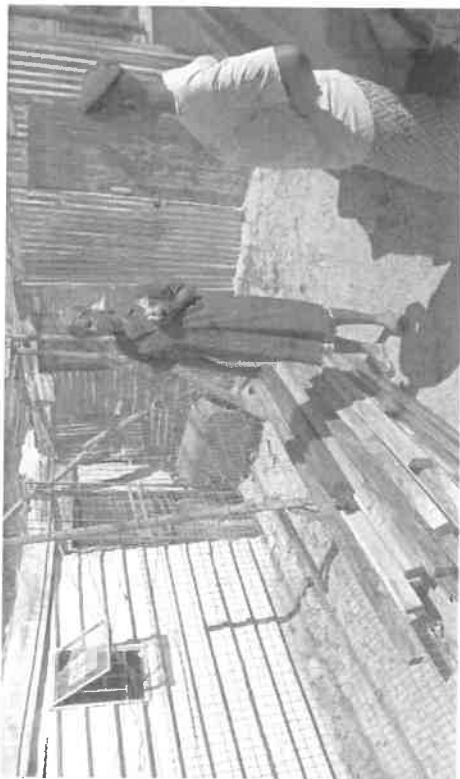
- preventing or reducing the risk of disasters.
- taking measures to reduce the impact or consequences of a disaster.
- emergency preparedness.
- rapid and effective responses to disasters; and
- post-disaster recovery and rehabilitation.

**It is the responsibility of Disaster Management to issue kits/aid /materials to fire victims.**

Azania, Kayamandi



Nkanini, Kayamandi



Clothing donation to fire victims of Mountainview, 18.12.2023.

### 3.2. EVACUATION SIMULATION EXERCISES & FIRE SAFETY

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.


**Reporting Evacuation Exercise/Simulation Activities for December 2023**

<b>DATE</b>	<b>LOCATION (INSTITUTION OR COMMUNITY ACTIVITY)</b>	<b>RESPONSIBLE PERSON/ CONTACT DETAILS</b>	<b>TYPE OF ACTIVITY (NAME OF INSTITUTION OR COMMUNITY)</b>	<b>TOTAL NUMBER OF PEOPLE WHO ATTENDED /REACHED</b>	<b>GENDER (F/M)</b>	<b>NEXT EXPECTED EVACUATION EXERCISE/ SIMULATION</b>	<b>SHORTCOMINGS</b>
04-12-2023	Eikestad Mall	Chris	Fire Evacuation	500	F/M	Feb/March 2023	Road-closures


Distribution of smoke alarm system devices to fire victims

<b>DATE</b>	<b>AREA</b>	<b>WARD</b>	<b>STAKEHOLDERS/COMMUNITY INVOLVED</b>	<b>NUMBER OF DEVICES ISSUED</b>
01-31 December 2023	Various Areas	WCO24	Public & Staff	27

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

DATE	NAME AND TYPE OF ACTIVITY (SCHOOL OR COMMUNITY ACTIVITY)	LOCATION (NAME OF SCHOOL OR COMMUNITY)	STAKEHOLDERS INVOLVED (OTHER DEPARTMENTS/COMPANIES OTHER THAN THE IMPLEMENTING DEPARTMENT)	TOTAL NUMBER OF PEOPLE WHO ATTENDED/REACHED	GENDER (F/M)	AGE GROUP (SCHOOL LEARNERS, YOUTH, ADULTS)	PROOF OF ATTENDANCE (ATTENDANCE REGISTER, PHOTOGRAPHS, ETC)
08.12.23	Door to Door Awareness	Kylemore	None	15-25	F/M	YOUTH, ADULTS	
12.12.23	Fire and Disaster Safety Awareness with Trailer	Mooiwater	None	20	F/M	YOUTH, ADULTS	



18.12.23	Fire and Disaster Educational Awareness	La Motte	None	30-50	F/M	YOUTH, ADULTS	
19.12.23	Fire and Disaster Safety Awareness	Groendal	None	30	F/M	YOUTH, ADULTS	

## 5. FESTIVE SAFETY SEASONAL LAUNCH: 1 DECEMBER 2023

The Stellenbosch Municipality in partnership with municipal officials, strategic partners launched its Festive Safety Season Launch/Campaign on 1 December 2023 at Die Braak heading into the festive period.



The Municipality took the opportunity to acknowledge the neighbourhood watches within its area of jurisdiction.



The Disaster Management unit supported the activities of the day.

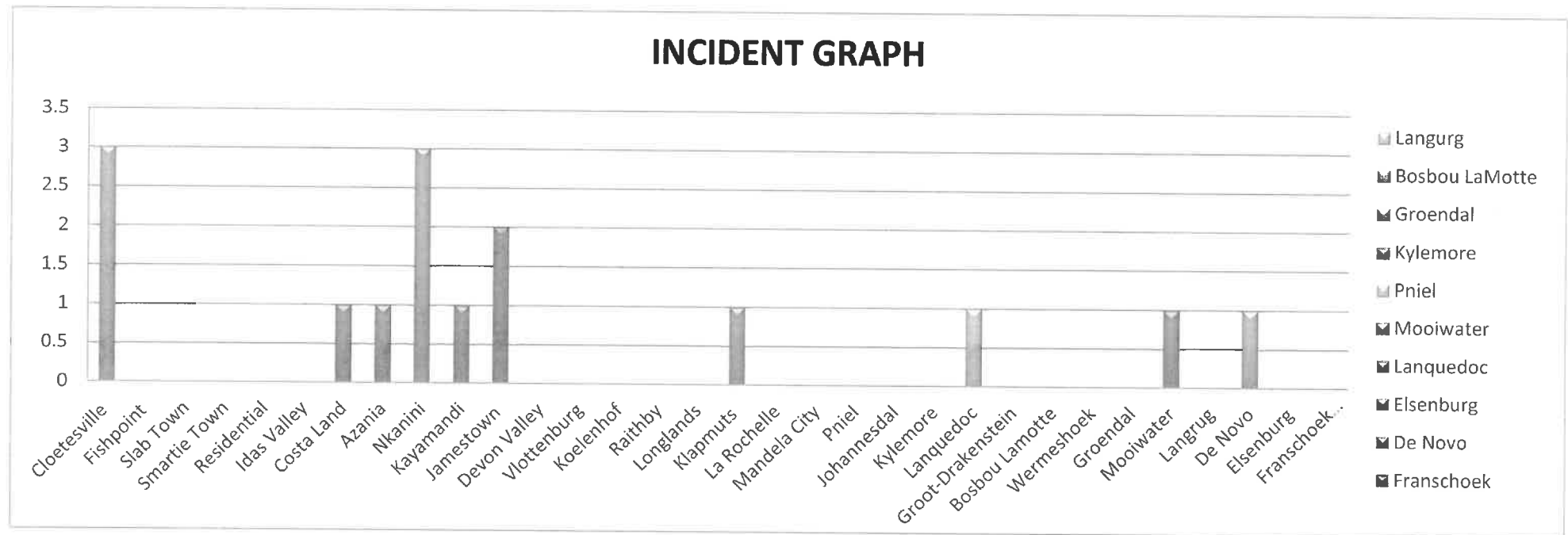


**KPA 4:****RESPONSE AND RECOVERY****6. DISASTER MANAGEMENT FUNCTION: DISASTER CONTROL & RESPONSE**

*"Ability to prepare, control and reduce the impact of disasters and effectively manage consequences in the event of a disaster."*

<b>Disaster Management Monthly Statistics: December 2023</b>			
Respond to fire incidents within 14 minutes	<b>85%</b>	Number of people in formal settlements affected by structural fires	<b>50</b>
The number of structural fires occurring in informal settlements:	<b>09</b>	The number of 'displaced persons to whom the municipality delivered assistance:	<b>54</b>
Number of dwellings in informal settlements affected by structural fires	<b>07</b>	Number of people in informal settlements affected by structural fires	<b>63</b>
Number of structural fires occurring in the formal settlements	<b>06</b>		
Number of smoke alarms installed	<b>27</b>		
Number of the disaster risk assessment conducted in WCO24	<b>1</b>		
Number of fire awareness sessions conducted	<b>3</b>		

6.1 OCCURRENCES GRAPH DECEMBER 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>

## 6.2 STATS: Occurrences from 01 December 2023 to 31 December 2023

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	OCCURRENCE	RELIEF AID		EMERGENCY FIRE RELIEF ASSISTANCE			
				Informal	Formal	Total			Fire / Tree fell Strong Winds/ Floods	Blankets/Food parcel	Food /Hot Meal	Flood kit	FIRE KIT	
													Fully affected	Partially affected
1.	09 -12 – 2023	Kayamandi	H1, Nkanini	1	0	1	2	Fire	√	√	*	1	*	
2.	09 -12- 2023	Kayamandi	AZ,280 Azania	1	0	1	2	Fire	√	√	*		*	
3.	10 -12- 2023	Cloetesville	No 11 Stellita Park	1	0	1	5	Fire	*	*	*	*	*	
4.	10 -12- 2023	Lanquedoc	No C71 Covid Camp	1	0	1	6	Fire	*	*	*	*	*	
5.	18 -12- 2023	Jamestown	Mountainview	3	0	3	9	Fire	*	√	*	*	*	
6.	20.12.2023	Cloetesville	12 Vredelust Street	0	1	1	4	Fire	*	*	*	*	*	
7.	20.12.2023	Kayamandi	A326 & A731 Nkanini	2	0	2	6	Tree fell	*	*	*	*	2	
8.	22.12.2023	Groendal	LE 145, Langrug	1	0	1	2	Fire	*	*	*	*	1	
9.	22.12.2023	Pniel	3 Kastaiing	1	0	1	1	Fire	*	*	*	*	*	
10.	22.12.2023	Kayamandi	Azania, AZ 893	1	0	1	2	Fire	√	√	*	1	*	
11.	23.12.2023	Kayamandi	Section B, Nkanini	13	0	0	40	Fire	√	√	*	11	2	
12.	25.12.2023	Franschhoek	29 Geelhout Street, LA Motte	2	0	2	10	Fire	*	*	*	*	*	

13.	25.12.2023	<b>Klapmuts</b>	Gomma Street,4M, F8, B11, G5	4	2	6	28	Fire	*	*	*	*	*
14.	30.12.2023	<b>Kayamandi</b>	3967A Tubelitsha	1	0	1	3	Fire	*	*	*	*	*
		<b>Totals</b>		<b>29</b>	<b>3</b>	<b>20</b>	<b>116</b>	<b>14</b>	<b>4</b>	<b>5</b>	<b>0</b>	<b>13</b>	<b>5</b>



<b>5.2.5</b>	<b>MONTHLY REPORT BY FIRE &amp; DISASTER FOR JANUARY 2024</b>
--------------	---

Collaborator No: 762848

IDP KPA Ref No: Safest Valley

Meeting Date: 6 March 2024

**2. SUBJECT: MONTHLY REPORT FOR JANUARY 2024: 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 2024.

**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 2024 to the Committee for notification.

**5. RECOMMENDATION**

that the monthly report by Fire & Disaster for the month of January 2024, 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.

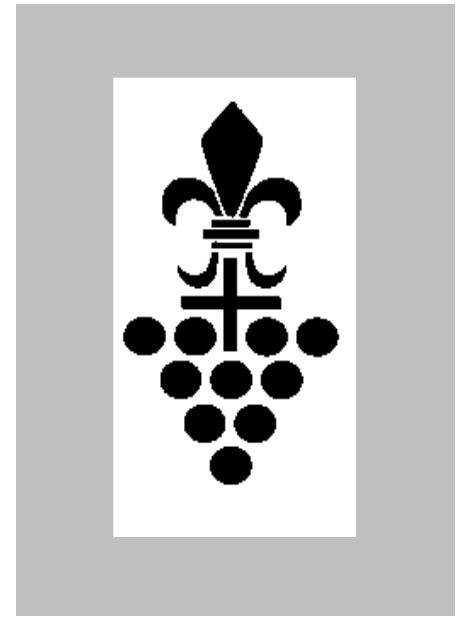
**ANNEXURE**

**Annexure A:** Fire and Disaster Monthly report for January 2024.

**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><a href="mailto:wayne.smith@ Stellenbosch.gov.za">wayne.smith@Stellenbosch.gov.za</a></b>
<b>REPORT DATE</b>	

# **ANNEXURE A**



**MONTHLY  
REPORT:  
JANUARY 2024  
DISASTER RISK  
MANAGEMENT**

Directorate:  
Protection Services

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## **KPA 1:**

### **INTEGRATED INSTITUTIONAL CAPACITY**

#### **1. DISASTER RISK MANAGEMENT STRATEGIC OVERVIEW**

##### **1.1 Vision**

The Stellenbosch Disaster Risk Management Services is responsible for the coordination of multi-disciplinary and multi-sectoral risk reduction through integrated institutional capacity for Disaster Risk Management, Disaster Risk Assessment, Response, and Recovery.

This includes the management of disaster-related incidents in municipal areas of Franschhoek, Dwarsrivier Valley, Klapmuts, Jamestown, Raithby, Stellenbosch Central, and Kayamandi.

##### **1.2 Mission**

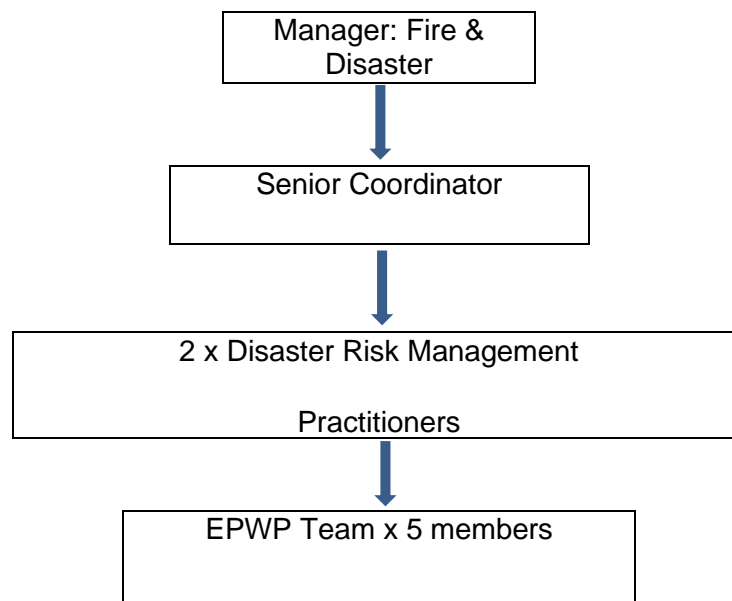
Our Disaster Risk Management Services strive to effectively plan for and minimize the impact of disasters on the community, infrastructure, and environment through:

- Developing sufficient capacity within the Disaster Management Division and improving communication with a large variety of stakeholders.
- Managing risk to the environment by conducting continuous risk analysis in local municipality areas and developing and implementing standards and procedures.
- Responding to all disasters and providing sufficient support during incidents.
- Implementing systems to mitigate risks through training, awareness, and communication.

## 2. ORGANISATIONAL STRUCTURE

The Disaster Management unit is to effectively coordinate the required collective input of the municipality, external stakeholders, and citizens. This unit displays the organizational structure under the Community Protection Directorate: Disaster Risk Management:

Disaster Risk Management Structure



**Table 1: Skill shortage as identified by the Disaster Risk Management Unit**

<b>Emergency Response and Disaster Risk Management</b>	Victims Management Skill
	Emergency Management Skills
	Incident Management Training (i.e., social unrest Disease Outbreak, Violence)
	Radio Communication
	Contingency Plan Development
	Safety Planning at Live Events
	Disaster Joint Operation Management Principles and Procedure
	GIS Use
	Post Disaster Analysis
<b>Administrative topics</b>	Project Management

## 2.1 EPWP STAFF: 2023/2024

Disaster Management: EPWP Volunteers participate regularly by assisting in conducting educational campaigns and awareness at crèches, communities, and schools about safety and emergency services.



NAME	PERSONAL NUMBER	DATE FROM	DATE TO	REMARKS
<b>Nqabisa Tshakweni</b>	20231648	2023/07/01	2024/06/30	1 Year Contract
<b>Byron Roman</b>	20231292	2023/07/01	2024/06/30	1 Year Contract
<b>Sanelisiwe Lucy Mvubu</b>	20231676	2024/02/01	2024/04/30	3-Month Contract
<b>Siyanda Tshwili</b>	20231657	2024/02/01	2024/04/30	3-Month Contract
<b>Reagan Pietersen</b>	20231658	2024/02/01	2024/04/30	3-Month Contract
<b>Whallin Frans</b>		2024/02/01	2024/03/31	2-Month Contract



### 3. ADMINISTRATIVE TASK/ACTIVITIES: - EXPENDITURE TRENDS

The expenditure for the Stellenbosch Municipality: Disaster Risk Management Services is reported in the Annual Financial Statements of the Council. The allocation of funds for Operational Costs, the allocation of funds for Inventory consumption, and the provision of immediate relief for Social Relief Distress to the communities affected by disasters are provided through the Disaster Relief Conditional Grant funding processes.

**The year 2023/2024 Budget for Disaster Management: - 7 056 469**

TYPE	BUDGET 2023/24:
Contracted Services	74 801
Depreciation and Amortisation	16 978
Employee Related Cost	2 491 482
Inventory Consumed	153 086
Operation Cost	23 024
Transfer and Subsidies	4 297 116
<b>Disaster Management Total</b>	<b>7 056 469</b>

**Inventory Consumed: R153 068.00**

ITEM DESCRIPTION	ALLOCATED 2023/24:	AVAILABLE BUDGET	PROVISIONAL	ORDER	OPERATIONAL	REQUEST APPROVED
Consumables: Standard Rates - Stationery - Coffee - Tea - Sugar	<b>35 000</b>	32 109.54	0.00	0.00	2 890.46	0.00
Consumable: Zero Rate - Milk - Petrol	<b>104 554</b>	32 743.13	0.00	0.00	71 800.87	0.00
Inventory Consumed: Material and Supplies	<b>836</b>	36.00	0.00	0.00	835.44	0.00

#### Inventory Consumed Monthly Expenditure: January 2024

ITEM DESCRIPTION	ORDER DESCRIPTION	QUANTITY STOCK ITEM	UNIT PRICE	TOTAL PRICE	WHEN LAST PROCURE	AVAILABLE BUDGET
Consumables: Standard Rates - Stationery - Coffee - Tea - Sugar					17 Feb 2023	
					20 Jul 2023	32 109.54
Consumable: Zero Rate - Milk - Petrol					27 Jul 2023	32 743.13
Inventory Consumed: Material and Supplies						36.00

**Operational Cost: R28 752.00**

ITEM DESCRIPTION	ALLOCATED 2023/24:	AVAILABLE BUDGET	PROVISIONAL	ORDER	OPERATIONAL	REQUEST APPROVED
Licenses: Motor Licence and Registrations	<b>8 480</b>	4045.60	0.00	0.00	4 434.40	0.00
Domestic: Food and Beverages (Served)	<b>5 000</b>	5 000	0.00	0.00	0.00	0.00
Operational cost: Uniform and Protective Clothing	<b>15 272</b>	9042.33	0.00	0.00	6 229.67	0.00

**Operation Cost Monthly Expenditure: January 2024**

ITEM DESCRIPTION	ORDER DESCRIPTION	QUANTITY STOCK ITEM	UNIT PRICE	TOTAL PRICE	WHEN LAST PROCURE	AVAILABLE BUDGET
Licenses: Motor Licence and Registrations						
Domestic: Food and Beverages (Served)						
Operational cost: Uniform and Protective Clothing					18 Jan 2023	
					20 Feb 2023	

	Six Panel Caps	10.00	51.73	517.30	30 Nov 2023	
	Shortsleeves T-shirts Size: M	6.00	316.40	1 898.40		
	Shortsleeves T- shirts Size: L	4.00	316.31	1 265.24		
	Freezer Jacket (Medium)- Navy Blue	2.00	958.27	1 916.54		
	Freezer Jacket (Large) – Navy Blue	1.00	958.27	958.27		
	Combat Khaki Pants 2 in 1 Size: 34	1.00	421.48	421.48		
	Men's 3-in-1 Jacket – Size M	2.00	868.00	1 736.00		
	Men's Jeans – Size 34	1.00	385.00	385.00		
	Men's Jeans – Size 36	1.00	385.00	385.00		

### 3.2. MECHANICAL AND MAINTENANCE SUBMISSIONS TO FLEET CONTROL: - WESBANK.

VEHICLE	ITEM DESCRIPTION OF WORK	WESBANK PA	DATE	MERCHANT	WORK COST	AUTHORISATION
10/120/3375 FORD SC 5: CL 53375	New battery installation	7154447	26-01-2024	Eikestad Auto	R2 880.75	Wayne Smith
10/120/7713 NISSAN CL 47713	Control Unit and Transponder	7121044	29-01-2024	Eikestad Auto	R10 367.25	
10/120/1041 ISUZU D-Max CL 51041	None	None	None	None	None	
10/120/ ISUZU NMR 250 CL 61044	None	None	None	None	None	

**Vehicle Monitoring Management Log-Book Checklist**

<b>VEHICLE 10/170/3375</b>	<b>DATE</b>	<b>DISTANCE TRAVELLED</b>	<b>TOTAL HOURS</b>	<b>FUEL CONSUMPTION</b>	<b>NEXT SERVICE</b>	<b>NOTES/COMMENTS</b>
10/120/3375 2005 FORD ICON CL 53375	01-01-2024 to 31-01-2024	153	30.5	None	192 000	Interior maintenance is needed
10/120/7713 NISSAN HARDBODY CL 47713	01-01-2024 to 31-01-2024	0	0	0	200 000	Out of Commission – sent for Mechanical
10/120/1041 ISUZU D-Max CL 51041	01-01-2024 to 31-01-2024	1382	228	68.52	75 000	None
10/120/1044 ISUZU/TRUCK CL 61044	01-01-2024 to 31-01-2024	69	30,4	None	15 000	None

#### 4. INTEGRATED INSTITUTIONAL CAPACITY

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.

##### 4.1 CAPE WINELANDS DISTRICT DISASTER MANAGEMENT MEETING

None.

##### 4.2 STELLENBOSCH DISASTER MANAGEMENT ADVISORY FORUM MEETING

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

##### 4.3. CAPACITY BUILDING

INSTITUTION/ENTITY	ACTIVITIES
Venue Operation Centre (VOC)	None
<b>COMMUNITY HALLS/PUBLIC FACILITIES/LIBRARIES</b>	Inspection of safety equipment and evacuation assembly points
<b>SENIOR/PRIMARY SCHOOLS</b>	Information Disaster Management display during interschool athletic sport

##### 4.4. STELLENBOSCH NIGHT SHELTER

This remains ongoing.

##### 4.5. OCCUPATIONAL HEALTH AND SAFETY REPORT

###### 4.5.1. Community & Protection Service Directorate OHS Committee Meeting

- No incidents/accidents occurred during the month of January where staff was injured.

## **5. EMPLOYER'S REPORT OF AN ACCIDENT: DESCRIPTION OF INCIDENTS FOR THE PERIOD 01 AND DAYS LOST DUE TO INCIDENTS**

None reported, no days lost due to injury.

## **6. INSTITUTIONAL CAPACITY CHALLENGES**

The Disaster Management Act of 2002 amended in 2015 requires the Disaster Management Framework to be amended and aligned with the Provincial and National Disaster Management Framework.

The lack of human capacity, as well as the appropriate positioning of Disaster Management staff at a municipal level, has been a well-debated topic since the implementation of the DM Act. Thus, the amended DM Act took into consideration the capacity required at the municipal level, which provides municipalities with the required legal mandate to make provisions for Disaster Management officials. The need for capacity at the local level has become critical to manage compound disasters across the Western Cape, which has been amplified with the current COVID-19 global disaster.

## KPA 2: RISK ASSESSMENTS

### 7.1 DISASTER MANAGEMENT FUNCTION: DISASTER RISK ASSESSMENTS

RISK ITEM	RISK DESCRIPTION	RISK BACKGROUND	STRATEGIC FOCUS AREAS	STRATEGIC RISK
1	Severe Weather Events/Climate Change	Changing weather patterns, unpredictable rainfall, flash floods, drought natural disasters, fires (seasonal and other).	Community Services Department: - Restoration of Urban Greening	No reports were received during this reporting period
2	Structural Fires (formal)	Negligence, load shading, arson, unplanned unapproved backyard dwellings, and unknown incidents	Planning and Development: - Enforcement of building codes. Energy use	No reports were received during this reporting period
3	Structural Fires (Informal)	Arson, negligence, use of paraffin stoves, cooking forms, and illegal wiring	Informal Housing Settlement: - Illegal invasions and land grabs. Compromising housing development and housing opportunities	Structural fires that destroyed properties and personal belongings at Zone F, Strongyard – Kayamandi.
4	Road Accidents	Reckless and drunken driving	Community Protection Department: - Traffic Legal enforcement of traffic fines	No reports were received during this reporting period
5	Strong/High Winds	Changing weather patterns, unmounted roof trusses, and	Community Department: - Environmental Services Monitoring and management of weather focus.	No reports were received during this reporting period
6	Pandemic/Epidemic Covid-19	Negligence to the prescribed regulations, taking and intensity of new infections into account.	Provincial Health Department. Health awareness sessions at community health facilities	No reports were received during this reporting period
7	Poverty	Scare skills closure of workforce industries and low job opportunities needed to be provided by the government and private sector.	Local Economic Department: - Job Creation and EPWP Programs	No reports were received during this reporting period
8	Eskom Power-outages/Electricity disruption	Insufficient power generation	Ensure that basic services can still be rendered, especially to the most vulnerable. Business continuity	Monitoring of backup generators



## 7.2. SUMMARY OF OCCURRENCES

CATEGORY		TOTAL
1.	Number of Fire	6
2.	Structures Damaged or destroyed	107
3.	Fire burn injuries	0
4.	Fatalities	0

The Disaster Management Division responded to all x 6 localized incidents and offered incident assessment while Community Social Services offered relief assistance, including blankets and food parcels.

### 7.2.1. Table 9: Incidents were then referred to the custodian departments.

NO	INCIDENT NUMBER	TYPE OF FIRE	MAIN LOCATION	FREQUENT CAUSES
1.	SFSBF24010903	Backyard Dwelling & Formal Dwelling	14 Sokuqala, Costaland Kayamandi	Unknown
2.	SFSBF24011904	Backyard Dwelling	4 <sup>th</sup> Avenue, Kayamandi	Unknown
3.	TBC	Informal Dwelling	Ghiff, Pniel	Unknown
4.	SFSBF24012301	Formal Dwelling	21 Pine Street, Cloetesville	Unknown
5.	SFSBF24012401	Informal Dwellings	Zone F Strongyard, Luyolo Street, Kayamandi	Unknown
6.	SFSBF24013001	Informal Dwellings	Azania, Kayamandi	Unknown



Backyard Dwelling (09.01.2024) 14 Sokuqala, Costaland Kayamandi  
Backyard Dwelling (19.01.2024) 4<sup>th</sup> Avenue, Kayamandi

**7.3. Strong winds** (Incidents that affect informal/formal dwellings.)

- None reported.

**7.4. Flood/Roof Leak** (incidents that affect informal/formal dwellings.)

- None reported.

**7.5. Flood/Roof Leak** (Incidents that affect informal/formal dwellings.)

- None reported.

**7.6. Risk assessment**

Luyolo Street, Kayamandi. 22.01.2024



A risk assessment was conducted in Luyolo Street, Kayamandi. It was identified that dumping is a general concern in Kayamandi.

This poses health concerns; it brings rats and other unwanted rodents.

## KPA 3: RISK PREVENTION & REDUCTION

### 8. 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.

#### 8.1 Risk Reduction Project

Evacuation simulation exercises and Public Safety and Fire Awareness campaigns are conducted in community structures such as (Schools, Forums, ECD centres, religious fraternities, etc.)

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

It is the responsibility of Disaster Management to issue kits/aid /materials to fire victims.





Section B, Nkanini, Kayamandi

Donations collected from Cloetesville Night Shelter

25 & 26.01.2024.



Clothing donated to fire victims of Strongyard Kayamandi 25 .01.2024

## 8.2. EVACUATION SIMULATION EXERCISES & FIRE SAFETY

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.



### Reporting Evacuation Exercise/Simulation Activities for JANUARY 2024




DATE	LOCATION ( <i>INSTITUTION OR COMMUNITY ACTIVITY</i> )	RESPONSIBLE PERSON/ CONTACT DETAILS	TYPE OF ACTIVITY ( <i>NAME OF INSTITUTION OR COMMUNITY</i> )	TOTAL NUMBER OF PEOPLE WHO ATTENDED /REACHED	GENDER (F/M)	NEXT EXPECTED EVACUATION EXERCISE/ SIMULATION	SHORTCOMINGS
None							

Distribution of smoke alarm system devices to fire victims and fire kill device systems to temporarily relocated Units/Areas

DATE	AREA	WARD	STAKEHOLDERS/COMMUNITY INVOLVED	NUMBER OF DEVICES ISSUED
None				

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

DATE	NAME AND TYPE OF ACTIVITY (SCHOOL OR COMMUNITY ACTIVITY)	LOCATION (NAME OF SCHOOL OR COMMUNITY)	STAKEHOLDERS INVOLVED (OTHER DEPARTMENTS/COMPANIES OTHER THAN THE IMPLEMENTING DEPARTMENT)	TOTAL NUMBER OF PEOPLE WHO ATTENDED/REACHED	GENDER (F/M)	AGE GROUP (SCHOOL LEARNERS, YOUTH, ADULTS)	PROOF OF ATTENDANCE (ATTENDANCE REGISTER, PHOTOGRAPHS, ETC)
09.01.24	Fire and Disaster Safety Awareness with Trailer	Idas Valley	None	20-30	F/M	YOUTH, ADULTS	
12-01-24	Door to door	<b>Klapmuts</b>	Disaster Risk Management Unit & Community Members	50	F/M	Youth, Adults	
15.01.24	Fire and Disaster Research	Langrug	None	30-60	F/M	YOUTH, ADULTS	
18-01-24	Disaster Risk Management Information display	<b>Kayamandi Primary</b>	DRM	100	F/M	Youth	
22-01-24	Safety Equipment Inspection	<b>Pniel/Kylemore/Klapmuts</b>	Disaster Risk Management Unit	-	F/M	Youth, Adults	22-01-24

22.01.24	Fire and Disaster Door-to-Door Awareness	Raithby	None	30-50	F/M	YOUTH, ADULTS	
26.01.24	Fire and Disaster Safety Awareness	Groendal	None	15-30	F/M	YOUTH, ADULTS	
29.01.24	Fire and Disaster Safety, Information Table	Kayamandi Primary	None	20-40	F/M	YOUTH ADULTS	

## KPA 4:

### RESPONSE AND RECOVERY

#### 10. DISASTER MANAGEMENT FUNCTION: DISASTER CONTROL & RESPONSE

##### FIRE INCIDENT OF LARGE MAGNITUDE: 24 January 2024

Zone F, Strongyard Luyolo Street Kayamandi

- A fire broke out in the early hours of Wednesday 24.01.2024, in Zone F, Strongyard Luyolo Street, Kayamandi.
- Estimated -100 x informal structures destroyed.
- An estimated 300 People were left destitute.



*“Ability to prepare, control, and reduce the impact of disasters and effectively manage consequences in the event of a disaster.”*

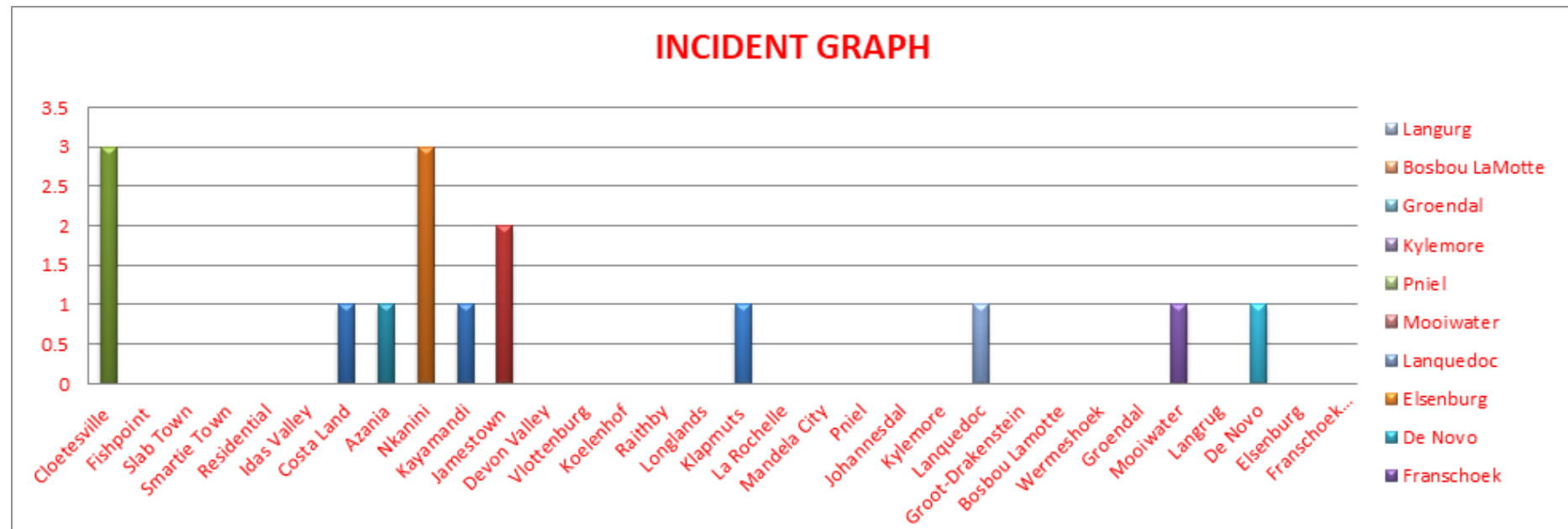


**Disaster Management Monthly Statistics: JANUARY 2024**

Respond to fire incidents within 14 minutes	85%	The number of 'displaced persons to whom the municipality delivered assistance:	304
The number of structural fires occurring in informal settlements:	03	Number of people in informal settlements affected by structural fires	307
Number of dwellings in informal settlements affected by structural fires	06		
Number of structural fires occurring in the formal settlements	03		
Conduct fire awareness sessions	5		
Conduct disaster risk assessment in WCO24	1		
Installation of smoke alarms	78		-
Firekilla Device system	0		

10.1 OCCURRENCES GRAPH January 2024

Table 15: Statistics



<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>

The above graph is a clear indication of occurrences.

## 10.2 STATS: Occurrences from 01 JANUARY 2024 to 31 JANUARY 2024

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	OCCURRENCE	RELIEF AID		EMERGENCY FIRE RELIEF ASSISTANCE			
				Infor	For	Total			Fire / Tree fell Strong Winds/ Floods	Blankets /Food parcel	Food /Hot Meal	Flood kit	FIRE KIT	
													Fully affected	Partially affected
1.	09 -01	Kayamandi	14 Sokuqala, Costaland	2	1	3	9	Fire	*	*	*	0	0	
2.	19- 01	Kayamandi	4 <sup>th</sup> Avenue,	1	0	1	4	Fire	*	*	*	0	0	
3.	TBC	Pniel	Ghiff,	1	0	1	2	Fire	*	*	*	0	0	
4.	19 -01	Cloetesville	21 Pine Street,	1	1	2	13	Fire	*	*	*	0	0	
5.	24-01	Kayamandi	Zone F Strongyard, Makupula Street	100	0	100	300	Fire	√	√	*	79	19	
6.	30-01	Kayamandi	Azania	1	0	1	2	Fire	√	√	*			
<b>Totals</b>				<b>106</b>	<b>2</b>	<b>108</b>	<b>330</b>	<b>6</b>				<b>79</b>	<b>19</b>	

10.3

## STOCK TAKING (Temporary emergency housing material)

01 JANUARY 2024 – 31 JANUARY 2024

<b>Delivery received: 22-30 Jan 2023: Jonty Engineering</b>	100 x fire kit		Fire Stores
	Corrugated sheet		1500
	Poles (thin) 76/50		1200
	Poles (thick) 76/76		800
	DPC Plastic cover		100
	Nails		100 x (75mm), (100 x 100mm), (100 x clout)
<b>Total sheets at stores: - 22-01-2024</b>	Sheets		1954
<b>Total DPC Flood kit at stores: -31-01-2024</b>	Flood kit plastic		400
<b>Breakdown of stock issued:</b>	116 x Fire kits		Strongyard, C126 Hotel, Kayamandi
<b>The distribution between 22 Jan – 31 Jan 2024</b>	98 x Full kit 18 x partial kit		1707 x sheets 1336 x poles (thin)76/50 780 x poles (thick)76/76 98 x DPC Plastic 328 x pct nails
<b>Total sheets at stores: - 31-01-2024</b>	<b>Store</b>		<b>Totals:</b>
	<b>Cage</b>	<b>Garage</b>	

<b>Corrugated iron sheet</b>	247	-	247
<b>Poles (thin)</b>	186	-	186
<b>Poles (thick poles)</b>	237	-	237
<b>DPC fire kit Plastic</b>	113	-	113
<b>FLOODKIT PLASTIC</b>	400	-	400
<b>Sets of nails</b>	30x boxes	-	30x boxes

**Summary stock update at Stores**

<b>Total sheets at stores: -JANUARY 31, 2024</b>	Sheets	247
	Poles 76x50 (thin)	186
	Poles 76x76 (thick)	237
	DPC PLASTIC	113
	Total Emergency Housing Firekit at Stores	16.6 kits

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

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

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