



**STELLENBOSCH**  
STELLENBOSCH • PNIEL • FRANSCHHOEK  
MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

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

2023-09-07

**NOTICE OF A  
SPORT, YOUTH AND CULTURE  
COMMITTEE MEETING  
THURSDAY: 2023-09-07 AT 10:00**

**TO** Ald JC Anthony [Chairperson]

**COUNCILLORS** J Andrews  
C Noble  
NE Mcombring  
R van Rooyen

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

Notice is hereby given that a Sports, Youth and Culture Committee meeting will be held via MS Teams on **Thursday, 2023-09-07 at 10:00** to consider the attached Agenda.

  
ALD JC ANTHONY  
CHAIRPERSON

**A G E N D A**  
**SPORT, YOUTH AND CULTURE**  
**COMMITTEE MEETING**  
**2023-09-07**  
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11.	<b>MATTERS TO BE CONSIDERED IN-COMMITTEE</b>	
	NONE	

## AGENDA

SPORTS, YOUTH AND CULTURE  
COMMITTEE MEETING

2023-09-07

1.	OPENING AND WELCOME	
2.	COMMUNICATION BY THE CHAIRPERSON	(3/4/3/6)
3.	DISCLOSURE OF INTERESTS	(3/6/2/2)
4.	APPLICATION FOR LEAVE OF ABSENCE	
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	NONE	
6.	CONFIRMATION OF THE MINUTES	(3/4/3/5/2/4)
6.1	CONFIRMATION OF THE MINUTES: SPORT, YOUTH AND CULTURE COMMITTEE MEETING: 2023-08-03	(3/4/3/5/2/4)

The minutes of the Youth, Sport and Culture Committee meeting held on 2023-08-03 is attached as **APPENDIX 1**.

# **APPENDIX 1**



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

2023-08-03

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**MINUTES**

**SPORTS, YOUTH AND CULTURE  
COMMITTEE MEETING**

**2023-08-03 AT 10:00**

**MINUTES**  
**SPORT, YOUTH AND CULTURE**  
**COMMITTEE MEETING**  
**2023-08-03**  
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	NONE	
9.	<b>NOTICES OF MOTIONS AND NOTICES OF QUESTIONS RECEIVED BY THE MUNICIPAL MANAGER</b>	
	NONE	
10.	<b>CONSIDERATION OF URGENT MATTERS</b>	
11.	<b>MATTERS TO BE CONSIDERED IN-COMMITTEE</b>	
	NONE	

MINUTES

SPORTS, YOUTH AND CULTURE  
COMMITTEE MEETING

2023-08-03

**PRESENT** Ald JC Anthony [Chairperson]**COUNCILLORS** Cllr J Andrews  
Cllr C Noble  
Cllr NE Mcombring  
Cllr R van Rooyen**ALSO PRESENT** Cllr R Adams  
Cllr J Fasser  
Cllr J Joon  
Cllr X Kalipa  
Cllr R Pheiffer

\*\*\*\*\*

**OFFICIALS** Director: Community & Protection Services (G Boshoff)  
Senior Manager: Community Services (A van der Merwe)  
Manager: Libraries (Ms S Majudith)  
Senior Admin Officer (T Samuels)

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<b>1.</b>	<b>OPENING AND WELCOME</b>
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The Chairperson, Ald JC Anthony, welcomed all present at the Youth, Sport and Culture Committee meeting.

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

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

<b>4.</b>	<b>APPLICATION FOR LEAVE OF ABSENCE</b>
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NONE

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

MINUTES

SPORTS, YOUTH AND CULTURE  
COMMITTEE MEETING

2023-08-03

6.	CONFIRMATION OF THE MINUTES	(3/4/3/5/2/4)
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6.1	CONFIRMATION OF THE MINUTES: SPORT, YOUTH AND CULTURE COMMITTEE MEETING: 2023-06-01	(3/4/3/5/2/4)
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The minutes of the Youth, Sport and Culture Committee meeting held on 2023-06-01 **was confirmed as correct without any changes.**

7.	YOUTH, SPORT AND CULTURE: [PC: CLLR R ADAMS]
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7.1	NON-DELEGATED MATTERS
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NONE

7.2	DELEGATED MATTERS
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7.2.1	MONTHLY REPORT: SPORT: APRIL 2023
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Collaborator No: 750473

IDP KPA Ref No:

Meeting Date: 3 August 2023

**1. SUBJECT: APRIL 2023 MONTHLY REPORT: SPORT**

**2. PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that were conducted by the Sports Section for April 2023.

**3. DELEGATED AUTHORITY**

Council establishes the committees and appoints the members, whilst the Executive Mayor appoints the Chairpersons. The Section 80 committees have no decision-making authority and make recommendations to the Executive Mayor on items that advice was required by the Executive Mayor.

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of the Sports Section for the month of April 2023 to the Committee for notification.



MINUTES

SPORTS, YOUTH AND CULTURE  
COMMITTEE MEETING

2023-08-03

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**SPORT, YOUTH AND CULTURE COMMITTEE MEETING: 2023-08-03: ITEM 7.2.1****NOTED**

the monthly reports of Sports for April 2023.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Albert van der Merwe</i>
<b>POSITION</b>	<i>Manager: Community Services</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8161</i>
<b>E-MAIL ADDRESS</b>	<i><a href="mailto:albert.vandermerwe@ Stellenbosch.gov.za">albert.vandermerwe@ Stellenbosch.gov.za</a></i>
<b>REPORT DATE</b>	

MINUTES

SPORTS, YOUTH AND CULTURE  
COMMITTEE MEETING

2023-08-03

<b>7.2.2</b>	<b>MONTHLY REPORT: SPORT: MAY 2023</b>
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Collaborator No: 753448

IDP KPA Ref No:

Meeting Date: 3 August 2023

**1. SUBJECT: MAY 2023 MONTHLY REPORT: SPORT****2. PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that were conducted by the Sports Section for May 2023.

**3. DELEGATED AUTHORITY**

Council establishes the committees and appoints the members, whilst the Executive Mayor appoints the Chairpersons. The Section 80 committees have no decision-making authority and make recommendations to the Executive Mayor on items that advice was required by the Executive Mayor.

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of the Sports Section for the month of May 2023 to the Committee for notification.

**SPORT, YOUTH AND CULTURE COMMITTEE MEETING: 2023-08-03: ITEM 7.2.2****NOTED**

the monthly reports of Sports for May 2023.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<b>Albert van der Merwe</b>
<b>POSITION</b>	<b>Manager: Community Services</b>
<b>DIRECTORATE</b>	<b>Community and Protection Services</b>
<b>CONTACT NUMBERS</b>	<b>Ext 8161</b>
<b>E-MAIL ADDRESS</b>	<b>albert.vandermerwe@stellenbosch.gov.za</b>
<b>REPORT DATE</b>	

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7.2.3	MONTHLY REPORT: HALLS: APRIL 2023
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Collaborator No: 750475

IDP KPA Ref No:

Meeting Date: 3 August 2023

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**1. SUBJECT: APRIL 2023 MONTHLY REPORT: HALLS**

**2. PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that were conducted by the Section: Halls for April 2023.

**3. DELEGATED AUTHORITY**

For notification by the Portfolio committee

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of the Section: Halls for the month of April 2023 to the Committee for notification.

**SPORT, YOUTH AND CULTURE COMMITTEE MEETING: 2023-08-03: ITEM 7.2.3**

**NOTED**

the monthly reports of Halls for April 2023.

<b>7.2.4</b>	<b>MONTHLY REPORT: HALLS: MAY 2023</b>
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**Collaborator No:** 753449

**IDP KPA Ref No:**

**Meeting Date:** 3 August 2023

**1. SUBJECT: MAY 2023 MONTHLY REPORT: HALLS**

**2. PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that were conducted by the Section: Halls for May 2023.

**3. DELEGATED AUTHORITY**

For notification by the Portfolio committee

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of the Section: Halls for the month of May 2023 to the Committee for notification.

**SPORT, YOUTH AND CULTURE COMMITTEE MEETING: 2023-08-03: ITEM 7.2.4**

**NOTED**

the monthly reports of Halls for May 2023.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<b>Albert van der Merwe</b>
<b>POSITION</b>	<b>Manager: Community Services</b>
<b>DIRECTORATE</b>	<b>Community and Protection Services</b>
<b>CONTACT NUMBERS</b>	<b>Ext 8161</b>
<b>E-MAIL ADDRESS</b>	<b>albert.vandermerwe@stellenbosch.gov.za</b>
<b>REPORT DATE</b>	

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<b>7.2.5</b>	<b>MONTHLY REPORT: LIBRARIES: APRIL 2023</b>
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**Collaborator No:** 750472  
**IDP KPA Ref No:**  
**File Plan:**  
**Meeting Date:** 3 August 2023

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- 1. SUBJECT: MONTHLY REPORT: LIBRARIES: APRIL 2023**
- 2. PURPOSE**  

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Sections: Libraries for April 2023.
- 3. DELEGATED AUTHORITY**  

For notification by the Portfolio committee.
- 4. EXECUTIVE SUMMARY**  

To present the monthly activity report of the Sections: Libraries for the month of April 2023 to the Committee for notification.

**SPORT, YOUTH AND CULTURE COMMITTEE MEETING: 2023-08-03: ITEM 7.2.5**

**NOTED**

the monthly reports by the Sections: Libraries for April 2023.

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7.2.6	MONTHLY REPORT: LIBRARIES: MAY 2023
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**Collaborator No:** 753450  
**IDP KPA Ref No:**  
**File Plan:**  
**Meeting Date:** 3 August 2023

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**1. SUBJECT: MONTHLY REPORT: LIBRARIES: MAY 2023**

**2. PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Sections: Libraries for May 2023.

**3. DELEGATED AUTHORITY**

For notification by the Portfolio committee.

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of the Sections: Libraries for the month of May 2023 to the Committee for notification.

**SPORT, YOUTH AND CULTURE COMMITTEE MEETING: 2023-08-03: ITEM 7.2.5**

**NOTED**

the monthly reports by the Sections: Libraries for May 2023.

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

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

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

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

The meeting adjourned at 10:45.

**CHAIRPERSON:** .....

**DATE:** .....

CONFIRMED ON ..... **WITH/WITHOUT AMENDMENTS**

## AGENDA

SPORTS, YOUTH AND CULTURE  
COMMITTEE MEETING

2023-09-07

7.	<b>YOUTH, SPORT AND CULTURE: [PC: CLLR R ADAMS]</b>
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7.1	<b>NON-DELEGATED MATTERS</b>
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NONE

7.2	<b>DELEGATED MATTERS</b>
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7.2.1	<b>MONTHLY REPORT: SPORT: JUNE 2023</b>
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Collaborator No: 754584

IDP KPA Ref No:

Meeting Date: 7 September 2023

**1. SUBJECT: JUNE 2023 MONTHLY REPORT: SPORT****2. PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that were conducted by the Sports Section for June 2023.

**3. DELEGATED AUTHORITY**

Council establishes the committees and appoints the members, whilst the Executive Mayor appoints the Chairpersons. The Section 80 committees have no decision-making authority and make recommendations to the Executive Mayor on items that advice was required by the Executive Mayor.

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of the Sports Section for the month of June 2023 to the Committee for notification.

**5. RECOMMENDATION**

that the monthly reports of Sports for June 2023, be noted by the Committee.

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

The Sub-section specialises in maintaining sports grounds and Facilities in the WCO24.

**6.2 Discussion**

The Sport Section prepares sports fields for different teams and sporting codes varying from cricket, rugby, soccer, hockey, tennis, netball and the swimming pool. All our sports grounds combined together make 37.5 hectares. The Sport Section has 33 employees to render this service.



**6.3 Financial Implications**

There are no financial implications should the recommendations as set out in the report be accepted.

As per the approved budget.

**6.4 Legal Implications**

The recommendations in this report comply with Council's policies and all applicable legislation.

**6.5 Staff Implications**

This report has no additional staff implications to the Municipality.

**6.6 Previous / Relevant Council Resolutions**

None

**6.7 Risk Implications**

The risks are addressed through the content of the report.

**6.8 Comments from Senior Management**

No comment requested.

**6.9 Municipal Manager**

Contents noted.

**ANNEXURES**

**Annexure A:** Sport Monthly Report for June 2023.

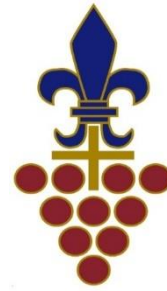
**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Albert van der Merwe</i>
<b>POSITION</b>	<i>Manager: Community Services</i>
<b>DIRECTORATE</b>	<i>Community and Protection Services</i>
<b>CONTACT NUMBERS</b>	<i>Ext 8161</i>
<b>E-MAIL ADDRESS</b>	<i>albert.vandermerwe@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	

**DIRECTOR: COMMUNITY AND PROTECTION SERVICES**

The contents of this report have been discussed with the Portfolio Committee Chairperson and the Councillor agrees with the recommendations.

# **ANNEXURE A**



**MONTHLY REPORT**

**JUNE 2023**

SPORT SECTION

**COMMUNITY**

**SERVICES**

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## **SPORTS AND FACILITIES**

### **1. GENERAL**

All sport facilities are open and fully functional.

### **2. TRAINING**

<b>Training</b>	<b>Month</b>	<b>Total attendees</b>	<b>Section</b>
None			

### **3. SPORT AND HALLS: CHALLENGES, GOOD NEWS, SPORT CODES**

All security concerns are reported to Law Enforcement as received from staff, sport councils and communities.

### **4. SPORTS FACILITIES MANAGEMENT PLAN**

Currently the User Agreements were signed by 14 sport councils. Pniel Sport Council is outstanding, they are awaiting the election of a new sport council, the SSRA undertook facilitate the process.

### **5. RECREATION FACILITIES**

Cloetesvilles Community Swimming Pool and Jonkershoek Picnic Site closed for the season.

### **6. EVENTS FOR SPORTS AND HALLS**

None.

## 7. SPORTING ACTIVITIES AT OUR FACILITIES: JUNE 2023

Sports Facility	Soccer (includes: practices and matches)	Rugby (includes: practices and matches)	Cricket (includes: practices and matches)	Hockey (includes: practices and matches)	Baseball (includes: practices and matches)	Netball (includes: practices and matches)	Special events
Ida's Valley	6	2		1			
Cloetesville	6	2					
Kayamandi	6						
Van Der Stel	3	2					
Jamestown	6						
Raithby		2					
Kylemore	2	1					
Pniel		2					
Lanquedoc		1					
Wemmershoek							
La Motte	3	2					
Groendal	6	2					
Klapmuts	6	1					
Jonkershoek	2						
Papplaas							
De Novo	6						
Nietvoorbij	3						

**8. VANDALISM BREAK-INS AT SPORTS FACILITIES: JUNE 2023**

DATE	LOCATION	COMPLAINT	FEEDBACK/COMMENT
		No break-ins or vandalism at facilities were reported.	

## 9. CAPITAL PROJECT 2022/23 FEEDBACK

Projects	Fund	Original Budget	Adjusted Budget	Planned Expenditure	Actual Expenditure	Shadows (Orders)	Provisional Cost	Actuals + Shadows & Provisional	Balance R	Actual Exp %	Committed %	Universal Key (Ukey)	Commodity Code	OV Code	Project Code
<b>Halls</b>		150 000	486 715	486 715	435 497	18 144	-	453 641	33 074	89,48%	93,20%				
Furniture, Tools & Equipment: Halls	CRR	150 000	486 715	486 715	435 497	18 144	-	453 641	33 074	89,48%	93,20%	20220630077194	27000000	OV0670	PC_0214
<b>Sports Grounds and Picnic Sites</b>		5 161 030	5 160 873	5 160 873	875 378	3 939 484	-	4 814 862	346 011	16,96%	93,30%				
Cricket/Tennis Nets	CRR	150 000	165 500	165 500	68 000	97 500	-	165 500	-	41,09%	100,00%	20220630077645	49000000	OV0643	PC_0218
Fencing: Sport Grounds (WC024)	CRR	-	252 143	252 143	52 368	199 331	-	251 699	444	20,77%	99,82%	20220630077666	46181500	OV0643	PC_0221
Fencing: Sport Grounds (WC024)	DC-Comm	-	214 950	214 950	-	211 707	-	211 707	3 243	0,00%	98,49%	20230331015056	46181500	OV0643	PC_0221
Jonkershoek Picnic Site upgrades	CRR	250 000	229 212	229 212	129 307	56 800	-	186 107	43 105	56,41%	81,19%	20220630077475	30120000	OV0643	PC_0225
Jonkershoek Picnic Site upgrades	DC-Comm	-	48 500	48 500	-	47 677	-	47 677	823	0,00%	98,30%	20230330045358	30120000	OV0643	PC_0225
Recreational Equipment Sport	CRR	50 000	131 000	131 000	-	131 000	-	131 000	-	0,00%	100,00%	20220630077239	49221505	OV0643	PC_0229
Re-Surface of Netball/Tennis Courts	CRR	550 000	438 631	438 631	163 913	274 718	-	438 631	0	37,37%	100,00%	20220630077654	49000000	OV0643	PC_0230
Re-Surface of Netball/Tennis Courts	DC-Comm	-	123 495	123 495	-	107 380	-	107 380	16 115	0,00%	86,95%	20230330011013	49000000	OV0643	PC_0230
Sight Screens/Pitch Covers Sports Grounds	CRR	100 000	86 608	86 608	86 608	-	-	86 608	-	100,00%	100,00%	20220630077233	49221505	OV0643	PC_0231
Sport Special Equipment	CRR	300 000	296 749	296 749	294 402	2 347	-	296 749	0	99,21%	100,00%	20220630077236	49221505	OV0643	PC_0232
Upgrade of Irrigation System	CRR	200 000	-	-	-	-	-	-	-			202206300776912	26120000	OV0643	PC_0233
Upgrade of Sport Facilities	DSRF	220 000	220 000	220 000	-	191 304	-	191 304	28 696	0,00%	86,96%	20220630077642	49000000	OV0643	PC_0235
Upgrade of Sport Facilities	DC-Comm	3 341 030	2 954 085	2 954 085	80 780	2 619 719	-	2 700 499	253 586	2,73%	91,42%	20220630077636	49000000	OV0643	PC_0235
<b>TOTAL - Capital</b>		409 273 204	378 709 141	378 709 141	278 061 927	65 011 760	5 067 519	348 141 206	30 567 935	73,42%	91,93%				



## 10. DEPARTMENT COMMUNITY SERVICES :KEY PERFORMANCE INDICATORS

Ref	KPI	Unit of Measurement	Jun-23				Overall Performance for June 2023 to June 2023			
			Target	Target Description	Actual	R	Performance Comment	Target	Actual	R
D767	Spend the Recreation, Sport Grounds and Halls approved Capital Budget	Percentage of approved Capital Budget of the Recreation, Sport Grounds and Halls actually spent by 30 June	90%		15.60%	R	The percentage capital spend is 15,60 %	90%	15.60%	R
D768	Capital spending committed on the financial management system	Percentage Capital Budget committed by 31 March (30% by September, 60% by December and 90% by March)	0%		0%	N/A		0%	0%	N/A
D769	Submission of final bid specifications for all capital projects to the Bid Specification Committee (BSC) (2023/24)	Percentage of final bid specifications for all capital projects submitted to the BSC by 30 June (50% by 31 March 2023 and 100% by 30 June 2023 for the 2023/24 financial year)	100%		0%	R		100%	0%	R
D770	Submission of detailed procurement needs for all operational projects to the Supply Chain Management (SCM) Department	Number of quarterly detailed procurement needs submitted to SCM within 10 days before start of the quarter	1		1	G	Attached the procurement needs submitted to SCM.	1	1	G
D771	Attendance of Quarterly Occupation Health and Safety (OHS) meetings	Number of quarterly OHS meetings attended by the manager or secondee	1		1	G	See attached.	1	1	G
D772	Submission of a list of SOPs to be developed or reviewed to the Senior Manager: Community Services	Number lists of SOPs to be developed or review submitted to the Senior Manager: Community Services by 31 July	0		0	N/A		0	0	N/A
D773	Develop or Review Standard Operating Procedures (SOPs) within the Section: Recreation, Sport Grounds and Halls	Percentage of SOPs Developed or Reviewed of which must 50% must be completed by December and 100% by 30 June	100%		100%	G	Attached the approved signed SOPs.	100%	100%	G
D774	Facilitation of Sport meetings	Number of monthly Sport meetings facilitated	2		2	G	Attached the attendance registers of Sport meetings facilitated.	2	2	G
D859	Submission of the Swimming Pool policy to the Senior Manager: Community Services	Number of Swimming Pool policies submitted to the Senior Manager: Community Services by 30 June	1		1	G	Was submitted.	1	1	G
D904	Facilitation of the Annual Mayoral Youth Cup	Number of Annul Mayoral Youth Cups facilitated by 30 June	1		0	R	Due to the weather conditions the tournament could not take place.	1	0	R
D1002	Compilation of a status quo report for Sports Facilities and Community Halls	Number of Sports Facilities and Community Halls status quo reports compiled by 30 June	1		1	G	See attached.	1	1	G

### Overall Summary of Results

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	2
R	KPI Not Met	0% <= Actual/Target <= 74.999%	3
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	6
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
	<b>Total KPIs:</b>		<b>11</b>

## 11. SPORT & FACILITIES RISK MANAGEMENT

Sport and Facilities	Halls
<p>Criminals vandalises and forcefully removed council assets- this contribution to devastating the municipal operational budgets.</p> <p>Lack of adequate security remains to be a challenge.</p>	<p>Outside lighting at Halls are too weak.</p> <p>Perimeter fencing are continuously vandalised and stolen during night time.</p>

**12. COMMUNITY SERVICES HUMAN RESOURCES:**

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

SPORT AND FACILITIES	4	4	4	4	4	4						
HALLS	2	2	2	2	2	2						
PARKS	2	2	2	2	2	2						
LIBRARIES	7	7	7	7	7	7						
CEMETERIES	0	0	0	0	0	0						
WORKSHOP	1	1	1	1	1	1						
<b>TOTAL</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>26</b>	<b>26</b>	<b>36</b>	<b>36</b>	<b>35</b>	<b>35</b>	<b>35</b>
<b>EPWP STAFF</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>
ORNAMENTAL HORTICULTURE & Free2Grow	25	25	25	25	25	25						
URBAN FORESTRY & MTP	5	5	5	5	5	5						
NATURE CONSERVATION & AIP Projects	39	39	39	39	39	39						
SPORT AND FACILITIES	7	7	7	7	7	6						
HALLS	0	0	0	0	0	0						
PARKS & CEMETERIES	18	18	19	19	19	19						
WORKSHOP	0	0	0	0	0	0						
<b>TOTAL</b>	<b>94</b>	<b>94</b>	<b>95</b>	<b>95</b>	<b>95</b>	<b>94</b>						
<b>TEMPORARY + RELIEVE STAFF</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>
URBAN FORESTRY	0	0	0	0	0	0						
ORNAMENTAL HORTICULTURE	0	0	0	0	0	0						
NATURE CONSERVATION	0	0	0	0	0	0						
SPORT AND FACILITIES	7	7	7	7	0	0						

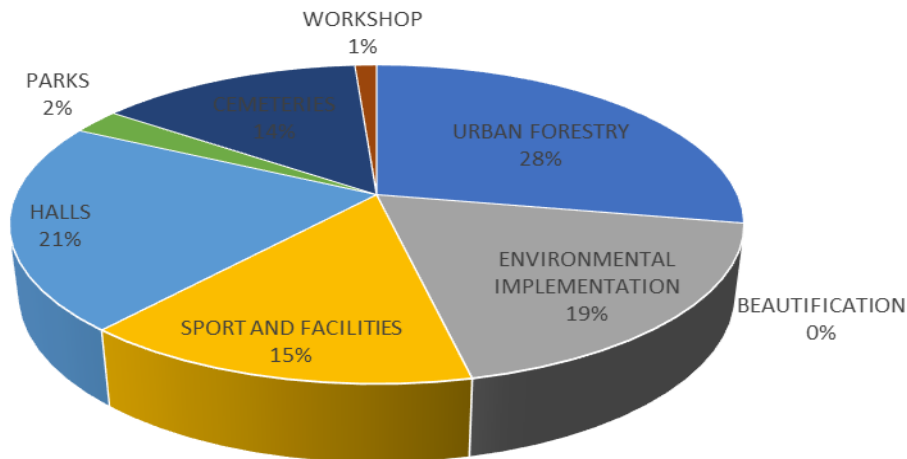
HALLS	0	0	0	0	0	0						
PARKS	0	0	0	0	0	0						
LIBRARIES	0	0	0	0	0	0						
WORKSHOP	0	0	0	0	0	0						
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>0</b>	<b>0</b>						
<b>RETIREMENTS / RESIGNATIONS</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEPT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

HALLS	0	0	0	0	0	0						
PARKS	0	0	0	0	0	0						
LIBRARIES	0	0	0	0	0	0						
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>						
<b>TRAINING</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>
URBAN FORESTRY	0	0	0	1	1	1						
ORNAMENTAL HORTICULTURE	0	0	0	3	3	3						
NATURE CONSERVATION	0	0	0	2	2	2						
SPORT AND FACILITIES	0	0	0	17	0	0						
LIBRARIES	0	0	0	0	0	0						
HALLS	0	0	0	2	2	2						
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25</b>	<b>8</b>	<b>8</b>						
<b>OVERTIME PRE-APPROVALS &amp; STANDBY</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>
URBAN FORESTRY	6	6	2	2	2	2						
BEAUTIFICATION	18	18	18	18	18	18						
NATURE CONSERVATION	9	9	9	9	9	9						
SPORT AND FACILITIES	34	34	34	34	34	34						
HALLS	12	12	12	12	12	12						
PARKS	45	45	45	45	45	45						
CEMETERIES	13	13	13	13	13	13						
LIBRARIES	0	0	0	0	0	0						
WORKSHOP	2	2	2	2	2	2						
<b>TOTAL</b>	<b>137</b>	<b>137</b>	<b>133</b>	<b>133</b>	<b>133</b>	<b>133</b>						

### 13. OVERTIME STATISTICS FOR COMMUNITY SERVICES

OVERTIME & STANDBY HOURS WORKED	JAN	FEB	MAR	APRIL	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
URBAN FORESTRY	0	0	0	1	6	439						
BEAUTIFICATION	0	544	491	419	174	0						
NATURE CONSERVATION	306	0	30	30	30	294						
SPORT AND FACILITIES	672,20	747.5	554.5	449.5	494.5	233,5						
HALLS	272	378	331	386	414.5	332,50						
PARKS	507	610	1258	1325	1270	40						
CEMETERIES	11,5	155.5	304	155	169.5	218,5						
WORKSHOP	5	38	12.5	18	36	18						
<b>TOTAL</b>	<b>1773.70</b>	<b>2473</b>	<b>2981</b>	<b>2783.5</b>	<b>2594.5</b>	<b>1575.5</b>						

Overtime Hours for June 2023



<b>7.2.2</b>	<b>MONTHLY REPORT: SPORT: JULY 2023</b>
--------------	---

**Collaborator No:** 754585

**IDP KPA Ref No:**

**Meeting Date:** 7 September 2023

**1. SUBJECT: JULY 2023 MONTHLY REPORT: SPORT**

**2. PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that were conducted by the Sports Section for July 2023.

**3. DELEGATED AUTHORITY**

Council establishes the committees and appoints the members, whilst the Executive Mayor appoints the Chairpersons. The Section 80 committees have no decision-making authority and make recommendations to the Executive Mayor on items that advice was required by the Executive Mayor.

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of the Sports Section for the month of July 2023 to the Committee for notification.

**5. RECOMMENDATION**

that the monthly reports of Sports for July 2023, be noted by the Committee.

**6. DISCUSSION / CONTENTS**

**6.2 Background**

The Sub-section specialises in maintaining sports grounds and Facilities in the WCO24.

**6.2 Discussion**

The Sport Section prepares sports fields for different teams and sporting codes varying from cricket, rugby, soccer, hockey, tennis, netball and the swimming pool. All our sports grounds combined together make 37.5 hectares. The Sport Section has 33 employees to render this service.

**6.3 Financial Implications**

There are no financial implications should the recommendations as set out in the report be accepted.

As per the approved budget.

**6.4 Legal Implications**

The recommendations in this report comply with Council's policies and all applicable legislation.



**6.5 Staff Implications**

This report has no additional staff implications to the Municipality.

**6.6 Previous / Relevant Council Resolutions**

None

**6.7 Risk Implications**

The risks are addressed through the content of the report.

**6.8 Comments from Senior Management**

No comment requested.

**6.9 Municipal Manager**

Contents noted.

**ANNEXURES**

**Annexure A:** Sport Monthly Report for July 2023.

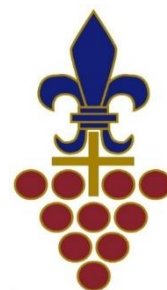
**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<b><i>Albert van der Merwe</i></b>
<b>POSITION</b>	<b><i>Manager: Community Services</i></b>
<b>DIRECTORATE</b>	<b><i>Community and Protection Services</i></b>
<b>CONTACT NUMBERS</b>	<b><i>Ext 8161</i></b>
<b>E-MAIL ADDRESS</b>	<b><i>albert.vandermerwe@stellenbosch.gov.za</i></b>
<b>REPORT DATE</b>	

**DIRECTOR: COMMUNITY AND PROTECTION SERVICES**

The contents of this report have been discussed with the Portfolio Committee Chairperson and the Councillor agrees with the recommendations.

# **ANNEXURE A**



**MONTHLY REPORT**

**JULY 2023**

SPORT SECTION

**COMMUNITY  
SERVICES**

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## **SPORTS AND FACILITIES**

### **1. GENERAL**

All sport facilities are open and fully functional.

### **2. TRAINING**

<b>Training</b>	<b>Month</b>	<b>Total attendees</b>	<b>Section</b>
None			

### **3. SPORT AND HALLS: CHALLENGES, GOOD NEWS, SPORT CODES**

All security concerns are reported to Law Enforcement as received from staff, sport councils and communities.

### **4. SPORTS FACILITIES MANAGEMENT PLAN**

Currently the User Agreements were signed by 14 sport councils. Pniel Sport Council is outstanding, they are awaiting the election of a new sport council, the SSRA undertook facilitate the process.

### **5. RECREATION FACILITIES**

Cloetesvilles Community Swimming Pool and Jonkershoek Picnic Site closed for the season.

### **6. EVENTS FOR SPORTS AND HALLS**

None.

## 7. SPORTING ACTIVITIES AT OUR FACILITIES: JULY 2023

Sports Facility	Soccer (includes: practices and matches)	Rugby (includes: practices and matches)	Cricket (includes: practices and matches)	Hockey (includes: practices and matches)	Baseball (includes: practices and matches)	Netball (includes: practices and matches)	Special events
Ida's Valley	36	2		2		2	
Cloetesville	34	5					
Kayamandi	33						
Van Der Stel	3	2					
Jamestown	18						
Raithby		1					
Kylemore	1	4					
Pniel		5					
Lanquedoc							
Wemmershoek		3					
La Motte	3	3					
Groendal	16	3					
Klapmuts	16	2					
Jonkershoek	2						
Papplaas							
De Novo	22						
Nietvoorbij	22						

**8. VANDALISM BREAK-INS AT SPORTS FACILITIES: JULY 2023**

DATE	LOCATION	COMPLAINT	FEEDBACK/COMMENT
		No break-ins or vandalism at facilities were reported.	

## 9. CAPITAL PROJECT 2022/23 FEEDBACK

Projects	Fund	Original Budget	Planned Expenditure	Actual Expenditure	Shadows (Orders)	Provisional Cost	Actuals + Shadows & Provisional	Balance R	Actual Exp %	Committed %	Universal Key (Ukey)	OV Code	Project Code
<b>Halls</b>		<b>350 000</b>	-	-	-	-	-	<b>350 000</b>	<b>0,00%</b>	<b>0,00%</b>			
Community Hall	CRR	200 000	-	-	-	-	-	200 000	0,00%	0,00%	20230621063421	OV000004000503	PC_0213
Furniture, Tools & Equipment: Halls	CRR	150 000	-	-	-	-	-	150 000	0,00%	0,00%	20220630077194	OV000004000503	PC_0214
<b>Sports Grounds and Picnic Sites</b>		<b>5 211 030</b>	-	-	-	-	-	<b>5 211 030</b>	<b>0,00%</b>	<b>0,00%</b>			
Fencing of Netball Courts	CRR	350 000	-	-	-	-	-	350 000	0,00%	0,00%	20220630077681	OV000004000201	PC_0220
Jonkershoek Picnic Site upgrades	CRR	500 000	-	-	-	-	-	500 000	0,00%	0,00%	20220630077475	OV000004000201	PC_0225
Kayamandi Sports Ground	CRR	300 000	-	-	-	-	-	300 000	0,00%	0,00%	20220630077693	OV000004000201	PC_0226
La Motte Open Air Gym	CRR	300 000	-	-	-	-	-	300 000	0,00%	0,00%	20220630077651	OV000004000201	PC_0227
Upgrade of Sport Facilities	DC-Comm	3 561 030	-	-	-	-	-	3 561 030	0,00%	0,00%	20220630077636	OV000004000201	PC_0235
Installation of cricket nets	CRR	200 000	-	-	-	-	-	200 000	0,00%	0,00%	20220630077645	OV000004000201	PC_0218
<b>TOTAL - Capital</b>		<b>504 799 865</b>	<b>16 556 784</b>	<b>14 318</b>	<b>50 191 486</b>	<b>25 074 345</b>			<b>0,00%</b>	<b>0,00%</b>			



## 10. DEPARTMENT COMMUNITY SERVICES :KEY PERFORMANCE INDICATORS

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

www.Action4u.co.za

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

Action4u.co.za

# Ignite Assist

## Stellenbosch Municipality

MAIN MENU

Shortcuts

Notifications

No reminders are awaiting your attention.

SDBIP Assist: 2023 - 2024: Actions Due within next 30 days

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

Action Dashboard

Module	Overdue	Due Today	Due within next 30 days
Individual Performance 2023/2024	0	0	0
SDBIP Assist (2019/20 - 2021/22): 2019/20	0	0	0
SDBIP Assist (2019/20 - 2021/22): 2020/21	0	0	0
SDBIP Assist (2019/20 - 2021/22): 2021/22	0	0	0

Print page

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You are currently logged in as: Joswin Paulse | Logout

14°C Mostly sunny 10:09 2023/08/08

## 11. SPORT & FACILITIES RISK MANAGEMENT

Sport and Facilities	Halls
<p data-bbox="300 363 1052 466">Criminals vandalises and forcefully removed council assets- this contribution to devastating the municipal operational budgets.</p> <p data-bbox="300 555 1048 587">Lack of adequate security remains to be a challenge.</p>	<p data-bbox="1102 363 1639 395">Outside lighting at Halls are too weak.</p> <p data-bbox="1102 434 1666 507">Perimeter fencing are continuously vandalised and stolen during night time.</p>

## 12. COMMUNITY SERVICES HUMAN RESOURCES:

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

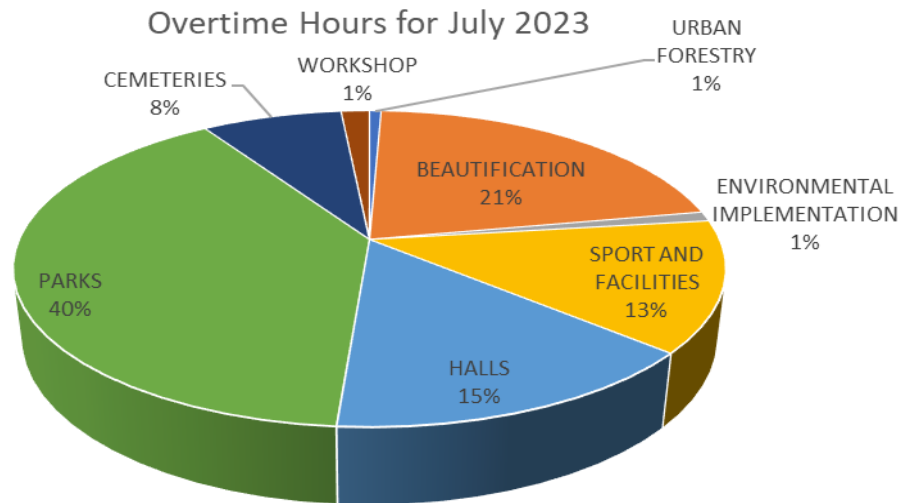
SPORT AND FACILITIES	4	4	4	4	4	4	4					
HALLS	2	2	2	2	2	2	2					
PARKS	2	2	2	2	2	2	2					
LIBRARIES	7	7	7	7	7	7	7					
CEMETERIES	0	0	0	0	0	0	0					
WORKSHOP	1	1	1	1	1	1	1					
<b>TOTAL</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>26</b>	<b>26</b>	<b>36</b>	<b>36</b>	<b>35</b>	<b>35</b>	<b>35</b>
<b>EPWP STAFF</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>
ORNAMENTAL HORTICULTURE & Free2Grow	25	25	25	25	25	25	25					
URBAN FORESTRY & MTP	5	5	5	5	5	5	5					
NATURE CONSERVATION & AIP Projects	39	39	39	39	39	39	39					
SPORT AND FACILITIES	7	7	7	7	7	6	6					
HALLS	0	0	0	0	0	0	0					
PARKS & CEMETERIES	18	18	19	19	19	19	7					
WORKSHOP	0	0	0	0	0	0	0					
<b>TOTAL</b>	<b>94</b>	<b>94</b>	<b>95</b>	<b>95</b>	<b>95</b>	<b>94</b>	<b>82</b>					
<b>TEMPORARY + RELIEVE STAFF</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>
URBAN FORESTRY	0	0	0	0	0	0	0					
ORNAMENTAL HORTICULTURE	0	0	0	0	0	0	0					
NATURE CONSERVATION	0	0	0	0	0	0	0					
SPORT AND FACILITIES	7	7	7	7	0	0	0					

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

HALLS	0	0	0	0	0	0	0					
PARKS	0	0	0	0	0	0	0					
LIBRARIES	0	0	0	0	0	0	0					
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>					
<b>TRAINING</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>
URBAN FORESTRY	0	0	0	1	1	1	1					
ORNAMENTAL HORTICULTURE	0	0	0	3	3	3	3					
NATURE CONSERVATION	0	0	0	2	2	2	2					
SPORT AND FACILITIES	0	0	0	17	0	0	0					
LIBRARIES	0	0	0	0	0	0	0					
HALLS	0	0	0	2	2	2	2					
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25</b>	<b>8</b>	<b>8</b>	<b>8</b>					
<b>OVERTIME PRE-APPROVALS &amp; STANDBY</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>
URBAN FORESTRY	6	6	2	2	2	2	2					
BEAUTIFICATION	18	18	18	18	18	18	18					
NATURE CONSERVATION	9	9	9	9	9	9	9					
SPORT AND FACILITIES	34	34	34	34	34	34	34					
HALLS	12	12	12	12	12	12	12					
PARKS	45	45	45	45	45	45	45					
CEMETERIES	13	13	13	13	13	13	13					
LIBRARIES	0	0	0	0	0	0	0					
WORKSHOP	2	2	2	2	2	2	2					
<b>TOTAL</b>	<b>137</b>	<b>137</b>	<b>133</b>	<b>133</b>	<b>133</b>	<b>133</b>	<b>133</b>					

### 13. OVERTIME STATISTICS FOR COMMUNITY SERVICES

OVERTIME & STANDBY HOURS WORKED	JAN	FEB	MAR	APRIL	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
URBAN FORESTRY	0	0	0	1	6	439	18					
BEAUTIFICATION	0	544	491	419	174	0	612					
NATURE CONSERVATION	306	0	30	30	30	294	28					
SPORT AND FACILITIES	672,20	747.5	554.5	449.5	494.5	233,5	382,5					
HALLS	272	378	331	386	414.5	332,50	424,5					
PARKS	507	610	1258	1325	1270	40	1134					
CEMETERIES	11,5	155.5	304	155	169.5	218,5	217					
WORKSHOP	5	38	12.5	18	36	18	44					
<b>TOTAL</b>	<b>1773.70</b>	<b>2473</b>	<b>2981</b>	<b>2783.5</b>	<b>2594.5</b>	<b>1575.5</b>	<b>2860</b>					



7.2.3	MONTHLY REPORT: LIBRARIES: JUNE 2023
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**Collaborator No:** 754587  
**IDP KPA Ref No:**  
**File Plan:**  
**Meeting Date:** 7 September 2023

**1. SUBJECT: MONTHLY REPORT: LIBRARIES: JUNE 2023**

**2. PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Sections: Libraries for June 2023.

**3. DELEGATED AUTHORITY**

For notification by the Portfolio committee.

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of the Sections: Libraries for the month of June 2023 to the Committee for notification.

**5. RECOMMENDATION**

that the monthly reports by the Sections: Libraries for June 2023, be noted by the Committee.

**6. DISCUSSION / CONTENTS**

**6.1 Background**

The Section: Libraries specialises in public liaison, ad hoc projects and the promotion of literature within the Greater Stellenbosch Area.

**6.2 Discussion**

The Libraries Section consists of one Manager: Library Services, and five Senior Librarians to manage this section effectively. Their main functions are to provide effective and efficient library service to clients and to promote culture of reading.

**6.3 Financial Implications**

None

**6.4 Legal Implications**

The recommendations in this report comply with Council's policies and all applicable legislation.



**6.5 Staff Implications**

This report has no additional staff implications to the Municipality.

**6.6 Previous / Relevant Council Resolutions**

None

**6.7 Risk Implications**

The risks are addressed through the content of the report.

**6.8 Comments from Senior Management**

No comment requested.

**6.9 Municipal Manager**

Contents noted.

**ANNEXURES**

Annexure A: Libraries Monthly Report for June 2023.


# **ANNEXURE A**



**MONTHLY REPORT**  
**FOR**  
**JUNE 2023**  
LIBRARY SERVICES  
**COMMUNITY**  
**SERVICES**

## MARKETING and EVENTS

### STORYTELLING

Title	Comment
<ol style="list-style-type: none"> <li>1. Story time at Cloetesville</li> <li>2. Story telling at Pniel</li> </ol>	<ol style="list-style-type: none"> <li>1. Reading with little patrons to help understand what they are reading</li> <li>2. Reading a book about acceptance – Jy is nie lelik nie, eendjie.</li> </ol>
	

## OUTREACH/EVENTS

Title	Comment
<ol style="list-style-type: none"> <li>1. Toy library training at Kayamandi</li> <li>2. Diabetes information session at Kayamandi</li> <li>3. Youth day activities (CV and IV)</li> <li>4. Holiday programme activities (CV and Pniel)</li> <li>5. Book sale</li> <li>6. Block loans at schools</li> </ol>	<ol style="list-style-type: none"> <li>1. Cotlands Toy library provided training to 14 ECD ladies attending</li> <li>2. Nomzamo Diabetic group invited 12 patrons and gave a talk about health issues</li> <li>3. Staff participated in the municipality's best dressed competition for Youth Day and distributed tea and cookies to patrons on the 15<sup>th</sup> of June to honour Youth Day. Idas Valley hosted a Youth Day event by inviting Mr. C Brooks (Youth Pastor) and St. Idas primary. The youth program was based on how to behave during the school holidays. E.g., Playing games, icebreakers, roleplay.</li> <li>4. Holiday programme at Cloetesville started first week of school holidays range of activities took place like games, colouring, wordsearch and movies. Holiday activities at Pniel included a movie day with treats like popcorn and hot chocolate provided out of own pocket by staff and arts and craft activity making masks</li> <li>5. We held a book sale with all our donated books during the year.</li> <li>6. The last trip before the school holidays for book block loans to school (Pniel primary)</li> </ol>



**DISPLAYS****Adult Displays**

Title	Comment
1. Youth month	1. 16 June is declared as National Youth Day, and usually celebrated by the youth. All around South Africa, it is celebrated, and the impact that youth play in our community.
2. Diphtheria (KM)	2. Diphtheria is a serious infection caused by strains of bacteria called <i>Corynebacterium diphtheriae</i> that make toxin. It can lead to difficulty breathing, heart rhythm problems, and even death. CDC recommends vaccines for infants, children, teens, and adults to prevent diphtheria
3. Child protection week	3. Child Protection Week takes place between 29 May and 5 June every year, to raise awareness of the rights of children.
4. Drug abuse	4. You can learn about why people use drugs and alcohol and how use of the substances can turn into an addiction. Using this information, you can teach your children to help prevent them from falling into use and addiction themselves.
5. World blood donor day	5. The event serves to raise awareness of the need for safe blood and blood products and to thank voluntary, unpaid blood donors for their life-saving gifts of blood. A blood service that gives patients access to safe blood and blood products in sufficient quantity is a key component of an effective health system. The global theme of World Blood Donor Day changes each year in recognition of the selfless individuals who donate their blood for people unknown to them.
6. Father's Day	6. Father's Day is a holiday honouring one's father, or relevant father figure, as well as fatherhood, paternal bonds, and the influence of fathers in society.
7. Mandela day outreach	7. For Mandela Day, we put up a display, for people to donate

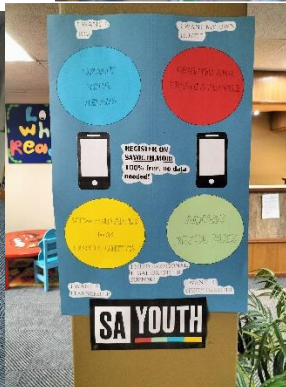
8. Human Trafficking

9. Yoga more less stress

sanitary goods, for teenager in need.

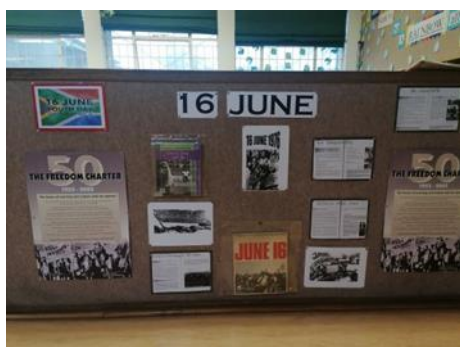
8. Human trafficking is a massive violation of human rights, as the perpetrators are holding a human being in captivity and forcing them to work against their will.

9. Yoga encourages mental and physical relaxation, which helps reduce stress and anxiety.



## Junior Displays

Title	Comment
1. Youth month	1. Following the advent of democracy in 1994, the new democratic government declared 16 June as National Youth Day and June as Youth Month.
2. Reading with Friends	2. Colourful display for young readers
3. Read	3. Colourful display enticing reading
4. World rain forest day	4. The day aims to preserve, protect and conserve the rainforest for future generations. World Rainforest Day 2023: World Rainforest Day is a global observance held annually on June 22nd. It is a day dedicated to raising awareness about the importance of rainforests and promoting efforts to protect and conserve them
5. New books – Well worth reading	5. We recently received new books, and we did a display to promote our new books.
6. Disney	6. The Walt Disney company is one of the world's leading producers and providers of entertainment and information. Children from young to old love to read these books.
7. Fairy Tales	7. Fairy tales are loved by young and old, and older people are reminded of their favourite fairy tales.
8. Its snow fun to read	8. Colourful winter children's display
9. Child protection week	9. Child Protection Week takes place between 29 May and 5 June every year, to raise awareness of the rights of children.







## BOOK REVIEWS



### OHS

Incidents and/or near misses	Reported	Status
Paving Cloetesville	19 June 2023	
Lights Cloetesville	22 June	Fixed
Two broken windows in office Idas Valley	31 March	Incomplete
Toilet covers broken in public toilets Idas Valley	8 May first report 23 May second report	Incomplete
Roof leakage Priel	14 June 2023	Inspected

### Complaints

Received	Responded	Status
None		

### Other services

Item	Total	Audience
Telephonic queries	37	Adult
Email queries	10	Adult
Research projects	4	Adult/Juvenile
New members	51	Adult/Juvenile
ICT users	631	Adult/Juvenile
Inhouse	500	Adult/Juvenile

Research Projects	Audience/Grade	Subject
Mandela	Grade 4	History
Apartheid	Grade 11	History
Gender Based Violence	Grade 9	Life orientation
Careers	Grade 9	ABET

**TRAINING**

**Total No. of Staff Trained**

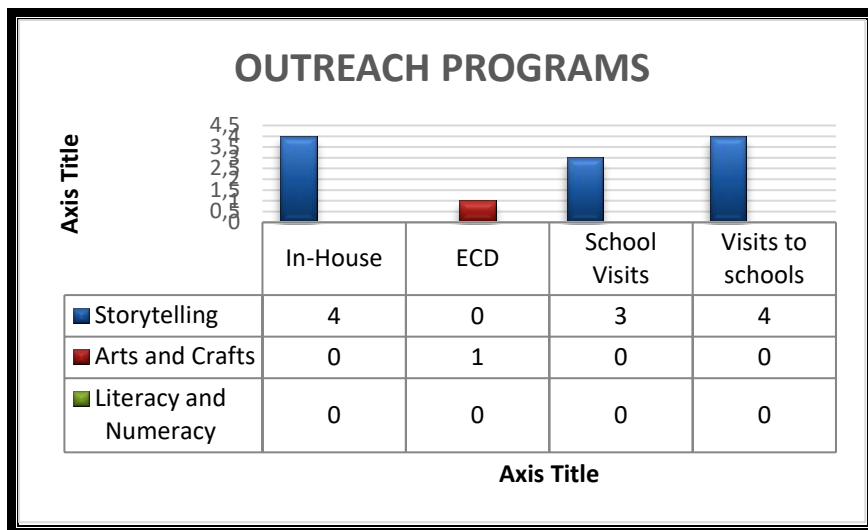
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Library	Name	Designation	Course Title	Facilitator/ Organisation
Pniel	Unine Alexander	Senior librarian	Supervisor course	Primserv

**REPORT BACK AND STATISTICS**

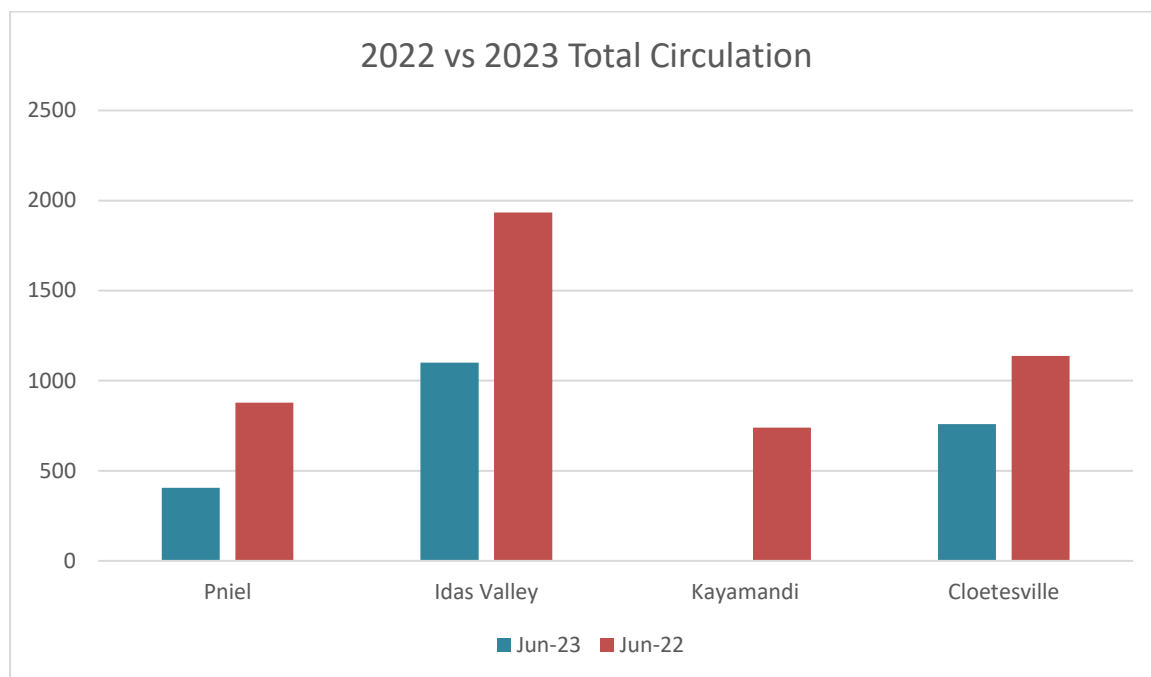
**OUTREACH AND MARKETING ACTIVITIES**



## MAINTANENCE and REPAIRS

All the below issues get sent to the central OHS meetings every quarter. Air-conditioners has been serviced once again and 2 needs replacing at Pniel library.

Issue	Date reported	Status
Leaking roof – Pniel	14.06.2023	In progress
Leaking roof - Kayamandi	14.06.2023	In progress



June saw a rise in walk-ins this month with regards to people needing copies and scans and looking for jobs. The libraries celebrated youth month by doing various activities to highlight the important day. School holidays started 23 June and libraries held holiday programmes that will be running throughout the school holidays. We are more active with outreach since we have our new Yeboneers. We also are doing different activities like literacy programs and arts and crafts. Afternoons are busy with scholars using the computers and research for school projects.

## STAFF

Name	Type of leave	Date
Bronwyn Joshua	Sick	19.06.2023
Unine Alexander	Family responsibility Sick	15.06.2023 20.06.2023
Zimbini Kalimashe	None	
Brigotte Luiters	Annual	19.06.2023
Doreen Booyesen	Annual	01 – 09.06.2023
Jacqueline Hendricks	Annual Sick Annual	09.06.2023 20.06.2023 29.06.2023
Sulinda Petersen	Annual Annual	08-09.06.2023 23.06.2023
Busisiwe Yako	Annual Annual	06.06.2023 26-30.06.2023
Reinette Olivier	Sick	07.06.2023

	Annual Sick	19-20.06.2023 23.06.2023
Babalwa Tomose	Annual	29.06.2023
Babalwa Bolitshi	Sick Annual	02.06.2023 14.06.2023
Funeka Busika	Annual	28.06.2023

## CHALLENGES

Slims is still offline. However, we have received news that things are escalating, and we may be able to use the system very soon. A big challenge for libraries now is attracting kids to the libraries for holiday programmes. The libraries are trying their best but without any type of incentive like sweets or something, it is proving very difficult. The evening in winter is very dark very quickly, winter hours were suggested but we are still awaiting feedback.

The shortage of staff, funding to repair and maintain library facilities and staff training and development with library related courses remains a huge challenge. Others challenges are the delays in procurement of items resulting in underspending of funds.

## COMMENDATIONS

Staff at the libraries must be commended for continuing to provide a library service to communities despite the Slims.

<b>LIBRARY</b>	<b>ISSUE/DESCRIPTION</b>	<b>DATE REPORTED</b>	<b>STATUS</b>	<b>SUPPORTING EVIDENCE</b>
PNIEL	Alarm not working	24.01.2023	Not resolved	ANNEXURE A
PNIEL	Roof leaking	Since 2019	Not resolved	ANNEXURE A
PNIEL	Walls water damaged	2021	Not resolved	ANNEXURE A
ALL	Airconditioning needs replacing	2022	Not resolved	ANNEXURE A
KAYAMANDI	Roof temporary fixed. Roof started to leak again in the library hall and next to the emergency exit door during the heavy rains.		Not resolved	ANNEXURE B
KAYAMANDI	The air con in the workroom trips electricity whenever is put on. Problem started after being serviced. 8 Aircons: 5 to be replaced, 3 to serviced.	2022	Not resolved	ANNEXURE B
KAYAMANDI	Drain cover next to the main door is stolen. A temporary cover is used.	22.01.2023	Not resolved	ANNEXURE B
KAYAMANDI	Tiles in the kitchen needs to be replaced		Not resolved	ANNEXURE B
KAYAMANDI	Cupboard doors in the workroom are broken		Not resolved	ANNEXURE B

KAYAMANDI	Book rack is broken, and we have no space to store the books		Not resolved	ANNEXURE B
KAYAMANDI	Emergency exit door does not open on the inside, you must open outside.		Not resolved	ANNEXURE B
KAYAMANDI	Rainwater gutter also broken		Not resolved	ANNEXURE B
KAYAMANDI	Name board (Kayamandi Public Library) need to be fixed.		Not resolved	ANNEXURE B
KAYAMANDI	Lights outside need to be fixed, its winter.		Not resolved	ANNEXURE B
IDAS VALLEY	Toilet covers broken in public toilets	08.05.2023	Not resolved	ANNEXURE C
IDAS VALLEY	2 Windows broken in office	31.03.2023	No response	ANNEXURE C
IDAS VALLEY	Plastering of ceiling in hall	25.04.2023	No response	ANNEXURE C
IDAS VALLEY	Male toilets leaking	08.05.2023 23.05.2023	No response	ANNEXURE C
CLOETESVILLE	Gutters broken or gone	27.01.2023	Not resolved	ANNEXURE D
CLOETESVILLE	Water leakage in kitchen	27.01.2023	Not resolved	ANNEXURE D
CLOETESVILLE	Broken fence	27.01.2023	Not resolved	ANNEXURE D
CLOETESVILLE	Paving stolen weekly	27.01.2023	Not resolved	ANNEXURE D
CLOETESVILLE	Gate at emergency exit in hall is broken	27.01.2023	Not resolved	ANNEXURE D
CLOETESVILLE	Toilet drainage huge hole on the outside	27.01.2023	Not resolved	ANNEXURE D
CLOETESVILLE	Drain cover stolen again Fence at the back of library is broken, public can walk through	27.01.2023	Not resolved	ANNEXURE D
CLOETESVILLE	Light at entrance of library broken and cover stolen	27.01.2023	Not resolved	ANNEXURE D
CLOETESVILLE	Roof leakage when raining	27.01.2023	Not resolved	ANNEXURE D
CLOETESVILLE	Handles in bathrooms broken	27.01.2023	Not resolved	ANNEXURE D



Figure 1 Wall paint damage



Figure 2 Rain damage



Figure 3 Wall paint damage



Figure 4 wall paint damage



Figure 5 Ceiling plaster damage



Figure 6 Rain damage

ANNEXURE B

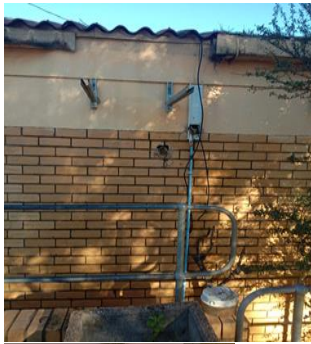


Figure 7 Aircon stolen      Figure 8 Drain cover broken      Figure 9 Toilet lid broken      Figure 10 Hole in ceiling      Figure 11  
Emergency exit door faulty      Figure 12 No drain cover

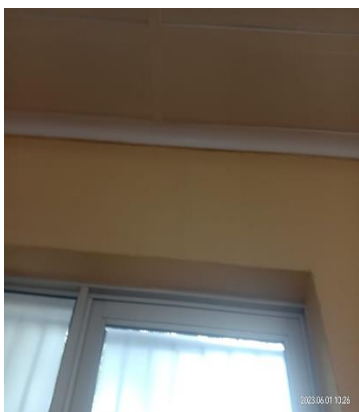


Figure 13 Roof leak      Figure 14 Ceiling water damage      Figure 15 Drain cover removed      Figure 16 Broken tiles  
Figure 17 Ceiling damage



ANNEXURE C



Figure 18 Ceiling damage

Figure 19 Leaking urinal

Figure 20 Broken toilet lids

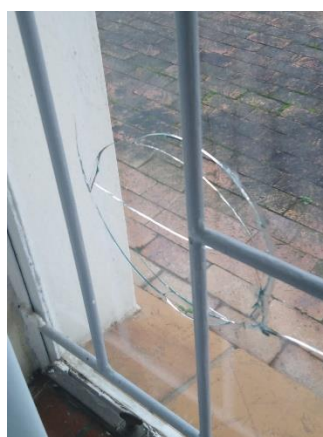


Figure 21 Broken windows

Figure 22 Broken windows

ANNEXURE D

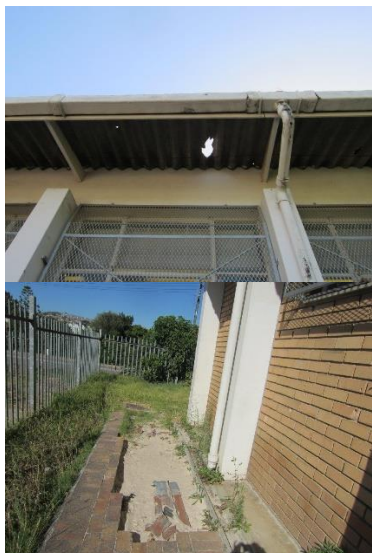


Figure 23 Broken roof

Figure 27 Broken fence

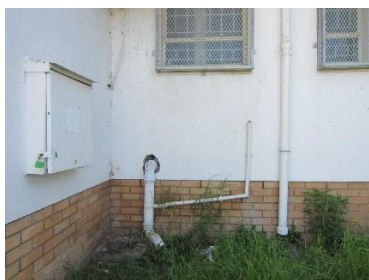


Figure 24 Broken gutters



Figure 25 Stolen bricks

Figure 26 Stolen bricks



Figure 28 Stolen bricks



Figure 29 Broken gutters



Figure 30 Broken light



Figure 31 Broken gutters

<b>7.2.4</b>	<b>MONTHLY REPORT: LIBRARIES: JULY 2023</b>
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**Collaborator No:** 754590  
**IDP KPA Ref No:**  
**File Plan:**  
**Meeting Date:** 7 September 2023

**1. SUBJECT: MONTHLY REPORT: LIBRARIES: JULY 2023**

**2. PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that was conducted by the Sections: Libraries for July 2023.

**3. DELEGATED AUTHORITY**

For notification by the Portfolio committee.

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of the Sections: Libraries for the month of July 2023 to the Committee for notification.

**5. RECOMMENDATION**

that the monthly reports by the Sections: Libraries for July 2023, be noted by the Committee.

**6. DISCUSSION / CONTENTS**

**6.1 Background**

The Section: Libraries specialises in public liaison, ad hoc projects and the promotion of literature within the Greater Stellenbosch Area.

**6.2 Discussion**

The Libraries Section consists of one Manager: Library Services, and five Senior Librarians to manage this section effectively. Their main functions are to provide effective and efficient library service to clients and to promote culture of reading.

**6.3 Financial Implications**

None

**6.4 Legal Implications**

The recommendations in this report comply with Council's policies and all applicable legislation.

**6.5 Staff Implications**

This report has no additional staff implications to the Municipality.

**6.6 Previous / Relevant Council Resolutions**

None

**6.7 Risk Implications**

The risks are addressed through the content of the report.

**6.8 Comments from Senior Management**

No comment requested.

**6.9 Municipal Manager**

Contents noted.

**ANNEXURES**

Annexure A: Libraries Monthly Report for July 2023.

# **ANNEXURE A**



**MONTHLY REPORT**

**FOR**

**JULY 2023**

**LIBRARY SERVICES**

**COMMUNITY**

**SERVICES**

## Other services

Item	Total	Audience
Telephonic queries	45	Adult
Email queries	3	-
Research projects	15	Youth
New members	175	Adult/Youth
ICT users	5250	Adult/Youth
Inhouse	8000	Adult/Youth

## Maintenance and Repairs

All library repairs and maintenance issues are reported at the departmental and quarterly combined OHS quarterly meetings. For the last two financial years libraries have not received sufficient funding to maintain and repair buildings and equipment. Last financial year the total sum of the maintenance budget was R 198.00 and this financial year the section has received R200.00 rand for all ten libraries maintenance and repairs most of which are structural.

## Library Partnerships

Partnerships	Purpose
<b>Franschhoek Rotary Club</b>	Training and Library Development
<b>SCORE NOG</b>	Outreach Library Programs
<b>Sinothando Community Choir</b>	Library Outreach, Entertainment and Recreation activities
<b>Inceba Trust Foundation,</b>	ECD Training on Nutritional information, Literacy programs, Storytelling and general ECD matters.
<b>Year Beyond Community Chest</b>	Provision of Reading and ICT champions
<b>Vlottenberg Primary School</b>	Promotion of Literacy and numeracy
<b>Dalibuhle Primary School</b>	Groendal Library offering Basic computer skills to Grade 7 learners weekly

## Challenges

One of the main challenges this month was at Pniel, the library assistant was on long leave which meant the senior librarian had to fulfil those duties as well as senior librarian duties which proved difficult. The matter of Slims still being offline is addressed daily, and we have been allowed to load the patrons that were added since June 2022. We are hoping Slims will be back online soon. A big challenge for libraries now is attracting Children back into the library for holiday programmes.

**DISPLAYS**

In the month of July, we had an array of informative displays that aimed to enrich our community. We focused on diverse topics, including "Caring for Your Cat," "The Importance of Growing Vegetables," "Men and Women Sterilization," and "Age in Action."

**Ida's Valley**

<p><b>Caring for your pet</b></p>	
<p>One of our primary objectives was to instill a sense of responsibility and compassion in children towards their pets. Through the "Caring for Your Cat" display, we emphasized the positive impact pets can have on a child's life. Not only do they help alleviate loneliness, but they also offer comfort and contribute to a child's emotional growth and well-being. Additionally, we highlighted how pets can provide valuable companionship for older adults.</p>	
<p><b>Vegetables – Food security</b></p>	
<p>During school holidays, we took the opportunity to showcase the benefits of consuming vegetables to those who might not be fond of them. Our "Importance of Growing Vegetables" display underscored how vegetables are rich sources of essential vitamins, minerals, and nutrients that support a healthy immune system, ultimately reducing the occurrence of illnesses. Encouraging parents to grow vegetables at home allowed children to have a hands-on experience with these nutritious foods.</p>	
<p><b>Sterilization</b></p>	
<p>Furthermore, we recognized the need to educate our community about sterilization. We observed that female sterilization was more common than male sterilization, and we wanted to address any misconceptions and concerns. By</p>	



inviting questions and open discussions, we aimed to clarify the procedure's safety and benefits.



### Age in action

Lastly, we dedicated a segment of our awareness efforts to our beloved grandparents. The "Age in Action" display was designed to in still a positive outlook on aging. We encouraged our grandparents to embrace life to the fullest, emphasizing that age is merely a number. Promoting a healthy lifestyle was integral to our message, as it leads to longevity and a more fulfilling existence



Overall, these displays were crafted to foster a caring, well-informed community that values the well-being of all its members. By sharing knowledge and promoting understanding, we hope to contribute positively to the lives of those we serve.

### Cloetesville Library display Report July 2023

Title	Description	Age Group
Nelson Mandela Day	Celebrating and raising awareness of International Mandela Day on 18 July 2023 could	Adults
Read and grow	Display of educational books which teach children the alphabet	Children
Gebed vir Kinders	A display of prayer books for children with different kinds of prayers	Children
Malala Yousefzai	Celebrating the birthday of Malala Yousefzai 12 July. Raising awareness of her fight for educational rights for the female children in Afghanistan and across the world	Children and Adolescents

Nelson Mandela Day	Celebrating and raising awareness of International Mandela Day 18 July 2023	All
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### Pniel Library displays

Title	Comment
Mandela Day (18 July)	Nelson Mandela International Day (or Mandela Day) is an annual international day in honour of Nelson Mandela, celebrated each year on 18 July, Mandela's birthday. Mandela Day is a global call to action that celebrates the idea that everyone has the power to transform the world, the ability to make an impact.
National Sterilization week (23-27 July)	The reason for Sterilization week is to provide information, education and support about sterilization and sterilization services to women and men who do not want any more children
Hot reads for Cold nights	Chilly display on the benefits of snuggling with a steamy book in this icy cold weather the Western Cape is currently experiencing.
Corporate wellness week (4-8 July)	The first week of July is Corporate Wellness Week - an opportunity to raise awareness of the need to create a healthy work environment.
Human trafficking	30 July is United Nations World Day against Trafficking in Persons, established to raise awareness of the plight of human trafficking victims, and promote and protect their rights.

International Moon Day (20 July)

International Moon Day is celebrated on July 20 every year to mark the anniversary of the day when humans first landed on the Moon as part of NASA's Apollo 11 mission. Astronauts Neil Armstrong and Buzz Aldrin landed on the Moon in a location that they then named Tranquility Base, on July 20, 1969.

World Chess Day (20 July)

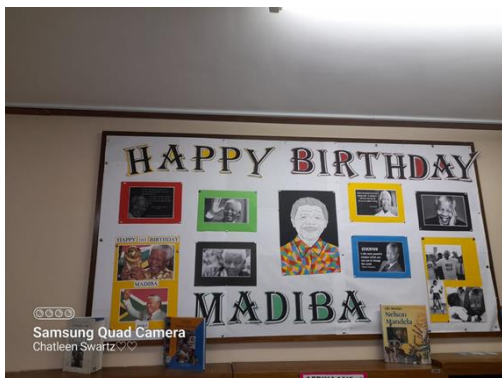
International Chess Day is celebrated annually on 20 July, the day the International Chess Federation was founded, in 1924. The idea to celebrate this day as the international chess day was proposed by UNESCO, and it has been celebrated as such since 1966, after it was established by FIDE

Reading in Winter

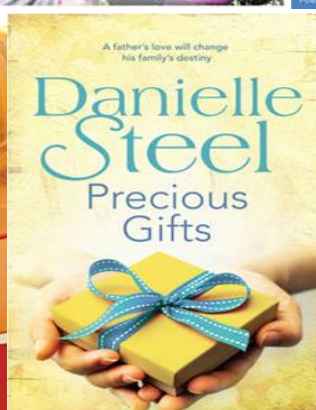
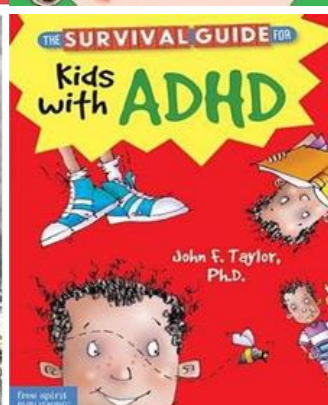
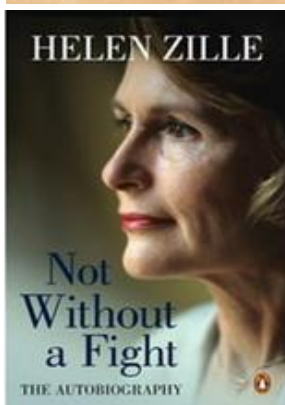
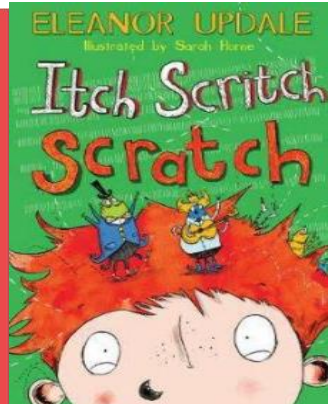
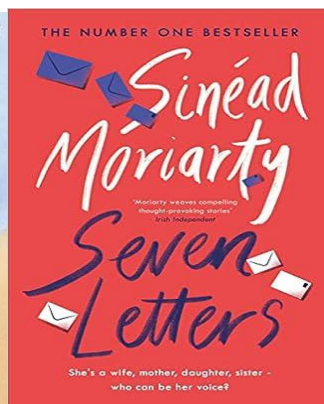
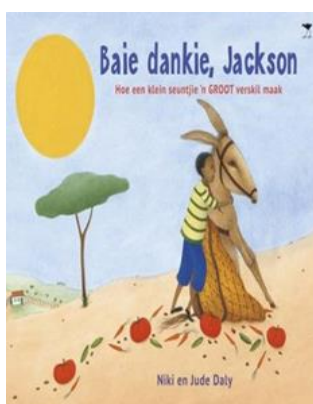
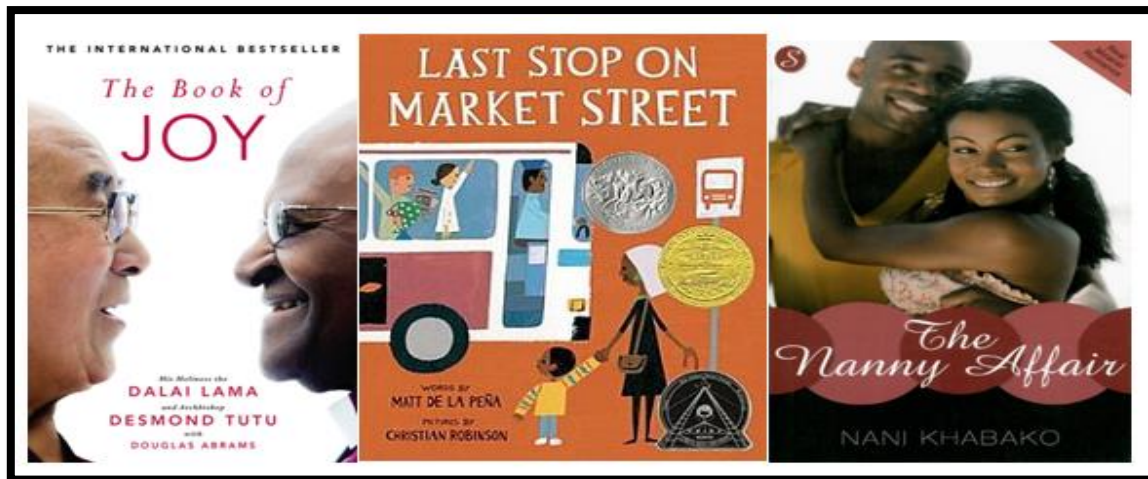
To promote the culture of reading and literacy.



**Franschoek Library displays**



BOOK REVIEWS



## OUTREACH PROGRAMS

### Cloetesville Library

Activity	Description	Age Group	No of participants
Nelson Mandela Day	<p>On the 18 July we celebrated International Mandela Day. In the morning we partnered with the Aan-Het-Pad Clinic in Cloetesville and provided the public with sandwiches and a warm cup of coffee/tea. The clinic provided the coffee, and the library staff made the sandwiches. Ingredients were bought by the library staff for the sandwiches. We served 100 sandwiches and more than 100 cups of coffee/tea that day. The public were so thankful for the sandwiches and warm drink they could not stop thanking us enough.</p> <p>In the afternoon we visited the Home from Home foster care home and handed over 10 party packs and colour in books. We promoted the library services to the foster mother and children. They were very excited and promised to join the library to make use of our services.</p>	Adults	110
Creche Visit and Storytelling	<p>On the 26 July the Little Builders Creche visited the library for storytelling. We read 3 stories with an animal theme. Sakkie Slakkie en ander stories, the pop-up rumble in the jungle and Wat is jy? 'n wipboek vol verassings. We had the session in the library and the children enjoyed the stories. There was lots of interaction from the children, asking questions, engaging with the stories and the staff and having overall fun.</p>	Children	19
Reading group and homework support	<p>On the 24 July, the Yeboneer Siyasanga Mhleka, started a reading group with children between the ages of 8 – 11 years old. He assisted them with reading. Each one would take a book and read aloud in the group. He helped them if they struggled and taught them various</p>	8 – 11 years	9

techniques to remember words and sounds. After the reading he would assist them with their homework. This is a daily afterschool programme, but all the children did not attend regularly.



## Pniel Library

Title	Comment
Storytelling in the library	<p>Boschendal Creche visited the library and listened to story Moomin tells about families</p> <p>The 4–5-year-olds of Boschendal crèche visited the library and a story was read to them about caring about all people.</p>
<p>Holiday programme at Pniel library</p> <p>Book tasting</p> <p>Mandela day Soup and a free book</p> <p>Indigenous games at Kayamandi Library during school holidays and craft</p> <p>National Sea Rescue (Revan Kennedy)</p>	<p>As part of the holiday programme, Pniel library partnered with Fire department and Traffic department to give children interactive lesson on fire and road safety.</p> <p>The library hosted a book tasting, where children could have a “taste” of the books, like chocolate for a chocolate themed book and many more.</p> <p>On Mandela day, the library staff used their own resources to provide free soup and a book to its patrons and all were welcomed in a wet rainy day the hot soup was well appreciated.</p> <p>Children were taught about safety measures at the sea.</p>





### Groendal Library

1. Groendal library visited Franschhoek old age home (Fleur De Lisa) and circulated books 13 old age home members. The visits are taking place every second week of the month.
2. Five Preschools have visited the library for the month of June and two of the schools are subscribed to our book block loans. We have also registered local book club from La Motte that consist of 12 members.
3. The book club visits the library every week to take out books.
4. The Franschhoek Rotary Club since June 2023 is offering basic ICT training to Yeboneers and library staff.

### Program – Mandela Day (18 July 2023) Activities

In partnership with SCORE NGO, we engaged in a successful Mandela day awareness program. The day was divided into two phases; The storytelling phase which read stories to twenty-nine preschools in the Franschhoek area.

The second phase was focusing on elderly playing indigenous games. The library staff participated in all 12 games such mini soccer, skipping rope, beading, netball, rolling poles, upuca, Black toti etc.





**Ida's Valley Library**

**Mandela day**



Mandela day, observed annually on July 18<sup>th</sup>, this year it revolves around the theme "It is in your hands", wherein we come together to celebrate and extend our support to those less fortunate. This year, we collaborated with Noah Old Age Home, and as a compassionate community, we handcrafted over one hundred socks for women, men, and children. Additionally, our generous patrons contributed baby clothes donations, which were all dedicated to the Stellenbosch Public Hospital.

### Tea with community workers



In a gesture of inclusivity and kindness, we extended an invitation to the street community, inviting them to join us for a warm gathering over coffee and cakes. This served as a heart-warming moment of connection and solidarity, reminding us of the importance of compassion and understanding in our society

### Noah old age home



As a token of our appreciation and in acknowledgement of our partnership, we have also presented thoughtful gifts to the elderly residents at the old age home.

### Voltenberg Primary School new mini library visit



We are delighted to share that we have established a partnership with Voltenberg Primary School. As part of our collaboration, the school has recently inaugurated a mini library within one of their classrooms. We had the honor of providing valuable input for this initiative, and in addition, we contributed by donating essential items such as sanitary pads, towels, and soaps to support the well-being of the children.

### Jamestown Library

Jamestown Library visited the Following Creches: Sonstraaltjies and Little Digits Creche and circulated one hundred books for creches in the month of July. The library is not limited to only the two above mentioned schools however the focus for the month was directed to these schools in making sure they also perform well as well in literacy development and reading.



**Mandela Day Event: 18 July 2023**

1. Appreciating the Elderly of Jamestown Community with a Coffee and Snack on the day for always supporting the library and its services.
2. Bestowing thanks on JAMESTOWN CLINIC STAFF for all that they do daily within Jamestown Community, saving lives and making sure that our communities are leaving a healthier lifestyle.

### **Plein Street Library**

- Plein street library visits the 9 Retirement Villages. Staff pre-pack books and eighty participants benefit from this service.
- Lynedoch Community School visits the library every second week for the whole week (Monday - Friday), where the pupils choose their preferred books. -80 Children
- Delicium Private School visits the library every second week for the whole week (Monday to Friday), where the pupils choose their preferred books - 170  
Children visited the library in July.
- Devonvalley Primary School Gr 3 visits the library 25 July 2023 -26 children  
Orientation, Storytelling
- Housebound books delivery – Prepacks books to five patrons
- Marketing of the EBooks Libby/ Override- Display and interaction with patrons – increase Libby users.

### **Program – Mandela Day (18 July 2023) Activities**

Cups of soup and bread were given to library patrons who visited the library on Mandela day in given back to the library community.

Plein Street also visited the Delicium Private School Grade 2 learners Activity: Storytelling, the book titled “You are one” by Refiloe Moahlohi was used for the storytelling.

Plein Street visited Graceland Pre School, Devon valley

Activity: Colouring, you are amazing just the way you are colouring sheets.

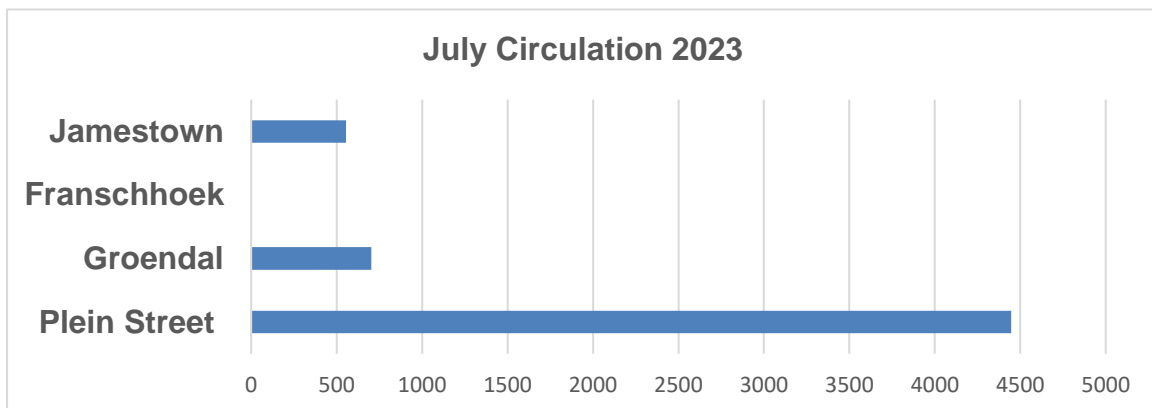
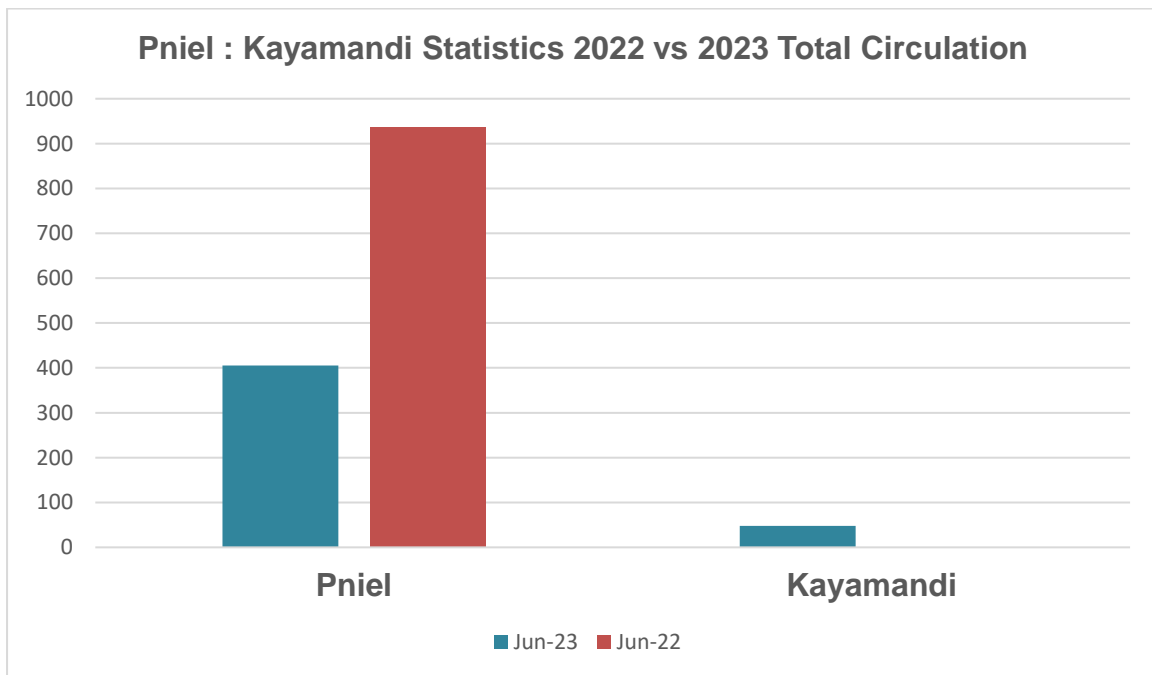
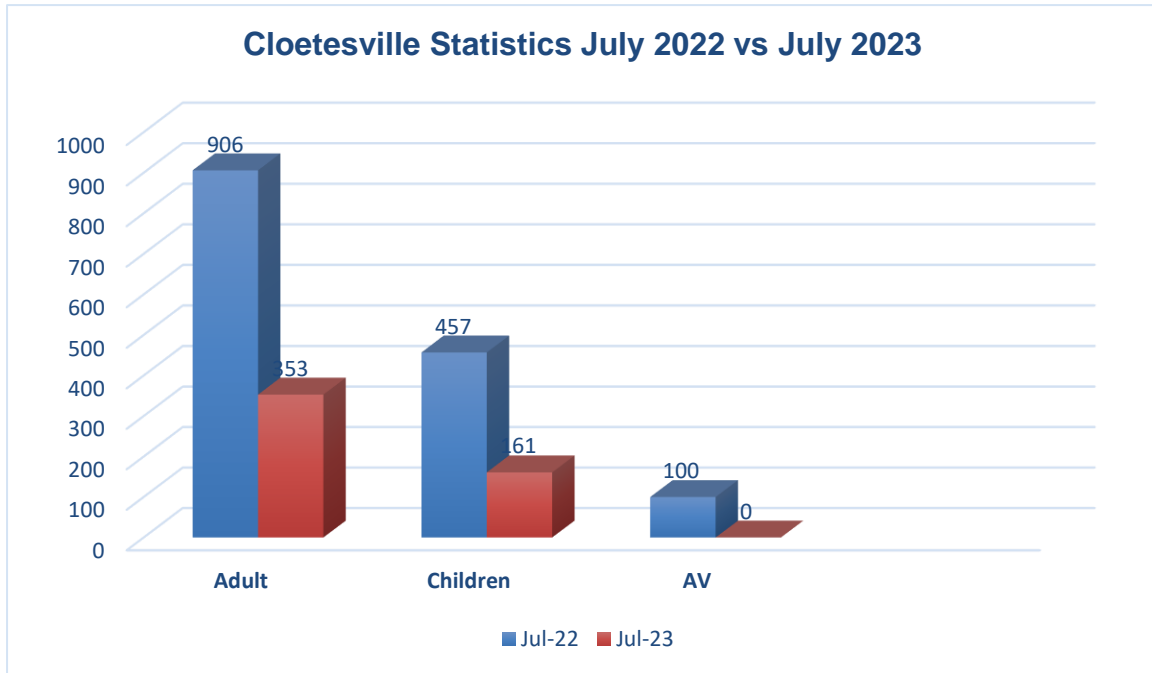
Finally, they closed their day by Colouring the Madiba's Shirt Nelson Mandela.





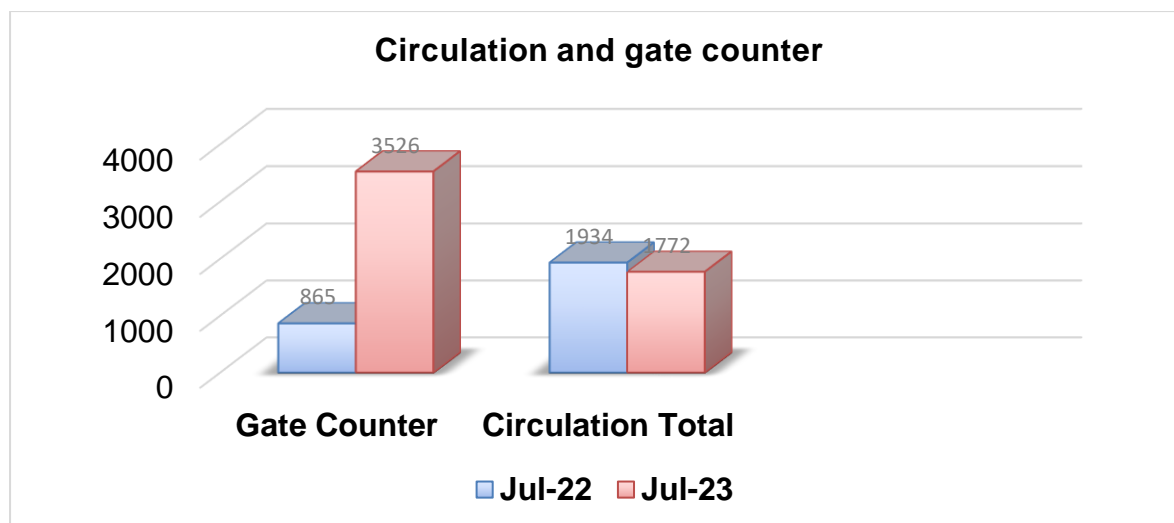


**Circulation Statistics**





## GATE COUNTER AND CIRCULATION



Research Projects	Audience/Grade	Subject
Biographies	Grade 4	Afrikaans
Fossil fuels	Grade 6	Social Science

### Analysis of Statistics

2022 was a much better year for libraries and circulation of resources. Compared to July 2022, there has been a marked decrease in circulation figures.

The decrease in circulation numbers can be attributed to the library's decision to stop issuing more books to patrons because of SLIMS. If we analyse the gate counter data, it appears evident that our book circulation would have been higher compared to July 2022.

### Various factors have contributed to this decline in “feet into the Libraries”

- Cloetesville library was closed for an upgrade between 04 – 17 July 2023.
- The Slims database crash, resulted in reducing the number of library items Patrons were allowed to borrow i.e. 2 items per child and 3 items per adult.
- There has been a marked increase in gang related violence around the Cloetesville library with patrons being robbed of cellphones and other valuables. This has had an impact on the number of patrons visiting the library.
- Load shedding also has a huge impact on the circulation of library material as people do not want to come to the library during load shedding. Especially in the evenings when we have load shedding.
- The delivery of newspapers to libraries began again on 25 July. Many Patrons would come in to the library to read the newspapers and then borrow books as well however with the unavailability of newspapers many patrons did not come in to borrow other resources as well.
- Closure of libraries manned by One staff member only.
- Staff vacancies are the biggest contributing factor contributing to the provision of an efficient library service to communities who desperately need it

AGENDA

SPORTS, YOUTH AND CULTURE  
COMMITTEE MEETING2023-09-07

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

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

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