



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

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

2020-02-03

**NOTICE OF A
YOUTH, SPORT AND CULTURE
COMMITTEE MEETING
THURSDAY: 2020-02-06 AT 10:00**

TO Cllr MM Pietersen [Chairperson]

COUNCILLORS R Du Toit (Ms)
DA Hendrickse
N Sinkinya (Ms)
E Vermeulen (Ms)

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

Notice is hereby given that a Youth, Sport and Culture Committee meeting will be held in the Council Chamber, Town House, Plein Street, Stellenbosch on **Thursday, 2020-02-06 at 10:00** to consider the attached Agenda.

**CLLR MM PIETERSEN
CHAIRPERSON**

A G E N D A
YOUTH, SPORT AND CULTURE
COMMITTEE MEETING
2020-02-06
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	NONE	
8.	CONSIDERATION OF URGENT MATTERS	
9.	MATTERS TO BE CONSIDERED IN-COMMITTEE	
	NONE	

1.	OPENING AND WELCOME
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2.1	COMMUNICATION BY THE CHAIRPERSON	(3/4/3/6)
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2.2	DISCLOSURE OF INTERESTS	(3/6/2/2)
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3.	APPLICATION FOR LEAVE OF ABSENCE
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4.1	CONFIRMATION OF THE MINUTES	(3/4/3/5/2/4)
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The minutes of the Youth, Sports and Culture Committee Meeting held on 2019-11-07 is attached as **APPENDIX 1**.

FOR CONFIRMATION

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

APPENDIX 1



STELLENBOSCH
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MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

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

2019-11-07

MINUTES

**YOUTH, SPORTS AND CULTURE
COMMITTEE MEETING**

2019-11-07 AT 10:00

YOUTH, SPORT AND CULTURE

COMMITTEE MEETING

2019-11-07

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

PRESENT Cllr MM Pietersen [Chairperson]

COUNCILLORS N Sinkinya (Ms)
E Vermeulen (Ms)

Also Present Cllr XL Mdemka (Ms)

OFFICIALS Acting Director: Community & Protection Services (A vd Merwe)
Manager: Sport, Recreation & Halls (G Abrahams)
Senior Admin Officer (Ms T Samuels)
Interpreter (J Tyatyeka)

1.	OPENING AND WELCOME
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The Chairperson, Cllr MM Pietersen welcomed all present at the meeting of the Youth, Sport and Culture Committee.

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

2.2	DISCLOSURE OF INTERESTS	(3/6/2/2)
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NONE

3.	APPLICATION FOR LEAVE OF ABSENCE
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3.1 The following applications for leave of absence were approved in terms of the Rules of Order By-law of Council:-

Cllr DA Hendrickse - 7 November 2019

3.2 ABSENT:

Cllr R du Toit (Ms)

4.1	CONFIRMATION OF THE MINUTES	(3/4/3/5/2/4)
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The minutes of the Youth, Sports and Culture Committee Meeting held on 2019-10-03 is attached as **APPENDIX 1**.

FOR CONFIRMATION

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

MINUTES

YOUTH, SPORTS AND CULTURE
COMMITTEE MEETING

2019-11-07

5.	YOUTH, SPORT AND CULTURE: [PC: CLLR MM PIETERSEN]
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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: SPORT: AUGUST 2019
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Collaborator No: 664778

IDP KPA Ref No:

Meeting Date: 7 November 2019

1. SUBJECT: AUGUST 2019 MONTHLY REPORT: SPORT

2. PURPOSE

To notify the Committee of the monthly activities (**ANNEXURE A**) that were conducted by the Sports Section for August 2019.

3. DELEGATED AUTHORITY

For notification by the Portfolio Committee

4. EXECUTIVE SUMMARY

To present the monthly activity report of the Sports Section for the month of August 2019 to the Committee for notification.

YOUTH, SPORTS AND CULTURE COMMITTEE MEETING: 2019-11-07: ITEM 5.2.1

NOTED

the monthly reports of Sports for August 2019.

FOR FURTHER DETAILS CONTACT:

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

5.2.2	MONTHLY REPORT: SPORT: SEPTEMBER 2019
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Collaborator No: 665682

IDP KPA Ref No:

Meeting Date: 7 November 2019

1. **SUBJECT: SEPTEMBER 2019 MONTHLY REPORT: SPORT**

2. **PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that were conducted by the Sports Section for September 2019.

3. **DELEGATED AUTHORITY**

For notification by the Portfolio Committee

4. **EXECUTIVE SUMMARY**

To present the monthly activity report of the Sports Section for the month of September 2019 to the Committee for notification.

YOUTH, SPORTS AND CULTURE COMMITTEE MEETING: 2019-11-07: ITEM 5.2.2

NOTED

the monthly reports of Sports for September 2019.

FOR FURTHER DETAILS CONTACT:

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

5.2.3	MONTHLY REPORT: HALLS: AUGUST 2019
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Collaborator No: 664780

IDP KPA Ref No:

Meeting Date: 7 November 2019

1. **SUBJECT: AUGUST 2019 MONTHLY REPORT: HALLS**

2. **PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that were conducted by the Section: Halls for August 2019.

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 August 2019 to the Committee for notification.

YOUTH, SPORTS AND CULTURE COMMITTEE MEETING: 2019-11-07: ITEM 5.2.3

NOTED

the monthly reports of Halls for August 2019.

FOR FURTHER DETAILS CONTACT:

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

MINUTES

**YOUTH, SPORTS AND CULTURE
COMMITTEE MEETING**

2019-11-07

5.2.4	MONTHLY REPORT: HALLS: SEPTEMBER 2019
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Collaborator No: 665688

IDP KPA Ref No:

Meeting Date: 7 November 2019

1. SUBJECT: SEPTEMBER 2019 MONTHLY REPORT: HALLS

2. PURPOSE

To notify the Committee of the monthly activities (**ANNEXURE A**) that were conducted by the Section: Halls for September 2019.

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 September 2019 to the Committee for notification.

YOUTH, SPORTS AND CULTURE COMMITTEE MEETING: 2019-11-07: ITEM 5.2.4

NOTED

the monthly reports of Halls for September 2019.

FOR FURTHER DETAILS CONTACT:

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

6.	REPORTS SUBMITTED BY THE MUNICIPAL MANAGER
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NONE

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

8.	URGENT MATTERS
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NONE

9.	MATTERS TO BE CONSIDERED IN-COMMITTEE
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NONE

The meeting adjourned at 14:10.

CHAIRPERSON:

DATE:

Confirmed on **with/without amendments.**

5.	YOUTH, SPORT AND CULTURE: [PC: CLLR MM PIETERSEN]
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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: SPORT: OCTOBER 2019
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Collaborator No: 671565

IDP KPA Ref No:

Meeting Date: 6 February 2019

1. SUBJECT: OCTOBER 2019 MONTHLY REPORT: SPORT

2. PURPOSE

To notify the Committee of the monthly activities (**ANNEXURE A**) that were conducted by the Sports Section for October 2019.

3. DELEGATED AUTHORITY

For notification by the Portfolio Committee

4. EXECUTIVE SUMMARY

To present the monthly activity report of the Sports Section for the month of October 2019 to the Committee for notification.

5. RECOMMENDATIONS

that the monthly reports of Sports for October 2019, 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

We prepare 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 make 37.5 hectares. We have 33 employees to render this service.

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

None

6.6 Previous / Relevant Council Resolutions

None

6.7 Risk Implications

None

6.8 Comments from Senior Management**6.8.1 Director: Infrastructure Services**

None required

6.8.2 Director: Planning and Economic Development

None required

6.8.3 Director: Community and Protection Services

None required

6.8.4 Director: Corporate Services

None required

6.8.5 Director Human Settlements and Property Management

None required

6.8.6 Chief Financial Officer

None required

6.8.7 Municipal Manager

None required

ANNEXURES

Annexure A: Sport Monthly Report for October 2019.

FOR FURTHER DETAILS CONTACT:

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

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:
OCTOBER
2019**

Sport Department:
Community Services

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SPORTS AND FACILITIES

1. GENERAL:

- The Water Restrictions level has been relaxed in the Greater Stellenbosch to Level 3 B, but the conservation approach thereof will still be unchanged.
Security and vandalism issues remain a major problem at the Swimming Pool and most of our sport facilities and incident reporting to Law Enforcement takes place after each incident.

2. TRAINING:

- No training for the month of October 2019.

3. SPORT: (CHALLENGES, GOOD NEWS, SPORT CODES)

- The quality and effectiveness of security services at the various Sport Grounds remains a problem – all incidents are reported to Law Enforcement.

4. SPORTS FACILITIES MANAGEMENT PLAN:

- All Sport Councils will receive a new lease for 6 months.
- Workshops will be held with Sport Councils and relevant stakeholders on reviewing and or creating a new Sport Facilities Management Plan and Sport Policy Framework. These workshops are scheduled for November 2019.
- An item on progress on Van Der Stel matters as determined by the Council Resolutions will be submitted to Council in October 2019.

5. EVENTS

- No events for the month of October 2019.

6. VANDALISM AND BREAK-INS AT SPORTS FACILITIES: OCTOBER 2019

DATE	SPORT FIELD	COMPLAINT	FEEDBACK/COMMENT
21/10/2019	Cloetesville	<ul style="list-style-type: none">• New fence were stolen at Cloetesville.	<ul style="list-style-type: none">• Reported to Law Enforcement.
28/10/2019	Jamestown	<ul style="list-style-type: none">• New fence around caretaker house were stolen.	<ul style="list-style-type: none">• Reported to Law Enforcement.

7. CAPITAL PROJECT 2018/19 FEEDBACK

Projects	Fund	Original Budget	Amended Budget	Planned Expenditure	Actual Expenditure	Shadows (Orders)	Provisional Cost	Actuals + Shadows & Provisional	Balance R	Actual Exp %	Universal Key (Ukey)	CP3 ID
Recreation, Sports Grounds & Halls		9 780 000	11 822 545	4 681 665	42 004	1 907 482	-	1 949 485	9 873 060	0.36%		
Borehole: Rural Sportsgrounds	CRR	550 000	550 000	45 833	-	-	-	-	550 000	0.00%	20190703005749	2972221
Building of Clubhouse & Ablution Facilities: Lanquedoc Sports grounds	CRR	-	599 349	100 000	-	521 173	-	521 173	78 176	0.00%	20190829043056	2972230
Fencing: Sport Grounds (WC024)	CRR	1 000 000	1 000 000	283 333	-	257 065	-	257 065	742 935	0.00%	20190703005431	2979104
Furniture, Tools and Equipment	CRR	250 000	250 000	170 833	2 499	80 930	-	83 429	166 571	1.00%	20190703005608	2979123
Furniture, Tools and equipment	CRR	100 000	100 000	58 333	20 005	5 027	-	25 032	74 968	20.00%	20190703005506	2972242
Recreational Equipment Sport	CRR	80 000	80 000	56 667	-	-	-	-	80 000	0.00%	20190703005413	2972224
Sight Screens/Pitch Covers Sports Grounds	CRR	200 000	200 000	-	-	48 800	-	48 800	151 200	0.00%	20190703005713	2975754
Skate Board Park	CRR	-	426 087	100 000	-	-	-	-	426 087	0.00%	20190829043059	2973497
Sport: Community Services Special Equipment	CRR	200 000	200 000	200 000	19 500	120 220	-	139 720	60 280	9.75%	20190703005419	2972205
Upgrade of Sport Facilities	IUDG	4 000 000	4 000 000	533 333	-	-	-	-	4 000 000	0.00%	20190703005728	2972227
Upgrade of Sport Facilities	CRR	-	515 212	250 000	-	344 389	-	344 389	170 823	0.00%	20190829043062	2972227
Upgrade of swimming pool	CRR	2 000 000	2 000 000	1 716 667	-	-	-	-	2 000 000	0.00%	20190703005668	2973304
Upgrading of Lanquedoc Sports Grounds	CRR	600 000	600 000	600 000	-	529 878	-	529 878	70 122	0.00%	20190703005428	2979110
Upgrading of Tennis Courts: Idas Valley & Cloetesville	CRR	550 000	550 000	295 833	-	-	-	-	550 000	0.00%	20190703005731	2972231
Vehicle Fleet	CRR	250 000	751 897	270 833	-	-	-	-	751 897	0.00%	20190703005059	2972241
TOTAL - Capital		558 276 528	613 274 958	252 245 652	140 191 304	119 449 394	48 482 546			22.86%		

**8. DEPARTMENT COMMUNITY SERVICES
KEY PERFORMANCE INDICATORS**

9. SPORT AND FACILITIES FIELD PREPARATION FIXTURE SUMMARY

Sporting Code	July 19	August 19	September 19	October 19
Raithby				
Rugby	2	1		
Cricket				1
Netball				
Athletics				
Special events				
Other				
Jamestown				
Soccer	21	8	7	
Rugby				
Cricket (Vlakkie)				
Athletics				
Special events				
Other				
Van der Stel				
Soccer	7		3	
Rugby	3	4	1	
Cricket				4
Netball				
Tennis				
Hockey				
Baseball				
Athletics				
Special events				
Other				
Kayamandi				
Soccer	25	6	6	4
Rugby				
Netball				
Athletics				
Special events				
Other				
Cloetesville				
Soccer	56	22	20	3
Rugby	3	5	1	
Cricket				6
Netball				
Athletics				
Other		School Derby		
Ida's Valley				
Soccer	29	7	7	2
Rugby	1		1	

Cricket				6
Netball				
Tennis				
Hockey	1	1		
Athletics				
Special events				
Other				
Kylemore				
Soccer		4		
Rugby	1			
Cricket				4
Netball				
Tennis				
Athletics				
Special events				
Other				
Pniel				
Soccer				
Rugby	4	2		
Cricket				6
Netball				
Tennis				
Athletics				
Special events				
Other				
Groendal				
Soccer	19	3	4	3
Rugby	2	3		
Cricket				
Netball	1			
Athletics				
Special events		School Derby		
Klapmuts				
Soccer		2	3	
Rugby	2			
Cricket				
Netball				
Special events				
Other				
Papplaas				
Soccer	2	6		
Rugby				
Special events				
Other				
Nietvoorbij				
Soccer	22	3		
Cricket (vlakkie)				
Special events				
Other				

Jonkershoek				
Soccer	10	3	1	
Special events				
Other				
Wemmershoek				
Soccer				
Rugby	2			
Cricket				
Netball				
Special events				
Other				
Lanquedoc				
Soccer				
Rugby				
Cricket				
Netball				
Special events				
Other				
La Motte				
Soccer				
Rugby	1			
Athletics				
Special events				
Other				
Koelenhof				
Soccer		2	2	
Rugby				
Special events				
Denovo				
Soccer	2		1	2
Rugby				
Special events				

10. COMMUNITY SERVICES RISK MANAGEMENT

Parks, Rivers and Area Cleaning	Sport and Facilities	Halls	Libraries	Urban Forestry and MTP	Nature Conservation	Ornamental Horticulture
<p>Vandalism and theft POS and Parks: Regular inspections are done & repairs follow.</p>	<p>Criminals vandalizes 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>La Motte Hall has non-compliant electrical outstanding items. The hall is currently locked and not opens to the public.</p>	<p>Safety of patrons- a meeting has been held with Law Enforcement. Security issues have been given through in writing to Cedric Thorpe.</p>	<p>Hazardous Tree Felling- Kayamandi</p> <p>Removal of 1 x <i>Pine</i>. The removal of the other 6 still needs to be approved by council.</p>	<p>Veld fires in summer months; illegal mountain biking activities and associated liabilities.</p>	<p>Supply chain management has been contacted to advise which procurement route will be followed for repairs of flagpoles.</p>

11. COMMUNITY SERVICES HUMAN RESOURCES:

8. Departmental Resources:	Human	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT
STAFF COMPLEMENT (CURRENT PERMANENT)											
URBAN FORESTRY		5	5	5	5	5	5	5	5	5	5
ORNAMENTAL HORTICULTURE		20	20	20	20	20	20	20	20	20	20
NATURE CONSERVATION		19	18	18	18	18	18	18	18	18	18
SPORT AND FACILITIES		32	31	29	29	29	29	29	29	29	29
HALLS		16	16	16	16	16	16	16	16	16	16
PARKS, CEMETERIES		34	34	34	34	34	34	34	34	34	34
LIBRARIES		35	35	35	35	35	35	35	35	35	35
WORKSHOP		2	2	2	2	2	2	2	2	2	2
TOTAL		176	163	159	159	159	159	159	159	159	159
FUNDED VACANCIES		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT
URBAN FORESTRY		0	0	0	2	2	2	2	2	2	2
ORNAMENTAL HORTICULTURE		2	2	2	2	2	2	2	2	2	2
NATURE CONSERVATION		0	2	2	2	2	2	2	2	2	2
SPORT AND FACILITIES		5	5	5	6	6	6	6	6	6	6
HALLS		2	2	2	2	2	2	2	2	2	2
PARKS		3	2	2	2	2	2	2	2	2	2
LIBRARIES		1	1	1	1	1	1	1	0	0	0
CEMETERIES		1	1	1	1	1	1	1	1	0	0
WORKSHOP		0	1	1	1	1	1	1	1	1	1
TOTAL		14	16	16	19	19	19	19	18	17	17

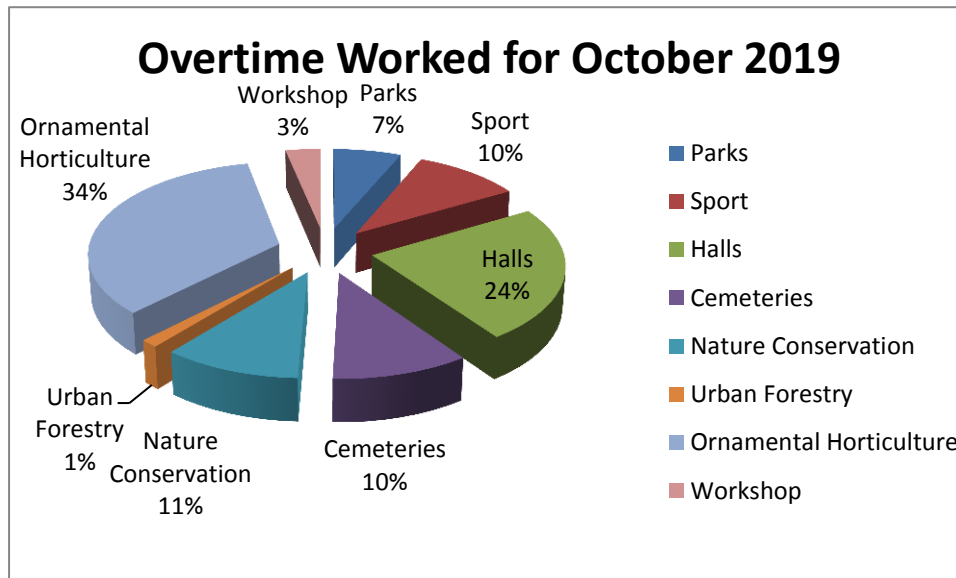
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT
EPWP STAFF										
ORNAMENTAL HORTICULTURE & Free2Grow	16	16	16	23	23	23	23	23	23	23
	12	12	12	12	12	12	12	12	12	12
URBAN FORESTRY & MTP										
NATURE CONSERVATION & AIP Projects	62	62	71	64	64	64	64	64	64	64
SPORT AND FACILITIES	7	6	6	6	6	6	6	12	12	12
HALLS	5	5	4	4	4	4	4	4	4	4
PARKS & CEMETERIES	17	30	38	42	42	42	28	21	29	32
WORKSHOP	0	0	0	0	0	0	0	0	0	1
TOTAL	119	131	147	151	151	151	137	136	144	148
TEMPORARY + RELIEVE STAFF										
URBAN FORESTRY	0	0	0	0	0	0	0	0	0	0
ORNAMENTAL HORTICULTURE	0	0	0	0	0	0	0	0	0	0
NATURE CONSERVATION	0	0	0	0	0	0	0	0	0	0
	1	1	1	1	1	1	0	0	0	0
SPORT AND FACILITIES										
HALLS	0	1	0	0	0	0	0	0	0	0
PARKS	0	0	0	0	0	0	0	0	0	0
LIBRARIES	7	7	7	7	7	7	6	6	6	6
WORKSHOP	0	0	0	0	0	0	0	0	0	0
TOTAL	8	9	8	8	8	8	6	6	6	6

RETIREMENTS / RESIGNATIONS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT
Retirement	0	0	0	0	0	0	0	0	0	0
HALLS	0	0	0	0	0	0	0	0	0	0
SPORT	0	1	0	1	0	0	0	0	0	0
Retirement	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT
PARKS	0	0	0	0	0	0	0	0	0	0
Resignation	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT
WORKSHOP	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0
DISMISSALS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT
RETRENCHMENTS	0	0	0	0	0	0	0	0	0	0
INCAPACITIES	0	0	0	0	0	0	0	0	0	0
DISABLED / CHRONIC ILLNESSES	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0
INJURY ON DUTY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT
URBAN FORESTRY	0	0	0	0	0	0	0	0	0	0
ORNAMENTAL HORTICULTURE	0	0	0	0	0	0	0	0	0	0
NATURE CONSERVATION	0	0	0	0	0	0	0	0	0	0
SPORT AND FACILITIES	0	0	0	0	0	0	0	0	0	0
HALLS	0	0	0	0	0	0	0	0	0	0
PARKS	0	0	1	0	1	1	0	0	1	0
LIBRARIES	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	1	1	0	0	0	0
TRAINING	DIGGER LOADER								BRUSH CUTTER	CHAIN SAW
URBAN FORESTRY									0	4

ORNAMENTAL HORTICULTURE									4	14
NATURE CONSERVATION									1	5
SPORT AND FACILITIES	23								7	13
LIBRARIES	0								0	0
HALLS	0								0	0
PARKS & CEMETERIES	12								27	35
COMMUNITY SERVICES	0								0	0
TOTAL	35								39	71
OVERTIME PRE-APPROVALS & STANDBY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT
URBAN FORESTRY	4	5	5	5	5	5	6	6	6	6
BEAUTIFICATION	16	16	19	18	14	11	11	14	18	18
NATURE CONSERVATION	11	10	10	10	10	10	10	10	9	9
SPORT AND FACILITIES	33	33	33	29	29	29	29	29	29	29
HALLS	14	14	14	14	13	13	13	13	14	14
PARKS	19	19	19	19	21	21	40	38	38	44
CEMETERIES	13	13	13	13	13	13	13	13	13	13
LIBRARIES	0	0	0	0	0	0	0	0	0	0
WORKSHOP	3	2	2	2	2	2	2	2	2	2
TOTAL	115	113	115	110	107	104	124	125	129	334

12. OVERTIME STATISTICS FOR COMMUNITY SERVICES

Summary	O/T Hours
Parks	128
Sport	204
Halls	472
Cemeteries	207
Nature Conservation	208
Urban Forestry	27
Ornamental Horticulture	687
Workshop	66
Total overtime worked	1999



5.2.2	MONTHLY REPORT: SPORT: NOVEMBER 2019
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Collaborator No: 676275

IDP KPA Ref No:

Meeting Date: 6 February 2019

1. SUBJECT: NOVEMBER 2019 MONTHLY REPORT: SPORT

2. PURPOSE

To notify the Committee of the monthly activities (**ANNEXURE A**) that were conducted by the Sports Section for November 2019.

3. DELEGATED AUTHORITY

For notification by the Portfolio Committee

4. EXECUTIVE SUMMARY

To present the monthly activity report of the Sports Section for the month of November 2019 to the Committee for notification.

5. RECOMMENDATIONS

that the monthly reports of Sports for November 2019, 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

We prepare 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 make 37.5 hectares. We have 33 employees to render this service.

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

None

6.6 Previous / Relevant Council Resolutions

None

6.7 Risk Implications

None

6.8 Comments from Senior Management**6.8.1 Director: Infrastructure Services**

None required

6.8.2 Director: Planning and Economic Development

None required

6.8.3 Director: Community and Protection Services

None required

6.8.4 Director: Corporate Services

None required

6.8.5 Director Human Settlements and Property Management

None required

6.8.6 Chief Financial Officer

None required

6.8.7 Municipal Manager

None required

ANNEXURES**Annexure A:** Sport Monthly Report for November 2019.**FOR FURTHER DETAILS CONTACT:**

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

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:
NOVEMBER
2019**

Sport Department:
Community Services

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SPORTS AND FACILITIES

1. GENERAL:

- The Water Restrictions level has been relaxed in the Greater Stellenbosch to Level 3 B, but the conservation approach thereof will still be unchanged.
Security and vandalism issues remain a major problem at the Swimming Pool and most of our sport facilities and incident reporting to Law Enforcement takes place after each incident.

2. TRAINING:

- No training for the month of November 2019.

3. SPORT: (CHALLENGES, GOOD NEWS, SPORT CODES)

- The quality and effectiveness of security services at the various Sport Grounds remains a problem – all incidents are reported to Law Enforcement.

4. SPORTS FACILITIES MANAGEMENT PLAN:

- All Sport Councils (except Van Der Stel and Kayamndi) signed a new lease for 6 months.
- Van Der Stel will sign the new lease in December 2019 and Kayamandi will elect a new sport council before signing a new lease.
- Workshops will be held with Sport Councils and relevant stakeholders on reviewing and or creating a new Sport Facilities Management Plan and Sport Policy Framework. These workshops was scheduled for November 2019, but due to . challenges experienced with the processing of the order number for the facilitator, the workshop is postponed until January 2020.

5. Cloetesville Swimming Pool

A consultant has been appointed to assess the structural integrity of the swimming pool and to supply all remedial specifications of the swimming pool.

6. Events

No events for the month of November 2019.

6. VANDALISM AND BREAK-INS AT SPORTS FACILITIES: NOVEMBER 2019

DATE	LOCATION	COMPLAINT	FEEDBACK/COMMENT
13/11/2019	Cloeteville Swimming Pool	<ul style="list-style-type: none">• Break-in occurred at the cloakroom/ablution facilities side. Water pipes were stolen.	<ul style="list-style-type: none">• Reported to Law Enforcement and SAPS.
		<ul style="list-style-type: none">•	<ul style="list-style-type: none">•

7. CAPITAL PROJECT 2018/19 FEEDBACK

Projects	Fund	Original Budget	Amended Budget	Planned Expenditure	Actual Expenditure	Shadows (Orders)	Provisional Cost	Actuals + Shadows & Provisional	Balance R	Actual Exp %	Universal Key (Ukey)	CP3 ID
Recreation, Sports Grounds & Halls		9 780 000	11 822 545	4 681 665	174 539	1 814 456	762 528	2 751 523	9 071 022	1.48%		
Borehole: Rural Sportsgrounds	CRR	550 000	550 000	45 833	-	-	-	-	550 000	0.00%	20190703005749	2972221
Building of Clubhouse & Ablution Facilities: Lanquedoc Sports grounds	CRR	-	599 349	100 000	-	521 173	-	521 173	78 176	0.00%	20190829043056	2972230
Fencing: Sport Grounds (WC024)	CRR	1 000 000	1 000 000	283 333	127 244	129 800	-	257 044	742 956	12.72%	20190703005431	2979104
Furniture, Tools and Equipment	CRR	250 000	250 000	170 833	2 499	80 930	-	83 429	166 571	1.00%	20190703005608	2979123
Furniture, Tools and equipment	CRR	100 000	100 000	58 333	20 547	4 485	-	25 032	74 968	20.55%	20190703005506	2972242
Recreational Equipment Sport	CRR	80 000	80 000	56 667	-	-	-	-	80 000	0.00%	20190703005413	2972224
Sight Screens/Pitch Covers Sports Grounds	CRR	200 000	200 000	-	-	48 800	-	48 800	151 200	0.00%	20190703005713	2975754
Skate Board Park	CRR	-	426 087	100 000	-	-	-	-	426 087	0.00%	20190829043059	2973497
Sport: Community Services Special Equipment	CRR	200 000	200 000	200 000	19 500	120 220	-	139 720	60 280	9.75%	20190703005419	2972205
Upgrade of Sport Facilities	IUDG	4 000 000	4 000 000	533 333	4 748	-	-	4 748	3 995 252	0.12%	20190703005728	2972227
Upgrade of Sport Facilities	CRR	-	515 212	250 000	-	344 389	24 000	368 389	146 823	0.00%	20190829043062	2972227
Upgrade of swimming pool	CRR	2 000 000	2 000 000	1 716 667	-	34 783	-	34 783	1 965 217	0.00%	20190703005668	2973304
Upgrading of Lanquedoc Sports Grounds	CRR	600 000	600 000	600 000	-	529 878	-	529 878	70 122	0.00%	20190703005428	2979110
Upgrading of Tennis Courts: Idas Valley & Cloetesville	CRR	550 000	550 000	295 833	-	-	245 273	245 273	304 727	0.00%	20190703005731	2972231
Vehicle Fleet	CRR	250 000	751 897	270 833	-	-	493 255	493 255	258 642	0.00%	20190703005059	2972241
TOTAL - Capital		558 276 528	613 274 958	267 603 985	158 777 139	162 223 724	13 085 171			25.89%		

8. DEPARTMENT COMMUNITY SERVICES

KEY PERFORMANCE INDICATORS

Ref	KPI Name	Nov-19			Overall Performance for November 2019 to November 2019
		Actual	Performance Comment	Corrective Measures	Actual
D515	Effective Management and Functional Supervision of the Section: Library Services	0.00%			0.00%
D516	Effective Management and Functional Supervision of the Section: Environmental Management	0.00%			0.00%
D517	Effective Management and Functional Supervision of the Section: Recreation, Sport Grounds and Halls	0.00%			0.00%
D518	Effective Management and Functional Supervision of the Section: Parks and Cemeteries	0.00%			0.00%
D519	Spend the Community Services approved Capital Budget	0.00%			0.00%
D520	Capital spending committed on the financial management system	0.00%			0.00%
D521	Submission of final bid specifications for all capital projects to the Bid Specification Committee (BSC) (2019/20)	0.00%			0.00%
D522	Submission of final bid specifications for all capital projects to the Bid Specification Committee (BSC) (2020/21)	0.00%			0.00%

D523	Submission of detailed procurement needs for all operational projects to the Supply Chain Management (SCM) Department	0			0
D524	Performance agreements signed with all identified personnel	0			0
D525	Formal evaluation of all identified personnel	0			0
D526	Evaluation of the Departmental Risk Register	1	Attached the evaluation of the departmental risk register		1
D527	Implement Management Resolutions	0.00%			0.00%
D528	Attendance of Quarterly Occupation Health and Safety meeting(s)	0			0
D529	Develop or Review Standard Operating Procedures (SOPs) within the Department	0.00%			0.00%

Report generated on 19 December 2019 at 10:40.

9. SPORT AND FACILITIES FIELD PREPARATION FIXTURE SUMMARY

Sporting Code	August 19	September 19	October 19	November 19
Raithby				
Rugby	1			
Cricket			1	5
Netball				
Athletics				
Special events				
Other				
Jamestown				
Soccer	8	7		
Rugby				
Cricket (Vlakkie)				2
Athletics				
Special events				
Other				
Van der Stel				
Soccer		3		
Rugby	4	1		
Cricket			4	7
Netball				
Tennis				
Hockey				
Baseball			4	6
Athletics				
Special events				
Other				
Kayamandi				
Soccer	6	6	4	6
Rugby				
Netball				
Athletics				
Special events				
Other				
Cloetesville				
Soccer	22	20	3	6
Rugby	5	1		
Cricket			6	4
Netball				
Athletics				
Other	School Derby			
Ida's Valley				
Soccer	7	7	2	4
Rugby		1		

Cricket			6	12
Netball				
Tennis				
Hockey	1			
Athletics				
Special events				
Other				
Kylemore				
Soccer	4			
Rugby				
Cricket			4	
Netball				
Tennis				
Athletics				
Special events				
Other				
Pniel				
Soccer				
Rugby	2			
Cricket			6	
Netball				
Tennis				
Athletics				
Special events				
Other				
Groendal				
Soccer	3	4	3	
Rugby	3			
Cricket				
Netball				
Athletics				
Special events	School Derby			
Klapmuts				
Soccer	2	3		
Rugby				
Cricket				
Netball				
Special events				
Other				
Papplaas				
Soccer	6			2
Rugby				
Special events				
Other				
Nietvoorbij				
Soccer	3			2
Cricket (vlakkie)				
Special events				
Other				

Jonkershoek				
Soccer	3	1		4
Special events				
Other				
Wemmershoek				
Soccer				
Rugby				
Cricket				
Netball				
Special events				
Other				
Lanquedoc				
Soccer				
Rugby				
Cricket				
Netball				
Special events				
Other				
La Motte				
Soccer				
Rugby				
Athletics				
Special events				
Other				
Koelenhof				
Soccer	2	2		2
Rugby				
Special events				
Denovo				
Soccer		1	2	
Rugby				
Special events				

10. COMMUNITY SERVICES RISK MANAGEMENT

Parks, Rivers and Area Cleaning	Sport and Facilities	Halls	Libraries	Urban Forestry and MTP	Nature Conservation	Ornamental Horticulture
<p>Vandalism and theft POS and Parks: Regular inspections are done & repairs follow.</p>	<p>Criminals vandalizes 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>La Motte Hall has non-compliant electrical outstanding items. The hall is currently locked and not opens to the public.</p>	<p>Safety of patrons- a meeting has been held with Law Enforcement. Security issues have been given through in writing to Cedric Thorpe.</p>	<p>Hazardous Tree Felling- Kayamandi</p> <p>Removal of 1 x <i>Pine</i>. The removal of the other 6 still needs to be approved by council.</p>	<p>Veld fires in summer months; illegal mountain biking activities and associated liabilities.</p>	<p>Supply chain management has been contacted to advise which procurement route will be followed for repairs of flagpoles.</p>

11. COMMUNITY SERVICES HUMAN RESOURCES:

8. Departmental Resources:	Human	2019	2019	2019	2019	2019	2019	2019	2019	2019
		MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV
STAFF COMPLEMENT (CURRENT PERMANENT)										
URBAN FORESTRY		5	5	5	5	5	5	5	5	5
ORNAMENTAL HORTICULTURE		20	20	20	20	20	20	20	20	20
NATURE CONSERVATION		18	18	18	18	18	18	18	18	18
SPORT AND FACILITIES		29	29	29	29	29	29	29	29	29
HALLS		16	16	16	16	16	16	16	16	16
PARKS, CEMETERIES		34	34	34	34	34	34	34	34	34
LIBRARIES		35	35	35	35	35	35	35	35	35
WORKSHOP		2	2	2	2	2	2	2	2	2
TOTAL		159	159	159	159	159	159	159	159	159
FUNDED VACANCIES		MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV
URBAN FORESTRY		0	2	2	2	2	2	2	2	2
ORNAMENTAL HORTICULTURE		2	2	2	2	2	2	2	2	2
NATURE CONSERVATION		2	2	2	2	2	2	2	2	2
SPORT AND FACILITIES		5	6	6	6	6	6	6	6	6
HALLS		2	2	2	2	2	2	2	2	2
PARKS		2	2	2	2	2	2	2	2	2
LIBRARIES		1	1	1	1	1	1	0	0	8
CEMETERIES		1	1	1	1	1	1	0	0	0
WORKSHOP		1	1	1	1	1	1	1	1	1
TOTAL		16	19	19	19	19	19	16	16	24

EPWP STAFF	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV
ORNAMENTAL HORTICULTURE & Free2Grow	16	23	23	23	23	23	23	23	23
URBAN FORESTRY & MTP	12	12	12	12	12	12	12	12	23
NATURE CONSERVATION & AIP Projects	71	64	64	64	64	64	64	64	64
SPORT AND FACILITIES	6	6	6	6	6	12	12	12	14
HALLS	4	4	4	4	4	4	4	4	4
PARKS & CEMETERIES	38	42	42	42	28	21	29	32	24
WORKSHOP	0	0	0	0	0	0	0	0	0
TOTAL	147	151	151	151	137	136	144	188	152
TEMPORARY + RELIEVE STAFF	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV
URBAN FORESTRY	0	0	0	0	0	0	0	0	0
ORNAMENTAL HORTICULTURE	0	0	0	0	0	0	0	0	0
NATURE CONSERVATION	0	0	0	0	0	0	0	0	0
	1	1	1	1	0	0	0	0	0
SPORT AND FACILITIES									
HALLS	0	0	0	0	0	0	0	0	0
PARKS	0	0	0	0	0	0	0	0	0
LIBRARIES	7	7	7	7	6	6	6	6	6
WORKSHOP	0	0	0	0	0	0	0	0	0
TOTAL	8	8	8	8	6	6	6	6	6
RETIREMENTS / RESIGNATIONS	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV
Retirement	0	0	0	0	0	0	0	0	0

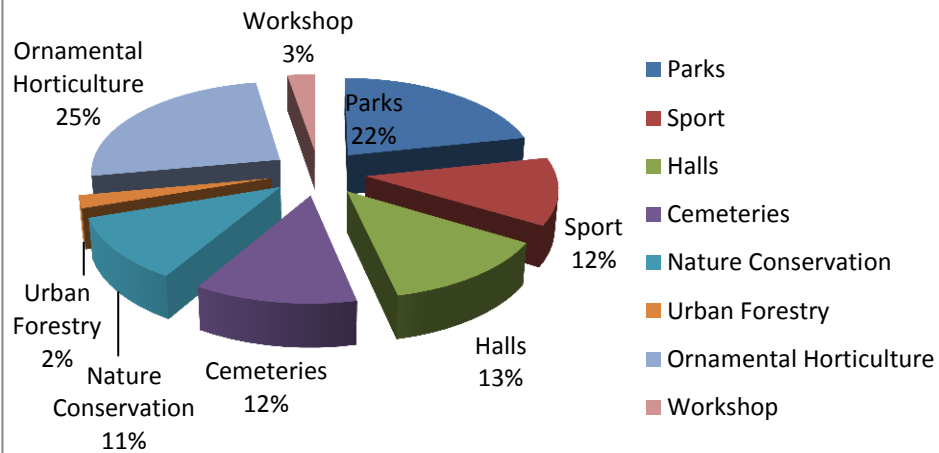
HALLS	0	0	0	0	0	0	0	0	0
SPORT	0	1	0	0	0	0	0	0	0
Retirement	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV
PARKS	0	0	0	0	0	0	0	0	0
Resignation	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	
WORKSHOP	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0
DISMISSALS	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV
RETRENCHMENTS	0	0	0	0	0	0	0	0	0
INCAPACITIES	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0
DISABLED / CHRONIC ILLNESSES									
TOTAL	0	0	0	0	0	0	0	0	0
INJURY ON DUTY	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV
URBAN FORESTRY	0	0	0	0	0	0	0	0	0
ORNAMENTAL HORTICULTURE	0	0	0	0	0	0	0	0	0
NATURE CONSERVATION	0	0	0	0	0	0	0	0	0
SPORT AND FACILITIES	0	0	0	0	0	0	0	0	0
HALLS	0	0	0	0	0	0	0	0	0
PARKS	1	0	1	1	0	0	0	1	0
LIBRARIES	0	0	0	0	0	0	0	0	0
TOTAL	0	0	1	1	0	0	0	1	0
TRAINING	DIGGER LOADER						BRUSH CUTTER	CHAIN SAW	
URBAN FORESTRY									
ORNAMENTAL HORTICULTURE							4	14	
NATURE CONSERVATION							1	5	

SPORT AND FACILITIES	23						7	13	
LIBRARIES							0	0	
HALLS							0	0	
PARKS & CEMETERIES	12						27	35	
COMMUNITY SERVICES							0	0	
TOTAL	35						39	67	
OVERTIME PRE-APPROVALS & STANDBY	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV
URBAN FORESTRY	5	5	5	5	6	6	6	6	6
BEAUTIFICATION	19	18	14	11	11	11	14	18	18
NATURE CONSERVATION	10	10	10	10	10	10	10	9	9
SPORT AND FACILITIES	33	29	29	29	29	29	29	29	29
HALLS	14	14	13	13	13	13	14	14	14
PARKS	19	19	21	21	40	40	38	44	45
CEMETERIES	13	13	13	13	13	13	13	13	13
LIBRARIES	0	0	0	0	0	0	0	0	0
WORKSHOP	2	2	2	2	2	2	2	2	2
TOTAL	115	110	107	104	124	124	126	135	136

12. OVERTIME STATISTICS FOR COMMUNITY SERVICES

Summary	O/T Hours
Parks	595
Sport	327.5
Halls	356
Cemeteries	330
Nature Conservation	309
Urban Forestry	62
Ornamental Horticulture	693
Workshop	73.5
Total overtime worked	2746

Overtime Worked for November 2019



5.2.3	MONTHLY REPORT: HALLS: OCTOBER 2019
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Collaborator No: 671566

IDP KPA Ref No:

Meeting Date: 6 February 2019

1. **SUBJECT: OCTOBER 2019 MONTHLY REPORT: HALLS**

2. **PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that were conducted by the Section: Halls for October 2019.

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 October 2019 to the Committee for notification.

5. **RECOMMENDATIONS**

that the monthly reports of Halls for October 2019, be noted.

6. **DISCUSSION / CONTENTS**

6.1 **Background**

The Section: Halls specialises in maintaining all halls in the WCO24.

6.2 **Discussion**

The Halls Section consists of one Assistant Superintendent, one Clerk, who undertakes administrative duties for the hiring and lease of all Municipal halls, one Foreperson and 14 general workers. The main functions of this section are to drive capital projects, plan finances, maintenance, new facilities and draft budgets and policies.

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**

None

6.6 Previous / Relevant Council Resolutions

None

6.7 Risk Implications

None

6.8 Comments from Senior Management**6.8.1 Director: Infrastructure Services**

None required

6.8.2 Director: Planning and Economic Development

None required

6.8.3 Director: Community and Protection Services

None required

6.8.4 Director: Corporate Services

None required

6.8.5 Chief Financial Officer

None required

6.8.6 Municipal Manager

None required

ANNEXURES

Annexure A: Halls Monthly Report for October 2019.

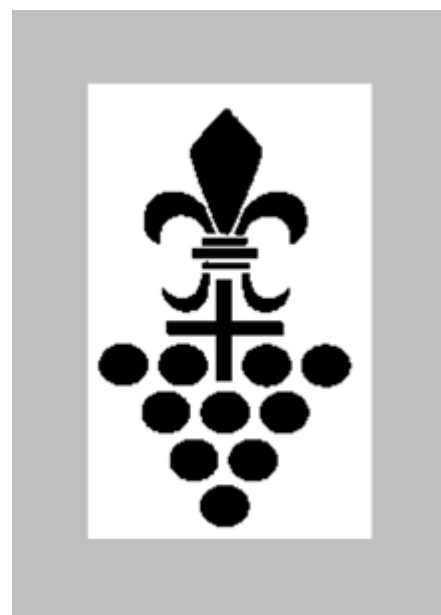
FOR FURTHER DETAILS CONTACT:

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

DIRECTOR: COMMUNITY AND PROTECTIN 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:**

October 2019

Halls Department:
Community Services

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1. Halls Functions and Revenue

1.1 Halls.....	1
1.2 Total Functions	3
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1.1 HALLS

Month: OCT 2019	Deposit	Rental of Hall	Deposits Clamed Refund	Name and Contact details	Vandalism and theft	Incident reported
Stellenbosch Town Hall						
05/10/19	R2770.00	R3984.40	Not Submit	Kasiefha Koopman	None	None
07/10/19	R2770.00	R4761.00	Not Submit	Rhenish Girls High	None	None
12/10/19	R2770.00	R3984.40	Not Submit	Rooi Rose	None	None
16/10/19	R4586.00	R7547.00	Not Submit	Jan Van Vuuren	None	None
24/10/19	R2770.00	R4633.00	Not Submit	Idasvalley Primary	None	None
25/10/19		R5692.00	Not Submit	Idasvalley Primary	None	None
30/10/19	R2613.00	R4633.00	Not Submit	AVCC	None	None
KLAPMUTS CENTRE						
04/10/19	R417.00	R596.00	Submit	Eileen Adams	None	None
06/10/19	R417.00	R713.00	Not Submit	Jappie Engelbrecht	None	None
08/10/19		R417.00	Not Submit	Sassa	None	None
12/10/19	R393.00	R562.00	Not Submit	Abduragmaan Ganief	None	None
15/10/19/		R417.00	Not Submit	Sassa	None	None
19/10/19	R417.00	R713.00	Submit	Shanice Etson	None	None
20/10/19	R417.00	R596.00	Not Submit	Julia Pater	None	None
22/10/19		R417.00	Not Submit	Sassa	None	None
25/10/19	R417.00	R713.00	Not Submit	Mark Baadjies	None	None
27/10/19		R596.00	Not Submit	Kakaza Taxi	None	None
EIKESTAD HALL						
02/10/19	R417.00		Not Submit	Sassa	None	None
05/10/19	R393.00	R562.00	Submit	Charmaine Segers	None	None
06/10/19	R417.00	R596.00	Not Submit	Jubilee Ministries	None	None
07/10/19		R275.00	Not submit	Veronica Weimers	None	None
09/10/19	R417.00		Not Submit	Sassa	None	None
12/10/19	R393.00	R562.00	Submit	Evangelie Boodskappers	None	None
13/10/19	R417.00		Not Submit	Jubilee Ministries	None	None
13/10/19	R393.00	R596.00	Not Submit	Janine Adams	None	None
14/10/19		R275.00	Not Submit	Veronica Weimers	None	None
16/10/19	R417.00		Not Submit	Sassa	None	None
19/10/19	R417.00	R596.00	Submit	Francios Ellias	None	None
20/10/19	R417.00		Not Submit	Jubilee Ministries	None	None
21/10/19		R275.00	Not Submit	Veronica Weimers	None	None
23/10/19	R417.00		Not Submit	Sassa	None	None
26/10/19	R393.00	R596.00	Not Submit	Josiah Ministries	None	None

27/10/19	R417.00		Not Submit	Jubilee Ministries	None	None
27/10/19		R596.00	Not Submit	Shamees Meyer	None	None
30/10/19	R417.00		Not Submit	Sassa	None	None
Wemmershoek Hall						
05/10/19	R238.50	R357.20	Not Submit	The Gathering	None	None
12/10/19	R238.50	R357.20	Not Submit	Helen Fischer	None	None
18/10/19	R238.50	R357.20	Not Submit	C Manuel	None	None
25/10/19	R238.50	R357.20	Not Submit	R Klaasen	None	None
26/10/19	R238.50	R357.20	Not Submit	M Williams	None	None
La Motte Community Hall						
18/10/19	R238.50	R357.20	Not Submit	La Motte Junior Rugby Club	None	None
20/10/19	R238.50	R357.20	Not Submit	S Samuels	None	None
Groendal Community Hall						
05/10/19	R417.00	R596.00	Not Submit	Z Muller	None	None
08/10/19	R417.00	R417.00	Not Submit	Groendal Primary	None	None
11/10/19	R291.90	R417.20	Not Submit	P Juries	None	None
12/10/19	R417.00	R596.00	Not Submit	S Warriess	None	None
18/10/19	R417.00	R596.00	Not Submit	Little Sheperds	None	None
25/10/19	R417.00	R596.00	Not Submit	Franschhoek Rugby Club	None	None
26/10/19	R417.00	R596.00	Not Submit	Rone Daniels	None	None
Franschhoek Community Hall						
05/10/19	R2907.00	R3810.00	Submit	E Boonzaaier	None	None
Kylemore Community Centre						
01/10/19	R417.00		Not Submit	Sassa	None	None
Pniel Banquet Hall						
12/10/19	R417.00	R596.00	Submit	Hillary Edom	None	None
20/10/19	R417.00	R596.00	Submit	Tracy Carelse	None	None
26/10/19	R417.00	R596.00	Not Submit	Jeff Cyster	None	None

1.2 Total Functions

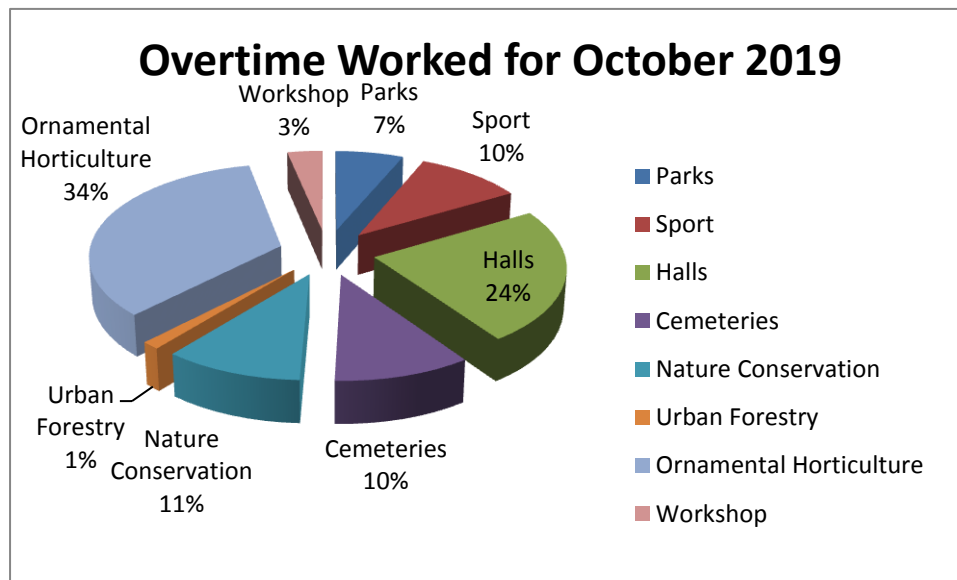
2019	31 Jan	28 Feb	31 Mar	30 Apr	31 May	30 Jun	31 Jul	31 Aug	30 Sept	30 Oct	30 Nov	31 Dec	Total	Average
Stellenbosch Town Hall	2	5	1	2	8	6	3	8	6	7			48	4.8
Klapmuts Centre	0	0	0	0	1	3	1	8	4	10			27	2.7
Eikestad Hall	3	7	9	5	15	14	8	9	13	13			96	9.6
Wemmershoek Hall	1	2	1	1	2	4	2	1	5	5			24	2.4
La Motte Community Hall	0	0	0	0	0	0	0	0	0	2			2	0.2
Franschoek Town Hall	0	0	0	0	6	1	0	0	1	1			9	0.9
Groendal Community Hall	4	5	5	6	7	10	3	4	5	7			56	5.6
Kylemore Community Hall	0	0	2	1	3	1	1	2	2	1			13	1.3
Pniel Banquet Hall	2	2	3	2	9	3	3	2	2	3			31	3.1
Total Functions	12	21	21	17	51	42	21	34	38	49			306	30.6

1.3 Total Revenue

2019	31 Jan	28 Feb	31 Mar	30 Apr	31 May	30 Jun	31 Jul	31 Aug	30 Sept	31 Oct	Total	Average
Stellenbosch Town Hall	R21205.42	R38166.80	R6372.00	R22892.00	R40915.00	R44530.27	R30022.38	R68138.30	R34708.58	R53426.80	R360377.55	R36037.76
Klapmuts Centre	0	0	0	0	R1065.00	R2692.00	R1013.00	R5241.00	R3064.00	R8218.00	R21293.00	R2129.30
Eikestad Hall	R2865.00	R6684.00	R5456.00	R3533.00	R7562.00	R8481.00	R4724.00	R4837.00	R6877	R10671.00	R6169.00	R6169.00
Wemmershoek Hall	R562.00	1124.00	R562.00	R562.00	R1687.00	R2696.00	R1171.40	R595.70	R2978.50	R2978.50	R14917.40	R1491.71
La Motte Community Hall	0	0	0	0	0	0	0	0	0	R1191.40	R1191.40	R119.14
Franschoek Town Hall	0	0	0	0	R17037.00	R12620.60	0	0	R5689.50	R6717.00	R42064.10	R4206.41
Groendal Community Hall	R2000.00	R2575.10	R3859.10	R4926.00	R4428.00	R6498.00	R3039.00	R3944.00	R4886.00	R6608.10	R42763.30	R4276.33
Kylemore Community Hall	0	0	R1063.10	R393.00	0	R393.00	R417.00	R1126.10	R1430.00	R417.00	R5239.20	R523.92
Pniel Banquet Hall	R1910	R1910.00	R2580.10	R1910.00	R5445.10	R2865.00	R1965.00	R2026.00	R2026.00	R3039.00	R25676.20	R2567.62
Total Amount	R28542.42	R50459.90	R19892.30	R35171.00	R78139.10	R74277.87	R42351.70	R85909.10	R61 659.58	R93266.30	R508009.69	R56445.52

1.4 OVERTIME STATISTICS FOR COMMUNITY SERVICES

Summary	O/T Hours
Parks	128
Sport	204
Halls	472
Cemeteries	207
Nature Conservation	208
Urban Forestry	27
Ornamental Horticulture	687
Workshop	66
Total overtime worked	1999



5.2.4	MONTHLY REPORT: HALLS: NOVEMBER 2019
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Collaborator No: 676276

IDP KPA Ref No:

Meeting Date: 6 February 2019

1. **SUBJECT: NOVEMBER 2019 MONTHLY REPORT: HALLS**

2. **PURPOSE**

To notify the Committee of the monthly activities (**ANNEXURE A**) that were conducted by the Section: Halls for November 2019.

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 November 2019 to the Committee for notification.

5. **RECOMMENDATIONS**

that the monthly reports of Halls for November 2019, be noted.

6. **DISCUSSION / CONTENTS**

6.1 **Background**

The Section: Halls specialises in maintaining all halls in the WCO24.

6.2 **Discussion**

The Halls Section consists of one Assistant Superintendent, one Clerk, who undertakes administrative duties for the hiring and lease of all Municipal halls, one Foreperson and 14 general workers. The main functions of this section are to drive capital projects, plan finances, maintenance, new facilities and draft budgets and policies.

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**

None

6.6 Previous / Relevant Council Resolutions

None

6.7 Risk Implications

None

6.8 Comments from Senior Management**6.8.1 Director: Infrastructure Services**

None required

6.8.2 Director: Planning and Economic Development

None required

6.8.3 Director: Community and Protection Services

None required

6.8.4 Director: Corporate Services

None required

6.8.5 Chief Financial Officer

None required

6.8.6 Municipal Manager

None required

ANNEXURES

Annexure A: Halls Monthly Report for November 2019.

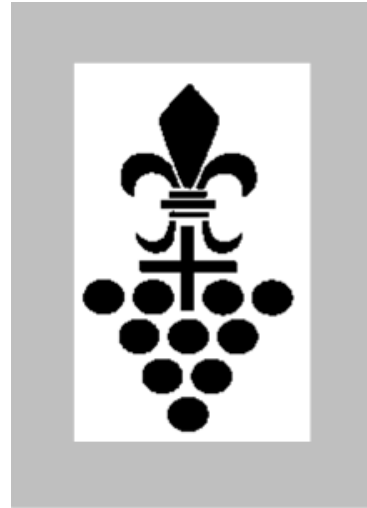
FOR FURTHER DETAILS CONTACT:

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

DIRECTOR: COMMUNITY AND PROTECTIN SERVICES

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

ANNEXURE A



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**MONTHLY
REPORT:**

**November
2019**

Halls Department:
Community Services

Table of Contents

1. Halls Functions and Revenue

1.1 Halls.....	1
1.2 Total Functions	3
1.3 Total Revenue	3
1.4 Overtime Statistics.....	4

1.1 HALLS

Month: OCT 2019	Deposit	Rental of Hall	Deposits Claimed Refund	Name and Contact details	Vandalism and theft	Incident reported
Stellenbosch Town Hall						
01/11/19	R2770.00	R5692.00	Not Submit	Pieterlangeveldt Primary School	None	None
08/11/19	R4586.00	R7547.00	Not Submit	Huis Ebenhasear	None	None
09/11/19	R2770.00	R5692.00	Not Submit	St Joseph's Creche	None	None
28/11/19	R4326.00	R4286.00	Not Submit	Rocksland High School	None	None
30/11/19	R4326.00	R7083.00	Not Submit	Anzel Hossain	None	None
01/11/19	R2770.00	R5692.00	Not Submit	Pieterlangeveldt Primary School	None	None
08/11/19	R4586.00	R7547.00	Not Submit	Huis Ebenhasear	None	None
KLAPMUTS CENTRE						
02/11/19	R417.00	R713.00	Submit	Henry Linders	None	None
09/11/19	R417.00	R596.00	Not Submit	Bluestars United	None	None
12/11/19		R417.00	Not Submit	Sassa	None	None
15/11/19	R417.00	R596.00	Not Submit	Teletabies Creche	None	None
19/11/19		R417.00	Not Submit	Sassa	none	None
22/11/19	R417.00	R596.00	Not Submit	Denver Heugh	None	None
26/11/19		R417.00	Not Submit	Sassa	None	None
30/11/19	R417.00	R713.00	Not Submit	Jennifer Van Niekerk	None	None
02/11/19	R417.00	R713.00	Submit	Henry Linders	None	None
09/11/19	R417.00	R596.00	Not Submit	Bluestars United	None	None
EIKESTAD HALL						
01/11/19	R417.00	R596.00	Not Submit	Jasmine Plaaitjies	None	None
02/11/19	R417.00	R596.00	Submit	Maria Van Kerwel	None	None
03/11/19	R417.00	R417.00	Not Submit	Jessie Keet Creche	None	None
04/11/19		R275.00	Not Submit	Veronica Weimers	None	None
06/11/19		R417.00	Not Submit	Sassa	None	None
10/11/19		R417.00	Not Submit	Jubilee Ministries	None	None
11/11/19		R275.00	Not Submit	Veronica Weimers	None	None
13/11/19		R417.00	Not Submit	Sassa	None	None
17/11/19		R417.00	Not Submit	Jubilee Ministries	None	None
18/11/19		R275.00	Not Submit	Veronica Weimers	None	None
20/11/19		R417.00	Not Submit	Sassa	None	None
22/11/19	R417.00	R596.00	Submit	Melicia Rhods	None	None
23/11/19	R417.00	R596.00	Submit	Elaine Muller	None	None
01/11/19	R417.00	R596.00	Not Submit	Jasmine Plaaitjies	None	None
02/11/19	R417.00	R596.00	Submit	Maria Van Kerwel	None	None

27/10/19	R417.00		Not Submit	Jubilee Ministries	None	None
27/10/19		R596.00	Not Submit	Shamees Meyer	None	None
30/10/19	R417.00		Not Submit	Sassa	None	None
Wemmershoek Hall						
01/11/19	R238.50	R357.20	Not Submit	Wemmershoek Primary	None	None
02/11/19	R238.50	R357.20	Not Submit	G Engelbrecht	None	None
23/11/19	R238.50	R357.20	Not Submit	V Bezuidenhout	None	None
01/11/19	R238.50	R357.20	Not Submit	Wemmershoek Primary	None	None
02/11/19	R238.50	R357.20	Not Submit	G Engelbrecht	None	None
La Motte Community Hall						
18/10/19	R238.50	R357.20	Not Submit	La Motte Junior Rugby Club	None	None
20/10/19	R238.50	R357.20	Not Submit	S Samuels	None	None
Groendal Community Hall						
02/11/19	R417.00	R596.00	Not Submit	W Sampson	None	None
09/11/19	R417.00	R596.00	Not Submit	J Blankenberg	None	None
17/11/19	R417.00	R596.00	Not Submit	G Moos	None	None
18/11/19	R417.00	R417.00	Not Submit	Groendal Primary	None	None
19/11/19	R417.00	R417.00	Not Submit	Groendal Primary	None	None
21-23/11/19	R291.90	R417.00	Not Submit	NTC Ministries Church	None	None
24/11/19	R417.00	R596.00	Not Submit	Simanyene Dinner	None	None
Franschhoek Community Hall						
05/11/19		R417.00	Not Submit	Sassa	None	None
23/11/19	R417.00	R596.00	Not Submit	Kylemore Community Forum	None	None
30/11/19	R417.00	R713.00	Not Submit	God Vreesende Kerk	None	None
Kylemore Community Centre						
05/11/19		R417.00	Not Submit	Sassa	None	None
23/11/19	R417.00	R596.00	Not Submit	Kylemore Community Forum	None	None
Pniel Banquet Hall						
02/11/19	R417.00	R596.00	Submit	Felicity February	None	None
08/11/19	R417.00	R596.00	Submit	Avril Paulse	None	None
15/11/19	R417.00	R832.00	Not Submit	Delicia De Villiers	None	None
21/11/19	R417.00	R417.00	Not Submit	Vivian De Wet	None	None
02/11/19	R417.00	R596.00	Submit	Felicity February	None	None

1.2 Total Functions

2019	31 Jan	28 Feb	31 Mar	30 Apr	31 May	30 Jun	31 Jul	31 Aug	30 Sept	30 Oct	30 Nov	31 Dec	Total	Average
Stellenbosch Town Hall	2	5	1	2	8	6	3	8	6	7	5		53	4.8
Klapmuts Centre	0	0	0	0	1	3	1	8	4	10	8		35	3.1
Eikestad Hall	3	7	9	5	15	14	8	9	13	13	15		111	10
Wemmershoek Hall	1	2	1	1	2	4	2	1	5	5	3		27	2.4
La Motte Community Hall	0	0	0	0	0	0	0	0	0	2	4		6	0.5
Franschhoek Town Hall	0	0	0	0	6	1	0	0	1	1	0		9	0.8
Groendal Community Hall	4	5	5	6	7	10	3	4	5	7	8		64	5.8
Kylemore Community Hall	0	0	2	1	3	1	1	2	2	1	3		16	1.4
Pniel Banquet Hall	2	2	3	2	9	3	3	2	2	3	4		35	3.1
Total Functions	12	21	21	17	51	42	21	34	38	49	50		356	32.3

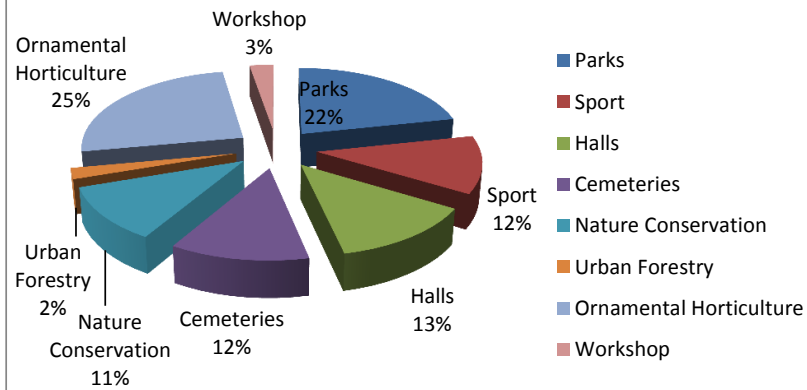
1.3 Total Revenue

2019	31 Jul	31 Aug	30 Sept	31 Oct	Nov 31	Total	Average
Stellenbosch Town Hall	R30022.38	R68138.30	R34708.58	R53426.80	R44752.00	R231047.96	R46209.61
Klapmuts Centre	R1013.00	R5241.00	R3064.00	R8218.00	R6550.00	R18845.52	R4817.20
Eikestad Hall	R4724.00	R4837.00	R6877	R10671.00	R8630.00	R35739.00	R7147.80
Wemmershoek Hall	R1171.40	R595.70	R2978.50	R2978.50	R1787.10	R12412.60	R1902.24
La Motte Community Hall	0	0	0	R1191.40	R2526.40	R3717.80	R742.56
Franschhoek Town Hall	0	0	R5689.50	R6717.00	R0	R12406.50	R2481.30
Groendal Community Hall	R3039.00	R3944.00	R4886.00	R6608.10	R7441.90	R25919.00	R5183.80
Kylemore Community Hall	R417.00	R1126.10	R1430.00	R417.00	R2562.40	R5952.40	R1190.50
Pniel Banquet Hall	R1965.00	R2026.00	R2026.00	R3039.00	R4227.00	R13283.00	R2656.60
Total Amount	R42351.70	R85909.10	R61 659.58	R93266.30	R78476.00	R359323.78	R 75000.00

1.4 OVERTIME STATISTICS FOR COMMUNITY SERVICES

Summary	O/T Hours
Parks	595
Sport	327.5
Halls	356
Cemeteries	330
Nature Conservation	309
Urban Forestry	62
Ornamental Horticulture	693
Workshop	73.5
Total overtime worked	2746

Overtime Worked for November 2019



6.	REPORTS SUBMITTED BY THE MUNICIPAL MANAGER
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NONE

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

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