
8.	REPORTS SUBMITTED BY THE EXECUTIVE MAYOR
----	---

8.1	RESPONSE TO CORONAVIRUS (COVID-19) PANDEMIC AND THE DECLARATION OF A NATIONAL STATE OF DISASTER
-----	--

Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good governance and compliance

20 March 2020

1. SUBJECT: RESPONSE TO CORONAVIRUS (COVID-19) PANDEMIC AND THE DECLARATION OF A NATIONAL STATE OF DISASTER

2. PURPOSE OF REPORT

To inform Council of the COVID-19 pandemic as a national state of disaster as declared by the President (per Government Notice Nr. 313 of 15 March 2020), and of the presidential directives issued in this regard.

3. DELEGATED AUTHORITY

Executive Mayor in terms of Delegation C142, Section 55, Disaster Management Act, 57 of 2002.

4. EXECUTIVE SUMMARY

The President of South Africa on 15 March 2020 declared the Coronavirus (COVID-19) pandemic a national disaster in terms of Section 23(1)(b) of the Disaster Management Act 2002. In his address, President Cyril Ramaphosa in order to enable the development of an integrated and coordinated disaster management mechanism to focus on the prevention and reduction of the COVID-19 outbreak, listed several restrictions to curb the spread of the virus.

Stellenbosch Municipality welcomes the announcement made by the President and will follow the instructions issued.

5. RECOMMENDATIONS

that the following measures be implemented with immediate effect in an attempt to curb the spreading of COVID-19 in the Stellenbosch municipal area:

- (a) Municipal services to provisionally continue as normal, but residents be encouraged to avoid non-essential visits to any of the municipal offices and facilities, and to rather use online, telephone, and electronic services;
- (b) The following municipal facilities be closed with immediate effect, until further notice:
 - community halls, town halls and library halls, multi-purpose centres, picnic sites and/or resorts, nature reserves, swimming pools, sports facilities and clubhouses;
 - Approval be granted that existing bookings of said facilities either be cancelled or postponed, and that fees be refunded without recovering the administrative fee associated with cancellations where the booking is not rescheduled;

- The operating hours of the libraries will be from 09:00 – 14:00, but that only basic services (taking out and returning of reading material) be provided, and that access and number control be applied;
 - Cemeteries remain open, but users be made aware of the legal number limits applicable to gatherings;
 - Customer offices, such as cash offices, traffic licencing and test centres remain open to the public for the time being, but strong precaution be taken to ensure a heightened level of hygiene;
 - Sectoral and other IDP and budget-related public participation meetings be cancelled until further notice;
 - The IDP and other budget related public participation will take place through other methods to be communicated soonest;
 - Meetings of the Council and its committees provisionally continue as scheduled, but members of the public will have limited access to these meetings, excluding the media;
 - Provision will be made for social distance and hygiene;
 - All community development projects, and holiday programmes scheduled and presented by the directorate Community Development during the school holiday and on public holidays, be cancelled;
 - No applications be approved in terms of the Gatherings Act, as well as in terms of the Municipality's By-law regarding the Holding of Events, and existing approvals be cancelled until further notice.
- (c) The Municipal Manager be authorised to take urgent decisions relating to the COVID pandemic, *inter alia* regarding but not limited to the following:
- Identification of available sites to be used as isolation and quarantine facilities, and to submit the list to the Department of Health (as per regulations);
 - Shortening/determination of regulatory periods as determined in this resolution;
 - Increased access control and security measures at inter alia municipal offices, stores, test centres;
 - Appointment of a task team and communication spokesperson/s, as well as determination of communication methods and handling of enquiries;
 - Closure/reopening of facilities and termination/continuation of services;
 - Safety measures for staff, e.g. provisional suspension of biometrics, approval and criteria of special/quarantine leave as provided for in SALGBC collective agreement, use of protective equipment/clothing, shift systems and working from home, awareness measures;
 - Attendance of courses, workshops and meetings by staff representatives.
- (d) that all public communication regarding COVID-19 be issued under the name of the Executive Mayor, and internal communication (with staff) by the Municipal Manager or her nominee/s;
- (e) that the designated policing offices be requested to communicate the information in the regulations in as far as it relates to the operating hours of on-and-off consumption premises, to licensees;

(f) that a press release be issued to communicate the measures contained herein and applicable to the public, for publication on the website, social media and in the local newspapers; and

(g) that a copy of this resolution be communicated to all councillors.

6. DISCUSSION / CONTENTS

6.1 Discussion

Based on the presidential directives on the outbreak of the Corona Virus, the Municipality has decided to implement measures with immediate effect in an attempt to curb the spreading of the virus.

6.2 Financial Implications

Impact of the COVID-19 has not been determined but have a major financial impact on businesses and possible municipal income.

6.3 Legal Implications

The disaster act provides for extraordinary processes and circumstances and the recommendations is in line with legislative provisions.

6.5 Staff Implications

As provided for in collective agreements and policies and adjustments to be determined as it relates to self-quarantine and self-isolation.

6.6 Previous / Relevant Council Resolutions

None.

6.7 Risk Implications

Spreading of the disease. Measures addressed herein is put in place to mitigate the risk.

6.8 Comments from Senior Management:

Comments from senior management incorporated.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2020-03-20: ITEM 8.1

that the following measures be implemented with immediate effect in an attempt to curb the spreading of COVID-19 in the Stellenbosch municipal area:

(a) Municipal services to provisionally continue as normal, but residents be encouraged to avoid non-essential visits to any of the municipal offices and facilities, and to rather use online, telephone, and electronic services;

(b) The following municipal facilities be closed with immediate effect, until further notice:

- community halls, town halls and library halls, multi-purpose centres, picnic sites and/or resorts, nature reserves, swimming pools, sports facilities and clubhouses;
 - Approval be granted that existing bookings of said facilities either be cancelled or postponed, and that fees be refunded without recovering the administrative fee associated with cancellations where the booking is not rescheduled;
 - The operating hours of the libraries will be from 09:00 – 14:00, but that only basic services (taking out and retuning of reading material) be provided, and that access and number control be applied;
 - Cemeteries remain open, but users be made aware of the legal number limits applicable to gatherings;
 - Customer offices, such as cash offices, traffic licencing and test centres remain open to the public for the time being, but strong precaution be taken to ensure a heightened level of hygiene;
 - Sectoral and other IDP and budget-related public participation meetings be cancelled until further notice;
 - The IDP and other budget related public participation will take place through other methods to be communicated soonest;
 - Meetings of the Council and its committees provisionally continue as scheduled, but members of the public will have limited access to these meetings, excluding the media;
 - Provision will be made for social distance and hygiene;
 - All community development projects, and holiday programmes scheduled and presented by the directorate Community Development during the school holiday and on public holidays, be cancelled;
 - No applications be approved in terms of the Gatherings Act, as well as in terms of the Municipality's By-law regarding the Holding of Events, and existing approvals be cancelled until further notice.
- (c) The Municipal Manager be authorised to take urgent decisions relating to the COVID pandemic, *inter alia* regarding but not limited to the following:
- Identification of available sites to be used as isolation and quarantine facilities, and to submit the list to the Department of Health (as per regulations);
 - Shortening/determination of regulatory periods as determined in this resolution;
 - Increased access control and security measures at inter alia municipal offices, stores, test centres;
 - Appointment of a task team and communication spokesperson/s, as well as determination of communication methods and handling of enquiries;
 - Closure/reopening of facilities and termination/continuation of services;
 - Safety measures for staff, e.g. provisional suspension of biometrics, approval and criteria of special/quarantine leave as provided for in SALGBC collective agreement, use of protective equipment/clothing, shift systems and working from home, awareness measures;
 - Attendance of courses, workshops and meetings by staff representatives.
- (d) that all public communication regarding COVID-19 be issued under the name of the Executive Mayor, and internal communication (with staff) by the Municipal Manager or her nominee/s;

-
- (e) that the designated policing offices be requested to communicate the information in the regulations in as far as it relates to the operating hours of on-and-off consumption premises, to licensees;
- (f) that a press release be issued to communicate the measures contained herein and applicable to the public, for publication on the website, social media and in the local newspapers; and
- (g) that a copy of this resolution be communicated to all councillors.

FOR FURTHER DETAILS CONTACT:

<i>NAME</i>	Geraldine Mettler
<i>POSITION</i>	Municipal Manager
<i>DIRECTORATE</i>	Municipal Manager
<i>CONTACT NUMBERS</i>	021 808 8025
<i>E-MAIL ADDRESS</i>	municipal.manager@stellenbosch.gov.za
<i>REPORT DATE</i>	19 March 2020