STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref no.3/4/2/5

2025-08-08

MAYORAL COMMITTEE MEETING

WDNESDAY, 2025-08-13 AT 10:00

TO	The Executive Mayor, Ald J Fasser
	The Deputy Executive Mayor, Cllr M Slabbert
COUNCILLORS	JC Anthony
	R du Toit
	T Kumm
	L Nkamisa
	C Manuel
	R Pheiffer
	N Olayi
	J Williams

Notice is hereby given that a Mayoral Committee Meeting will be held **in Council Chamber** on **Wednesday, 2025-08-13 at 10:00** to consider the attached agenda.

EXECUTIVE MAYOR, ALD J FASSER

CHAIRPERSON

AGENDA

MAYORAL COMMITTEE MEETING

2025-08-13

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE
1.	**OPENING AND WELCOME**	
2.	**COMMUNICATION**	
3.	**DISCLOSURE OF INTERESTS**	
4.	**APPLICATIONS FOR LEAVE OF ABSENCE**	
5.	**APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING**	
5.1	The minutes of the Mayoral Committee meeting: 2025-07-22 refers attached as **APPENDIX 1**. **FOR CONFIRMATION**	4
6.	**STATUTORY MATTERS**	
6.1	SDF / IDP / BUDGET TIME SCHEDULE / PROCESS PLAN FOR 2026/27	53
6.2	ADJUSTMENTS BUDGET (ROLL-OVER) 2025/2026	69
6.3	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR JULY 2025	72
7.	**CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: [ALD J FASSER]**	
7.1	**COMMUNITY AND PROTECTION SERVICES: [PC:CLLR S HENEKE]**	
7.1.1	NANSANA MUNICIPALITY, UGANDA COLLABORATIVE PROGRESS REPORT ON THE IMPLEMENTATION OF NEIGHBOURHOOD WATCH AND COMMUNITY SAFETY PROGRAMS	76
7.2	**SPORTS, YOUTH AND CULTURE: [PC: CLLR N OLAYI]**	
	NONE	114
7.3	**CORPORATE SERVICES: [PC: CLLR L NKAMISA]**	
7.3.1	FUTURE USE OF ERF 454 FRANSCHHOEK (31 PARK STREET, GROENDAL)	114
7.3.2	APPLICATION FOR LEASE AGREEMENT: U-TURN HOMELESS MINISTRIES: A PORTION OF ERF 235 STELLENBOSCH	124
7.4	**FINANCIAL SERVICES: [PC: ALD JC ANTHONY]**	
	NONE	169
7.5	**HUMAN SETTLEMENTS: [PC: CLLR R DU TOIT]**	
	NONE	169
7.6	**INFRASTRUCTURE SERVICES: [PC: CLLR R PHEIFFER]**	
7.6.1	STATUS REPORT ON THE ALTERNATIVE ENERGY GENERATION PROGRAMME – AUGUST 2025	170

7.7	**PARKS,OPEN SPACES AND ENVIRONMENT : [PC: J WILLIAMS]**	
7.7.1	PAPEGAAIBERG NATURE RESERVE: ENVIRONMENTAL MANAGEMENT PLAN – REVIEW	176
7.8	**PLANNING AND LOCAL ECONOMIC DEVELOPMENT AND TOURISM: [PC: CLLR T KUMM]**	
	NONE	244
7.9	**RURAL MANAGEMENT: [PC: CLLR C MANUEL]**	
	NONE	244
7.10	**MUNICIPAL MANAGER**	
	NONE	244
8.	**REPORTS SUBMITTED BY THE EXECUTIVE MAYOR**	
	NONE	244
9.	**URGENT MATTERS**	
	NONE	244
10.	**MATTERS TO BE CONSIDERED IN-COMMITTEE**	
	NONE	

APPENDIX 1

Confirmation of Minutes: Mayoral Committee Meeting: 2025-07-22

STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref no.3/4/2/5

2025-07-22

MINUTES

MAYORAL COMMITTEE MEETING:

2025-07-22 AT 10:00

MINUTES

MAYORAL COMMITTEE MEETING

2025-07-22

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE
1.	**OPENING AND WELCOME**	
2.	**COMMUNICATION**	
3.	**DISCLOSURE OF INTERESTS**	
4.	**APPLICATIONS FOR LEAVE OF ABSENCE**	
5.	**APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING**	
5.1	The minutes of the Mayoral Committee meeting: 2025-06-18. **FOR CONFIRMATION**	3
6.	**STATUTORY MATTERS**	
6.1	APPROVED TOP LAYER (TL) SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) 2025/26	4
6.2	OVERSIGHT ROLE OF COUNCIL: SUPPLY CHAIN MANAGEMENT POLICY-REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY OF STELLENBOSCH MUNICIPALITY: ANNUAL IMPLEMENTATION REPORT (01 JULY 2024 - 30 JUNE 2025)	6
6.3	OVERSIGHT ROLE OF COUNCIL: SUPPLY CHAIN MANAGEMENT POLICY-REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY OF STELLENBOSCH MUNICIPALITY: QUARTER 4 (01 APRIL 2025 – 30 JUNE 2025)	7
6.4	MFMA SECTION 52 REPORTING UP TO JUNE 2025	8
6.5	MANAGEMENT OF CONTRACTS OR AGREEMENTS AND CONTRACTOR PERFORMANCE AS AT 01 JANUARY 2025 – 30 JUNE 2025 MFMA S116(2)(d) REPORT	9
6.6	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR JUNE 2025	10
6.7	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR JULY 2025	11
7.	**CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: [ALD J FASSER]**	
7.1	**PROTECTION SERVICES: [PC: CLLR J WILLIAMS]**	
7.1.1	FEEDBACK REPORT: BORDER MUNICIPALITIES REGIONAL WORKSHOP DAR ES SALAAM, TANZANIA HELD ON 11 TO 12 JUNE 2025	12
7.2	**SPORTS, YOUTH AND CULTURE: [PC: CLLR T KUMM]**	
7.2.1	RETURN ITEM: FEEDBACK AFTER PUBLICATION OF THE INFORMATION STATEMENT REGARDING THE IN-PRINCIPAL DISPOSAL OF THE VAN DER STEL SPORT FACILITY TO THE PREFERRED BIDDER FOLLOWING A FORMAL TENDER PROCESS	14

7.3	**CORPORATE SERVICES: [PC: CLLR L NKAMISA]**	
7.3.1	POSSIBLE REVIEW AND RESCISSION OF RESOLUTION: APPLICATION FOR LEASE AGREEMENT: STELLENBOSCH DISTRICT RIDING CLUB: FARM 502N STELLENBOSCH RD	16
7.3.2	POSSIBLE WAIVER OF PRE-EMPTIVE RIGHT: ERF 756 KAYAMANDI	18
7.3.3	POSSIBLE DISPOSAL OF A PORTION OF THE REMAINDER OF FARM 739 KLAPMUTS FOR THE PURPOSE OF BUILDING A POLICE STATION	20
7.3.4	RETURN ITEM: APPLICATION TO LEASE A PORTION OF ERF 9190 STELLENBOSCH (TECHNOPARK) FOR PARKING PURPOSES	22
7.3.5	APPLICATION FOR LEASE AGREEMENT: THE FRANSCHHOEK CABLEWAY COMPANY (PTY) LTD: A PORTION OF ERF 23 FRANSCHHOEK	24
7.4	**FINANCIAL SERVICES: [PC: ALD JC ANTHONY]**	
	NONE	26
7.5	**HUMAN SETTLEMENTS: [PC: CLLR R DU TOIT]**	
	NONE	26
7.6	**INFRASTRUCTURE SERVICES: [PC: CLLR R PHEIFFER]**	
7.6.1	STELLENBOSCH MUNICIPALITY PARTNERSHIP WITH GERMAN WATER UTILITY: HAMBURGER STATDENTWASSERUNG AND HAFENCITY UNIVERSITY HAMBURG (HCU)	27
7.6.2	EXPRESSION OF INTEREST (EOI) PROCESS FOR THE EIKESTAD PARKING PUBLIC PRIVATE PARTNERSHIP PROJECT (PPP)	29
7.7	**PARKS AND OPEN SPACES: [PC: CLLR N OLAYI]**	
	NONE	32
7.8	**PLANNING AND LOCAL ECONOMIC DEVELOPMENT AND TOURISM: [PC: DEPUTY MAYOR M SLABBERT]**	
7.8.1	REPORT ON PUBLIC PARTICIPATION PROCESS AND INPUTS - STELLENBOSCH MUNICIPALITY: DRAFT ZONING SCHEME BYLAW 2024 AND PROPOSED DRAFT ZONING SCHEME BYLAW 2025	32
7.8.2	CONSIDERATION OF A SECTION 78(3) FEASIBILITY STUDY ON OUTSOURCING OF TOURISM SERVICES	34
7.8.3	SA SUNSHINE TOUR – REQUEST FOR SPONSORSHIP AND / OR SUPPORT	36
7.8.4	RETURN ITEM: FEEDBACK ON PUBLIC PARTICIPATION PROCESS (PPP) AFTER THE ADVERTISING OF THE DRAFT SPAZA SHOP BY-LAW	37
7.8.5	REQUEST FOR THE RE-ADVERTISEMENT OF THE REVIEWED STELLENBOSCH MUNICIPALITY EVENTS BY-LAW, 2025 FOR PUBLIC PARTICIPATION	39
7.8.6	APPOINTMENT OF THE MEMBERS TO SERVE ON THE STELLENBOSCH MUNICIPALITY CONSERVATION ADVISORY COMMITTEE	40
7.9	**COMMUNITY SERVICES: [PC:]**	
	NONE	41
7.10	**RURAL MANAGEMENT AND ENVIRONMENT: [PC: CLLR C MANUEL]**	
	NONE	41
7.11	**MUNICIPAL MANAGER**	
7.11.1	COMBINED ASSURANCE FRAMEWORK 2025/ 2026	42
7.11.2	SIGNED PERFORMANCE AGREEMENTS 2025/26 OF THE MUNICIPAL MANAGER AND MANAGERS DIRECTLY ACCOUNTABLE TO THE MUNICIPAL MANAGER (THE CFO AND DIRECTORS)	43

8.	**REPORTS SUBMITTED BY THE EXECUTIVE MAYOR**	
	NONE	44
9.	**URGENT MATTERS**	
	NONE	44
10.	**MATTERS TO BE CONSIDERED IN-COMMITTEE**	
	SEE PINK DOCUMENTATION	

PRESENT: Executive Mayor, Ald J Fasser **(Chairperson)**
Deputy Executive Mayor, M Slabbert

Councillors: Ald JC Anthony
R du Toit
T Kumm
C Manuel
L Nkamisa
R Pheiffer
N Olayi
J Williams

Also Present: Councillor P Crawley (Chief Whip)
Councillor W Petersen (MPAC Chairperson)
Councillor Q Smit (Speaker)

Officials: Municipal Manager(G Mettler)
Director: Infrastructure Services (S Chandaka)
Director: Community & Protection Services (G Boshoff)
Director : Planning and Economic Development (A Barnes)
Acting Director : Corporate Services (A Kannemeyer)
Chief Financial Officer (K Carolus)
Chief Audit Executive (L Mvandedwa)
Manager: IDP/PMS/PP(G Cain)
Senior Administration Officer (T Samuels)

****

1.	**OPENING AND WELCOME**

The Chairperson, The Executive Mayor welcomed everyone present at the Mayoral Committee Meeting.

2.	**COMMUNICATION BY THE EXECUTIVE MAYOR**

- This past Friday, 18 July 2025, Stellenbosch Municipality celebrated Mandela Day by hosting the Mandela Day Heroes Awards at the Stellenbosch Town Hall in conjunction with Stellenbosch Football Club – celebrating and thanking the everyday heroes in our communities who are driving real change. We must strive to be Mandela Day heroes every day – don't wait until the annual celebration.

- Ek herinner ons inwoners aan die veldtog wat geloods is om 'n nuwe naam vir die bestaande NPK gebou te kry. Dit is tyd om die gebou 'n naam te gee wat die hart van Stellenbosch en die gees van die dorp en die streek weërspieël.

Iets betekenisvols en iets unieks. Gaan na die munisipale webblad en vind meer uit oor die proses.

- Stellenbosch Municipality recently installed a landfill gas flare at the Stellenbosch Landfill Site. Our new gas flare system safely converts methane into carbon dioxide and water vapor, significantly reducing its climate impact.
- Why it matters:
  ➡️ Flaring greatly reduces methane emissions
  ➡️ This is equivalent to taking thousands of cars off the road every year in terms of greenhouse gas reductions
  ➡️ Contributes to a more sustainable and climate-resilient future.

- Nog ‘n herinnering aan al ons inwoners dat Stellenbosch Munisipapliteit se bankbesonderhede sedert 1 Julie 2025 verander het, en die munisipaliteit nou van Standard Bank gebruik maak vir bankdienste. Neem asseblief kennis van die inligting soos op die munisipale webtuiste om te verseker dat u die korrrekte inligting het wanneer betalings gedoen moet word.

- At the beginning of July, I visited various visited a few of the thriving community food gardens and the newly established seedling nursery that have taken root across the Stellenbosch municipal area over the past two financial years (2023/24 and 2024/25). These gardens are more than just plots of land - they are sites of empowerment, education and economic opportunity. Funded through the Municipality’s Grant-in-Aid programme and implemented by the South African Institute for Entrepreneurship, the initiative has seen remarkable results:
- 120 backyard food gardens
- 12 community food gardens
- 24 ECD centre gardens.

3.	**DISCLOSURE OF INTERESTS**

NONE

4.	**APPLICATIONS FOR LEAVE OF ABSENCE**

NONE

5.	CONFIRMATION OF PREVIOUS MINUTES

5.1 The minutes of the Mayoral Committee Meeting held on 2025-06-18 were **confirmed as correct without any amendments.**

6.	STATUTORY MATTERS

6.1	APPROVED TOP LAYER (TL) SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) 2025/26

Collaborator No: 790154
IDP KPA Ref No: Good Governance
Meeting Date: 22 July 2025

1. SUBJECT:APPROVED TOP LAYER (TL) SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) 2025/26

2. PURPOSE

Is to inform the Council that the Executive Mayor has approved the Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP) 2025/26.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Section 53(1)(c)(ii) of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) requires the mayor of a municipality to take all reasonable steps to ensure that the municipality's Service Delivery and Budget Implementation Plan (SDBIP) is approved by the mayor within 28 days after the approval of the budget.

The TL SDBIP 2025/26 was approved by the Executive Mayor on 20 June 2025, which falls within the prescribed 28 days after the approval of the Budget. The TL SDBIP 2025/26 is herewith submitted to the Council for notification.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-07-22: ITEM 6.1

(a) that the Council **TAKES NOTE** of the approved TL SDBIP 2025/26 attached hereto as **ANNEXURE A**;

(b) that the Council **TAKES NOTE** that the approved TL SDBIP 2025/26 has been made public within 10 working days after the approval of the TL SDBIP 2025/26 and duly submitted to the MEC for Local Government in the Province; and

(c) that the Council **TAKES NOTE** that the Approved TL SDBIP 2025/26 must be read together with the third review of the 5th Generation Integrated Development Plan (IDP) 2022 – 2027; and

(d) that the Council **TAKES NOTE** that the performance indicators and targets contained in the approved TL SDBIP 2025/26 be considered to have been made in the IDP to ensure accurate technical alignment between the third review of the IDP 2022 – 2027 and the TL SDBIP 2025/26.

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler
POSITION	Municipal Manager
DIRECTORATE	Office of the Municipal Manager
CONTACT NUMBERS	021 808 8025
E-MAIL ADDRESS	mm@stellenbosch.gov.za
REPORT DATE	23 June 2025

6.2	**OVERSIGHT ROLE OF COUNCIL: SUPPLY CHAIN MANAGEMENT POLICY-REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY OF STELLENBOSCH MUNICIPALITY: ANNUAL IMPLEMENTATION REPORT (01 JULY 2024 - 30 JUNE 2025)**

Collaborator No:
IDP KPA Ref No: **Good Governance**
Meeting Date: **22 July 2025**

1. SUBJECT:OVERSIGHT ROLE OF COUNCIL: SUPPLY CHAIN MANAGEMENT POLICY-REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY OF STELLENBOSCH MUNICIPALITY: ANNUAL IMPLEMENTATION REPORT (01 JULY 2024 - 30 JUNE 2025)

2. PURPOSE

To submit to Management a report for the period 01 July 2024 - 30 June 2025 on the implementation of Council's Supply Chain Management Policy. The report covers the performance of the various delegated functions and the implementation thereof.

3. FOR DECISION BY MUNICIPAL COUNCIL

Section 6 (2) (i) & 4 of the SCM Policy 2024/2025 determines that the Accounting Officer must within 30 days of the end of each financial year submit a report on the implementation of the SCM Policy to the Executive Mayor. This report must be made public in accordance with section 21A of the Municipal Systems Act (32 of 2000).

4. EXECUTIVE SUMMARY

Within 30 days of the end of each financial year the Accounting Officer must submit a report on the implementation of the Supply Chain Management Policy to the Executive Mayor. In terms of the SCM Regulations and Council's SCM Policy the SCM unit has been delegated to perform powers and functions that related to the procurement of goods and services, disposal of goods no longer needed, the selection of contractors to provide assistance in the provision of municipal services.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-07-22: ITEM 6.2

(a) that Council approves the report and **ANNEXURE A** attached to the report, and

(b) that the report be made public in accordance with section 21A of the Municipal Systems Act.

FOR FURTHER DETAILS CONTACT:

NAME	*Kevin Carolus*
CONTACT NUMBERS	*021 808 8528*
E-MAIL ADDRESS	*Kevin.Carolus@stellenbosch.gov.za*
DIRECTORATE	*Financial Services*
REPORT DATE	*03 July 2025*

6.3	**OVERSIGHT ROLE OF COUNCIL: SUPPLY CHAIN MANAGEMENT POLICY-REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY OF STELLENBOSCH MUNICIPALITY: QUARTER 4 (01 APRIL 2025 – 30 JUNE 2025)**

Collaborator No:
IDP KPA Ref No: **Good Governance**
Meeting Date: **22 July 2025**

1. SUBJECT: OVERSIGHT ROLE OF COUNCIL: SUPPLY CHAIN MANAGEMENT POLICY-REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY OF STELLENBOSCH MUNICIPALITY: QUARTER 4 (01 APRIL 2025 – 30 JUNE 2025)

2. PURPOSE

To submit to Management a report for the period 01 April 2025 – 30 June 2025 on the implementation of Council's Supply Chain Management Policy. The report covers the performance of the various delegated functions and the implementation thereof.

3. FOR DECISION BY MUNICIPAL COUNCIL

Section 6 (3) & 4 of the SCM Policy 2024/2025 determines that the Accounting Officer must within 10 days at the end of each quarter submit a report on the implementation of the SCM Policy to the Executive Mayor. This report must be made public in accordance with section 21A of the Municipal Systems Act (32 of 2000).

4. EXECUTIVE SUMMARY

On a quarterly basis the Accounting Officer must submit a report on the implementation of the Supply Chain Management Policy to the Executive Mayor. In terms of the SCM Regulations and Council's SCM Policy the SCM unit has been delegated to perform powers and functions that related to the procurement of goods and services, disposal of goods no longer needed, the selection of contractors to aid in the provision of municipal services.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-07-22: ITEM 6.3

(a) that Council approves this report and **ANNEXURE A** attached to the report, and

(b) that the report be made public in accordance with section 21A of the Municipal Systems Act.

NAME	*Dalleel Jacobs*
CONTACT NUMBERS	*8137*
E-MAIL ADDRESS	*Dalleel.Jacobs@Stellenbosch.gov.za*
DIRECTORATE	*Supply Chain Management*
REPORT DATE	*03 July 2025*

6.4	MFMA SECTION 52 REPORTING UP TO JUNE 2025

Collaborator No:
IDP KPA Ref No: **Good Governance**
Meeting Date: **22 July 2025**

1. SUBJECT: MFMA SECTION 52 REPORTING UP TO JUNE 2025

2. PURPOSE

To comply with section 52(d) of the Municipal Finance Management Act and report to Council on the implementation of the budget; and service delivery budget plan of the Municipality for the 4th quarter of the 2024/25 financial year.

3. DELEGATED AUTHORITY

THE EXECUTIVE MAYOR TO SUBMIT TO COUNCIL

In terms of section 52 (d) of the Municipal Finance Management Act:

"The mayor of a municipality—

(d) must, within 30 days of the end of each quarter; submit a report to the council on the implementation of the budget and the financial affairs of the municipality:"

4. EXECUTIVE SUMMARY

The Executive Mayor must provide general political guidance over the fiscal and financial affairs of the Municipality and is required by Section 52(d) of the Municipal Finance Management Act to submit a report on the implementation of the budget and the financial and non-financial performance of the Municipality, to the Council within 30 days after end of each quarter.

The Section 52 report is a summary of the budget performance. It compares the implementation of the budget to the commitments made and contained in the Service Delivery and Budget Implementation Plan (SDBIP) and is intended to enable Council to give effect to their oversight responsibility.

This report provides the overall performance of the Municipality for the period 1 April 2025 to 30 June 2025.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-07-22: ITEM 6.4

that Council notes the Section 52 Report (including quarterly performance report) – Fourth Quarter.

NAME	**Monique Steyl**
POSITION	***Senior Manager Financial Management Services***
DIRECTORATE	***Financial Services***
CONTACT NUMBER	***021 – 808 8512***
E-MAIL ADDRESS	***Monique.Steyl@stellenbosch.gov.za***
REPORT DATE	***June 2025***

6.5	MANAGEMENT OF CONTRACTS OR AGREEMENTS AND CONTRACTOR PERFORMANCE AS AT 01 JANUARY 2025 – 30 JUNE 2025 MFMA S116(2)(d) REPORT

Collaborator No:
IDP KPA Ref No: **Good Governance**
Meeting Date: **22 July 2025**

1. SUBJECT: MANAGEMENT OF CONTRACTS OR AGREEMENTS AND CONTRACTOR PERFORMANCE AS AT 01 JANUARY 2025 – 30 JUNE 2025 MFMA S116(2)(d) REPORT

2. PURPOSE

To report in accordance with MFMA, Section 116(2)(d) on the management of contracts or agreements and the performance of contractors.

3. DELEGATED AUTHORITY

(FOR DECISION BY MUNICIPAL COUNCIL, EXECUTIVE MAYOR AND MAYORAL COMMITTEE, PORTFOLIO COMMITTEE, EXECUTIVE MANAGEMENT, ETCETERA)

None.

4. EXECUTIVE SUMMARY

The report indicates the performance of service providers who were active on contracts secured by means of a competitive bidding process for the period 01 January 2025 to 30 June 2025.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-07-22: ITEM 6.5

that the Annual MFMA S116(2)(d) report: Management of contracts or agreements and contractor performance from 01 January 2025 to 30 June 2025, be noted.

FOR FURTHER DETAILS CONTACT:

NAME	Dalleel Jacobs
POSITION	***Snr Manager SCM***
DIRECTORATE	***Financial services***
CONTACT NUMBERS	***021 808 8137***
E-MAIL ADDRESS	***Dalleel.jacobs@stellenbosch .gov.za***
REPORT DATE	

6.6	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR JUNE 2025

Collaborator No:
IDP KPA Ref No: **Good Governance and Compliance**
Meeting Date: **22 July 2025**

1. SUBJECT: MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR JUNE 2025

2. PURPOSE

To comply with Regulation 36(2) of the Municipal Supply Chain Management Regulations and Section 36 of the Supply Chain Management Policy 2024/2025 to report the deviations to the Council.

3. DELEGATED AUTHORITY

Council

For noting.

4. EXECUTIVE SUMMARY

Regulation 36(2) of the Municipal Supply Chain Management Regulations and Section 36 of the Supply Chain Management Policy (2024/2025) stipulate that SCM deviations be reported to the Council. In compliance thereto, this report presents to the Council the SCM deviations that occurred during June 2025.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-07-22: ITEM 6.6

that Council notes that there were no deviations approved for the month of June 2025.

NAME	***Dalleel Jacobs***
POSITION	***Senior Manager SCM***
DIRECTORATE	***Finance***
CONTACT NUMBERS	***021 808 8137***
E-MAIL ADDRESS	***Dalleel.Jacobs@stellenbosch.gov.za***
REPORT DATE	***03 July 2025***

6.7	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR JULY 2025

Collaborator No:
IDP KPA Ref No: **Good Governance and Compliance**
Meeting Date: **22 July 2025**

1. SUBJECT: MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR JULY 2025

2. PURPOSE

To comply with Regulation 36(2) of the Municipal Supply Chain Management Regulations and Section 36 of the Supply Chain Management Policy 2025/2026 to report the deviations to the Council.

3. DELEGATED AUTHORITY

Council

For noting.

4. EXECUTIVE SUMMARY

Regulation 36(2) of the Municipal Supply Chain Management Regulations and Section 36 of the Supply Chain Management Policy (2025/2026) stipulate that SCM deviations be reported to the Council. In compliance thereto, this report presents to the Council the SCM deviations that occurred during July 2025.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-07-22: ITEM 6.7

that Council notes the deviations approved for the period 1 July 2025 until 15 July 2025.

FOR FURTHER DETAILS CONTACT:

NAME	***Dalleel Jacobs***
POSITION	***Senior Manager SCM***
DIRECTORATE	***Finance***
CONTACT NUMBERS	***021 808 8137***
E-MAIL ADDRESS	***Dalleel.Jacobs@stellenbosch.gov.za***
REPORT DATE	***15 July 2025***

7.	**CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: [CLLR J FASSER]**

7.1	**PROTECTION SERVICES: (PC: CLLR J WILLIAMS)**

7.1.1	**FEEDBACK REPORT: BORDER MUNICIPALITIES REGIONAL WORKSHOP DAR ES SALAAM, TANZANIA HELD ON 11 TO 12 JUNE 2025**

Collaborator No: **790260**
IDP KPA Ref No: **Good Governance and Compliance**
Meeting Date: **22 July 2025**

1. SUBJECT:FEEDBACK REPORT: BORDER MUNICIPALITIES REGIONAL WORKSHOP DAR ES SALAAM, TANZANIA HELD ON 11 TO 12 JUNE 2025

2. PURPOSE

Feedback Report: Border Municipalities Regional Workshop Dar es Salaam, Tanzania held on the 11th and 12th of June 2025.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

Stellenbosch Municipality was accepted as a Strong Cities Network member on the 25th of July 2023. Since then, three knowledge-sharing engagements took place whereby information was shared with partnering cities on various crime prevention initiatives. An engagement was held in Cape Town in December 2023 where much interest was shown in Stellenbosch's Neighbourhood Watch Support Programs and Safety Initiatives.

An invitation was received from the Strong Cities Network to the Border Municipalities Regional Workshop in Dar es Salaam, Tanzania. The workshop was held on the 11th and 12th of June 2025. The municipality was invited to speak on the Community Safety Forum and to share its knowledge and expertise with the other partner cities of the Strong Cities Network.

Positive feedback was received from the participants and the leadership of the border municipalities that attended the workshop in Tanzania. Municipalities also indicated their interest in having the Neighbourhood Watch Model and Community Safety Forum rolled out in their areas.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-07-22: ITEM 6.6

that Council notes the feedback report on the Strong Cities Workshop attended in Dar es Salaam, Tanzania as well as the progress made with the Neighborhood Watch Program in the Nansana Municipality, Uganda.

FOR FURTHER DETAILS CONTACT:

NAME	Joan Felix
POSITION	Manager
DIRECTORATE	Traffic and Law Enforcement Services
CONTACT NUMBERS	021- 808 8441
E-MAIL ADDRESS	Joan.Felix@stellenbosch.gov.za
REPORT DATE	11 July 2025

7.2	**SPORTS, YOUTH AND CULTURE: [PC: CLLR T KUMM]**

7.2.1	**RETURN ITEM: FEEDBACK AFTER PUBLICATION OF THE INFORMATION STATEMENT REGARDING THE IN-PRINCIPAL DISPOSAL OF THE VAN DER STEL SPORT FACILITY TO THE PREFERRED BIDDER FOLLOWING A FORMAL TENDER PROCESS**

Collaborator No: **790262**
IDP KPA Ref No: **Good Governance**
Meeting Date: **22 July 2025**

1. SUBJECT:RETURN ITEM: FEEDBACK AFTER PUBLICATION OF THE INFORMATION STATEMENT REGARDING THE IN-PRINCIPAL DISPOSAL OF THE VAN DER STEL SPORT FACILITY TO THE PREFERRED BIDDER FOLLOWING A FORMAL TENDER PROCESS

2. PURPOSE

To provide feedback to Council after the amended Information Statement was advertised. It outlines Council's intention to grant a 30-year lease of the Van der Stel Sport Complex to Stellenbosch Football Club for the management and development of Erf 235 Stellenbosch.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

At the **30th Council Meeting held on 31 March 2025**, Council resolved:

(a) That Council approves a thirty (30) year lease of the Van der Stel Sport Complex to **Stellenbosch Football Club** for the management and development of Erf 235; and

(b) That Council notes that, although the following two entities are situated on Erf 235, namely the **World Tennis Foundation** and the **Van der Stel Bowling Club**, they are excluded from the lease agreement.

At the **32nd Council Meeting held on 30 May 2025** – *Item 10.2.1* – it was resolved (majority vote with one abstention):

(a) That the resolutions adopted at the 30th Council Meeting on 31 March 2025 for Item 12.2 be rescinded.

(b) That Council acknowledges the language discrepancy between the wording of the Information Statement and the tender specifications; and

(c) That Council approves the advertising of the amendment to the Information Statement.

The amended Information Statement has now been published, and two comments were received for consideration by Council before a final decision can be taken.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-07-22: ITEM 7.2.1

(a) that Council notes the comments received after the publication of the amended Information Statement;

(b) that Council approves a 30-year lease of the facility to Stellenbosch Football Club; and

(c) that Council notes that only the World Tennis Foundation and Van der Stel Bowling Club were excluded from the lease.

FOR FURTHER DETAILS CONTACT:

NAME	**Albert van der Merwe**
POSITION	***Senior Manager Community Services***
DIRECTORATE	***Community and Protection Services***
CONTACT NUMBERS	***021-808 8165***
E-MAIL ADDRESS	***albertvandermerwe@stellenbosch.gov.za***
REPORT DATE	***02 July 2025***

7.3	**CORPORATE SERVICES: (PC: CLLR L NKAMISA)**

7.3.1	**POSSIBLE REVIEW AND RESCISSION OF RESOLUTION: APPLICATION FOR LEASE AGREEMENT: STELLENBOSCH DISTRICT RIDING CLUB: FARM 502N STELLENBOSCH RD**

Collaborator No:
IDP KPA Ref No: **Good Governance**
Meeting Date: **22 July 2025**

1. SUBJECT: POSSIBLE REVIEW AND RESCISSION OF RESOLUTION: APPLICATION FOR LEASE AGREEMENT: STELLENBOSCH DISTRICT RIDING CLUB: FARM 502N STELLENBOSCH RD

2. PURPOSE

To consider the review and rescission of the Executive Mayoral Committee resolution in respect of an application received from the Stellenbosch District Riding Club for a new lease agreement on Farm 502N Stellenbosch.

3. DELEGATED AUTHORITY

In terms of the approved System of Delegations the Executive Mayor, in consultation with the Executive Mayoral Committee, has the delegated authority to consider applications for Lease agreements, up to a contract value not exceeding R5M and not exceeding a period of 10 years.

The Municipal Manager has the delegated authority to sign lease agreements on behalf of the Municipality.

The Executive Mayor in consultation with the Executive Mayoral Committee has the delegated authority to review and rescind previous resolutions taken by the Executive Mayoral Committee.

4. EXECUTIVE SUMMARY

On 24 March 2025 the Executive Mayoral Committee considered an application from the Stellenbosch District Riding Club for a lease agreement. During the meeting it was decided to give an in-principle approval for the lease of Farm 502N Stellenbosch for a period of 9 years and 11 months. The resolution was however minuted as follows:

(a) That Farm 502N, Stellenbosch, be identified as land not needed for basic Municipal Services;

(b) That the application from the Riding Club be considered including the rental amount of 30% of the market related price in terms of council policies;

(c) That if the lease agreement is longer than 9 years and 11 months the intention to lease be advertised for public participation to request inputs/objections/ alternative offers and return to Mayco for final approval; and

(d) That the lessee be responsible to maintain the land and any structures on it.

The resolution is not clear on the lease period as discussed during the Executive Mayoral Committee meeting and merely indicates that if the lease is approved for longer than 9 years 11 months then it should be advertised. The Executive Mayoral Committee should therefore consider reviewing and rescinding the current resolution and replace same with a resolution that is clear on the period of the lease agreement in order for the administration to attend to the public participation process and finalisation of the lease agreement.

EXECUTIVE MAYORAL COMMITTEE: 2025-07-22: ITEM 7.3.1

RESOLVED

(a) that the resolution taken on 24 March 2025 is rescinded;

(b) that Farm 502N Stellenbosch is identified as land not needed to provide the minimum basic municipal services;

(c) that the application for lease by the District Riding Club be approved, in principle, for a period of 9 years 11 months;

(d) that a public participation process be followed advertising Council's intention to enter into the lease agreement whereafter the item be returned to the Executive Mayoral Committee for a final decision;

(e) that the monthly rental be determined at 30% of the market related value as determined by the valuation report, as the applicant is a registered non-profit organisation; and

(f) that the lessee be responsible to maintain the land and any structures on it.

FOR FURTHER DETAILS CONTACT:

NAME	**Yolande van den Berg**
POSITION	***Head Contract Management***
DIRECTORATE	***Corporate Services***
CONTACT NUMBERS	***021-8088073***
E-MAIL ADDRESS	***Yolande.vandenberg@stellenbosch.gov.za***
REPORT DATE	***30/06/2025***

7.3.2	POSSIBLE WAIVER OF PRE-EMPTIVE RIGHT: ERF 756 KAYAMANDI

Collaborator No:
IDP KPA Ref No: **Good Governance**
Meeting Date: **22 July 2025**

1. SUBJECT: POSSIBLE WAIVER OF PRE-EMPTIVE RIGHT: ERF 756 KAYAMANDI

2. PURPOSE

For Council to consider the request by Mr KI Monaheng to waive council's pre-emptive right to buy-back Erf 756 Kaya Mandi and consent to the property being sold to a third party.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Erf 756 Kaya Mandi was allocated to Mister KI Monaheng in 1996. An agreement of sale was entered into between the municipality and Mr Monaheng which was signed on 15 August 1996. The original agreement was misplaced and a new agreement with the same terms and conditions was signed in 2023. The new agreement was signed in order to create a new original so that the attorneys can attend to the transfer of the property.

Mr. Monaheng paid the purchase price and all outstanding debt due to the Municipality during 2019, however he only appointed an attorney to attend to the transfer in 2023. In terms of the agreement of sale the municipality has a pre-emptive right to buy-back the property for the same purchase price it was sold, in the event that the purchaser wants to sell same. In the case of the municipality not exercising this pre-emptive right, the plot can be sold to any third party who will also be bound by the terms as set out in the agreement of sale.

Mr KI Monaheng has now, through his attorneys, requested that the Municipality waives its pre-emptive right to buy-back the property as he is of the intention of selling same to a third party, Mr Baleni. Mr Baleni has already taken occupation of the property, and the planning department is currently investigating a zoning violation on the premises.

The item served before the Executive Mayoral Committee in January 2024 and was referred back to the administration for further investigation. Several engagements have since taken place between the administration and Mr. Monaheng and Mr. Baleni.

EXECUTIVE MAYORAL COMMITTEE: 2025-07-22: ITEM 7.3.2

RESOLVED

that this matter be referred back to the Administration for further discussion.

FOR FURTHER DETAILS CONTACT:

NAME	**Yolande van den Berg**
POSITION	***Contract Management***
DIRECTORATE	***Corporate Services***
CONTACT NUMBERS	***021-8088018***
E-MAIL ADDRESS	**yolande.vandenberg@stellenbosch.gov.za**
REPORT DATE	***09/07/2025***

7.3.3	POSSIBLE DISPOSAL OF A PORTION OF THE REMAINDER OF FARM 739 KLAPMUTS FOR THE PURPOSE OF BUILDING A POLICE STATION

Collaborator No:
IDP KPA Ref No: **Good Governance**
Meeting Date: **22 July 2025**

1. SUBJECT: POSSIBLE DISPOSAL OF A PORTION OF THE REMAINDER OF FARM 739 KLAPMUTS FOR THE PURPOSE OF BUILDING A POLICE STATION

2. PURPOSE

To consider the possible disposal of a portion of the remainder of Farm 739 Klapmuts to the Department of Public Works with the intention of building a new Police Station.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The South African Police Service filed an application to acquire a portion of Erf 342 Klapmuts for the purposes of building a new Police Station. They have identified a need to establish a new police station to serve the Klapmuts area as the existing Klapmuts police station does not adequately serve the community and requires upgrading to a fully-fledged facility. The current facility is a leased premises and cannot be upgraded due to certain physical constraints. The application indicated that they will require 1.5 hectares of land and they further request that Council considers donating the land to them and if this is not possible, they will consider a purchase option alternatively a land swap as there is state owned land in Klapmuts.

The application was initially made in October 2019 and never processed. Colonel Govender attended a meeting with the Property Management Department during the last week of November 2024 and indicated that they are still interested in acquiring a portion of Erf 342 Klapmuts and requested that the application be processed for consideration by Council.

An item served before the Executive Mayoral Committee on 22 January 2025 and was referred back to the administration for further discussions. It has since been determined that the portion requested has been earmarked and approved for alternative uses and that this portion is not fit for the purpose of a police station.

The adjacent property known as the Remainder of Farm 739 Klapmuts has better accessibility to roads and will be a better suited location for the Police Station as this Police Station does not only serve the community living in Klapmuts but also the surrounding farms.

Council should consider disposing of a portion (1.5 hectares) of the Remainder of Farm 739 Klapmuts to the Department of Public Works and if such a disposal is approved Council should consider if it should be donated, sold or alternatively if a land swap for other state-owned land in the area would be best suited.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-07-22: ITEM 7.3.3

(a) that Council confirms that a portion of the remainder of Farm 739 Klapmuts is not needed to provide the minimum basic level of municipal services;

(b) that Council in principle approves the granting of the land (1.5 hectares of the remainder of Farm 739 Klapmuts) to the Department of Public Works (South African Police Service) with the intention to develop same for a Police Station;

(c) that Council go out on public participation to inform the public of the in-principle decision and call on the public to provide comments, inputs or alternative proposals;

(d) that a valuator be appointed to determine the fair market value for the purpose of a land swap; and

(e) that the matter be brought back to Council for a final decision after a public participation process was followed and a valuation obtained.

FOR FURTHER DETAILS CONTACT:

NAME	**Yolande van den Berg**
POSITION	***Contract Management***
DIRECTORATE	***Corporate Services***
CONTACT NUMBERS	***021-8088073***
E-MAIL ADDRESS	**yolande.vandenberg@stellenbosch.gov.za**
REPORT DATE	***10/07/2025***

7.3.4	RETURN ITEM: APPLICATION TO LEASE A PORTION OF ERF 9190 STELLENBOSCH (TECHNOPARK) FOR PARKING PURPOSES

Collaborator No:
IDP KPA Ref No: **Good Governance**
Meeting Date: **22 July 2025**

1. SUBJECT: RETURN ITEM: APPLICATION TO LEASE A PORTION OF ERF 9190 STELLENBOSCH (TECHNOPARK) FOR PARKING PURPOSES

2. PURPOSE

To provide feedback to Council after the public participation process was followed to advertise Council's intention to lease a portion of Erf 9190 Stellenbosch, which is situated in Technopark, to TechstelSRA for parking purposes.

3. DELEGATED AUTHORITY

In terms of the approved System of Delegations the Executive Mayor, in consultation with the Executive Mayoral Committee, has the delegated Authority to consider applications for Lease Agreements, up to a contract value not exceeding R5M and not exceeding a period of 10 years.

4. EXECUTIVE SUMMARY

On 24 March 2025 the Executive Mayor in consultation with the Executive Mayoral Committee considered an application by TechStelSRA for the lease of a portion of Municipal land for parking purposes. The land is situated on the left side of the main road as you enter Technopark and has been used as an informal parking lot for several years. The property description is a portion of Erf 9190 Stellenbosch.

The Executive Mayoral Committee resolved*, inter alia,* that the lease be approved in principle for a period of three years and that the proposed lease be advertised for public input whereafter the item should return to the Executive Mayoral Committee for a final decision. The public participation process has been finalised, and five comments were received which will be discussed in this item. The Executive Mayoral Committee needs to take into consideration the comments received and make a final decision on the lease of the property to TechStelSRA.

EXECUTIVE MAYORAL COMMITTEE: 2025-07-22: ITEM 7.3.4

RESOLVED

(a) that the Executive Mayoral Committee takes note of the Official Notice that was published as well as the comments received during the public participation process;

(b) that final approval for the lease for a period of three years is granted;

(c) that the approved tariffs be used to determine the monthly rental; and

(d) that any capital investment can be set off against the monthly rental.

FOR FURTHER DETAILS CONTACT:

NAME	***Yolande van den Berg***
POSITION	***Head Contract Management***
DIRECTORATE	***Corporate Services***
CONTACT NUMBERS	***021-8088073***
E-MAIL ADDRESS	***Yolande.vandenberg@stellenbosch.gov.za***
REPORT DATE	***2025-07-07***

7.3.5	APPLICATION FOR LEASE AGREEMENT: THE FRANSCHHOEK CABLEWAY COMPANY (PTY) LTD: A PORTION OF ERF 23 FRANSCHHOEK

Collaborator No:
IDP KPA Ref No: **Good Governance**
Meeting Date: **22 July 2025**

1. SUBJECT: APPLICATION FOR LEASE AGREEMENT: THE FRANSCHHOEK CABLEWAY COMPANY (PTY) LTD: A PORTION OF ERF 23 FRANSCHHOEK

2. PURPOSE

For Council to consider an application to lease a portion of Erf 23 Franschhoek to the Franschhoek Cableway Company (Pty) Ltd.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The Franschhoek Cableway Company (Pty) Ltd has filed an application to lease municipal land for a portion of Erf 23, Franschhoek. Should the application be successful a further servitude will also be registered over a portion of the property.

The application for lease is for the construction of a proposed cableway and associated tourist facilities to be erected between Haute Cabriere Wine Estate at the foot of the Franschhoek pass and just below Middagkrans Peak in the Mont Rochelle Local Nature Reserve. The portion below Middagkrans Peak is Municipal owned land (Erf 23 Franschhoek) and the applicant will have to lease this portion of land for the installation of the cableway as well as the tourist facilities on top of the mountain. Although it is Municipal owned the area is managed by the Mont Rochelle Advisory Board. The applicants have indicated that the intention with this portion of land is to erect an all-day restaurant with a self-serving and a serving area for patrons, a wine tasting centre, a souvenir shop, heritage and environmental information display area, an open-air adventure and paragliding launching area which could be accessed from the Mont Rochelle reserve hiking trail and connecting walkways with wind-sheltered seating areas, shade zones and viewing decks. The total area they have applied for is 4789 square meters. The expected visitors vary from 120 visitors per day in off-peak seasons and 3000 visitors per day during peak season. A full report on the application is attached to the item.

The Department suggest that should Council consider granting the lease a longer period should be considered (i.e. 30 years) due to the capital investment that will go into the project. In this instance an information statement will be brought to Council for approval and publication in order for the correct public participation process to be followed.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-07-22: ITEM 7.3.5

(a) that Council takes note of the application to lease Municipal land as received from The Franschhoek Cableway Company (Pty) Ltd;

(b) that Council is not currently in a position to make any decisions on the application as the application is premature; and

(c) that the item be brought back to Council after the outcome of the Environmental Impact Assessment **Report is received, for further consideration.**

FOR FURTHER DETAILS CONTACT:

NAME	**Yolande van den Berg**
POSITION	***Head Contract Management***
DIRECTORATE	***Corporate Services***
CONTACT NUMBERS	***021-8088073***
E-MAIL ADDRESS	***Yolande.vandenberg@stellenbosch.gov.za***
REPORT DATE	***2025/07/04***

7.4	**FINANCIAL SERVICES: (PC: CLLR JC ANTHONY)**

NONE

7.5	**HUMAN SETTLEMENTS: (PC: CLLR R DU TOIT)**

NONE

7.6	**INFRASTRUCTURE SERVICES : (PC : R PHEIFFER)**

7.6.1	**STELLENBOSCH MUNICIPALITY PARTNERSHIP WITH GERMAN WATER UTILITY: HAMBURGER STATDENTWASSERUNG AND HAFENCITY UNIVERSITY HAMBURG (HCU)**

Collaborator No:
IDP KPA Ref No: **Good Governance and Compliance**
Meeting Date: **22 July 2025**

1. SUBJECT: STELLENBOSCH MUNICIPALITY PARTNERSHIP WITH GERMAN WATER UTILITY: HAMBURGER STATDENTWASSERUNG AND HAFENCITY UNIVERSITY HAMBURG (HCU)

2. PURPOSE

For Council to note the names of the officials for the Study Visit hosted by *Hamburger Stadtentwasserung AoR* and *HafenCity University Hamburg* as required per the approved Subsistence and Travel Policy.

3. DELEGATED AUTHORITY

In terms of 9.2 of the Cost Containment Policy 2019, only the Municipal Council in a Council Meeting can approve the international travel for any official or political bearer.

4. EXECUTIVE SUMMARY

Council approved in May 2025 for the Municipality to enter into a partnership with Hamburger Stadtentwasserung AoR and HafenCity University Hamburg, both based in Germany, called a “Water Operators’ Partnership” within the research project “NEU-Water: Nature Engineered Urban Design for Water Recycling and Re-use” (attached as **ANNEXURE A**).

The aim of this item is:

- For Council to note the actual names of the officials to travel to Hamburg as required by Council’s approved Subsistence & Travel Policy (to enable approval of the daily allowances for the officials and costs of transfers to and from the airports). The Invite Letters from the Partnership are attached as **ANNEXURE B**.
- For Council to note the updated travel itinerary in October 2025, due to Visa and passport application timeframes.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-07-22: ITEM 7.6.1

(a) that Council notes the invitation received from Hafencity University Hamburg;

(b) that Council notes the updated itinerary for the officials over the period of 3 to 11 October 2025 (Invitation letters attached as **ANNEXURE B**);

(c) that Council approves the participation of the following 4 (four) municipal officials on the study tour:

- Water Treatment Specialist – Manager Water Quality: Nico-Ben Janse van Rensburg
- Stormwater Management Specialist – Senior Manager Roads, Transport and Engineering: Johan Fullard
- Project Co-ordination and Contract Management – Director Infrastructure Services: Preshane Chandaka
- Strategic Management in Infrastructure Services – Mayoral Committee Portfolio Chairperson: Councillor Reginald Pheiffer; and

(d) that Council approves the daily allowance for the duration of the tour.

FOR FURTHER DETAILS CONTACT:

NAME	**Shane Chandaka**
POSITION	***Director Infrastructure Services***
DIRECTORATE	***Infrastructure Services***
CONTACT NUMBERS	***021 808 8213***
E-MAIL ADDRESS	*shane.chandaka@stellenbosch.gov.za*
REPORT DATE	***17 July 2025***

7.6.2	EXPRESSION OF INTEREST (EOI) PROCESS FOR THE EIKESTAD PARKING PUBLIC PRIVATE PARTNERSHIP PROJECT (PPP)

Collaborator No:
IDP KPA Ref No: **Good Governance and Compliance**
Meeting Date: **22 July 2025**

1. SUBJECT: EXPRESSION OF INTEREST (EOI) PROCESS FOR THE EIKESTAD PARKING PUBLIC PRIVATE PARTNERSHIP PROJECT (PPP)

2. PURPOSE

That Council takes note of this Item and approves the Expression of Interest Phase to proceed.

3. DELEGATED AUTHORITY

Municipal Council.

4. EXECUTIVE SUMMARY:

The council had previously resolved to address severe parking shortages in Central Stellenbosch. The parking studies conducted found that the best available option is a Build-Operate-Transfer (BOT) arrangement with a private sector operator, which would amount to a Public-Private-Partnership (PPP) as defined in the Municipal PPP Regulations and Municipal Finance Management Act (MFMA).

The PPP process was embarked upon and the requirements of Section 78 of the Municipal Systems Act, and Section 120 of The Municipal Finance Management Act, were followed and complied with. In August 2024, a detailed Feasibility Report was approved by Council and it was also agreed that more detailed Traffic Impact Assessment would be undertaken for the project, during the appropriate time periods, to enable an informed decision going forward.

This Traffic Impact Assessment has now been completed and is attached as **ANNEXURE A** (Modeling Report: Eikestad Parking PPP). It was ensured that the period of assessment took into account both the peak and off-peak demand of traffic as well as to ensure that the traffic counts were not conducted during the university and school holidays so that an accurate assessment of peak demand movements was considered.

Traffic counts were carried out in April, August and September 2024, and a total of 42 intersections were counted. The traffic signal timing plans of signalised intersections were also taken into account. A Traffic Model was developed for the weekday AM and PM peak hours, which was calibrated to forecast the future traffic scenarios.

The detailed TIA showed that the existing road network, in the immediate vicinity of the planned facility, already operates at sub-optimal performance, especially in the PM Peak Hour. However, this performance is a consequence of the operation of all the strained intersections along Adam Tas Road, and the queuing that results therefrom.

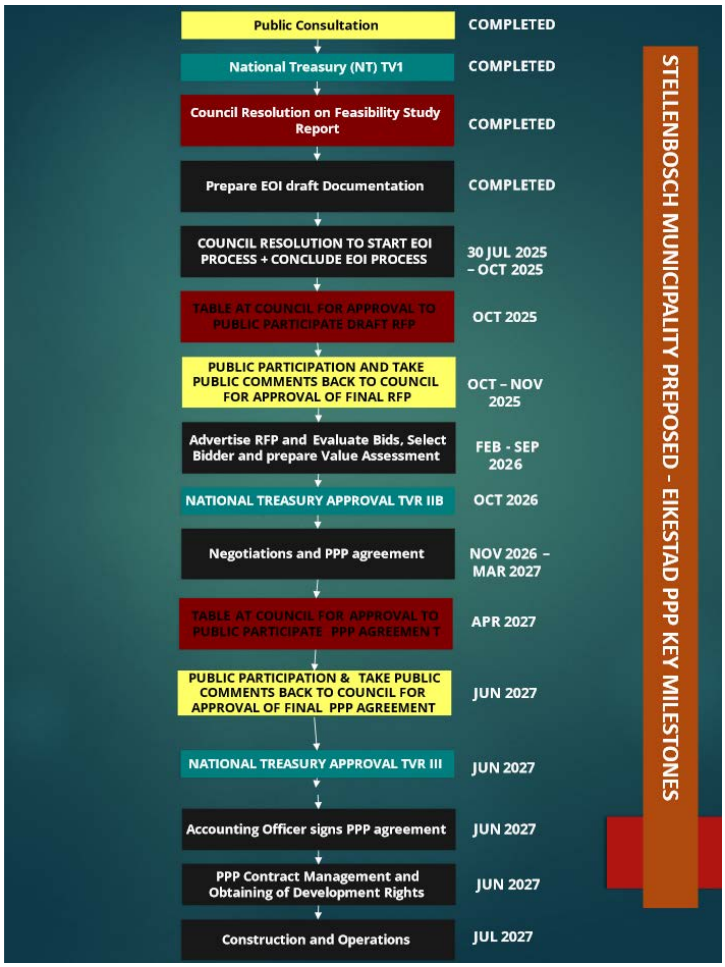
It should also be noted that other roads and transport interventions are being embarked upon to address congestion on main roads leading into and out of Stellenbosch, such

as the capacity upgrades which are separately planned for the Alexander Road, Dorp Street, and Merriman Street intersections with Adam Tas Road.

It is concluded that the proposed Eikestad PPP will only have a minor effect on the operations of the future road network.

Both the Provincial and National Treasury have provided approval for the Municipality to proceed to the Request for Proposal stage.

The project adheres strictly to legislative and municipal procurement requirements and is supported by sound technical and industry efficiencies. It was therefore decided to first undertake an Expression of Interest (EOI) process, attached as **ANNEXURE B**, before commencing the Request for Proposals (RFP) process. Once a draft RFP is prepared, this will also undergo a public participation process, and the comments of such a process will be brought to Council together with the draft RFP for Council approval.
Please find below a diagram of the Key Milestones Envisaged for the Project:



RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-07-22: ITEM 7.6.2

(a) that Council notes the detailed Traffic Impact Assessment that was conducted, attached as **ANNEXURE A** (Modeling Report Eikestad Parking PPP); as well as the recommendations and conclusions of the Traffic Impact Assessment;

(b) that Council notes the Expression of Interest (EOI) and its objectives, attached as **ANNEXURE B,** and approves the distribution and market engagement phase of the EOI;

(c) that Council notes that once the Request for Proposals (RFP) has been compiled, the RFP will be tabled before Council for approval to proceed with a further Public Participation phase;

(d) that Council notes that the Return RFP Item, which will take into account outcomes of the public participation process, will be tabled before Council for final consideration; and

(e) that Council notes that should final Council approval in (d) above be granted, that National and Provincial Treasury approval of the RFP and Public Private Partnership Agreement is required, prior to releasing the RFP to the market and formally commencing the bidding process.

FOR FURTHER DETAILS CONTACT:

NAME	***Johan Fullard***
POSITION	***Senior Manager Roads, Transport Engineering and Stormwater***
DIRECTORATE	***Infrastructure Services***
CONTACT NUMBERS	***021 808 9912***
E-MAIL ADDRESS	*Johan.Fullard@stellenbosch.gov.za*
REPORT DATE	***14 July 2025***

7.7	PARKS AND OPEN SPACES: (PC: N OLAYI)

NONE

7.8	PLANNING AND LOCAL ECONOMIC DEVELOPMENT AND TOURISM :(PC: DEPUTY MAYOR M SLABBERT)

7.8.1	REPORT ON PUBLIC PARTICIPATION PROCESS AND INPUTS - STELLENBOSCH MUNICIPALITY: DRAFT ZONING SCHEME BYLAW 2024 AND PROPOSED DRAFT ZONING SCHEME BYLAW 2025

Collaborator No: **789609**
IDP KPA Ref No: **Good Governance and Compliance**
Meeting Date: **22 July 2025**

1. SUBJECT: REPORT ON PUBLIC PARTICIPATION PROCESS AND INPUTS - STELLENBOSCH MUNICIPALITY: DRAFT ZONING SCHEME BYLAW 2024 AND PROPOSED DRAFT ZONING SCHEME BYLAW 2025

2. PURPOSE

The purpose of this report is to present to Council for consideration:

- Report on the public participation process for the Stellenbosch Municipality: Draft Zoning Scheme Bylaw 2024 with the public inputs, responding comments and recommendations for the updating and amendment of the By-Law.
- Updated and amended Stellenbosch Municipality: Draft Zoning Scheme Bylaw 2025 that is based on the recommendations of the Public Participation Report.
- The adoption of the Stellenbosch Municipality: Proposed Draft Zoning Scheme Bylaw 2025 (SDZSB) for the purpose of a final public participation process.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Following the internal review of the Stellenbosch Municipality: Zoning Scheme Bylaw 2019 and a report submitted on same; Council vide **Item 11.8.1 on 26 April 2023** authorised the development of a revised and updated zoning scheme bylaw.

The proposed draft amended zoning scheme bylaw was submitted to Council who sanctioned its adoption vide **Item 10.8.1 on 23 August 2024** for the purpose of a public participation process.

Following an initial consultation process with targeted key stakeholder groups, the draft amended zoning scheme bylaw was advertised to the general public over the period December 2024 to January 2025. All the inputs that were received on the public participation process was considered and the draft amended zoning scheme bylaw has

been updated and amended in accordance with the recommendations contained in the subject report on the public participation process.

The resulting updated and amended Stellenbosch Municipality: Proposed Draft Zoning Scheme Bylaw 2025 is now being presented to Council for consideration to be adopted as a draft for the purpose of a final public participation process.

Following the final public participation process and any amendments that may result from such process, the final draft zoning scheme bylaw will be submitted to Council for consideration of approval and implementation.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-07-22: ITEM 7.8.1

(a) that the Report on the public participation process for the Stellenbosch Municipality: Draft Zoning Scheme By-Law 2024, attached as **ANNEXURE "A", BE NOTED;**

(b) that the updated and amended Stellenbosch Municipality: Draft Zoning Scheme By-Law 2025, attached as **ANNEXURE "B", BE NOTED**; and

(c) that the Stellenbosch Municipality: Proposed Draft Zoning Scheme By-Law 2025 **BE ADOPTED** for the purpose of a final public participation process.

FOR FURTHER DETAILS CONTACT:

NAME	Stiaan Carstens
POSITION	Senior Manager: Development Management
DIRECTORATE	Planning and Economic Development
CONTACT NUMBERS	021 808 8674
E-MAIL ADDRESS	Stiaan.carstens@stellenbosch.gov.za
REPORT DATE	23 June 2025

7.8.2	CONSIDERATION OF A SECTION 78(3) FEASIBILITY STUDY ON OUTSOURCING OF TOURISM SERVICES

Collaborator No: 790155
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: 22 July 2025

1. SUBJECT:CONSIDERATION OF A SECTION 78(3) FEASIBILITY STUDY ON OUTSOURCING OF TOURISM SERVICES

2. PURPOSE

To obtain Council's approval to initiate a feasibility study in terms of Section 78(3) of the Municipal Systems Act (Act 32 of 2000) to assess the viability of outsourcing the municipality's tourism functions to an external service provider or agency.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The current delivery of tourism services by the Municipality has constraints in capacity, agility, and resource mobilisation.

Outsourcing tourism functions to a dedicated external agency may offer benefits such as:

- Enhanced industry-led tourism marketing and development.
- Improved public-private collaboration.
- More responsive, innovative, and cost-efficient service delivery.

A feasibility study will allow the Municipality to:

- Comply with legislative obligations.
- Make an evidence-based decision.
- Ensure transparency, accountability, and alignment with local economic development objectives.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-07-22: ITEM 7.8.2

(a) that Council notes the legal obligation in terms of Section 78(3) of the Municipal Systems Act;

(b) that Council approves the initiation of a Section 78(3) feasibility study to assess the outsourcing of tourism functions to an external mechanism;

(c) that the Municipal Manager be authorised to conduct an inhouse feasibility study; and

(d) that the findings of the feasibility study be submitted to Council for consideration prior to any final decision on the outsourcing of tourism services.

FOR FURTHER DETAILS CONTACT:

NAME	Lesley van Gensen
POSITION	*Manager: Economic Development and Tourism*
DIRECTORATE	*Planning and Economic Division*
CONTACT NUMBERS	*021 808 8179*
E-MAIL ADDRESS	*Lesley.vangensen@stellenbosch.gov.za*

7.8.3	SA SUNSHINE TOUR – REQUEST FOR SPONSORSHIP AND / OR SUPPORT

Collaborator No: 790159
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: 22 July 2025

1. SUBJECT:SA SUNSHINE TOUR – REQUEST FOR SPONSORSHIP AND / OR SUPPORT

2. PURPOSE

To inform Council of the request received from the SA Sunshine Tour for sponsorship and / or support in relation to the 115th SA Golf Open Championship, and to request Council's advice and direction regarding the nature and extent of support to be considered.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The SA Sunshine Tour has approached the Municipality with a request for support—both monetary and non-monetary—in hosting the 115th SA Golf Open Championship, scheduled to take place from 26 February to 1 March 2026 at the Stellenbosch Golf Course.

EXECUTIVE MAYORAL COMMITTEE: 2025-07-22: ITEM 7.8.3

RESOLVED

(a) that Council notes the request received from the SA Sunshine Tour for support in hosting the 115th SA Golf Open Championship at the Stellenbosch Golf Course in February–March 2026;

(b) that Council acknowledges the potential socio-economic, tourism and branding benefits for the Stellenbosch Municipality;

(c) that the Administration be mandated to engage with the SA Sunshine Tour and relevant stakeholders to explore possible forms of support—both monetary and non-monetary—within legal and budgetary frameworks; and

(d) that the Administration be requests to submit a follow-up report with detailed recommendations, funding implications, and a proposed implementation framework for consideration by Council.

NAME	Lesley van Gensen
POSITION	*Manager: Economic Development and Tourism*
DIRECTORATE	*Planning and Economic Division*
CONTACT NUMBERS	*021 808 8179*
E-MAIL ADDRESS	*Lesley.vangensen@stellenbosch.gov.za*
REPORT DATE	*7 July 2025*

7.8.4	RETURN ITEM: FEEDBACK ON PUBLIC PARTICIPATION PROCESS (PPP) AFTER THE ADVERTISING OF THE DRAFT SPAZA SHOP BY-LAW

Collaborator No: 790182
IDP KPA Ref No: Good Governance
Meeting Date: 22 July 2025

1. SUBJECT: RETURN ITEM: FEEDBACK ON PUBLIC PARTICIPATION PROCESS (PPP) AFTER THE ADVERTISING OF THE DRAFT SPAZA SHOP BY-LAW

2. PURPOSE

To inform Council of the comments received during the public participation process (PPP) following the advertisement of the Draft Spaza Shop By-law, and to obtain Council's approval to commence with a second round of public participation.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

At the Council meeting held on 31 March 2025, Council approved the commencement of the Public Participation Process (PPP) for the Stellenbosch Municipality Draft Spaza Shop By-law (hereafter referred to as “the By-law”). The advertising period for the PPP ran from 10 April 2025 to 12 May 2025, during which members of the public were invited to submit written comments. A total of two (2) written submissions were received and duly considered.

In addition to public input, further recommendations were received from internal municipal departments following the commencement of the advertising period. Although these internal comments were not part of the originally advertised draft, they have been assessed and incorporated into the revised draft of the By-law.

The comments received from both the public and internal departments are considered substantial, and it is therefore recommended that the revised draft be subjected to a second round of public participation prior to final adoption.

This report presents the updated draft By-law for Council’s consideration. The revised version reflects both public feedback and internal inputs. The By-law is intended to regulate and support the operation of spaza shops within the Stellenbosch Municipality, aligning with national policy directives while addressing specific local socio-economic needs.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-07-22: ITEM 7.8.4

(a) that Council takes note of the inputs received from the public during the PPP;

(b) that Council takes note of the Second Draft of the By-law, attached as **ANNEXURE A**, and approves the re-advertisement of the By-law for public comment; and

(c) that, upon completion of the PPP, the Second Draft By-law, together with any comments or objections submitted by the public, be resubmitted to Council for final approval and adoption.

FOR FURTHER DETAILS CONTACT:

NAME	**Lesley van Gensen**
POSITION	***Manager: Economic Development and Tourism***
DIRECTORATE	***Planning and Economic Division***
CONTACT NUMBERS	***021 808 8179***
E-MAIL ADDRESS	***Lesley.vangensen@stellenbosch.gov.za***
REPORT DATE	***7 July 2025***

7.8.5	REQUEST FOR THE RE-ADVERTISEMENT OF THE REVIEWED STELLENBOSCH MUNICIPALITY EVENTS BY-LAW, 2025 FOR PUBLIC PARTICIPATION

Collaborator No: 790337
IDP KPA Ref No: Good Governance
Meeting Date: 22 July 2025

1. SUBJECT: REQUEST FOR THE RE-ADVERTISEMENT OF THE REVIEWED STELLENBOSCH MUNICIPALITY EVENTS BY-LAW, 2025 FOR PUBLIC PARTICIPATION

2. PURPOSE

To provide Council with the pertinent facts to consider the re-advertisement of the reviewed Stellenbosch Municipality Events By-Law, 2025.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The Stellenbosch Municipality has conducted a review of the 2025 Events By-Law due to a number of concerns that were raised by the Directorate for Community and Protection Services regarding the misinterpretation of the By-Law by the general public.

The aim of the reviewed Events By-Law is to provide clarity and to ensure that the by-law stays relevant, effective and aligned to the evolving needs of the local community of Stellenbosch.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-07-22: ITEM 7.8.5

(a) that Council takes note of the reviewed Stellenbosch Municipality Events By-Law which was advertised for a period of twenty-one (21) working days and that copies of the proposed By-Law were placed at the venues as indicated in the advertisement, copy attached as Appendix 2 to this report;

(b) that Council takes note that the reviewed Events By-Law incorporates significant changes based on public and internal inputs; and

(c) that Council **approves** the re-advertisement of the reviewed Stellenbosch Municipality Events By-Law for public comment for a period of thirty (30) days, due to extensive amendments made following the initial round of public participation.

NAME	Joh-ne Jansen
POSITION	***Senior Economic Development Officer***
DIRECTORATE	***Planning and Economic Development***
CONTACT NUMBERS	***021 808 8144***
E-MAIL ADDRESS	***joh-ne.jansen@stellenbosch.gov.za***
REPORT DATE	***08 July 2025***

7.8.6	APPOINTMENT OF THE MEMBERS TO SERVE ON THE STELLENBOSCH MUNICIPALITY CONSERVATION ADVISORY COMMITTEE

Collaborator No: 790343
IDP KPA Ref No: Good Governance
Meeting Date: 22 July 2025

1. SUBJECT: APPOINTMENT OF THE MEMBERS TO SERVE ON THE STELLENBOSCH MUNICIPALITY CONSERVATION ADVISORY COMMITTEE

2. PURPOSE

To provide the Council with the pertinent facts to appoint the Members for the Stellenbosch Municipality Conservation Advisory Committee.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

In terms of Section 249(1) of the Stellenbosch Zoning Scheme By-Law, 2024, the municipality shall establish a Conservation Advisory Committee to make recommendations on planning applications in Urban and Rural Conservation Overlay Zones.

Based on the Terms of Reference as approved by the Council, a minimum of five (5) and a maximum of seven (7) members must be approved.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-07-22: ITEM 7.8.6

(a) that Council appoints the following six (6) members for one (1) year, and should the committee require an additional member, this person can be co-opted at a later date.

Nominee	Residence
Petrus Jakobus Kruger Dekker	Stellenbosch
Jan Raymond Dirk Bouma	Jonkershoek, Stellenbosch
Brian Henry Howard	Franschhoek
Rudia Pool-Stanvliet	Mostertsdrift, Stellenbosch
Cornelia Hendrika Smart	Devon Park, Stellenbosch
Pedri Lotz	Shop 11A, Woodmill Centre, Stellenbosch

(b) that the members are to be remunerated at an hourly rate of R1352; and

(c) that the Chairperson, elected at the 1st Committee meeting, is remunerated at an hourly rate of R1460.

FOR FURTHER DETAILS, CONTACT:

NAME	Katherine Robinson
POSITION	Senior Heritage Planner
DIRECTORATE	Planning & Economic Development
CONTACT NUMBERS	021 808 8608
E-MAIL ADDRESS	Katherine.Robinson@stellenbosch.gov.za
REPORT DATE	11 July 2025

7.9	**COMMUNITY SERVICES:(PC:)**

NONE

7.10	**RURAL MANAGEMENT AND ENVIRONMENT: (PC: CLLR C MANUEL)**

NONE

7.11	MUNICIPAL MANAGER

7.11.1	COMBINED ASSURANCE FRAMEWORK 2025/ 2026

Collaborator No: 790150
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: 22 July 2025

1. SUBJECT: COMBINED ASSURANCE FRAMEWORK 2025/ 2026

2. PURPOSE

To adopt the Combined Assurance Framework as recommended by the Audit and Performance Audit Committee.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The Audit and Performance Audit Committee serves as the custodian of Combined Assurance, as outlined in the approved Audit and Performance Audit Committee Charter.

At its meeting held on 26 June 2025, the Committee considered and approved the Draft Combined Assurance Framework for the 2025/2026 financial year, attached hereto as **APPENDIX 1**, and resolved to recommend it to the Council for adoption.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-07-22: ITEM 7.11.1

that Council adopts the Combined Assurance Framework 2025/ 2026 of Stellenbosch Municipality.

FOR FURTHER DETAILS CONTACT:

NAME	***Mari-Lise Krige***
POSITION	***Senior Internal Auditor***
DIRECTORATE	***Municipal Manager***
CONTACT NUMBERS	***0218088296***
E-MAIL ADDRESS	***mari-lise.krige@stellenbosch.gov.za***
REPORT DATE	***1 July 2025***

7.11.2	SIGNED PERFORMANCE AGREEMENTS 2025/26 OF THE MUNICIPAL MANAGER AND MANAGERS DIRECTLY ACCOUNTABLE TO THE MUNICIPAL MANAGER (THE CFO AND DIRECTORS)

Collaborator No: 790150
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: 22 July 2025

1. SUBJECT: SIGNED PERFORMANCE AGREEMENTS 2025/26 OF THE MUNICIPAL MANAGER AND MANAGERS DIRECTLY ACCOUNTABLE TO THE MUNICIPAL MANAGER (THE CFO AND DIRECTORS)

2. PURPOSE

To submit to the Council, for notification, the following:

(a) The signed Performance Agreements 2025/26 of the Municipal Manager and Managers Directly Accountable to the Municipal Manager (the Chief Financial Officer (CFO) and Directors).

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

According to Section 57(2) of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA), the performance agreement(s) must be concluded annually:

"(a) …within one month after the beginning of each financial year of the municipality."

The Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) additionally mandates the prompt submission of the signed performance agreements to the Council.

The Performance Agreements 2025/26 were developed in consultation with the Municipal Manager, CFO, and Directors and signed on 20 June 2025.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-07-22: ITEM 7.11.2

that the signed Performance Agreements 2025/26 of the Municipal Manager, the CFO, and the Directors be noted.

NAME	Geraldine Mettler
POSITION	Municipal Manager
DIRECTORATE	Office of the Municipal Manager
CONTACT NUMBERS	021 808 8025
E-MAIL ADDRESS	mm@stellenbosch.gov.za
REPORT DATE	23 June 2025

8.	REPORTS SUBMITTED BY THE EXECUTIVE MAYOR

NONE

9.	URGENT MATTERS

NONE

10.	MATTERS TO BE CONSIDERED IN-COMMITTEE

SEE PINK DOCUMENTATION

Meeting adjourned at 11:20

CHAIRPERSON: ……

DATE: ……

Confirmed on ……

6.	**STATUTORY MATTERS**

6.1	**SDF / IDP / BUDGET TIME SCHEDULE / PROCESS PLAN FOR 2026/27**

Collaborator No: **790154**
IDP KPA Ref No: **Good Governance and Compliance**
Meeting Date: **13 August 2025**

1. SUBJECT:SDF / IDP / BUDGET TIME SCHEDULE / PROCESS PLAN FOR 2026/27

2. PURPOSE

To table to the Council for consideration The SDF / IDP / Budget Time Schedule / Process Plan for 2026/27, attached as **ANNEXURE A.**

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The Spatial Development Framework (SDF) / Integrated Development Plan (IDP) / Budget Time Schedule is an essential planning tool to promote transparent, accountable, and effective local governance. Therefore, it is a legislative requirement that a municipality prepare and approve a time schedule stipulating the key strategic activities and deadlines to align the SDF, IDP, Budget and Disaster Management processes.

The SDF / IDP / Budget Time Schedule for 2026/27 delineates the essential strategic activities and public engagement processes that will inform the review, planning, drafting, and adoption of the 4th review of the 5th Generation IDP 2022 – 2027, as well as the Medium-Term Revenue Expenditure Framework (the Budget) for the period 2026/27 – 2028/29. The 4th review of the 5th Generation IDP signals the final review of the 5th Generation IDP for the period 2022 - 2027.

The SDF / IDP / Budget Time Schedule / Process Plan for 2026/27 is compiled in terms of Section 21(1)(b) of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA), which states that “the mayor of a municipality **must** –

at least 10 months before the start of the budget year, table in the municipal council a time schedule outlining key deadlines for –

(i) the preparation, tabling and approval of the annual budget;
(ii) the annual review of-
  (aa) the integrated development plan in terms of section 34 of the Municipal Systems Act; and
  (bb) the budget-related policies;
(iii) the tabling and adoption of any amendments to the integrated development plan and budget-related policies; and
(iv) any consultative processes forming part of the processes referred to in subparagraphs (i), (ii) and (iii)

The SDF / IDP / Budget Time Schedule / Process Plan for 2026/27 is also compiled in terms of Section 29 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA).

Section 29(1) of the MSA specifies that:

The process followed by a municipality to draft its integrated plan, including its consideration and adoption of the draft plan, must-

(a) be in accordance with a predetermined programme specifying timeframes for the different steps;
(b) through appropriate mechanisms, processes and procedures established in terms of Chapter 4, allow for:
    (i) the local community to be consulted on its development needs and priorities;
    (ii) the local community to participate in the drafting of the integrated development plan; and
    (iii) organs of state, including traditional authorities and other role players to be identified and consulted on the drafting of the integrated development plan;
(c) provide for the identification of all plan and planning requirements binding on the municipality in terms of national and provincial legislation; and
(d) be consistent with any other matters that may be prescribed by regulation.

In creating platforms for community involvement in the 4th review of the 5th Generation IDP 2022 – 2027, the public participation process will commence in September 2025. The public participation period has been set for 08 - 30 September 2025. In addition, IDP municipal open days have been provisionally scheduled from 08 – 11 September 2025 to provide community members, stakeholders and role-players the opportunity to engage with municipal officials from the different departments and to give their input for the Council to consider in the review process of the IDP.

The IDP open days schedule will be published in the local newspaper, on the municipal website, on the notice boards of libraries, and on social media platforms (Facebook, *X*, WhatsApp, and Email).

5. RECOMMENDATIONS

(a) that the Council adopts the SDF / IDP / Budget Time Schedule / Process Plan for 2026/27 for the compilation of the annual budget in terms of Section 21(1) of the MFMA and Section 29 of the MSA to guide the planning, drafting, and adoption of the 4th review of the 5th Generation IDP 2022 – 2027, attached as **ANNEXURE A**; and

(b) that an advertisement is placed on the official website of the municipality and in the local newspaper, notifying the public of the adopted SDF / IDP / Budget Time Schedule / Process Plan for 2026/27.

6. DISCUSSION

6.1 Background

The SDF / IDP / Budget are inextricably linked with one another, and this link has been formalised through the promulgation of the MFMA.

The requirements for a time schedule are outlined in Section 21(1) of the MFMA and indicate:

The Mayor of a municipality must –

(a) coordinate the processes for preparing the annual budget and for reviewing the municipality's integrated development plan and budget-related policies to ensure that the tabled budget and any revisions of the integrated development plan and budget-related policies are mutually consistent and credible;

(b) at least 10 months before the start of the budget year, table in the municipal council a time schedule outlining key deadlines for–

(i) the preparation, tabling and approval of the annual budget;

(ii) the annual review of –

aa) the integrated development plan in terms of section 34 of the Municipal Systems Act; and

bb) the budget related policies.

(iii) the tabling and adoption of any amendments to the integrated development plan and the budget-related policies; and

(iii) any consultative processes forming part of the processes referred to in subparagraphs (i), (ii) and (iii).

The SDF / IDP / Budget Time Schedule for 2026/27 acknowledges the regulatory framework for the **review**, **amendment,** and **approva**l of the SDF, IDP, Budget, and the annual Service Delivery and Budget Implementation Plan (SDBIP). The SDBIP is the implementation tool to give effect to those objectives and targets as indicated in the IDP and Budget. The importance of synchronising the timelines for the amendment and revision of the IDP and Annual Budget with those of the SDBIP is captured in Section 41 of the MSA, which states that:

Section 41:

"(1) A municipality must in terms of its performance management system and in accordance with any regulations and guidelines that may be prescribed –

(a) set appropriate key performance indicators as a yardstick for measuring performance, including outcomes and impact, with regard to the municipality's development priorities and objectives set out in its integrated development plan".

Section 26(e) of the MSA refers to the municipal SDF as a 'core component' of the municipal IDP and requires that the IDP reflect an mSDF, which must include the provision of basic guidelines for a land use management system for the municipality.

6.2 Financial Implications

There are no financial implications beyond that which was approved in the 2025/26 MTREF Budget.

6.3 Legal Implications

In accordance with Section 21(1)(b) of the MFMA, "the mayor of a municipality must –

at least 10 months before the start of the budget year table in the municipal council a time schedule outlining key deadlines for –

(i) the preparation, tabling and approval of the annual budget;
(ii) the annual review of-
(aa) the integrated development plan in terms of section 34 of the Municipal Systems Act; and
(bb) the budget-related policies;
(iii) the tabling and adoption of any amendments to the integrated development plan and budget-related policies; and
(iv) any consultative processes forming part of the processes referred to in subparagraphs (i), (ii) and (iii)

Section 29(1) of the MSA further specifies that:

The process followed by a municipality to draft its integrated development plan, including its consideration and adoption of the draft plan, must –

(a) be *in accordance with a predetermined programme specifying timeframes for the different steps;*
(b) through appropriate mechanisms, processes and procedures established in terms of Chapter 4, allow for-
(iv) the local community to be consulted on its development needs and priorities;
(v) the local community to participate in the drafting of the integrated development plan; and
(vi) organs of state, including traditional authorities and other role players to be identified and consulted on the drafting of the integrated development plan;
(c) provide for the identification of all plan and planning requirements binding on the municipality in terms of national and provincial legislation; and
(d) be consistent with any other matters that may be prescribed by regulation.

Section 41 of the MSA also states that:

(1) A municipality must in terms of its performance management system and in accordance with any regulations and guidelines that may be prescribed –

(b) set appropriate key performance indicators as a yardstick for measuring performance, including outcomes and impact, with regard to the municipality's development priorities and objectives set out in its integrated development plan".

In terms of Section 26(e) of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA) states that *"an integrated development plan must reflect- …a spatial development framework which must include the provision of basic guidelines for a land use management system for the municipality*…"

Furthermore, Section 34 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA) prescribes that the Municipal Council:–

"(*b) may amend its integrated development plan in accordance with a prescribed process.*

The process referred to in Section 34(b) of the MSA is further regulated by Regulations 3(1) – (6) of the Local Government: Municipal Planning and Performance Management Regulations, 2001, which reads as follows:

3 (1) Only a member or committee of a municipal council may introduce a proposal for amending the municipality's integrated development plan in the council.

(2) Any proposal for amending a municipality's integrated development plan must be-

(a) accompanied by a memorandum setting out the reasons for the proposal; and
(b) aligned with the framework adopted in terms of section 27 of the Act.

(3) An amendment to a municipality's integrated development plan is adopted by a decision taken by a municipal council in accordance with the rules and orders of the council.

(4) No amendment to a municipality's integrated development plan may be adopted by the municipal council unless-

(a) all the members of the council have been given reasonable notice;
(b) the proposed amendment has been published for public comment for a period of at least 21 days in a manner that allows the public an opportunity to make representations with regard to the proposed amendment;
(c) the municipality, if it is a district municipality, has complied with sub regulation (5); and
(d) the municipality, if it is a local municipality, has complied with sub regulation (6).

(5) A district municipality that considers an amendment to its integrated development plan must-

(a) consult all the local municipalities in the area of the district municipality on the proposed amendment; and
(b) take all comments submitted to it by the local municipalities in that area into account before it takes a final decision on the proposed amendment.

(6) A local municipality that considers an amendment to its integrated development plan must-

(a) consult the district municipality in whose area it falls on the proposed amendment; and
(b) take all comments submitted to it by the district municipality into account before it takes a final decision on the proposed amendment.

6.4 Staff Implications

This report has no additional staff implications for the municipality.

6.5 Risk Implications

This report has no direct risk implications for the municipality.

6.6 Previous / Relevant Council Resolutions

Not applicable

6.7 Comments from Senior Management

6.7.1 Director: Community and Protection Services
Supported.

6.7.2 Chief Financial Officer
Supported

6.7.3 Director: Infrastructure Services
Supported

6.7.4 Director: Corporate Services
Supported

6.7.5 Director: Planning and Economic Development
Supported.

6.7.6 Comments from the Municipal Manager
Supported

ANNEXURES

Annexure A: SDF / IDP / BUDGET TIME SCHEDULE / PROCESS PLAN FOR 2026/27

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler
POSITION	Municipal Manager
DIRECTORATE	Office of the Municipal Manager
CONTACT NUMBERS	021 808 8025
E-MAIL ADDRESS	geraldine.mettler@stellenbosch.gov.za
REPORT DATE	13 August 2025

ANNEXURE A

STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK
MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

SDF / IDP / BUDGET TIME SCHEDULE / PROCESS PLAN FOR 2026/27

(In accordance with Section 21(1)(b) of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) and Section 29 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) and the Regulations made under these Acts)

ACTIVITY / TASK		LEGISLATIVE REQUIREMENTS	TARGET DATES						RESPONSIBLE OFFICIAL
NO	DESCRIPTION		IDP/ PP	SDF	DISASTER MANAGEMENT	BUDGET	PMS	REPORTING	
AUGUST 2025									
1	Publish the 4th Quarter Performance Assessment Report 2024/25 on the municipal website (**it must be placed on the municipal website not later than 5** days after its tabling in the Council or on the date on which it must be made public, whichever occurs first)	MFMA - Section 75 (2) MSA 21(b)						05 August 2025	Manager: Financial Statements, Compliance and Reporting
2	Executive Mayor and Mayoral Committee consider the 2025/26 Roll-Over Adjustments Budget	MFMA - Sec 28(2)(e) MBRR - Reg 23(5)				13 August 2025			Snr Manager: Financial Management Services
3	The Executive Mayor and Mayoral Committee consider and recommend that the **Spatial Development Framework (SDF) / Integrated Development Plan (IDP) / Budget Time Schedule / Process Plan for 2026/27** (at least 10 months before the start of the budget year) be approved by the Council	MFMA - Sec 21(1)(b)	13 August 2025	13 August 2025					Manager: IDP/PMS/PP
4	The Council considers the 2025/26 Roll-Over Adjustments Budget **(to be tabled before 25 August 2025)**	MFMA - Sec 28(2)(e) MBRR - Reg 23(5)				27 August 2025			Snr Manager: Financial Management Services
5	The Council approves the **SDF/IDP/Budget Time Schedule / Process Plan for 2026/27** (at least 10 months before the start of the budget year)	MFMA - Sec 21(1)(b)	27 August 2025	27 August 2025		27 August 2025			Manager: IDP/PMS/PP
6	Publish an advertisement to notify the public of the approved SDF/IDP/Budget Time Schedule for 2026/27 on the municipal website and in the local newspaper	MSA - Sec 21, 21A, 28(3)	29 August 2025	29 August 2025					Manager: IDP/PMS/PP
7	Submit the Annual Financial Statements (AFS) and the Annual Performance Report (APR) 2024/25 to the Auditor-General of South Africa (AGSA) for auditing **(the accounting officer of a municipality must prepare the annual financial statements of the municipality within 2 months after the end of the financial year to which those statements relate and submit the statements to the Auditor-General for auditing)**	MFMA Sec 126 (1)(a) MSA - Sec 46 (1) (2)					31 August 2025	31 August 2025	Chief Financial Officer Manager: IDP/PMS/PP

ACTIVITY / TASK		LEGISLATIVE REQUIREMENTS	TARGET DATES						RESPONSIBLE OFFICIAL
NO	DESCRIPTION		IDP/ PP	SDF	DISASTER MANAGEMENT	BUDGET	PMS	REPORTING	
SEPTEMBER 2025									
8	Publish the 2025/26 Roll-Over Adjustments Budget on the website **(it must be placed on the website not later than 5 days after its tabling in the council or on the date on which it must be made public, whichever occurs first)**	MFMA - Sec 75(2) MSA - Sec 21(b)				03 September 2025			Manager: Budget and Costing
9	Submit the **2025/26 Approved Roll-Over Adjustments Budget** to the National and Provincial Treasury as prescribed by legislation	MFMA - Sec 22(b) MBRR - Reg 20				10 September 2025			Manager: Budget and Costing
10	**The IDP Public Participation period commences:** during this period, the community and stakeholders will be able to submit their community needs and inputs for the 4th review of the 5th Generation IDP 2022 - 2027 and the 3rd review of the Amended MSDF/CEF, 2023	MSA Section 29(1)(b)(I)	08 - 30 September 2025						Manager: IDP/PMS/PP
11	**Host the IDP Public Participation Open Days** for the 4th review of the 5th Generation IDP 2022–2027 and the 3rd review of the Amended MSDF/CEF, 2023	MSA Section 29(1)(b)(I)	08 - 11 September 2025						Manager: IDP/PMS/PP
12	Review of the Long-Term Financial Plan	MSA Section 26(a)				01 September 2025 - 31 March 2026			Senior Manager: Financial Management Services
OCTOBER 2025									
13	Capture and refine all community inputs from the needs analysis process and stakeholder engagement	Not Applicable	01 - 17 October 2025						Manager: IDP/PMS/PP
14	District IDP Managers Forum (DIDPMF)	MSA Section 24	09 October 2025						Manager: IDP/PMS/PP
15	Finalise all IDP inputs (chapters) and distribute to all municipal departments for input and revisions / amendments	MSA Section 34	22 October 2025						Manager: IDP/PMS/PP
16	Submission of priority requests to the sector departments and the district municipality	Not Applicable	24 October 2025						Manager: IDP/PMS/PP
17	The formulation of disaster strategies: prevention and mitigation strategies, vulnerability reduction strategies, capacity building, contingency building, and emergency preparedness	DM Act, No 57 of 2002, Section 53(1) (a-d), Section 53(2)(a)			31 October 2025				Manager: Fire and Disaster

ACTIVITY / TASK		LEGISLATIVE REQUIREMENTS	TARGET DATES						RESPONSIBLE OFFICIAL
NO	DESCRIPTION		IDP/ PP	SDF	DISASTER MANAGEMENT	BUDGET	PMS	REPORTING	
18	Submit the Quarter 1 MFMA Section 52 Quarterly Report Performance Assessment Report 2025/26 for the **period ending 30 September 2025** on the implementation of the budget and financial state of affairs of the municipality to the Council	MFMA - Sec 52(d) MFMA - Sec 71(1) MBRR - Reg 28					29 October 2025	29 October 2025	Manager: Financial Statements, Compliance and Reporting Manager: IDP/PMS/PP
19	Submit the Quarter 1 MFMA Section 52 Quarterly Report, the Performance Assessment Report 2025/26 - SDBIP and the Finance Performance Reports to the National and Provincial Treasury	MFMA - Sec 75(2) MSA - Sec 21(b)						29 October 2025	Manager: Financial Statements, Compliance and Reporting
20	Operationalise disaster management in the municipality by means of identifying projects	DM Act, No 57 of 2002, Section 53(1) (a-d), Section 53(2)(a)			31 October 2025				Manager: Fire and Disaster
NOVEMBER 2025									
21	Directorates to submit inputs for the 2025/26 Operating and Capital Mid-Year Adjustments Budget to the Manager: Budgeting and Costing	MFMA - Section 28				04 November 2025			Manager: Budget and Costing
22	Directorates complete the template for the 2026-2029 Capital and Operational Budget for budget prioritisation	MFMA - Section 21 MSA Section 26(h)				04 November 2025			Manager: Budget and Costing
23	Publish the Quarter 1 MFMA Section 52 Quarterly Report Performance Assessment Report 2025/26 on the municipal website **(it must be placed on the website not later than 5 days after its tabling in the council or on the date on which it must be made public, whicheveroccurs first)**	MFMA - Sec 75(2) MSA - Sec 21(b)						05 November 2025	Manager: Financial Statements, Compliance and Reporting
24	Reprioritisation of the 2022 - 2027 ward priorities	MSA Section 29(1)(b)(I)	13 - 14 November 2025						Manager: IDP/PMS/PP
25	Identify all plans and planning requirements binding on the municipality in terms of national and provincial legislation	MSA - Sect 29(1)(c)	01 - 28 November 2025						Manager: IDP/PMS/PP
26	Submit to the Council a consolidated report on the **IDP public participation input and comments received during September / October** for consideration	MSA Section 34(a)	29 November 2025						Manager: IDP/PMS/PP
DECEMBER 2025									
27	Provincial IDP Managers Forum (PIDPMF)	MSA Section 24	04 - 05 December 2025						Manager: IDP/PMS/PP

ACTIVITY / TASK		LEGISLATIVE REQUIREMENTS	TARGET DATES						RESPONSIBLE OFFICIAL
NO	DESCRIPTION		IDP/ PP	SDF	DISASTER MANAGEMENT	BUDGET	PMS	REPORTING	
28	Design and identification of disaster management projects	DM Act, No 57 of 2002, Section 53(1) (a-d), Section 53(2)(a)			31 December 2025				Manager: Fire and Disaster
JANUARY 2026									
29	MAYCO considers and adopts the **2025/26 Adjustments Budget** and **Revised TL SDBIP 2025/26**	MFMA - Sec 28 MBRR - Part 4				21 January 2026	21 January 2026		Snr Manager: Financial Management Services and Manager: IDP/PMS/PP
30	Submit MFMA Section 72 Mid-Year Budget and Performance Assessment Report 2025/26 to Executive Mayor	MFMA - Sec 72					23 January 2026		Manager: IDP/PMS/PP
31	Submit the MFMA Section 72 Mid-Year Budget and Performance Reports 2025/26 to Provincial and National Treasury by 25 January	MFMA - Section 72(1)(b) MBRR - Reg 35					23 January 2026	23 January 2026	Manager: IDP/PMS/PP and Manager: Financial Statements, Compliance and Reporting
32	The Council considers and adopts the **2025/26 Adjustments Budget and Revised TL SDBIP 2025/26**	MFMA - Sec 28 MBRR - Part 4 MSA - Sec 28 and 29				28 January 2026	28 January 2026		Snr Manager: Financial Management Services and Manager: IDP/PMS/PP
33	Submit the **Quarter 2 MFMA Section 52 Quarterly Performance Assessment Report 2025/26** for the period ending 31 December 2025 on the implementation of the budget and financial state of affairs of the municipality to the Council	MFMA - Sec 52(d) MFMA - Sec 71(1) MBRR - Reg 29					28 January 2026	28 January 2026	Manager: Financial Statements, Compliance and Reporting and Manager: IDP/PMS/PP
34	Submit the MFMA Section 72 Mid-Year Budget and Performance Assessment Report 2025/26 to the Council	MFMA - Section 72(1)(b) MBRR - Reg 35				28 January 2026	28 January 2026	28 January 2026	Manager: Financial Statements, Compliance and Reporting and Manager: IDP/PMS/PP
35	Submit to the Council to consider the release of the Draft Annual Report 2024/25 for public participation	MFMA - Sec 127					28 January 2026	28 January 2026	Manager: IDP/PMS/PP and Senior Manager: Financial Management Services
36	Submit to the Council a **consolidated report on the MSDF/CEF public participation input** and comments received during September / October 2025 for consideration	MSA - Section 34(a)(b)		28 January 2026					Senior Manager: Development Planning
37	Publish an advertisement in the local newspaper to notify the public and other stakeholders to submit written comments on the **Draft Annual Report 2024/25**	MFMA - Sec 127(5)(a) MSA - Sec 21A					29 January 2026		Manager: IDP/PMS/PP

ACTIVITY / TASK		LEGISLATIVE REQUIREMENTS	TARGET DATES						RESPONSIBLE OFFICIAL
NO	DESCRIPTION		IDP/ PP	SDF	DISASTER MANAGEMENT	BUDGET	PMS	REPORTING	
38	District IDP Managers Forum (DIDPMF)	MSA Section 24	29 January 2026						Manager: IDP/PMS/PP
39	Submit the **Draft Annual Report 2024/25** within **five (5) days** via e-mail and hard copy to the National Treasury, the Western Cape Department of Local Government, the Western Cape Provincial Treasury and the Auditor General	MFMA - Section 127(5)(b)					30 January 2026		Manager: IDP/PMS/PP
FEBRUARY 2026									
40	Publish the Quarter 2 MFMA Section 52 Quarterly Report Performance Assessment Report 2025/26 on the municipal website	MFMA - Section 75 (2) MSA - Sec 21(b)						03 February 2026	Manager: Financial Statements, Compliance and Reporting
41	Make public the Mid-Year Budget and Performance Report 2025/26 in the local newspaper and on the municipal website	MFMA - Section 75 (2) MSA - Sec 21(b)				05 February 2026			Manager: Financial Statements, Compliance and Reporting and Manaaer: IDP/PMS/PP
42	Publish and make public the approved **Adjustments Budget 2025/26** and **Revised SDBIP 2025/26** in the local newspaper and on the municipal website	MFMA - Sec 28(7) MSA - Sec 21A & S21 B MBRR - Part 4				05 February 2026			Manager: Budget and Costing
43	Table the draft Annual Report 2024/25 to the MPAC to consider and evaluate the content of the Draft Annual Report 2024/25	MFMA 127 and 129 (1)					09 February 2026 - 04 March 2026		Manager: IDP/PMS/PP
44	Submit the budget and related documents and B schedules to the National Treasury and Provincial Treasury as required per legislation **(within 10 working days)**	MFMA - Sec 28(7) MFMA - S22 (b)(i) MSA - Sec 21A MBRR - Part 4				11 February 2026			Manager: Budget and Costing and Manager: IDP/PMS/PP
45	**Public Hearing:** Consultation on the Draft Annual Report 2024/25 with the community and interested stakeholders	MFMA - Sec 127(5) MFMA - Sec 127(6)					12 February 2026		Manager: IDP/PMS/PP
46	Complete the tariff-setting exercise for 2026/27	MFMA Section 17				26 February 2026			Manager: Budget and Costing
47	Review the current budget and related policies and by-law inputs and newly needed budget-related policies	MFMA - Sec 21 MBRR - Part 3				26 February 2026			Snr Manager: Financial Management Services

ACTIVITY / TASK		LEGISLATIVE REQUIREMENTS	TARGET DATES						RESPONSIBLE OFFICIAL
NO	DESCRIPTION		IDP/ PP	SDF	DISASTER MANAGEMENT	BUDGET	PMS	REPORTING	
48	Officials provide feedback, verifying whether the content of the Draft Annual Report 2024/25 is credible, reliable, and accurate (this refers to the necessary changes that must be made to the report prior to presenting it to the Council)	MFMA Sec 121 and 122					26 February 2026		Manager: IDP/PMS/PP
49	**Annual (2024/25) and mid-year (2025/26) performance assessments** for the Municipal Manager and Managers directly accountable to the Municipal Manager	MPPMR - Reg 13 GN 21- 17/01/2014					27 February 2026		Manager: IDP/PMS/PP
MARCH 2026									
50	District IDP Managers Forum (DIDPMF)	MSA Section 24	12 March 2026						Manager: IDP/PMS/PP
51	Compilation of the Disaster Management Plan	DM Act, No 57 of 2002, Section 53 (1)(a-d) Section 53(2)(a))			15 March 2026				Manager: Fire and Disaster
52	MAYCO meeting to consider the draft IDP, draft Budget and draft SDBIP 2026/27	MFMA - Sec 24	18 March 2026			18 March 2026	18 March 2026		Manager: IDP/PMS/PP and Snr Manager: Financial Management Services
53	Council considers the Oversight Report and Annual Report 2024/25 for approval	MFMA - Sec 129					25 March 2026		Manager: IDP/PMS/PP
54	Review the municipality's Performance Management System (PMS) - submit the Revised Performance Management Policy to the Council	MPPR - Reg 3(4)(b) and Reg 11(2)					25 March 2026		Manager: IDP/PMS/PP
55	Submission of the **draft IDP, draft Budget, tariffs, budget-related policies and SDBIP (at least 90 days before the start of the budget year)** to the Council for approval for the purpose of obtaining public comment and inputs **(21 days)**	MFMA - Sec 16(2) MSA - Sec 25 MBRR - Part 3	25 March 2026			25 March 2026	25 March 2026		Manager: IDP/PMS/PP and Snr Manager: Financial Management Services
56	Place an advertisement for the Annual Report Oversight Report and the Annual Report 2024/25 to be released for information, which must be placed on the municipal website within **five (5) days** after it is approved	MFMA - Sec 129(3) MFMA - Sec 75					26 March 2026		Manager: IDP/PMS/PP
57	Distribute the Annual Report Oversight Report and Annual Report 2024/25 to all municipal offices and libraries for information	MFMA - Sec 129(3)					31 March 2026		Manager: IDP/PMS/PP

ACTIVITY / TASK		LEGISLATIVE REQUIREMENTS	TARGET DATES						RESPONSIBLE OFFICIAL
NO	DESCRIPTION		IDP/ PP	SDF	DISASTER MANAGEMENT	BUDGET	PMS	REPORTING	
APRIL 2026									
58	Submit the **Draft IDP and Draft SDBIP 2026/27** to the Department of Local Government, National and Provincial Treasury, prescribed national or provincial organs of state and to other municipalities affected by the IDP and budget	MFMA - Sec 22(b) MSA - Sec 29(3)(b) MSA - Sec 32(1) MBRR - Reg 20	01 April 2026				01 April 2026		Manager: IDP/PMS/PP
59	Publish the approved **Draft IDP and Draft Budget** and other required documents and provide not less than **21 days** for public comments and written submissions	MFMA - Sec 22(a) MSA - Sec 21A, 42 MPPMR - Reg 15(3)	07 - 28 April 2026			07 - 28 April 2026	07 - 28 April 2026		Manager: IDP/PMS/PP and Manager: Budget and Costing
60	**Host IDP and Budget Public Participation Open Days:** to consult on the Draft IDP, Draft SDBIP 2026/27 and Draft Budget	MFMA - Sec 22(a) MSA - Sec 21A, 42 MPPMR - Reg 15(3)	08 - 14 April 2026			08 - 14 April 2026	08 - 14 April 2026		Manager: IDP/PMS/PP and Manager: Budget and Costing
61	Submit the **draft Budget** and related data strings to the National and Provincial Treasuries, as prescribed by legislation	MFMA - Sec 22(b) MBRR - Reg 20				08 April 2026			Manager: Budget and Costing
62	Submit the **Quarter 3 MFMA Section 52 Quarterly Report Performance Assessment Report 2025/26** for the period ending 31 March 2025 on the implementation of the budget and financial state of affairs of the municipality to the Council	MFMA - Sec 52(d) MFMA - Sec 71(1) MBRR - Reg 29					29 April 2026	29 April 2026	Manager: Financial Statements, Compliance and Reporting and Manager: IDP/PMS/PP
63	Submit the Quarter 3 MFMA Section 52 Quarterly Performance Assessment Report 2025/26 and Performance Reports to the National and Provincial Treasury	MPPMR - Reg 13						30 April 2026	Manager: Financial Statements, Compliance and Reporting
MAY 2026									
64	Publish the Quarter 3 MFMA Section 52 Quarterly Performance Assessment Report 2025/26 on the municipal website	MFMA - Sec 75(2) MSA - Sec 21(b)						01 May 2026	Manager: IDP/PMS/PP
65	SIME / LG MTEC 3 IDP and Budget Assessments by Provincial Treasury and Department of Local Government	MSA Chapter 5 MFMA Section 23	08 May 2026			08 May 2026	08 May 2026		Manager: IDP/PMS/PP and Snr Manager: Financial Management Services
66	MAYCO meeting to consider the final IDP and Budget **(at least 30 days before the start of the budget year)**	MFMA - Sec 24	20 May 2026			20 May 2026	20 May 2026		Manager: IDP/PMS/PP and Snr Manager: Financial Management Services

ACTIVITY / TASK		LEGISLATIVE REQUIREMENTS	TARGET DATES						RESPONSIBLE OFFICIAL
NO	DESCRIPTION		IDP/ PP	SDF	DISASTER MANAGEMENT	BUDGET	PMS	REPORTING	
67	Council meeting to **adopt the IDP, performance management measures and targets and the final Budget** (at least 30 days before the start of the budget year)	MFMA - Sec 24	27 May 2026			27 May 2026	27 May 2026		Manager: IDP/PMS/PP and Snr Manager: Financial Management Services
68	Submit the approved Budget to the National and Provincial Treasuries as prescribed by legislation	MFMA - Sec 24(3) MBRR - Reg 20				27 May 2026			Manager: Budget and Costing
JUNE 2026									
69	Publish the adopted IDP, multi-year budget, all budget-related documents and all budget-related policies on the municipal website	MFMA - Sec 22 and 75 (1)(2) MSA - Sec 21A and 21B	01 June 2026			04 June 2026			Manager: IDP/PMS/PP and Manager: Budget and Costing
70	Submit a copy of the adopted IDP to the MEC for Local Government **(within 10 days of the adoption of the plan)**	MSA - Sec 21, 21A, 28(3)	05 June 2026						Manager: IDP/PMS/PP
71	Give notice to the public of the adoption of the IDP and Budget **(within 14 days of the adoption of the plan)** and budget **(within 10 working days)**	MBRR - Reg 18 MSA - Sec 25(4)(a)(b) MFMA - Sec 75(1)	10 June 2026			10 June 2026			Manager: IDP/PMS/PP and Manager: Budget and Costing
72	Submit the adopted budget and related documents to the National and Provincial Treasury, as prescribed by legislation (within 10 working days after budget approval)	MFMA - Sec 24(3) MBRR - Reg 20				10 June 2026			Manager: Budget and Costing
73	Submit to the Executive Mayor the draft TL SDBIP 2025/26 **(no later than 14 days after the approval of an annual budget)**	MFMA - Sec 69(3)(a)					11 June 2026		Manager: IDP/PMS/PP
74	District IDP Managers Forum (DIDPMF)	MSA Section 24	11 June 2026						Manager: IDP/PMS/PP
75	The Executive Mayor takes all reasonable steps to ensure that the SDBIP is approved **(within 28 days after approval of the budget)**	MFMA - Sec 53(1)(c)(ii)					18 June 2026		Manager: IDP/PMS/PP
76	Signing of performance agreements of the Municipal Manager and Managers directly accountable to the Municipal Manager	MFMA - Sec 53(1)(c)(ii)					18 June 2026		Manager: IDP/PMS/PP
77	Make public the projections, targets and indicators as set out in the TL SDBIP **(no later than 14 days after the approval of the SDBIP)** and submit to National and Provincial Treasuries (**no later than 10 working days after the approval of the SDBIP)**	MFMA Section 53(3)(a MBRR Reg 19					22 June 2026		Manager: IDP/PMS/PP
78	Make public the performance agreements of the Municipal Manager and Managers directly accountable to the Municipal Manager **(no later than 14 days after the approval of the SDBIP)**	MFMA Section 53(3)(b)					25 June 2026		Manager: IDP/PMS/PP

ACTIVITY / TASK		LEGISLATIVE REQUIREMENTS	TARGET DATES						RESPONSIBLE OFFICIAL
NO	DESCRIPTION		IDP/ PP	SDF	DISASTER MANAGEMENT	BUDGET	PMS	REPORTING	
JULY 2026									
79	Preparation of the SDF/IDP/Budget Time Schedule for 2027/28	MFMA - Sec 21(1)(b) MSA - Sec 29	01 - 30 July 2026						Manager: IDP/PMS/PP
80	Prepare the draft IDP Process Plan 2027 - 2032 to guide the planning, drafting, adoption and review for the 6th Generation IDP 2027 - 2032 for the purpose of internal consultation	MSA - Sec 28	01 - 30 July 2026						Manager: IDP/PMS/PP

6.2	ADJUSTMENTS BUDGET (ROLL-OVER) 2025/2026

Collaborator No:
IDP KPA Ref No: **Good Governance and Compliance**
Meeting Date: **13 August 2025**

1. SUBJECT:ADJUSTMENTS BUDGET (ROLL-OVER) 2025/2026

2. PURPOSE

To present the adjustments budget roll-over for the 2025/2026 financial year to Council for approval.

3. DELEGATED AUTHORITY

FOR APPROVAL BY MUNICIPAL COUNCIL

EXECUTIVE SUMMARY

Attached as **APPENDIX 1** is an executive summary by the Accounting Officer.

4. RECOMMENDATIONS

(a) that the Adjustments Budget for 2025/2026 as set out in **APPENDIX 1-5**, be approved;

(b) that the Adjustments Budget Tables as prescribed by the Budgeting and Reporting Regulations, as set out in **APPENDIX 3**, be approved; and

(c) that the Service Delivery and Budget Implementation Plan be adjusted accordingly inclusive of the non-financial information (performance measurement).

5. DISCUSSION / CONTENTS

5.1. Background/ Legislative Framework

In terms of section 28 (2) (e) of the Municipal Finance Management Act:

"An adjustments budget may authorise the spending of funds that were unspent at the end of the past financial year where the under-spending could not reasonably have been foreseen at the time to include projected roll-overs when the annual budget for the current year was approved by the council".

According to regulation 23 (5) of the Municipal Budget and Reporting Regulations:

"An adjustments budget referred to in section 28 (2) (e) of the Act may only be tabled after the end of the financial year to which the roll-overs relate and must be approved by the municipal council by 25 August of the financial year following the financial year to which the roll-overs relate."

5.2 Discussion

This adjustments budget addresses the spending of funds that were unspent and committed at the end of the 2024/2025 financial year where the under-spending could not reasonably have been foreseen at the time of concluding the annual budget of the current financial year.

Capital Adjustments Budget

Council approved a Capital Budget for the 2025/2026 financial year amounting to R 642 490 175 in May 2025. This adjustments budget effectively changes the approved budget by means of the inclusion of the roll-overs from the 2024/2025 financial year.

The criteria applied for roll over of capital projects included supporting evidence that must be provided for each project that the work has commenced, namely the following:

- Proof that the project tender was published and the period for tender submissions closed before 30 June 2025.
- Detailed reference numbers of the Supply Chain Management process followed needs to be provided.
- Evidence that all projects linked to an allocation will be fully utilised by 30 June 2026.

Details of the proposed adjustments are reflected in APPENDIX 2.

Operating Revenue Adjustments Budget

The approved Operating Revenue Budget for the 2025/2026 financial year amounted to R 2 967 736 480 in May 2025. No adjustments were made regarding the Operational Revenue Budget.

Operating Expenditure Adjustments Budget

Council adopted an Operating Expenditure Budget for the 2025/2026 financial year amounting to R 2 741 080 854 in May 2025. No adjustments were made regarding the Operational Expenditure Budget.

5.3 Financial Implications

Financial impact is reflected in the appendices.

5.4 Legal Implications

The item is compliant with the relevant legislative framework.

5.5 Staff Implications

None

5.6 Previous / Relevant Council Resolutions:

32nd Council Meeting on 30 May 2025 - Item 8.2

5.9 Risk Implications

None.

5.10 Comments from Senior Management:

The item was not circulated for comment except to the Municipal Manager

5.10.1 *Municipal Manager:*

Supports the recommendations

ANNEXURES

Appendix 1: Executive Summary

Appendix 2: Adjustments Budget: Detail Projects

Appendix 3: Adjustments Budget Tables (Schedule B)

Appendix 4: Adjustments to Budget Supporting Schedules

Appendix 5: Municipal Manager's Quality Certification

(ANNEXURES WILL BE DISTRUBUTED UNDER SEPARE COVER IN DUE COURSE)

FOR FURTHER DETAILS CONTACT:

NAME	**MONIQUE STEYL**
POSITION	***SENIOR MANAGER: FINANCIAL MANGEMENT SERVICES***
DIRECTORATE	***FINANCIAL SERVICES***
CONTACT NUMBERS	***021 808 8512***
E-MAIL ADDRESS	***Monique.Steyl@stellenbosch.gov.za***
REPORT DA/TE	***08 August 2025***

6.3	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR JULY 2025

Collaborator No:
IDP KPA Ref No: **Good Governance and Compliance**
Meeting Date: **13 August 2025**

1. SUBJECT: MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR JULY 2025

2. PURPOSE

To comply with Regulation 36(2) of the Municipal Supply Chain Management Regulations and Section 36 of the Supply Chain Management Policy 2025/2026 to report the deviations to the Council.

3. DELEGATED AUTHORITY

Council

For noting.

4. EXECUTIVE SUMMARY

Regulation 36(2) of the Municipal Supply Chain Management Regulations and Section 36 of the Supply Chain Management Policy (2025/2026) stipulate that SCM deviations be reported to the Council. In compliance thereto, this report presents to the Council the SCM deviations that occurred during July 2025.

5. RECOMMENDATION

that the Council notes with the deviations approved for the month of July 2025.

6. DISCUSSION / CONTENTS

6.1. Background/Legislative Framework

The regulation applicable is as follows:

GNR.868 of 30 May 2005: Municipal Supply Chain Management Regulations

Deviation from and ratification of minor breaches of, procurement processes

36. (1) A supply chain management policy may **allow the accounting officer**.
(*a*) To **dispense with the official procurement processes** established by the policy and to procure any required goods or services through any convenient process, which may include direct negotiations, but only
(i) in an emergency.
(ii) if such goods or services are produced or available from a single provider only.
(iii) for the acquisition of special works of art or historical objects where specifications are difficult to compile.
(iv) acquisition of animals for zoos; or
(v) in any other exceptional case where it is impractical or impossible to follow the official procurement processes; and

(*b*) to ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature.

(2) The accounting officer must record the reasons for any deviations in terms of sub regulation (1) (*a*) and (*b*) and **report them to the next meeting of the council**, or board of directors in the case of a municipal entity and include as a note to the annual financial statements.

6.2. Discussion

Reporting the deviations as approved by the Accounting Officer for July 2025:

The following deviations were approved as indicated below:

DEVIATION NUMBER	CONTRACT DATE	NAME OF CONTRACTOR	CONTRACT DESCRIPTION	REASON	SUBSTANTIATION WHY SCM PROCESS COULD NOT BE FOLLOWED	TOTAL CONTRACT PRICE R
D/SM 01/26	2025/07/14	Security Consortium SA CC	Relocation Of Remaining Households from Langrug Dam to Erf No 3229, Mooiwater	Emergency	The formal SCM process is being followed, i.e. tender specifications for the appointment of a demolition and transportation service provider have been submitted to SCM for consideration at the BSC of 10 June 2025. The SCM process will however take about 3-4 months at least to conclude. The feedback that we received during the relocation of the first number of households on Monday 7 June 2025 was that there are strong rumors of re-invasion of the dam site, as well as invasion of the vacant Wendy houses (approximately 130 Wendy houses). These rumors were given impetus by (unrecorded) verbal utterances at the protest action at both sites on Monday morning, 7 June 2025. Therefore, the current situation at the Langrug Dam site and the Erf 3229 temporary relocation site necessitates swift and decisive action by the Council to avoid the invasion of these sites and accordingly a possible substantial financial loss. To date an amount of ±R31m has been directly spent on the	R573 160 (incl. VAT)

					project and a further direct expenditure of ±R10m is budgeted for the current and next financial year. These quoted amounts exclude the cost of securing the sites, remedial work that must be done on both sites or the indirect cost of additional human capital that must be spent by the Council to secure a successful relocation process and the re-development of the Langrug Dam site. Thus, swift and decisive action will prevent financial loss, as well as loss of property (Wendy houses with electricity) and vacant land (the Lang Dam area and environment).	

6.3 Legal Implications

The regulation applicable is:

GNR.868 of 30 May 2005: Municipal Supply Chain Management Regulations: Deviations from and ratification of minor breaches of, procurement processes.

6.4 Staff Implications:

No staff implications.

6.5 Previous / Relevant Council Resolutions:

None.

6.6 Risk Implications

That the market may not be tested.

The measures in place to deal with deviations mitigate the risk to an acceptable level. The auditor general also audit the deviations during the yearly audit.

6.7 Comments from Senior Management:

The item was not circulated for comment except to Municipal Manager

6.7.1 Municipal Manager

Supports the recommendations.

FOR FURTHER DETAILS CONTACT:

NAME	***Dalleel Jacobs***
POSITION	***Senior Manager SCM***
DIRECTORATE	***Finance***
CONTACT NUMBERS	***021 808 8137***
E-MAIL ADDRESS	***Dalleel.Jacobs@stellenbosch.gov.za***
REPORT DATE	***15 July 2025***

7.	**CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: [CLLR J FASSER]**

7.1	**COMMUNITY&PROTECTION SERVICES: (PC: CLLR S HENEKE)**

7.1.1	**NANSANA MUNICIPALITY, UGANDA COLLABORATIVE PROGRESS REPORT ON THE IMPLEMENTATION OF NEIGHBOURHOOD WATCH AND COMMUNITY SAFETY PROGRAMS**

Collaborator No: **791539**
IDP KPA Ref No: **Good Governance and Compliance**
Meeting Date: **13 August 2025**

1. SUBJECT:NANSANA MUNICIPALITY, UGANDA COLLABORATIVE PROGRESS REPORT ON THE IMPLEMENTATION OF NEIGHBOURHOOD WATCH AND COMMUNITY SAFETY PROGRAMS

2. PURPOSE

To provide Council with an updated progress report on the ongoing implementation of Neighbourhood Watches (NHW) and safety initiatives in Nansana Municipality, Uganda, following recent training interventions and stakeholder engagements.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Stellenbosch Municipality, as a Strong Cities Network (SCN) member since July 2023, continues to contribute towards international safety partnerships. These interventions focused on the practical rollout of the NHW Model across multiple zones in Nansana.

The delegation, comprising of Director Gary Boshoff, Senior Manager Charl Kitching, and Manager Joan Felix, conducted field visits, presented training workshops, and received valuable feedback from NHW members, municipal leadership, and community structures.

Key outcomes included:

- Strengthened municipal partnership and entering a formal twinning agreement in December 2024.
- Affirmed need for further support (training, mentorship, resources) from Stellenbosch.
- Identification of challenges: lack of equipment (vests, torches, gumboots), formal identification, airtime for communication, safety concerns, and volunteer sustainability.
- Community-led solutions proposed, including formation of youth and women inclusion, and community fundraising.

The project demonstrates Stellenbosch's leadership in grassroot safety strategies and its role in shaping international safety frameworks through SCN.

5. RECOMMENDATION

that Council note the feedback report on the implementation and support of NHW's in Nansana Municipality.

6. DISCUSSION

6.1 Background

Nansana, situated near Kampala, faces significant safety challenges. The SCN facilitated Stellenbosch's involvement to assist with NHW implementation. Training sessions, workshops, and field visits engaged over 500 community representatives, law enforcement officials, youth, women, and civil society.

The NHW model, as implemented in the Western Cape under the Community Safety Act, was presented as a best practice approach. Workshop content included NHW functions, roles, accreditation criteria, crime prevention strategies, and the SAPS-CPF-NHW partnership model.

Community members reported success in mobilising volunteers, improving local safety, and initiating economic empowerment projects. However, sustainability risks were noted due to equipment shortages, lack of stipends, and communication barriers.

Community Engagement Highlights

- NHW groups are active across rural and urban areas.
- Women's participation is growing, despite societal and family pressures.
- Several communities operate SACCOs to self-fund NHW operations.
- Strong collaborations with local police via WhatsApp groups and field patrols.
- Youth-focused projects include bricklaying, briquette-making, and climate change awareness.

Strategic Value for Stellenbosch

- Recognition as a model city for community safety innovation.
- Expansion of global influence through SCN.
- Opportunity to deepen inter-municipal ties and mentorship with peer cities.

6.2 Financial implications

None.

6.3 Legal implications

None.

6.4 Staff implications

None.

6.5 Previous / Relevant Council Resolutions

None.

6.6 Risk implications

None.

6.7 Comments from senior management:

None.

ANNEXURES

Feedback report on field visits and workshops

FOR FURTHER DETAILS CONTACT:

NAME	Charl Kitching
POSITION	Senior Manager
DIRECTORATE	Protection Services
CONTACT NUMBERS	021- 808 8815
E-MAIL ADDRESS	Charl.kitching@stellenbosch.gov.za
REPORT DATE	6 August 2025

ANNEXURE A

STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK
MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

03 July 2025

COLLABORATION BETWEEN STELLENBOSCH MUNICIPALITY AND NANSANA MUNICIPALITY ON NEIGHBORHOOD WATCH TRAINING AND IMPLEMENTATION

Preamble

The Neighborhood Watch (NHW) program has emerged as a crucial initiative in ensuring the security and safety of Nansana Municipality and the municipality has requested the Stellenbosch municipality to provide training and assistance with the implementation of the NHW model in the Nansana municipality. This report outlines the key discussions, feedback, and proposed actions which emanated from the inception meetings and field visits which served to assess the potential of implementing the NHW program in the Nansana Municipality.

This project has brought together various stakeholders, including municipal leaders, local leaders, representatives from the Strong Cities Network, and participants from the community, with the aim to identify local security challenges and to establish and support local Neighbourhood Watches for the Nansana Municipality.

The Neighbourhood Watch Training in Nansana Municipality has proven to be a significant step towards enhancing community safety and cohesion. The active participation and commitment of local leaders and community members reflected a strong foundation for implementing the Neighbourhood Watch Model. Moving forward, the Nansana Municipal Council, in collaboration with stakeholders, will continue to support and monitor the progress of this initiative to ensure a safer and more united community.

Background

Nansana Municipality, located near Kampala, faces significant security challenges due to its proximity to the capital city. This unique position increases susceptibility to criminal activity and other security issues. Recognizing the need to safeguard the community, the municipal leadership, in partnership with the Strong Cities Network and delegates from Stellenbosch, South Africa, have taken proactive steps to support and develop the NHW program in the municipality. This program not only aims to tackle crime but also to foster community cohesion, integration and resilience.

Objectives

The meetings and workshops sought to:

1. Evaluate the progress and impact of the NHW program on Nansana Municipalitys security.
2. Identify challenges facing NHW members and propose sustainable solutions.
3. Strengthen the collaboration between NHW members, the police, local authorities, and international partners.
4. Promote community involvement and awareness of the NHW initiative.
5. Outline actionable steps to improve NHW resources, training, and overall effectiveness.

First engagement from 13-16 May Training for Nansana Municipality, Uganda

Day 1 Summary

Her Worship the Mayor, Regina Bakitte Nakkazzi opened the training, expressing her gratitude to all participants for attending and supporting this initiative. She emphasized the importance of the workshop in enhancing community security and welfare.

Justine, a representative from Bugema University, extended her thanks to the mayor for her visionary leadership. She highlighted Bugema University's 75 years of existence, and their new short courses aimed at community development, specifically mentioning their campus in Kawempe.

Dr. Sekibuule from Bugema University who recently returned from South Africa to lead community projects under Bugema University, shared his enthusiasm for contributing to local development through the **LIGHT INITIATIVE**.

Expectations

Participants articulated their expectations for the training which included:

- Improving the livelihood and welfare of women and youth.
- Enhancing security in their areas.
- Protecting the environment.
- Acquiring new skills related to security awareness.
- Reducing unemployment.
- Establishing new social networks.
- Learning about the Neighbourhood Watch Model.
- Fostering unity within the Nansana community.
- Facilitating youth rehabilitation.

- Inclusiveness of all stakeholders including the destitutes.

Training Content on Neighborhood Watch Model

The training on the Neighborhood Watch (NHW) Model covered several key areas aimed at enhancing community safety and collaboration with local law enforcement. Below is a summary of the content discussed:

What is a Neighborhood Watch Model?

A Neighborhood Watch Model involves a group of residents working together and with local law enforcement, to reduce crime and improve their community's quality of life. NHW members are private citizens, not peace officers, and the initiative empowers them to volunteer for safety and security efforts. A crucial aspect is the NHW's relationship with law enforcement, making it one of the oldest and most recognized crime prevention concepts.

Types of Neighborhood Watch Models

- Eyes and Ears: Members act as vigilant observers.
- Patrolling NHW: Members patrol on foot, on bicycles, or in vehicles.
- Plot Watch or Farm Watches: Members monitor rural or farm areas.

Background of Neighborhood Watch Model

- Managed by the Provincial Department of Police Oversight and Community Safety in the Western Cape.
- Governed by the Western Cape Community Safety Act of 2013.
- Supported by municipalities, NHWs mobilize local knowledge to improve safety.

Legislation and Accreditation

To be accredited, a NHW must;

- Operate as a voluntary, non-profit organization.
- Have members who are local residents, tenants, or property owners.
- Aim to safeguard its members and property against crime.
- Maintain a relationship with the local SAPS and Community Police Forum (CPF).
- Have a constitution endorsed by its members and operate within defined boundaries.

Advantages of the Neighborhood Watch Model

- Reduces and prevents crime.
- Provides direct contact with the police.
- Increases community awareness.
- Help neighbours get to know each other.

- Assists police with crime prevention efforts.

Basics to Start a Neighborhood Watch Model

- Call a community meeting and establish office bearers.
- Draft a constitution and set a date for the first public meeting.
- Send invitations to stakeholders and local police.
- Explain the NHW's role, area of jurisdiction and participant expectations.
- Elect office bearers, keep meeting minutes, and open a bank account for transparency.
- Register with local police and the municipality.

Resources and Training

Accredited NHWs receive a starter kit with essentials like reflector vests, torches, first aid kits, banners, T-shirts, and a storage box. Training is provided free by POCS, spanning approximately two days and being held over weekends, accommodating up to 15 participants per session.

Regulating Accounts

Being an NHW member does not confer special rights but adds the responsibility of being a law-abiding citizen. Members help prevent crime by ensuring personal safety, being observant, and reporting suspicious activities to the police.

Peace Officers vs. NHW Members

While police are peace officers with arrest powers, NHW members support law enforcement by observing and reporting without direct intervention.

Community Safety and Awareness

NHWs raise awareness among residents about criminal activities, teach fire safety, and emphasize the importance of maintaining clean and well-maintained public spaces to prevent crime.

NHW Member Responsibilities

Members should:

- Report suspicious activities and crimes to the police.
- Learn what is normal in their neighborhood.
- Take a proactive stance against crime.
- Encourage others to join NHW and attend meetings.

- Obtain detailed descriptions of suspicious persons or vehicles and report them.
- Observe familiar places with a new perspective.
- Identify opportunities for community improvements.
- Develop integrated safety plans.
- Mobilize community resources.
- Create safety awareness and offer safety tips.

NHW Member Restrictions

Members should not:

- Take the law into their hands.
- Approach suspicious persons or stop criminals.
- Pull over cars during patrols.

Extension of NHW Programs

Use NHWs at events with stipends.

- Implement Safety Monitors and Parking Management Projects.
- Participate in partnerships like Stellenbosch Safety Partnership (SSP).
- Explore career opportunities, auxiliary police roles, rent-a-cop policies, and reward for information policies.

This comprehensive training equipped members with the knowledge and tools necessary to effectively contribute to their community's safety and work collaboratively with local law enforcement.

Group work sessions with focused questions to attendees at the session;

Questions:

1. Identify three priority needs to form a neighborhood model.
2. Identify three key roles of the local leader needed to support you.
3. Identify your three immediate next steps.

Participants were urged to implement their learnings, and the Chairperson emphasized the need for change in community engagement. The session concluded with a commitment to developing an action plan.

<u>Day 2 Summary</u>

The second day began with prayer, the national anthem, and participant introductions. Her Worship the Mayor opened the session by informing attendees that the Gombe division is predominantly rural, while Nansana and Nabweru divisions are urban. She introduced youth

groups, LC1 leaders, and women leaders set to benefit from the Strong Cities climate fund, specifically targeting youths aged 14-24 in Koboko, Nebbi, Masaka, and Nansana Municipality. She provided an overview of the day's agenda and encouraged active participation. The Chairpersons of LC1 and II expressed gratitude to the mayor and guests, committing to implementing the neighborhood watch model in their communities. Participants were welcomed, emphasizing the role of Strong Cities in empowering mayors to enhance security and infrastructure, such as schools and hospitals and roads. She highlighted the partnership with Stellenbosch Municipality, aiming to adopt their successful practices to transform Nansana into a city of choice. Another guest speaker urged participants to tailor and apply these practices to fit their specific community needs.

Group Work Session

Participants were again divided into groups to discuss safety and security needs:

Questions:

1. What are your top three safety and security needs?
2. What role can you play in promoting safety and security in your community?
3. How does your community promote and ensure safety and security, and what role do local leaders play?

Summary of Day Two Presentations

The presentations on Day Two mirrored those of Day One, focusing on the implementation and benefits of the Neighborhood Watch (NHW) Model. Key topics included the definition and types of NHW models, the background and legislative framework, the advantages of NHWs, and the steps to start and accredit a NHW. Additionally, the training emphasized the responsibilities of NHW members, the importance of collaboration with local law enforcement, and the various programs and resources available to support NHW initiatives. The session highlighted the vital role of community involvement in crime prevention and the enhancement of local safety and security.

General Closing Remarks

Her Worship the Mayor thanked all participants and emphasized the importance of reducing domestic violence, extremism, and land disputes. The Deputy RDC also highlighted the challenges faced by youth and the need for ongoing support and motivation.

The Town Clerk expressed his enthusiasm for the trainings and the potential impact of the Neighbourhood Watch Model in the various communities. He committed to introducing the model to the Technical Planning Committee and supporting its implementation.

The Deputy Resident District Commissioner (DRDC) expressed his gratitude to the mayor for organizing the meeting and effectively coordinating the participants. He stressed the importance of the presence of security organs and other responsible entities in maintaining community safety. Addressing the issues affecting the youth, he highlighted concerns such as drug abuse, various forms of addiction, early pregnancy, and peer pressure, emphasizing the need for a mindset change and the importance of choosing friends wisely. The DRDC commended members of the Kasolo group for their commitment to positive change and shared his personal experience of overcoming challenges, promising to motivate them further. He noted the oversight in addressing the needs of individuals aged 33-34 and urged for their inclusion. Finally, he encouraged all participants to believe in themselves, reinforcing that self-belief is crucial for overcoming any obstacles.

ACTION PLAN

Immediate Steps:

1. **Call Community Meetings**: Engage the community to discuss the NHW model and gather support.
2. **Establish Office Bearers**: Form a committee to lead the NHW initiative.
3. **Draft a constitution**: Create a governing document outlining the NHW's objectives, rules, and procedures.
4. **Register the NHW**: Complete the accreditation process with local authorities and law enforcement.

Short-Term Goals.

1. **Training and Education**: Conduct regular training sessions for NHW members on safety, emergency response, and community policing.
2. **Resource Mobilization**: Secure necessary resources, such as reflector vests, torches, and first aid kits.
3. **Community Outreach**: Raise awareness and encourage wider community participation through events and campaigns.

Long-Term Goals.

1. **Sustainability:** Ensure the NHW model is sustainable through continuous training, resource allocation, and community engagement.
2. **Expansion:** Extend the NHW model to other areas within the municipality.
3. **Partnerships**: Strengthen partnerships with local law enforcement, government bodies, and other stakeholders.

Evaluation and Monitoring

1. **Regular Meetings**: Hold monthly meetings to review progress and address any issues.
2. **Feedback Mechanisms**: Implement systems to gather feedback from the community and NHW members.

3. **Annual Review**: Conduct a comprehensive review at the end of the year to assess the impact and plan for future improvements.

Second engagement 11- 16 August 2024 Training for Nansana Municipality, Uganda

Opening remarks from the Town Clerk

The Town Clerk expressed gratitude to Stellenbosch municipality for sharing their experiences, especially regarding the NHW program. He stressed the significance of the NHW initiative for Nansana due to security challenges posed by its proximity to Kampala and acknowledged the mayor's ongoing efforts to prioritize municipal security.

Opening remarks from the mayor

She expressed her sincere gratitude to the members of Strong Cities for their ongoing support and dedication to the development and security efforts within Nansana Municipality. She warmly welcomed Mr. Ochieng, a representative from Kisumu, Kenya, and the delegation from Stellenbosch, emphasizing the importance of cross-border collaboration and shared goals in strengthening community resilience. This gesture of inclusion and regional partnership highlighted her commitment to learning from regional allies, aiming to incorporate best practices from across borders to boost Nansana's progress.

She then recognized and thanked the Local Council (LC) I and II chairpersons present, alongside the Women and Youth Secretaries, for their active engagement and dedication. These leaders, she noted, play a pivotal role in representing local community voices and are essential partners in the municipality's initiatives aimed at nurturing security, inclusivity, and sustainable development. Acknowledging the Town Clerk specifically, she emphasized his continuaed support and cooperation across all municipal programs, emphasizing how effective collaboration among municipal officers has been instrumental in driving forward the community's agenda.

Highlighting recent progress, she informed the attendees about the achievements of local youth groups who have successfully secured funding under the Youth Climate Change Iinitiative. She attributed this success to Strong Cities, recalling a recent security meeting held in Nairobi, where members were urged to define and pursue a legacy goal. For her, supporting youth groups committed to combating climate change aligns with this goal, providing them with financial resources and guidance to address environmental challenges while building leadership skills within the younger generation.

The mayor shared insights from the recently completed census, which revealed a demographic shift with youth now constituting 70% of the population. This significant statistic, she explained, emphasizes the critical need for targeted youth development programs. She advocated for a comprehensive approach that will empower young people with skills, opportunities, and community support structures to adopt their growth and positive involvement in municipal affairs. The substantial youth population, she noted, presents both opportunities and challenges, making it vital for municipal leaders to implement strategies that harness this demographic strength for the community's benefit.

In line with these efforts, she announced plans to conduct field visits to Gombe and Nabweru, with the aim of assessing the work and progress of local committees there. These visits, she explained, are part of a broader initiative to ensure active monitoring and support for municipal programs across different zones within Nansana Municipality.

She expressed a strong commitment to ongoing collaboration with community committees, security teams, and municipal departments, emphasizing that a unified approach is essential to reduce insecurity and promote a stable environment for all residents.

She also encouraged attendees to prioritize tax payments, emphasizing how this funding is crucial to the municipality's development. She explained that tax contributions allow the council to provide necessary services and support various community projects. By supporting tax compliance, residents contribute directly to local advancements and improved services, creating a more robust foundation for ongoing initiatives.

Concluding her address, she extended special recognition to Mr. Mukibi for his efforts in mobilizing leaders whenever needed. She acknowledged his role as indispensable to the success of numerous municipal engagements and expressed gratitude for his reliability and dedication. She concluded by committing to compiling a comprehensive report that captures the council's progress and recent developments, which she plans to present at the upcoming Strong Cities meeting.

Key Points from the Mayor's Remarks:

Youth Empowerment: Support is essential, especially with youth comprising 70% of the population.

Site Visits: Plans to assess committee functions in Gombe and Nabweru.

Security Initiatives: Commitment to collaborate with stakeholders to reduce insecurity.

Tax Contribution: Encouragement for continued community tax compliance.

Support for NHW: Proposal to present NHW progress at an upcoming Strong Cities conference in Cape Town.

Remarks from Gertrude Rose Buyinga.

The Secretary-General of Strong Cities began by expressing her gratitude to the Town Clerk and the Mayor, commending their dedication and professionalism. She noted that the Strong Cities delegation has consistently been met with a serious and committed approach whenever they engage with Nansana Municipal Council (MC). This dedication, she remarked, demonstrates Nansana's steadfast commitment to the partnership, raising an environment where collaborative initiatives can thrive.

Reflecting on the NHW initiative, Ms Buyinga shared that even after the Strong Cities team had concluded their initial support phase, they continued to receive positive reports from Nansana. These updates reflected the Municipality's proactive engagement with the NHW initiative, as well as its capacity to drive impactful results. She expressed pride in Nansana's progress and eagerness to see how the municipality sustains and builds on these achievements over time.

She then posed an essential question to the members: "Where do you start, and what do we need to do next?" This inquiry highlighted her emphasis on strategic planning, continuity, and seeking feedback from the council. She expressed the importance of receiving regular updates and feedback from Nansana Municipal Council to better align Strong Cities' support with local needs. This open channel of communication, she explained, is critical for addressing any challenges and adapting the program as necessary to ensure it continues to meet the municipality's evolving goals.

Further asked if the members fully understood the guidelines sent to them as part of the initiative, emphasizing that clarity on the program's framework is essential for its successful implementation. She encouraged members to raise any questions or concerns regarding the guidelines, reiterating Strong Cities' commitment to providing necessary clarifications and support. This proactive approach, she noted, aims to empower Nansana MC to implement the NHW initiative with confidence and precision.

She expressed confidence in the transformative potential of this initiative, sharing her vision for Nansana MC to emerge as a model of excellence and a learning hub for municipalities across the country. ***She remarked that the successful execution of this initiative would not only enhance Nansana's standing within Uganda but also establish it as a center of learning for innovative practices in municipal management and community development.*** Her remarks concluded on a note of optimism, anticipating that Nansana's achievements would inspire similar progress across other regions.

Feedback from Participants

Mukibi began by expressing heartfelt gratitude to the Strong Cities team for their ongoing support and dedication. He acknowledged the positive impact their guidance has had on preparing the team in matters of security, especially as Nansana continues to face various safety challenges. Mukibi shared a personal experience, explaining that he himself has been a victim

of crime, having been attacked by an assailant using a paving stone. This experience, he noted, has only strengthened his resolve to work toward a safer community for everyone.

Addressing some of the challenges they face, Mukibi explained that many members of their team work as volunteers, which can sometimes limit the level of commitment. Due to the voluntary nature of their work, it's often challenging to find individuals who can dedicate themselves fully to the cause. He emphasized that, while there is a strong willingness within the community to contribute, the lack of formal compensation limits the number of people who can commit fully to the initiatives, thus affecting the sustainability of their efforts.

He further highlighted that while their committees have been established, there is a significant shortage of necessary equipment and resources. Mukibi explained that basic items like jackets, which would help identify committee members during community activities, are not available. Additionally, he noted a lack of training for committee members, which has created hesitation among some members who feel unprepared for the demands of the role. Basic training on security protocols and community engagement, he suggested, would empower the committee members, making them feel better equipped to address issues within their community.

Mukibi also underlined the importance of community sensitization in making the NHW initiative successful. He explained that while the team is eager to educate the public, more support is needed to help the community fully understand how NHW's works and how they can actively participate. ***He emphasized that fostering a sense of ownership among residents would be essential for the long-term success of the NHW initiative, as community awareness and involvement are key to its effective implementation.***

He reflected on the broader impact of initiatives like NHW's, highlighting that this approach addresses more than just security concerns. He observed that through previous initiatives, they have seen the program's ability to touch on other vital issues, such as gender-based violence (GBV) and other social challenges. These experiences have underscored the interconnected nature of security and community well-being, affirming the importance of a holistic approach to addressing local issues. Mukibi concluded by expressing his hope that with continued support and training, their teams would be better equipped to handle the various dimensions of security and community welfare.

Norah began by expressing her gratitude to the mayor for the opportunity to serve as part of the defense and security team. She acknowledged the trust placed in herself and her colleagues, recognizing the significance of their role in promoting safety within the community. She highlighted the commitment of the team, noting that they are always prepared to respond to any security concerns that arise, a responsibility they carry with pride and dedication.

However, Norah also addressed some challenges faced by the security team, starting with the need for constant communication resources. She explained that the nature of their work requires them to always be available, with their phones always on to respond swiftly to any emergencies. However, they often lack sufficient airtime, which hinders their ability to communicate effectively,

especially during urgent situations. Norah suggested that providing the team with airtime would greatly improve their responsiveness and overall efficiency.

She then discussed the personal sacrifices made by the women on the security team. Many, including herself, have spouses who express concerns about the demanding nature of their roles. This situation, she explained, often leads to household pressures, as their husbands question the long hours and continuous availability required by the security duties. Norah emphasized that, as women in security, they face unique challenges, balancing family expectations with their work responsibilities, a balancing act that often goes unsupported and unacknowledged.

Norah further highlighted the need for essential equipment to carry out their roles safely and effectively. Basic items such as gumboots and jackets are unavailable, leaving the team vulnerable, especially in harsh weather or challenging conditions. She explained that such equipment would not only protect them physically but also make them more identifiable as security officers in the community. This visibility would help residents recognize and approach them with confidence, reinforcing trust in the security team's presence.

She talked of a significant concern regarding their safety as security officers. She explained that, due to their visibility in the community, they are easily identifiable by individuals who may have ill intentions, putting them at a heightened risk of retaliation. She shared that many security team members are marked by face, which creates a constant feeling of vulnerability. Norah stressed the need for additional protective measures to ensure the safety of the officers themselves, noting that without such precautions, their commitment to serving the community often comes at a personal risk.

Gumisiliza Majidu, a dedicated member of the security team, began by reflecting on his experiences in the role, particularly noting a concerning trend of young boys becoming involved in theft and other criminal activities. He emphasized that addressing youth involvement in crime is a pressing issue, as it threatens the safety and stability of the community. Majidu stressed the need for intervention programs to redirect young people away from crime and toward more constructive paths. He expressed hope that with the right resources and support, they could help mitigate this trend and offer alternative opportunities for the youth.

Highlighting the lack of essential resources, Majidu explained that the team currently operates without proper jackets, which would help identify them as official security personnel. This lack of visibility equipment, he noted, not only makes it harder for community members to recognize them but also diminishes their authority in situations that require quick action. He shared that a uniform or official attire, such as jackets, would improve their presence and reinforce their role in maintaining public order.

Majidu also pointed out the communication challenges faced by the team. He emphasized that effective communication is crucial for a security team, especially when coordinating responses to incidents. Currently, they rely on personal phones, which are neither reliable nor practical in

high-stress situations. He suggested that providing the team with walkie-talkies would streamline communication and enable faster, more coordinated responses to emergencies. Additionally, he expressed the need for reliable means of transportation, which would allow them to cover larger areas more effectively and respond to incidents more swiftly.

Addressing another critical issue, Majidu mentioned the need for flashlights (torches), as they often operate in poorly lit areas. Without proper lighting equipment, the security team is at a disadvantage when patrolling, particularly in darker areas where criminals might hide. This lack of lighting makes it harder for them to perform their duties effectively and poses a safety risk to the team members themselves.

He then highlighted specific areas of concern within the community, noting the presence of “dark spots,” particularly in East One A, where inadequate street lighting creates hiding places for criminals. Majidu emphasized that installing lights in these areas would not only deter criminal activity but also improve the overall sense of security for residents. He pointed out that, at times, they are at a disadvantage compared to the criminals, who are often better equipped, and that the absence of street lighting contributes to this vulnerability. He expressed that this puts the team at the mercy of the criminals, who, in some cases, are armed and capable of posing significant risks to the security team.

Majidu shared that the team is eager to receive further training and skill development opportunities. He emphasized that equipping the team with additional skills would enhance their ability to handle diverse security challenges and respond to incidents more effectively. This training, he noted, would not only benefit the team members but also contribute to the overall safety and resilience of the community. He concluded by expressing optimism about future support and training from the municipality to strengthen their efforts in maintaining public safety.

Lutakome, a representative from Nabweru South and a member of the defense team, began by highlighting the security challenges they face in addressing crime within the community. He explained that the presence of thieves, both during the day and night, stretches their limited resources and forces them to prioritize. Unfortunately, this often means neglecting daytime security issues due to the small size of their team. He noted that, ideally, their security work should be a full-time job to ensure consistent coverage, but the current limitations prevent them from providing around-the-clock protection.

He further described the unique challenge posed by criminals from neighboring areas, particularly from Kampala, who infiltrate Nansana. Lutakome observed that these criminals are often more experienced and harder to manage, as they operate with different methods unfamiliar to the local team. This has created added pressure on the defense team, as they sometimes lack the training to handle such seasoned criminals effectively.

Another concern was the tension that occasionally arises between the security team and certain members of the community. He mentioned that, while most community members appreciate the

work they do, some harbor resentment towards the security team. This animosity can make their job harder, as they rely on cooperation from residents to ensure the safety of the neighborhood.

He also highlighted the financial burden on the team members, who often need airtime for effective communication and rely on their own business income to cover these costs. He pointed out that, as many team members are young and not salaried, they struggle to sustain the expenses associated with their security responsibilities. He proposed that the team could benefit from additional financial support, especially in covering necessary operational costs like airtime.

Lutakome also shared a suggestion to further support the team: he proposed creating a SACCO (Savings and Credit Cooperative Organization) for the NHW members. This SACCO would allow the team to pool resources, which could then be used to assist members financially. He expressed optimism that by involving the whole team in this cooperative effort, they could create a self-sustaining fund that would support not only their operational needs but also provide financial security for the youth involved in the program.

Reflecting on their recent achievements, Lutakome shared his pride in having been part of an operation that apprehended individuals involved in violent crimes. Despite this success, he noted that they faced significant obstacles due to a lack of proper security materials, which made their efforts more challenging. He emphasized the importance of being equipped with the necessary tools and protective gear, especially during potentially dangerous operations.

Lutakome also pointed out the need for a dress code that would clearly identify them as members of the security team. Having distinct uniforms would enhance their authority, make them easily recognizable by the community, and allow other security agencies to distinguish them as legitimate defenders of public safety.

In addition to uniforms, he mentioned the importance of providing basic protective equipment, such as gumboots and durable desert shoes, which would improve their comfort and mobility during patrols and operations.

He emphasized the value of fostering strong relationships with community members. He encouraged his colleagues to maintain open communication with residents and to approach their duties with empathy and understanding. By learning how to effectively engage with people, he believed they could foster a safer and more cooperative environment, ultimately enhancing the success of the NHW initiative.

Nakonde Lydia emphasized the importance of time commitment in security work, noting that effective security requires substantial dedication from team members. However, she acknowledged that this commitment is difficult to achieve without financial compensation. She pointed out that if members received a salary, they would be more likely to commit themselves fully to the role, allowing for consistent and reliable security coverage. Without this support, it becomes challenging for the team to balance their responsibilities with personal obligations, especially as many members also hold other jobs to sustain themselves.

Highlighting the difficulties they face during operations, Nakonde shared that the team is often forced to rely on basic equipment, such as sticks, to confront criminals. In contrast, many of the individuals they encounter are armed with more dangerous weapons, placing the security team at a disadvantage. Additionally, since criminals can easily recognize them, the team members often feel vulnerable, knowing that they lack the proper resources for self-protection. Nakonde advocated for the provision of uniforms, jackets, flashlights, and airtime to improve the team's efficiency and sense of security. Uniforms and jackets, she noted, would help identify them as legitimate members of the security team, while flashlights and airtime would enable them to patrol more effectively and communicate seamlessly during emergencies.

She also raised a unique challenge faced by female members of the security team. She explained that their spouses often become frustrated with their nighttime duties, as working through the night places a strain on family relationships. This frustration, she noted, leads to additional pressures on female team members, who must balance their commitment to public safety with their roles as partners and family members. It suggested that more structured support for the team could alleviate some of these pressures, helping to maintain both the security of the community and the well-being of the team members and their families.

Frank Ssendyowa began by providing an overview of the evolution of the security committees, explaining that the initial team consisted of only 6-7 members. However, as the demand for security grew, they expanded their committees to include more members. This expansion has been essential in responding to the increasing security needs of the community, yet challenges persist. He shared that the local police are often called for support, but they sometimes fail to respond promptly, and when they do, it is typically after significant delays. This lack of timely police support has placed the burden of maintaining security on the local security team, underscoring their critical role in safeguarding the community.

Frank acknowledged the rapid development of Uganda and the challenges that accompany it, particularly around public safety. He stressed that, given the country's growth, the security team has become a vital resource for maintaining peace and order in the community. However, he expressed disappointment that the contributions of the security team have yet to be recognized by some local authorities, particularly the local chairpersons. He appealed to the municipal authorities to acknowledge the team's work by providing financial support in the form of a salary. Compensation, he explained, would incentivize members to continue dedicating their time and effort to community security.

Additionally, Frank emphasized the need for formal training to enhance the team's skills and effectiveness. He proposed that the municipality organize training sessions, which would not only equip the team with new skills but also improve their confidence when handling security issues. To this end, he suggested utilizing the expertise of Kayira, an army instructor, who could conduct tailored training sessions for the security team. This training, Frank explained, would provide the members with the necessary knowledge and techniques to manage a range of security situations effectively.

He expressed his hope that with the right support from the municipality, the security team could continue to grow and improve. By addressing their needs for compensation, training, and equipment, he believed the municipality could strengthen the team's ability to maintain a secure environment for all community members.

Mr. Kitching's Response

Expressed his gratitude to all the NHW (Neighborhood Watch) members for their dedication and the concerns they raised during the discussion. Acknowledged the importance of the issues shared and assured the members that their voices were heard. It was mentioned that some of the requests and concerns raised could be addressed, although certain challenges would require gradual action and collaboration.

The NHW members were reminded of an essential principle: the NHW's role does not involve putting members' lives at risk. Instead, they serve as the "eyes and ears" of the community, observing and reporting to the authorities. It was emphasized that while self-defense skills can be beneficial, members should not engage in dangerous situations.

NHW members were encouraged to prioritize safety and to act as a bridge between the community and law enforcement rather than as frontline responders.

The importance of a close working relationship was stressed between the police and NHW members. Suggestion that NHW teams strive to have at least one police officer accompany them on their rounds whenever possible. Such partnerships would ensure the safety of NHW members and reinforce their role as supportive partners to the police rather than replacements. The Mayor and Town Clerk were encouraged to engage with the police leadership, so they understood that the NHW's purpose is to assist and enhance local safety efforts.

Acknowledging the need for better equipment, the concerns would be taken back to the municipality for consideration. Although no promises could be made, optimism was expressed about finding ways to sponsor the NHW with essential items. In terms of communication, those two-way radios (walkie-talkies) could be a valuable tool for the NHW members, as they would enable quick and efficient communication during patrols. Exploring local business partnerships in Nansana to contribute to the support and sustainability of the NHW would also assist. Also, the possibility of reaching out to major telecommunications companies like MTN and Airtel to provide airtime support, which would be invaluable for NHW members.

For issues specific to female members of the NHW, recognised the unique challenges they face. The importance of providing all NHW members, including women, with additional training, and requested the municipality to issue official IDs for identification. IDs, as explained, would enhance the credibility of NHW members and help ensure their recognition and cooperation with other security bodies. A suggestion that, wherever possible, NHW members should be assigned to serve in their areas of residence, as familiarity with the neighborhood could improve both security and comfort for members.

Regarding compensation, it is not feasible to provide salaries to every NHW member, given budget limitations. However, proposed exploring the possibility of community contributions to support the NHW team. A suggestion that residents within the NHW's jurisdiction could make voluntary donations to cover operational expenses. Additionally, a recommendation that the NHW's work be considered in ward budget allocations, allowing for local support through the municipal budgeting process. Continued discussions between the municipality and the central government to consider including the NHW in future government budgets, emphasizing long-term sustainability of the NHW initiative.

Director Boshoff's Response

Highlighting the significance of volunteerism, he commended the NHW members for their dedication to the safety and well-being of their community. He noted that volunteering for NHW initiatives goes beyond personal responsibility, as it extends to protecting one's family, children, and fellow community members. This commitment, he emphasized, brings peace to the community, as residents can feel secure knowing that NHW members are actively working to maintain public safety.

Director Boshoff shared insights from his own experience in South Africa, where Women's Month celebrations bring the community closer to recognize the contributions of women. This celebration, he explained, serves as a powerful example of unity and dedication and underscores the importance of creating supportive environments for all community members, including women. He encouraged NHW members to work closely with their local councilors, who serve as their representatives in government, to stand up for the needs of the community. By collaborating with councilors and other local leaders, he believed that the NHW and the broader community could form a strong, united front capable of achieving their safety and development goals.

Director Boshoff reiterated that the NHW's role is not to put themselves in harm's way. Rather, their responsibility is to "see and hear" on behalf of the community, reporting concerns to the proper authorities, specifically the police. In his view, the police and other security agencies bear the accountability for addressing security threats directly, while the NHW acts as a communication channel that connects the community with the police. This partnership, he explained, ensures accountability for both parties, allowing the NHW to gather and relay information without taking unnecessary risks. He emphasized that the NHW's role is essential but supportive, serving as a link between the community and the police to foster a safer and more responsive security network.

Closing remarks from the Town Clerk

The Town Clerk emphasized the significance of community-driven projects in enhancing the quality of life for residents and improving security within the municipality. He acknowledged the tremendous work already being done by the Neighborhood Watch (NHW) members and other local security initiatives. Recognizing the financial and logistical challenges faced by these efforts, he suggested that the municipality actively seek support from large companies and

sponsors within Nansana and surrounding areas. According to the Town Clerk, partnerships with prominent businesses could lead to much-needed resources, such as uniforms, communication devices, and even financial support. Such sponsorships, he noted, would not only alleviate the burden on NHW members but also create goodwill and shared responsibility among businesses in promoting local safety and development.

The Town Clerk continued by underscoring the necessity of consistent community engagement. He stressed that meaningful collaboration between community members, local leaders, and national agencies was essential for sustainable security efforts. By fostering open communication channels, he argued, the municipality could ensure that security initiatives align with the unique needs and concerns of the community. The Town Clerk encouraged NHW members to continue engaging with the residents they protect, as this would strengthen trust and community cohesion, making residents more likely to participate in and support local security efforts.

Additionally, the Town Clerk highlighted the importance of working alongside national agencies to bolster local security. He explained that issues such as crime and safety are often complex and extend beyond the capabilities of local resources alone. By collaborating with national security agencies, the municipality could gain access to specialized expertise, resources, and training opportunities for NHW members. This alignment, he argued, would strengthen the NHW's effectiveness and enhance the municipality's overall security infrastructure. The Town Clerk concluded by reaffirming his commitment to supporting the NHW initiative and expressed hope that, through ongoing collaboration with various stakeholders, they could build a safer and more resilient community.

Mayor's closing Remarks

The mayor began by addressing the Neighborhood Watch (NHW) members, affirming that the NHW could indeed operate as a SACCO (Savings and Credit Cooperative Organization), as suggested by one of the members. She expressed her support for this idea, emphasizing that establishing an official SACCO could provide NHW members with financial benefits, group savings opportunities, and even access to small loans for personal or operational needs. This structure, she explained, would enable the NHW to strengthen its financial independence and sustainability. Recognizing the importance of accessible and affordable financial services, the mayor pledged that the NHW SACCO registration process would be free of charge, allowing members to formalize the organization without incurring extra costs.

The mayor then encouraged NHW members to make the most of their association, particularly considering the municipality's ambitious goals. She acknowledged that many Local Council (LC) officials currently operate with minimal resources receiving only UGX 50,000 as a stipend. In this context, she highlighted the NHW's potential to play a significant role in helping the municipality reach its broader targets, including enhancing security, improving community cohesion, and promoting development initiatives. By leveraging the NHW's strong community presence, the

mayor believed they could drive meaningful change at the grassroots level, ultimately benefiting both the community and municipal governance.

Turning to future development plans, the mayor shared an exciting update: that the municipality owns 20 acres of land in Busukuma, which would be used to build a treatment plant. She clarified that the facility would not serve as a dumping site but as a treatment plant designed to handle waste sustainably and responsibly. This project, she noted, reflects the municipality's commitment to environmental management and the health of Nansana's residents. The mayor emphasized that the NHW could play a valuable role in educating the community about the treatment plant, fostering awareness, and ensuring that residents understand the importance of this initiative for public health and environmental protection.

Concluding, the Mayor emphasized the value of teamwork, explaining that municipal progress relies on collaboration between leaders and community members. She assured NHW members that they are not working in isolation and encouraged them to continue registering their groups. By formalizing their organization, NHW members would not only strengthen their structure but also ensure that they could access resources and support from the municipality. The mayor reiterated her commitment to working closely with the NHW, local leaders, and the community at large to build a safer, more prosperous Nansana.

Field visit findings

DPC Bitambo, Nansana Police Station

District Police Commissioner (DPC) Bitambo began by highlighting the essential role of the police in building relationships with local communities, explaining that strong partnerships between law enforcement and residents are crucial to creating safer neighborhoods. He noted that each police station has a designated Community Liaison Officer whose primary duty is to bridge the gap between the police and the public, facilitating open communication and cooperative efforts. This role, he explained, is vital to establishing trust and understanding, which are foundational for effective community-based policing.

The discussion touched on the importance of Neighborhood Watch (NHW) initiatives, with Ms Buyinga specifically inquiring whether the DPC was aware of the community's active involvement in NHW activities. DPC Bitambo confirmed that the police were indeed aware and supportive of these efforts, acknowledging that the NHW concept aligns well with the police's own community engagement strategies. He explained that the police regularly mobilize community members, encouraging them to familiarize themselves with their neighbours and be vigilant about activities within their neighborhoods. This approach, he noted, is similar to the NHW's mission of fostering a safer community through mutual awareness and vigilance.

DPC Bitambo emphasized the importance of maintaining active communication channels among residents, the NHW, and police personnel. He shared that the police encourage community members to exchange contact information with neighbours and NHW members, and they also

utilize WhatsApp groups as a means to stay connected. These platforms provide residents with a direct link to the security team, making it easier to report incidents, share safety tips, and discuss security concerns. DPC Bitambo stressed that this open communication contributes to a more responsive and interconnected security network.

He also underscored the need for a robust and trusting relationship between the police, NHW members, and the wider community. This collaboration, he argued, is essential for effective crime prevention and response. To further strengthen this connection, he suggested that a monthly community safety program be implemented at the divisional level. Such a program would provide an opportunity for the police and NHW to assess security concerns, set priorities, and determine specific areas of focus each month. This regular engagement would not only keep security efforts on track but also ensure that community members remain actively involved.

DPC Bitambo concluded by reiterating that successful security initiatives require the support of all stakeholders. He acknowledged that, at times, the police may need additional resources to effectively address security challenges and that the NHW could play a valuable role in advocating these resources. Regarding training, he suggested that skill-building workshops for NHW members be coordinated through the police's National Recruitment and Development (NRD) program, which is managed by the police headquarters. By equipping NHW members with essential skills, the police could help enhance the effectiveness of community-based security measures, ultimately creating a safer environment for all.

Community Liaison Officer (CLO) Mohamad Ssebiliba

CLO Mohamad Ssebiliba began by expressing the importance of a close partnership between the community and the police, emphasizing that such a collaboration brings numerous benefits. When the police work closely with the community, he noted, it fosters a stronger sense of trust and mutual understanding. This connection helps to break down barriers, making the police more accessible and familiar with the people they serve. As a result, residents feel more comfortable reaching out for support, while officers gain valuable insights into the unique needs and concerns of the community.

CLO Ssebiliba highlighted the Greater Kampala Metropolitan Area (GKMA) initiative, through which the police actively engage with residents to address local issues and enhance safety. The Community Liaison Officer (CLO) program plays a significant role in bridging the gap between law enforcement and community members. This program allows the police to reach deeper into neighborhoods and speak directly with residents about their needs, challenges, and concerns. He explained that by creating these direct lines of communication, the police can respond more effectively and with greater sensitivity to local issues, ultimately creating a safer and more cohesive community.

He also noted the critical role of Local Council (LC) chairpersons in these efforts. Collaborating closely with LC chairpersons, the police leverage their strong ties with local residents to mobilize community participation in safety initiatives. LC leaders are instrumental in organizing

community meetings, spreading important safety information, and encouraging residents to report suspicious activities. This partnership between the police and LC chairpersons strengthens the reach and impact of the CLO program, making it easier to foster a proactive community culture that prioritizes security.

CLO Ssebiliba concluded by reiterating that the collaboration between the police and community leaders is essential for achieving a safer environment. He emphasized that the police are committed to working alongside LC chairpersons to ensure that all community members feel protected and supported. By maintaining open lines of communication and continuing to engage directly with residents, the CLO program can build a strong foundation of trust, making it a valuable asset in the ongoing efforts to improve safety and security across the municipality.

Nansana East I A Zone Update

Representatives from Nansana East I A Zone provided an update on their community organization efforts, highlighting their commitment to security and proactive measures within the zone. They explained that the community holds regular monthly meetings, which serve as a platform for discussing security matters, sharing insights, and coordinating efforts to ensure the safety and well-being of residents. The consistent monthly gatherings help to keep all members aligned with the community's security objectives and address emerging issues as a team.

Nansana East I A Zone is composed of five distinct zones, with each zone overseen by a team of three dedicated community members. These individuals are responsible for coordinating security efforts, reporting concerns, and working alongside the police to address any issues within their respective areas. The assignment of three people to each zone ensures that security responsibilities are distributed, providing comprehensive coverage and increasing the likelihood of timely responses to incidents. This structure also strengthens accountability, as each team works closely with local law enforcement to maintain a secure environment.

The zone representatives shared plans to expand their security teams by increasing the number of members assigned to each zone. They believe that having additional personnel will allow for more efficient monitoring and response to security challenges. The proposal to deploy more officers reflects a proactive approach to improving coverage and safety measures, ensuring that each zone has adequate resources to manage potential risks effectively.

In addition to in-person meetings and deployments, Nansana East I A Zone has leveraged digital tools to enhance communication and coordination. They have established a WhatsApp forum that includes 145 members, allowing for swift information sharing, real-time updates, and the rapid dissemination of security alerts. The forum has proven to be a valuable tool for the community, enabling members to stay informed and engage actively in security matters. Through this platform, residents can report suspicious activity, coordinate on-the-ground responses, and provide mutual support as they work collectively toward a safer neighborhood.

Assistant Deputy RDC's Remarks

The Assistant Deputy Resident District Commissioner (RDC) expressed his appreciation for the ongoing security efforts in Nansana Municipality, commending the commitment shown by the community in addressing local safety concerns. He noted that, for any external office to effectively support the municipality's security initiatives, it is essential for the community itself to first demonstrate strong self-reliance and active participation. According to the Assistant Deputy RDC, the community's proactive involvement is a vital foundation that will enable local authorities and partner organizations to build upon existing efforts.

Recognizing the complexity of coordinating security efforts across such a densely populated area, he suggested the establishment of a more systematic approach to manage and organize the community's 1,000 residents who are involved in security initiatives. A structured system would streamline communication, ensure coordinated responses, and enhance the overall effectiveness of security measures. By introducing

a robust framework, the municipality can better monitor progress, allocate resources, and address challenges that arise within these initiatives.

The Assistant Deputy RDC further recommended that the municipality compile a comprehensive report detailing the progress and structure of the Neighborhood Watch (NHW) model currently implemented in Nansana. This report, he explained, would provide valuable insights into the challenges, successes, and lessons learned within the NHW framework. It would also serve as a resource for other communities looking to implement similar initiatives. With security being a broad and multifaceted issue, he emphasized the importance of a model that not only addresses immediate safety concerns but also builds a sustainable, community-led security culture.

He highlighted the need to maintain a clear distinction between the NHW and the formal security committees. He clarified that while both are instrumental in fostering safety, they serve different functions and should not be conflated. The NHW, primarily comprised of residents, acts as a supportive community network focused on vigilance and reporting, while the security committees involve more formalized security personnel and governance structures. By keeping these roles separate, the municipality can avoid overlaps in responsibilities and ensure that each group operates within its intended scope, ultimately strengthening the effectiveness of both.

West II A Zone Security Framework

The West II A Zone has established a well-structured community security framework that encompasses both organized committees and a Neighborhood Watch (NHW) initiative. With a population exceeding 2,000 residents, this framework is essential in maintaining security and ensuring a cohesive response to safety concerns within the community.

The zone's security structure is led by a Security Committee, composed of four key individuals who coordinate security efforts and manage communication between the broader community

and local security agencies. Each committee member has a specific role in overseeing activities, ensuring that security concerns are addressed promptly and effectively.

Supporting the committee are 11 designated community security personnel who work in tandem with the NHW, which comprises of 40 active members. These NHW members are selected residents who have shown a strong commitment to the safety and well-being of their community. While they are not formally trained, these members are empowered through regular briefings and are encouraged to report any suspicious or potentially harmful activities within the zone.

To streamline communication, West II A has a dedicated WhatsApp group with over 200 active participants. This platform serves as a critical tool for real-time information exchange on any security-related developments and is also used to mobilize community members in urgent situations. The WhatsApp group includes representatives from key security offices, such as the Resident District Commissioner (RDC), the Gombolola Internal Security Officer (GISO), and the District Police Commander (DPC). The involvement of these officials enhances the community's security network, facilitating rapid responses and ensuring that residents' concerns are taken seriously.

The Community Liaison Officer (CLO) plays an integral role in West II A's security operations by bridging the gap between community members and law enforcement. The CLO is particularly valuable in engaging with residents who may be hesitant or resistant to participate in NHW initiatives. By attending community meetings and addressing any concerns, the CLO fosters a more trusting relationship between residents and security agencies, thereby improving cooperation across the community.

The NHW members receive support and empowerment from the security team, often referred to as the "defense team," which provides them with essential information and guidance. Although NHW members do not have formal training, they are encouraged to work closely with the security committee and law enforcement representatives, acting as the "eyes and ears" of the community. The emphasis on collaboration and community vigilance enhances security efforts, helping mitigate the risks associated with their lack of formal training.

In a bid to improve resident identification and maintain an up-to-date record of community members, West II A has implemented a resident registration system. Each resident is issued an ID, which is systematically updated upon expiration. This initiative helps maintain accurate records, ensures accountability, and enables NHW and security members to verify identities efficiently. The registration system also aids law enforcement in quickly identifying residents during security operations or community events.

To optimize resource allocation and enhance security monitoring, West II A is divided into six sub-zones. This division allows the NHW and Security Committee to manage smaller groups of residents more effectively, tailoring responses and interventions to the specific needs of each sub-zone. It also simplifies the process of organizing meetings, disseminating information, and

carrying out patrols, making the security framework in West II A more responsive and adaptable to different challenges within the community.

GISO's Remarks on Enhancing Community Security through Sub-Zones

The Gombolola Internal Security Officer (GISO) addressed the audience, emphasizing the need for a coordinated approach to security at the grassroots level. He began by referencing a comprehensive document he drafted in 2019, where he advised on the formation of sub-zones within communities to facilitate more efficient security monitoring and responsiveness. This strategic subdivision allows for closer surveillance, faster response to incidents, and more effective collaboration among community members.

The GISO highlighted a prevalent challenge in his work: the tendency for some residents to prioritize financial compensation over civic duty. He noted that when approached for community security roles, many individuals quickly inquire about payment rather than focusing on the critical importance of neighborhood safety. This "money-first" mindset, he pointed out, can hinder the growth of a proactive and self-sufficient community security framework.

Additionally, the GISO expressed concern over a common misconception held by some community members—that the responsibility for security rests solely with high-level officials, including the Resident District Commissioner (RDC), the mayor, and other formal security entities. He explained that this perception places undue pressure on officials while diminishing the role that local residents can play in safeguarding their neighborhoods. True, sustainable security, he emphasized, "begins with each one of us." He advocated for residents to take an active role in their own security efforts, underscoring that every individual has a responsibility to contribute to the safety and stability of their community.

The GISO was optimistic about the role of the Neighborhood Watch (NHW), which he believes will be pivotal in shifting this mindset. By encouraging residents to take ownership of their security, the NHW initiative aims to foster a culture of collective responsibility. However, the GISO cautioned that this shift will not happen overnight; it will require sustained and intensive sensitization efforts. To truly alter the way residents, view their role in security, he proposed regular community awareness campaigns that would highlight the benefits of NHW involvement, educate residents on their duties, and dispel the notion that security is solely the job of formal agencies.

The GISO concluded his remarks by pledging his continued support for the NHW program. He stressed the importance of community unity, urging residents to work hand-in-hand with local officials and security committees. With time, he believes that fostering this sense of shared responsibility will not only improve security but also create a stronger, more resilient community that looks out for one another.

Nabweru South Cell III Community Security and Collaborative Efforts

Nabweru South Cell III has been structured into three main sub-zones—Soweto, Kiwanuka, and Zamzam—to enhance localized security management. Each sub-zone has a dedicated team of three defense personnel, ensuring consistent oversight and response within each area. This setup also allows residents to develop closer relationships with security representatives, building trust and communication. Alongside the defense personnel, there is a robust Neighborhood Watch (NHW) initiative with over 100 active members per zone, contributing to a collective total of 500 NHW members across the sub-zones. This sizable volunteer force supports the defense teams, helping to deter potential security threats and promoting vigilance within the neighborhoods.

The community has set up a WhatsApp group with 100 participants comprising NHW members, local leaders, and key stakeholders. This platform facilitates rapid information sharing and real-time coordination among residents. It also allows for updates on security-related matters, reports on suspicious activities, and notifications for community meetings, strengthening neighborhood communication and connectivity.

Mumbejja, the NHW members engage in various projects to foster unity and provide mutual aid. One of the primary projects is briquette making, which not only contributes to local economic empowerment but also provides an eco-friendly energy source for residents. This initiative enables members to learn practical skills and generate additional income, enhancing their commitment to the community. In cases of personal emergencies or hardships, community members contribute UGX 100,000 to provide financial assistance, demonstrating the community's dedication to mutual support and solidarity.

To maintain and strengthen security measures, Nabweru South Cell III collaborates closely with the local police and the Community Liaison Officer (CLO). Every three months, the community meets with police representatives and the CLO to discuss emerging issues, receive guidance, and assess the effectiveness of ongoing security strategies. This partnership allows the community to benefit from professional insights, improve their response tactics, and establish a consistent relationship with official security bodies.

Challenges Faced by the Community

While Nabweru South Cell III has made significant strides in community security, they face several challenges. A primary issue is the lack of reliable transportation, and social safeguard materials, which hinders the defense personnel and NHW members

from adequately supervising the area, especially in the more remote parts of the sub-zones. Without proper means of transport, it becomes difficult to conduct timely patrols, attend to incidents promptly, and ensure thorough coverage across the villages. The community is exploring potential solutions, including reaching out to local authorities and sponsors, to secure transportation resources that will aid in efficient and effective security management.

Buwambo Community

In Buwambo, bringing the community together under a unified security initiative has been challenging. Many residents initially questioned the personal benefits they would gain from participating, reflecting a need for greater awareness of collective security's long-term value. Despite these challenges, local leaders and community mobilizers have made substantial progress in creating a stronger, more cohesive neighborhood watch structure.

Buwambo has organized its neighborhood into five zones, with each zone consisting of 10 active NHW members. This structure allows for effective coverage across the area, with each team closely monitoring their respective zones. This zone-based approach has enhanced security and made it easier to address local issues swiftly and directly, ensuring that each zone is represented and supervised.

Several pressing issues impact the Buwambo community, including child neglect and the influx of new residents who often bring additional social challenges. Cattle raiding is also a significant security concern in Buwambo, with reports of thieves armed with guns targeting livestock. This escalation in violence has heightened residents' concerns and emphasized the need for strengthened community defense strategies.

What’s App groups was established for improved communication and information-sharing among NHW members. Through this group, residents and leaders can quickly relay information on any security issues, coordinate responses, and stay connected. The Officer in Charge (OC) remains closely involved with the team, and the response to incidents has been notably efficient due to this partnership. However, a major limitation is that many residents lack smartphones and therefore cannot access the WhatsApp group, hindering broader participation in digital communication.

The youth in Buwambo have taken proactive steps to uplift themselves economically. A group of young leaders runs a brick-laying project that provides them with a stable income source. This project not only helps youth stay engaged but also fosters skills development and financial independence, which strengthens their role in the community.

Women’s involvement in the Neighborhood Watch has faced some resistance. Some husbands are reluctant to allow their wives to participate in night patrols or security-related activities, limiting the number of women who can contribute actively to the NHW. This challenge has sparked discussions on the importance of gender inclusion in community security.

To support ongoing security efforts, the security leaders collect UGX 2,000 from each community member. These funds are used to address immediate security needs, such as equipment for patrolling or supporting volunteers. This modest financial contribution has been critical in sustaining security activities within Buwambo, allowing the NHW team to respond promptly and effectively to incidents.

One specific issue affecting community safety is the construction of high fences around some properties. These fences obstruct visibility, making it difficult for NHW members and residents to see inside and potentially identify security risks. This has been an area of concern, as it limits surveillance and presents a barrier to community-wide monitoring.

In an effort to promote financial sustainability, Buwambo's Local Council (L.C.) is planning to start a SACCO. Currently, the community has been saving UGX 4,000, which is distributed to members at the end of the year as a shared benefit. This SACCO would provide a formalized structure to sustain community initiatives, including security efforts, and ensure ongoing support for local council activities.

The Uganda People's Defence Force (UPDF) collaborates closely with Buwambo's security team, regularly joining them on patrols to increase security in the area. This partnership with the UPDF has been beneficial, providing NHW members with additional support and reinforcing their efforts to maintain safety and order within the community.

Jamidah's in Buwambo

Jamidah emphasized the importance of effective communicatio**n** within Buwambo's security network, particularly to enhance collaboration among various stakeholders in the community. Here's a detailed look at her initiatives and recommendations.

According to Jamidah, communication is crucial for the success of Buwambo's Neighborhood Watch (NHW) and community safety initiatives. Clear and consistent communication among NHW members, local council leaders, and residents ensures that any security concerns or incidents are promptly reported and addressed.

This flow of information allows for timely interventions and strengthens community trust in the NHW's effectiveness.

Jamidah advocated for stronger connections between Local Councils (LCs), particularly in Buwambo and its surrounding areas. By fostering regular communication and cooperation among LC members, the community can address issues collectively and streamline responses to security threats. This approach also encourages a sense of unity across different zones, making it easier to implement coordinated security measures.

Jamidah acknowledged the financial limitations that community members and leaders face but encouraged everyone to contribute "the little they can." Even modest financial or material support can significantly boost the morale of NHW volunteers and help cover essential resources, such as airtime for communication, transportation for patrols, or basic safety gear. Jamidah's message highlighted that a collective effort could make a meaningful difference, even with limited individual contributions.

To enhance the visibility and awareness of the NHW, Jamidah suggested putting up posters in key areas around Buwambo. These posters would inform residents about the NHW's presence,

its role in community security, and how they can get involved or support the initiative. Additionally, these posters would serve as a deterrent to potential criminals, reminding them that Buwambo is vigilant and organized in its approach to security.

Kilyamuli Community's Security Measures and Initiatives

The Kilyamuli community has implemented a range of measures to enhance local security and foster collaboration among community members. Below is a detailed breakdown of their efforts:

Kilyamuli has established a community register where members are documented to foster a sense of belonging and responsibility within the neighborhood. This register enables community leaders to keep track of the residents, identify newcomers, and promote a cohesive approach to security. By maintaining updated records, the community can better manage its resources and ensure that members are accountable to each other.

Community members are actively encouraged to work closely with the police and provide mutual support within the neighborhood. This collaboration not only strengthens the relationship between law enforcement and residents but also reassures community members that they have reliable support in times of need. Residents are trained to report suspicious activities to the authorities and to be proactive in looking out for each other's safety.

The community has adopted a policy of increased vigilance, emphasizing the importance of everyone remaining aware and cautious. This practice aims to deter criminal activities by projecting a message of alertness and readiness, as the community has collectively decided to prioritize security and always stay vigilant.

Kilyamuli has involved local youth in its security initiatives to instill a sense of responsibility in the younger generation. The community has taken steps to provide airtime for some members, allowing them to communicate effectively in emergencies. They also plan to supply data in the future to improve real-time communication, which would be especially useful for remote coordination and information sharing.

Kilyamuli has divided its area into four Local Council (LC) zones to enhance local oversight. They have ensured that only those originally from the area, known as the "born of the area," are involved in these zones, given the high influx of people coming to the area for employment. This approach promotes a sense of ownership and familiarity within each zone, allowing security efforts to be more targeted and effective.

The community primarily uses phone calls for quick coordination during emergencies. This simple yet effective communication method ensures that community members can promptly report any issues, thus improving response times for addressing security concerns.

The Community Liaison Officer (CLO) regularly attends village meetings to foster a direct link between the police and residents. This approach helps to bridge any gaps in communication,

allowing the community to convey their needs and feedback directly to law enforcement, which in turn builds trust between the police and the residents.

The community has noted some limitations in police response and a lack of essential equipment such as phones, jackets, gumboots, and raincoats. These items are especially needed in dark areas, where visibility and safety are compromised. Kilyamuli's leaders are advocating for better resource allocation to meet these needs and improve the overall effectiveness of the security team.

The community has divided the Kibugo area into four sub-zones: Sindo, Kibungo, Kikomera, and Jomayi. They have also taken steps to interpret the NHW constitution into Luganda, ensuring that all members, regardless of literacy level or language proficiency, can understand and adhere to the Neighborhood Watch guidelines.

Kilyamuli residents contribute 2,000 to 3,000 Ugandan shillings per month to help sustain the security initiatives. This fund is used to purchase essential supplies, cover communication expenses, and support other security-related needs. This monthly contribution also strengthens commitment to the program and ensures a steady source of resources for ongoing activities.

Kilyamuli has implemented a system for submitting a monthly security report to assess the progress and challenges of their security efforts. This reporting system allows for continuous evaluation, enabling community leaders to adjust their strategies as needed and to maintain transparency with the residents on how resources are being used.

Matugga Community Security and Development Initiatives

The Matugga community, comprising seven Local Councils (LCs), is one of the most densely populated areas in the region, presenting both opportunities and challenges for effective security management. Below is a comprehensive overview of their current efforts, needs, and challenges:

Matugga is divided into four zones for better management and coordination of security activities. Each zone has at least one member of the security committee responsible for liaising with community members and addressing security issues within their designated area. However, organizing and reaching all residents, especially those living within fenced properties, remains a challenge due to limited access.

To overcome the challenges in quick coordination, the community has implemented a dual strategy for communication during emergencies:

- **Whistles** are used as a signaling tool, enabling residents to quickly alert others to any immediate threats or issues.
- **Phone calls** are another primary method for reporting incidents and staying connected with other community members. **What's App group** further supports effective communication and helps residents stay informed on local happenings, security concerns, and updates on neighborhood watch initiatives.

The Community Liaison Officer (CLO) and Officer in Charge (OC) from the local police frequently attend village meetings to engage directly with residents. These sessions provide valuable opportunities for the police to understand the community's security needs and concerns, and for residents to voice their issues. This partnership is essential for building trust and ensuring that both law enforcement and the community work together toward shared security goals.

One of Matugga's key concerns is a dark spot area known as Geyena, which is difficult to monitor and a potential hotspot for crime. Efforts are underway to engage the local residents of Geyena to encourage them to take part in neighborhood security activities, foster a sense of responsibility, and participate in community policing efforts.

The community has identified several materials needs to improve their security efforts:

- **Phones, jackets, and gumboots** are needed for members of the neighborhood watch and security volunteers, enabling them to perform their duties in all weather conditions and across different terrains.
- **Security lights**, particularly at **key junctions and dark areas**, are a high priority to improve visibility and deter criminal activities. Enhanced lighting would reduce the risks associated with poorly lit areas and make it easier for residents and security personnel to patrol.

There is a call for more community radios to be made available to support communication in Matugga. Community radios could serve as a platform for disseminating safety information, updates on neighborhood watch activities, and awareness programs. This access to localized information would ensure that residents stay informed and engaged in the community's security initiatives.

The community recognizes the need to build partnerships with various stakeholders to address social issues impacting security, such as unemployment and drug abuse. By collaborating with NGOs, local businesses, and government bodies, the community aims to reduce these issues, which are often root causes of crime. They hope to establish initiatives that would provide job opportunities, especially for the youth, and offer rehabilitation programs for those struggling with substance abuse.

Given that some women in the community are housewives with a strong presence in the neighborhood, they serve as key whistleblowers. They are vigilant in identifying and reporting any unfamiliar individuals in the area, helping to maintain a level of oversight and awareness in the community. This informal surveillance network plays an essential

role in supporting overall security efforts, as these women can act quickly to raise alerts when necessary.

Third engagement 23 – 27 March 2025 - Training for Nansana Municipality, Uganda

We arrived on the evening of the 22nd of March 2025 at Entebbe International Airport and were transported to the hotel in the city of Kampala. Although we arrived late that Saturday evening and drove in heavy weather conditions with extreme thunderstorms, we observed active operations of informal traders and motorcycles continued as normal along the road.

On Sunday 23rd of March 2025 we met with Gertrude Buyinga and Mr Geofrey Ochieng, representing Nansana Municipality and Strong Cities in preparation of the week's activities and discussions on the planned meetings with the different stakeholders like the Police Directorate.

On Monday 24th of March 2025 we were collected at the Hotel and travelled to three of the newly established Neighbourhood Watch groups, where we did a field visit. The Mayor of Nansana was in attendance and opened the meetings by welcoming all stakeholders and explaining the purpose of our follow-up visits to their areas.

The groups visited, gave insightful feedback and shared the challenges they experienced. All three (3) Neighbourhood Watch Groups were initially established to address safety and security concerns but during the field visits they all gave testimonies on how they address other issues within their communities. Among these issues were social cohesion of caring for the safety of elderly persons, creating alternative work opportunities for those that were involved in prostitution, encouraging young teen mothers to return to school, supporting poultry farming, safety of motorcycles and recruiting more female persons especially single mothers to join the Neighbourhood Watch groups.

On the second day of our visit, Tuesday 25th of March 2025, we attended a follow-up evaluation exercise in the form of a workshop at the Wilson Hotel, Nansana. Mr Kitching and Ms Felix did the keynote presentations, Mr. Kitching spoke on the importance of Community Safety and the Neighbourhood Watch Model: Current Trends in Stellenbosch and Ms Felix presented a discussion on the benefits and impact of community-based safety initiatives.

Ms Gertrude Nansukusa, from the Nansana Municipal Council, as the Focal Person for the Neighbourhood Watch Groups presented an overview of established Neighborhood Watch Groups, activities conducted, and community engagement strategies.

As with the previous engagements, this workshop was very insightful and the commitment to participate was very evident in the attitude of attentive listening and constructive questions asked by attendees representing their communities.

The three (3) Neighbourhood Watch Groups we visited the previous day did their experience sharing and covered topics of success stories and challenges with implementation of the Neighbourhood Watches, community engagement strategies, resource mobilization and training needs.

Ms Sarah Agide, Honorable Member Kyengera Town Council presented experiences and lessons in addressing hate, extremism, and polarisation. Interactive discussions on strengthening collaboration with Law Enforcement were held, with group discussions & feedback sessions on how to strengthen partnerships between Neighbourhood Watch groups and the police.

The day concluded with a presentation from Mr Kitching on the case of the Stellenbosch Community Safety Forum Initiative as well as a summary and closure on the workshop by Stellenbosch and Nansana Municipality representatives.

Wednesday the 26th of March 2025 we visited the Police Department and met with Police Director David Ssengendo, of the Counter Terrorism Directorate, that is responsible for the Ugandan law enforcement entity. During our discussion on the Neighbourhood Watch Model and the impact it has on the safety within the communities, Director Wasswa made a commitment to support the Nansana Municipality Neighbourhood Watch.

Based on the interactions we had with the Mayor, Town Clerk, Councillors, officials, and community members, we compiled some recommendations to consider on the way forward.

On the last day of our visit to Nansana we visited Kyengera Town Council and were welcomed by the Town Clerk who shared their experiences with the implementation of the Neighbourhood Watch Model. We also visited a school where established Neighbourhood Watch groups in conjunction with the school roll out safety awareness programs for learners. On the same day we had a walkabout in one of the most rural areas where brutal attacks on members of the public occurred and gave some input on actions to create a safer area.

As the Stellenbosch Municipality we reiterated the need to establish a Community Safety Forum (CSF) to address these safety concerns whereby the urban design clusters attached to the forum can assist with poor lightning, overgrown vegetation, CCTV Cameras and Neighbourhood Watch Patrols along these routes.

Implemented Recommendations:

- Shared the Community Safety Act, Policies, code of conduct and Constitution to be adapted to suit Nansana municipality needs
- Compile and pass legislation to establish and regulate NHW's. (implemented and appointed focal persons as liaisons)
- Only start with an NHW in one area - invest all resources to make a success and use them as a blueprint for other areas. We will continue to liaise, guide and assist. (done and expanded).

- Formalize partnerships which are to be facilitated by the municipality between the Municipality, Police and NHW. (Implemented)
- Build on strengthening communication platforms between Police, Municipality and NHW's (Implemented)
- Share the CSF document for establishment consideration
- Twinning agreement between Nansana and municipality (Done)

Outstanding recommendations:

- Further engagements with the University to assist with short courses (training of peace officers / law enforcement/ security qualification)
- The University to assist with a project to give street names and numbering of dwellings - start with a small area, and number from one till wherever due to density and have numbers painted on roads and dwellings to display numbers or small sign boards indicating which house numbers are in a vicinity. Further engagements can take place with other possible ideas.
- Violence interrupter programs for reformed criminals to be introduced.
- Exclude people with criminal records and involved with criminality from NHW. Rather use them in other projects within communities under supervision for example, Street cleaning, planting of trees, etc.
- Rehab programs for offenders and assist with expungement of criminal records after a period of time.
- Reporting of corruption.
  1) mediatize how to report corruption and whom to report it too.
  2) Set up an independent desk in the mayor's office where corruption can be reported too and followed through.
- Train the trainer programs
- Support in a CSF setup
- Continuous engagement and support by Stellenbosch municipality to Nansana municipality with their projects and possible other related projects where Stellenbosch could assist. (Ongoing)
- Recognition certificates for Neighbourhood Watch groups
- Further expansion of projects to other areas
- Follow up with the Police on support equipment which was committed too
- Build relationship with formal businesses and sponsors

Acknowledgments

Mayor Bakitte for her drive and excellent leadership in establishing the NHW model for Nansana Municipality.

Nansana Municipal Town Clerk for his support and drive to support the implementation of the NHW model.

Ms Gertrude Buyinga from Strong cities who was pivotal in setting up the engagements and facilitating the sharing of knowledge and expertise from Stellenbosch to Nansana municipality to serve the community and establish a NHW in Nansana municipality.

Ms. Gertrude Nansukusa and her staff for facilitating the training sessions and providing feedback reports which form part of this report as well as arrangement for the field visits and engagements with the community.

Strong cities team: Charlotte Moeyens for her support with travel arrangements; Geofrey Ochieng for his input and feedback which forms part of this report; and Jamidah Namuyanja for support in Nansana with translations and assistance to us.

The Police CLO and Ass. Insp. General Ssengendo for his commitment to the project and willingness to arrange for equipment i.e. Boots etc. to NHW members

Every community member that was part of the engagement and adopted the NHW model, who shared information with us and taken the courage to implement the NHW model in making a difference within their community. We are proud to say the least to see how well it has been implemented.

Conclusion

Nansana municipality must be commended for their achievement in establishing NHW's. Under the excellent guidance from the mayor, senior officials within the municipality and especially the neighborhoods, this project is thus far a great success and should be used as a benchmark in collaboration and achievements between municipalities which have and is facilitated through Strong Cities. Strong Cities are applauded for being the focal entity which has facilitated bringing Nansana and Stellenbosch together to work together in achieving safer communities and building success stories.

With our recommendations, comes our commitment to support Nansana municipality and the mayor to see this project through, and we commit to guide and share information and contribute towards the goal the mayor has in achieving success. We look forward to strengthening and further forging this partnership and are willing to share our knowledge and expertise with other municipalities in partnership with Strong Cities.

7.2	**SPORTS, YOUTH AND CULTURE: [PC: CLLR N OLAYI]**

NONE

7.3	**CORPORATE SERVICES: (PC: CLLR L NKAMISA)**

7.3.1	**FUTURE USE OF ERF 454 FRANSCHHOEK (31 PARK STREET, GROENDAL)**

Collaborator No:
IDP KPA Ref No: **Good Governance**
Meeting Date: **22 July 2025**

1. SUBJECT: FUTURE USE OF ERF 454 FRANSCHHOEK (31 PARK STREET, GROENDAL)

2. PURPOSE

To obtain Council's guidance on the future use of Erf 454 Franschhoek situated at 31 Park Street, Groendal.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Erf 454 Franschhoek which is situated at 31 Park Street, Groendal was previously used for staff accommodation. The property has been vandalised, and an eviction order was granted and executed against the previous occupants. The property has been attracting many illegal occupants and activities, and the Municipality has now placed security on site which has a monthly cost implication to the Municipality.

The property has been vandalised to the extent that a large sum of money will be needed to reinstate the property to be used for municipal purposes or for staff housing. The Infrastructure Department has indicated a need for staff housing for an emergency staff member in the area.

Council needs to consider the way forward with the property and if the property should be reinstated for staff housing or if it should be disposed of by way of public auction. Due to the current state of the property Council should also consider if the Municipal valuation can be used as the basis for the sales price if Council resolves to dispose of the property.

5. RECOMMENDATION

For consideration.

6. DISCUSSION / CONTENT

6.1 Background

The Municipality owns several properties in the Groendal area, certain of which are leased to employees of the Municipality who fall within a certain income bracket. Erf 454 Franschhoek was leased out to an employee who left the employ of the municipality on 31 July 2006 on which date the lease terminated immediately. The employee has also since then passed away, the exact date of which is unknown. Since then, the children or stepchildren of the deceased was occupying the property. From 2019 there has many complaints about the illegal activities taking place at the premises and that the property is not properly maintained or kept. Eviction proceedings have since been instituted and an eviction order has been granted and executed against the illegal occupants. The property keeps attracting illegal occupants and people engaging in illegal activities and since April 2025 the Municipality has paid for security on the premises.

The Infrastructure Department has indicated that they are in need of staff housing for an employee who is needed for emergencies in the Franschhoek area. They have also indicated that they have funds available to reinstate the property to be used by the employee.

In order for the property to be reinstated as staff housing a large sum for upgrading and maintenance will be required. The Planning and Economic Development Department has compiled a spreadsheet of the estimated costs of reinstating the property, which amounts to just under R400 000.00. A copy of the spreadsheet is attached hereto as **APPENDIX 1**.

Council therefore needs to consider the way forward with the property. If Council resolves to sell the property Council should also consider the selling price of the property taking into consideration that it is in such a dilapidated state.

6.2. DISCUSSION

6.2.1 Municipal valuation of property

The municipal value of the property is R562 000.00 and a copy of the valuation report is attached hereto as **APPENDIX 2**. Should Council not accept the Municipal valuations as the minimum purchase price then a valuator will have to be appointed to determine the fair market value of the property.

6.2.2 Property description

Erf 454 Franschhoek is situated at 31 Park Street, Groendal as indicated below in Fig. 1**.**



Fig. 1 Location and Context

6.2.3 Ownership and Zoning

The ownership of the property vests with Stellenbosch Municipality and the zoning is single residential.

6.2.4 Legal Framework

6.2.4.1: Municipal Finance management act, no 56 of 2003 (MFMA)

In terms of section 14(1) of the MFMA *"a municipality may not transfer ownership as a result of a sale or other transaction or otherwise permanently dispose of a capital asset needed to provide the minimum level of basic municipal services."*

Further, in terms of sub-section (2*)" a municipality may transfer ownership or otherwise dispose of a capital asset other than one contemplated in subsection (1), but only after the municipal council, in a meeting open to the public—*

(a) has decided on reasonable grounds that the asset is not needed to provide the minimum level of basic municipal services; and

(b) has considered the fair market value of the asset and the economic and community value to be received in exchange for the asset."

In terms of subsection (5) *"any transfer of ownership of a capital asset in terms of subsection (2) must be fair, equitable, transparent, competitive and consistent with the supply chain management policy which the municipality must have and maintain in terms of section111."*

6.2.4.2 Municipal Asset Transfer Regulations (ATR)

In terms of Regulation 5 of the ATR :-

"1) A municipality may transfer or dispose of a non-exempted capital asset only after—

(a) the accounting officer has in terms of regulation 6 conducted a public participation process to facilitate the determinations a municipal council must make in terms of section 14(2)(a) and (b) of the Act; and

(b) the municipal council—

(i) has made the determinations required by section 14(2)(a) and (b) and*

(ii) has as a consequence of those determinations approved in principle that the capital asset may be transferred or disposed of.

*(2) Sub-regulation (1)(a) must be complied with only if the capital asset proposed to be transferred or disposed of is a high value *capital asset.*

* i.e. in excess of R50M

6.2.4.3 Property Management Policy

In terms of par.7.2.1of the policy, "***unless otherwise provided for in this policy****, the disposal of Viable Immovable property shall be effected-*

*(a) by means of a process of **public competition**; and*

*(b) **at market value** except when the public interest or the plight of the poor demands*

*Further, in terms of par.7.2.3, before alienating Immovable property or rights in Immovable property the Municipality shall be satisfied that **alienation is the appropriate methodology and that reasonable economic, environmental and social return cannot be derived whilst ownership of the Immovable property or Property rights is retained by the Municipality**.*

In term of par.9.1 of the Policy, the Municipality may use any of the following methods, depending on the circumstances pertaining the specific Immovable property:

a) The type of a formal tender may vary, depending on the nature of the transaction:

i) Outright tender may be appropriate where the Immovable property ownership is not complex, and the Municipality is seeking obligations to be placed on the successful tenderer which are clear and capable of specification in advance.

ii) Qualified tenders/call for proposals will be appropriate where the Immovable property ownership position is complex or the development proposals for the Immovable property are insufficiently identified or otherwise incapable of detailed specification at the pre-tender stage.

iii) Call for proposals on a build-operate transfer (B.O.T) basis will be used if a developer is required to undertake the construction, including the financing, of a facility on Municipal-owned land, and the operation and maintenance thereof. The developer operates the facility over a fixed term during which it is allowed to charge facility users appropriate fees, rentals and charges not

exceeding those proposed in its bid or as negotiated and incorporated in the contract, to enable the developer to recover its investment and operating and maintenance expenses in the project. The developer transfers the facility to the municipality at the end of the fixed term.

b) The nature of the formal tender process is that a legally binding relationship is formed between the parties when the Municipality accepts a tender in writing. It is essential therefore, that every aspect of the disposal is specified in the tender documents. The tender documents could include a contract for sale or lease which could be completed with the tenderer's details, the tender price and be signed by the tenderer. A binding legal agreement is created upon the acceptance of the writing of a tender by the Municipality.

c) Such a process may, depending on the nature of the transaction, include a two-stage or two- envelope bidding process (proposal call) in terms of which only those bidders that meet the pre-qualification criteria specified in the first stage are entitled to participate in the second stage.

6.2.4.4 Public Auction

a) Disposal by public auction may be appropriate where there is no obvious potential purchaser and where speed and the best price can be obtained by auction.

b) The decision to dispose of Immovable property by way of public auction must be recorded in writing and must include-

(i) the reasons justifying a disposal by public auction;

(ii) the reserve price, if any, for the auction;

(iii) the authority for a staff member to attend the auction and to act on behalf of the Municipality.

c) The contract for sale or lease must be ready for exchange at the auction.

d) The binding contract will be made on the acceptance of the highest bid providing it has reached the reserve price. Contracts for the sale or lease will immediately be signed and exchanged.

e) The terms and conditions of each auction shall be determined on a project-by-project basis, appropriate to the specific characteristics and attributes of the Immovable property, and to the Municipality's strategic objectives.

f) Where the services of an auctioneer are utilised, the auctioneer's commission shall be payable by the successful bidder and shall not form part of the financial offer to the Municipality.

6.3 Financial Implications

The current Municipal value of the property is R562 000.00. Should Council resolve that a valuator needs to be appointed then the costs of the valuator will have to be paid by the Municipality.

Should Council resolve that the property be used for staff housing for an emergency worker then the Municipality will have to pay the reinstatement costs to get the property back to a liveable property, which is currently estimated to be just under R400 000.00.

6.4 Legal Implications

The legal implications are discussed in the item.

6.5 Staff Implications

Should Council resolve to keep the property and reinstate same then the property will be used for staff housing for an emergency worker needed in the Franschhoek area for the Infrastructure Department.

6.6 Previous / Relevant Council Resolutions

None.

6.7 Risk Implications

The risk of not disposing of the property is either that the municipality will incur extensive costs to reinstate the property to use as staff housing alternatively the property will remain vacant leaving it open to illegal occupation and further vandalisation and illegal activities.

6.8 Comments from Senior Management

All comments received the different directorates have been addressed in the item.

6.8.1 Municipal Manager

Supports the selling of the property as the fixing and maintenance of it, is not a viable option.

ANNEXURES: **Appendix 1: Spreadsheet of estimated costs**

Appendix 2: Municipal Valuation Report

FOR FURTHER DETAILS CONTACT:

NAME	**Yolande van den Berg**
POSITION	***Head: Contract Management***
DIRECTORATE	***Corporate Services***
CONTACT NUMBERS	***021-8088073***
E-MAIL ADDRESS	***Yolande.vandenberg@stellenbosch.gov.za***
REPORT DATE	***23/06/2025***

APPENDIX 1

STELLENBOSCH MUNICIPALITY

STELLENBOSCH·PNIEL·FRANSCHHOEK

MUNISIPALITEIT ·UMASIPALA ·MUNICIPALITY

Bill of Quanties for the revamp of 31 Park street

No.	Description	Unit	Qty	Rate	Amount
	EXTERNAL WORKS				
1	Remove IBR roof sheets and replace with new IBR roof sheets (incl. rainwater goods)	m2	58	1 100,00	63 800,00
2	Replace existing steel windows with aluminium windows	No	5	1 800,00	9 000,00
3	Remove and replace steel external door frames (incl. 2 doors & fitment)	No	2	3 500,00	7 000,00
4	Repair existing plumbing stack (seal, secure, or replace sections)	Item	1	4 750,00	4 750,00
5	Prepare and paint all external walls (wash, fill cracks, 2 coats paint)	m2	72	75,00	5 400,00
6	Install Nutec Barge board onto roof edge	m	21	87,15	1 830,15
7	Install Nutec facias on to roof edges	m	25	76,00	1 900,00
8	Erecting clear vu fencing on boundary (incl. sliding gate and pedestrian gate)	m	92	1 977,96	181 972,32
	INTERNAL WORKS				
9	Take out and remove existing ceiling and replace with new	m2	40	102,00	4 080,00
10	Install 150mm isotherm	m2	40	78,00	3 120,00
11	Prep and apply 2 coats of undercoat and 3 coats of Medal low sheen acrylic pva – white to walls and ceiling surfaces	m2	146	85,00	12 410,00
12	Remove and replace steel internal door frames (incl. 3 doors & fitment)	No	3	2 600,00	7 800,00
13	Removal of damage of existing vinyl tiles, Supply and install new Optimus Bone Matt Finish Ceramic Floor Tile 500 x 500 with 5mm spacers to all floor tiles to be grouted Gray (**Kitchen, Toilet, Bathroom**)	m2	40	180,00	7 200,00
14	Allow a provisional sum for plumbing works: This shall include the follwowing. Removal of existing shower and toilet set. Supply and install shower including all fittings and accessories, hand water basin (with fittings and 2x taps), toilet set (with fittings), Kitchen sink (with fittings and 2x taps). Supply and fit 100 litre high pressure geyser (To include all fittings and accessories) Contractor to provide wit a plumbing CoC	Item	1	28 000,00	28 000,00
15	Allow a Provisional Sum of R48,000.00 for all electrical fittings, plugs & switches and providing with an electrical CoC	Item	1	48 000,00	48 000,00
16	Remove all unused or rubble material to a suitable dumping site	Item	1	6 500,00	6 500,00
	TOTAL				**392 762,47**

APPENDIX 2

2024/11/06

Munisipaliteit
Groendal Persele
Posbus 17
STELLENBOSCH
7599

GENERAL VALUATION 2025 - 2029

ERF: **LR420** AREA (m²): **473**
SITUATED AT: **31 Park**

COMPONENT	CATEGORY	Tariff	VALUATION	
			Current Total:	R 326,000
Primary	**Residential**	**MUNR**	**New Total:**	**R 562,000**

Notice is hereby given in terms of Section 49(1)(a)(i) of the Local Government: Municipal Property Rates Act, 2004 (Act 6 of 2004), hereinafter referred to as the "Act", that the Valuation Roll for the financial years 2025-07-01 to 2029-06-30 is open for public inspection at the various Municipal offices or at the council's website www.stellenbosch.gov.za from 2024-11-07 to 2025-01-17.
An invitation is hereby made in terms of Section 49(1)(a)(ii) of the Act that any owner of property or other person who so desires should lodge an objection with the Municipal Manager in respect of any matter reflected in, or omitted from, the Valuation roll within the above-mentioned period.

Attention is specifically drawn to the fact that in terms of Section 50(2) of the Act an objection must be in relation to a specific individual property and not against the Valuation Roll as such.

The prescribed forms for the lodging of an objection are obtainable from the website www.stellenbosch.gov.za or at the following Municipal offices:
Municipal Offices: Plein Street, Stellenbosch :: Huguenot Road, Franschhoek :: Main Road, Pniel

This Notice is available upon request in Afrikaans or IsiXhosa.

Period to lodge an objection: 2024-11-07 to 2025-01-17
Office hours for enquiries: 08h00-15h30 (Ms E Standaar, Tel: +27 21 808 8515)

The completed forms must be returned to: valuations.income@stellenbosch.gov.za
Alternatively send forms to : Valuation Section , P O Box 17, STELLENBOSCH, 7599

G METTLER
MUNICIPAL MANAGER

7.3.2	**APPLICATION FOR LEASE AGREEMENT: U-TURN HOMELESS MINISTRIES: A PORTION OF ERF 235 STELLENBOSCH**

Collaborator No:
IDP KPA Ref No: **Good Governance**
Meeting Date: **22 July 2025**

1. SUBJECT:APPLICATION FOR LEASE AGREEMENT: U-TURN HOMELESS MINISTRIES: A PORTION OF ERF 235 STELLENBOSCH

2. PURPOSE

To consider an application from U-Turn Homeless Ministries to lease a portion of Erf 235 Stellenbosch with the intention of providing day services to the homeless.

3. DELEGATED AUTHORITY

In terms of the approved System of Delegations the Executive Mayor, in consultation with the Executive Mayoral Committee, has the delegated authority to consider applications for Lease agreements, up to a contract value not exceeding R5M and not exceeding a period of 10 years. The Municipal Manager has the delegated authority to sign lease agreements on behalf of the Municipality.

4. EXECUTIVE SUMMARY

An application for lease of municipal land has been received from U-Turn Homeless Ministries for the use of a portion of Erf 235 Stellenbosch with the intention of providing day services to the homeless. Erf 235 Stellenbosch is a large property consisting of *inter alia*, the van der Stel sports complex, the taxi rank, Bergzicht Training Academy and the bowls club. The area they are interested in is situated between the bowls club, Bergzicht Training Academy and the taxi rank. They have indicated that the area required is roughly 500 square metres.

The applicant is a registered non-profit organisation and therefore qualify for a discounted monthly rental.

As all other cities and towns across the world, Stellenbosch is experiencing an increase in the number of homeless persons since Covid-19. The rise in the number of persons living off our streets has the following impact:

a. Increased begging impacting on the economy and tourism;

b. Increased use of public spaces to overnight and use as toilets;

c. Increased crime as syndicates operates under the guise of homelessness.

Recurring thematic problems have been identified through the IDP Ward Priority process, the Community Safety Forum and Stellenbosch Homeless Forum affecting homeless persons:

a. Street children in the CBD causing nuisance and contributing to crime;

b. The need for services for homeless persons in the CBD including accommodation and skills development; and

c. The need to promote the Give Responsibly Campaign further to address the cash economy on the streets of Stellenbosch.

The suggestion from the Department is that the application be considered for an initial period of one year and that at this stage only day services be provided, however that if the project is successful the possibility of creating safe and secure overnight facilities to accommodate persons not making use of the Stellenbosch Night Shelter be investigated.

5. RECOMMENDATIONS

(a) that the portion of Erf 235 Stellenbosch as indicated on the diagram in the item be identified as land not needed to provide the minimum level of municipal services;

(b) that a lease agreement be approved, in principle, for a period of one year;

(c) that the valuator be appointed to determine a fair monthly market rental value;

(d) that the applicant pays 10% of the monthly market rental due to them being a registered non-profit organisation; and

(e) That Council's intention to enter into the lease agreement be advertised and the item to return to the Executive Mayoral Committee for a final decision after the public participation process.

6. DISCUSSION / CONTENT

6.1 Background

6.1.1 Homelessness in Stellenbosch

Stellenbosch Municipality hosted conversations around Homelessness in 2022 which led to the establishment of a Stellenbosch Homelessness Forum. For the past three years the forum focused on the following:

b. Service identification and mapping for homeless persons;

c. Research to start building a picture of what the current situation is in terms of homelessness and the services that they need.

d. Awareness raising on the issue of Give Responsibly;

e. ; and

f. Spaces where homeless persons can access services.

From these discussions the following became evident:

a. There is only one local organisation designated to render services to homeless persons, namely the Stellenbosch Night Shelter in Cloetesville. Other available services not just aimed at homeless persons include church groups providing spiritual guidance and the odd meal and Stellenbosch Feeding in Action who provides meals at the Bergzicht Taxi Rank from Monday to Friday;

b. The Stellenbosch Night Shelter see themselves as a compassionate response to persons without a place to sleep provided that they abide by the rules of the organisation. It is an overnight facility and individuals using this service has to leave the premises during the day. In Stellenbosch there are no structured services during the day where homeless persons can access skills and personal development programmes.

c. Many persons on the street prefer not to make use of the Stellenbosch Night Shelter as they are still able to access money through begging late during summer evenings and when sleeping rough, they are not bound by the rules of the shelter;

d. Public ablution facilities are limited to 4 toilets at the Bergzicht Taxi rank. There are no places where homeless persons can wash themselves if they choose not to go to the Stellenbosch Night Shelter.

Ward 23 specifically has prioritised the following needs:

1. Establishment of a homeless shelter in Stellenbosch Central;

2. Collaborate with homeless civil society organisations in Stellenbosch Central;

3. Promote the Give Responsibly Campaign and encourage people to stop giving cash in WC024; and

4. Provision of funding assistance ton homeless NGO's in Ward 23.

From the above it is evident that there is a big need in Stellenbosch CBD to provide access to toilets and showers, as well as other services to the homeless. For this reason, the Municipality have reached out to U-turn Homeless Ministries over two years ago to identify suitable locations for them to possibly start rendering services in the Stellenbosch CBD. An item was before the Executive Mayoral Committee in April 2024 for the organisation to make use of a building in Andringa street, however the application was not approved. After a further presentation to the Executive Mayoral Committee in 2025, the portion of Erf 235 Stellenbosch has been identified as a possible area for these purposes. To financially support operational cost towards the delivery of the day services, U Turn has submitted a Grant in Aid application which was approved by council.

6.1.2 Application for lease

U-Turn Homeless Ministries has filed an application for the lease of a portion of Erf 235 Stellenbosch with the intention of running day services for the homeless. A copy of the application is attached hereto as **APPENDIX 1.** They have also filed a proposed services report which is attached hereto as **APPENDIX 2**. As the application under consideration is only for an initial period of 1 year, it is understandable that the minimum capital outlay is feasible for the organisation. Rendering the 5-day service will require additional staff which they will have to contract which must also be considered. A longer-term approval will allow for planning approvals and additional fundraising to enable the establishment of more permanent services.

The applicant is a registered non-profit organisation and their registration certificate is attached as **APPENDIX 3.** In terms of legislation and our internal policies the applicant is therefore entitled to pay only a percentage of the monthly market related rental.

The Department suggests that a period of one year be approved as a pilot project. There will be no permanent structures, and the applicant will provide a bus with the shower facilities. If the pilot project is successful then it can be investigated that a longer-term lease be approved and permanent for which planning approvals will be submitted be erected in the form of containers that are linked to services. A safe and secure overnight space will only be considered with council approval.

6.1.3 Services to be provided by U-Turn

The following services will be delivered by the applicant:

1. **Preparing homeless persons for change**. This initial component is the most important phase of engaging with homeless persons as it lays the foundation for sustainable change. This service includes:

    a. Access to daily meals (breakfast and lunch) and clothing;

    b. Soft skill development through group sessions, discussions, motivational interviewing and games;

    c. Development of individual development plans towards change;

    d. Screening and enrolment for drug and alcohol rehabilitation.

2. The availability of a **personal development team** consisting of a Social Worker, Occupational Therapist, Counsellor and Life Coach who will run different development programmes including access to rehab services, job readiness and mentoring. This team will also be available to train municipal Law Enforcement officials on how to engage and motivate homeless persons to make use of the services.

3. **Responsible Giving**. The organisation will negotiate a single voucher/coupon system of responsible giving in collaboration with the Stellenbosch Night Shelter and local businesses. U-turn has a system called the Mi Change Voucher which they already implement across geographical regions (CoCT, Strand, Norther suburbs) and NGO's (U-turn, Mess and Somerset West Homeless Shelter). A universal voucher system will be valid to use in any of the above areas irrespective of where the voucher was earned or received.

4. **Voucher earning**. A programme in partnership with local communities and organisations where homeless persons can work for vouchers under supervision similar to that currently implemented at Animal Welfare Society Stellenbosch.

5. Provision of hygiene facilities inclusive of showers. The possibility of providing a place to wash clothes and bedding is being investigated. Toilet facilities additional to the facilities available at the Bergzicht taxi rank can only be considered once access to the sewer line is available. This service is in partnership with a specialist organisation who will set up temporary facilities. Viva con Agua is an NGO working towards the human right to access water and sanitation. Their Nina Manzi programme provides for shower toilet and laundry facilities. U-Turn and Viva Con Agua are familiar partners and has experience in rendering services in collaboration. Viva Con Agua also intend to do water and hygiene awareness training programmes in local schools and ECD's as part of their service offering.

The above services will deliver the following benefits:

- Meaningful engagement of homeless persons during the day;
- Enabling responsible giving thereby reducing the need for begging through availability of services;
- Providing pathways off the streets;
- Collaboration with other community organisations (churches, night shelter, homelessness forum);
- Tracking and reporting on results emanating from the services

The facility will be operational during the day, Monday to Friday from 08:00 to 17:00 and will be closed overnight as it does not include an overnight facility at this stage. The applicant will also provide their own security guards for the premises. U Turn indicated that they can be operational within three months of being granted approval by council. Their request is however that as this is only a 1-year pilot project, they only be evaluated once they are operational.

6.1.5 Services

- Due to the temporary nature of the lease, the applicant has stated that they will provide solar energy for the facility and thus will not connect to the Municipality's electrical grid.
- The applicant will also provide its own potable water for the facility and thus will not connect to the Municipal water lines.
- A connection point will be provided by the Municipality where the applicant will connect to the sewer line.
- A Roads and access layout has been provided to the Community Services Department for heavy and normal vehicles access points.
- Pedestrian access to the facility can be accommodated through the Taxi Rank during the day. It is planned in the future to implement access control at the taxi rank at night.
- The applicant must make use of a refuse collection service offered by the Municipality or an accredited service provider. The applicant is encouraged to explore skills development in waste management.
- The surface area of the site will be prepared by the Roads Department with a suitable milling material.
- Fencing will be procured and implemented by the Community Services Department budget.

6.2 DISCUSSION

6.2.1 Location and context

Erf 235 Stellenbosch is situated on the corner of Merriman and Bird Street, as indicated on Fig 1 and 2 below.

Erf 235 Stellenbosch is a large property that includes, *inter alia*, the van der Stel Sport Complex, the Bergzicht Taxi rank, the Bergzicht training academy, the bowls club, the tennis club and parking areas. There are many tenants on this property and the different departments within the administration are in discussions with all the affected tenants.

The zoning of the property is Community Zone, and the zoning certificate is attached hereto as **APPENDIX 4.**

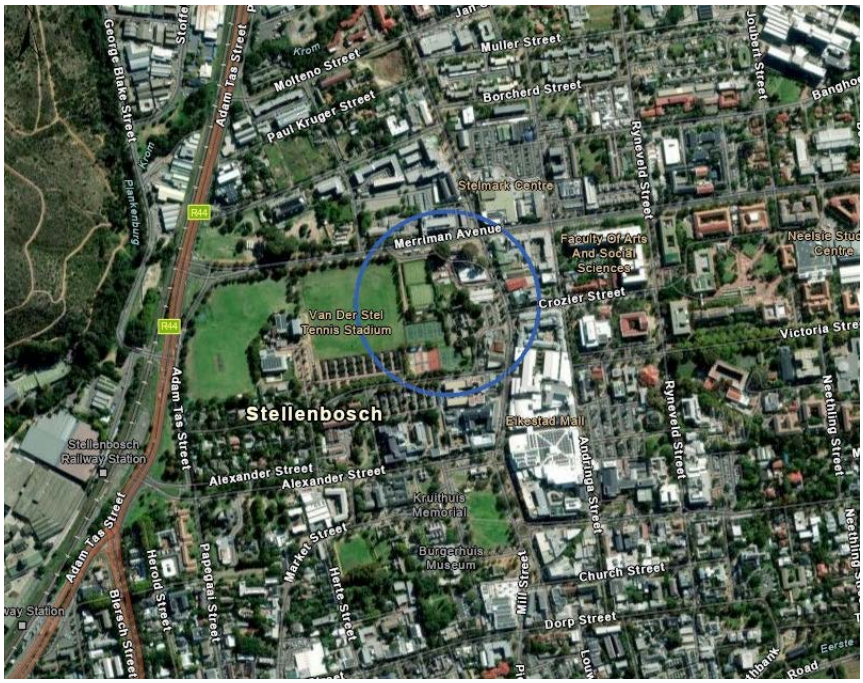


Fig 1: Location and context



Fig 2: Extent of property

6.3 Financial Implications

A valuator will be appointed to determine the market related monthly rental and the costs of the valuator will be paid by the Municipality. As the applicant is a registered non-profit organisation they qualify to pay a certain percentage of the market related rental.

The Municipality will bear the cost of the preparation of the site (platform) within its operational budget.

6.4 Legal Implications

6.4.1 Asset Transfer Regulation

In terms of Section 34 (1) of the ATR a Municipality may grant a right to use, control or manage a capital asset only after-

a) The Accounting officer has concluded a public participation process*; and

b) The municipal council has approved in principle that the right may be granted.

*Sub regulation (1) (a) (public participation process), however, must be complied with only if-

- The capital asset in respect of which the right is to be granted has a value in excess of R10M*; and

- A long-term right is proposed to be granted (i.e. longer than 10 years).

*This property's value is not in excess of R10M and the proposed term is less than 10 years. For this reason, the prescribed public participations process is not required in terms of the Regulations, however the Property Management Policy does require same.

In terms of Regulation 36, the municipal council must, when considering such approval, take into account:

a) whether such asset may be required for the municipality's own use during the period for which such right is to be granted;

b) the extent to which any compensation to be received will result in a significant economic or financial benefit to the municipality;

c) the risks and rewards associated with such right to use; and

d) the interest of the local community

In terms of Regulation 41, if an approval in principle has been given in terms of regulation 34 (1)(b), the municipality (read Mayco) may grant the right only in accordance with the disposal management system* of the municipality, irrespective of:-

a) the value of the asset; or

b) the period for which the right is granted

*The policy on the Management of Council owned property is deemed to be Stellenbosch Municipality's disposal management System.

6.4.2.1. Policy on the Management of Council owned property

In terms of paragraph 9.2.2 of the Policy, the Municipal Council may dispense with the prescribed, competitive process, and may enter into a private treaty agreement through any convenient process, which may include direct negotiations, but only in specific circumstances, and only after having advertised Council's intention so to act.

Further, in terms of paragraph 9.2.2.2, the reasons for any such deviation from the competitive process must be recorded.

In terms of paragraph 22.1.4 the fair market rentals will be determined by the average of the valuations sourced from two (2) service providers, unless determined otherwise by the Municipal Manager, taking into account the estimated rental(s) *vis-à-vis* the cost of obtaining such valuations. Under the circumstances it is suggested that one(1) valuer be appointed to determine a fair market rental.

6.5 Staff Implications

No additional staff implications.

6.6 Previous / Relevant Council Resolutions

There are several resolutions on the property however there are no relevant resolutions pertaining to this specific portion of land.

6.7 Risk Implications

The portion of land is currently vacant and is therefore available for illegal occupation and use. If the homeless issues are not addressed in Stellenbosch, it will only get worse for this vulnerable group of people as well as the community.

6.8 Comments from Senior Management

6.8.1 Director: Infrastructure Services

Comments included in the Item. Infrastrucure Services does not have an objection to the proposed Lease. Should the Lease be extended for a period more than one year, then permanent services connections will need to be applied for by the applicant, and assessed.

6.8.2 Director: Planning and Economic Development

The indicated portion of land, being part of the property on which the Van Der Stel complex is located, is zoned for Community Use. Community Zone makes provision for a Community Residential Building as a primary use, and which land use by definition includes "night shelters". Accordingly, the property does permit the

establishment of a night shelter, and, from a land use management perspective, The Directorate: Planning and Economic Development has no objection to the lease of the land for the intended purpose. A site development plan and associated building plan application will need to be submitted for any new structures associated with the night shelter.

6.8.3 Director: Community and Protection Services

Supports the item.

6.8.4 Municipal Manager

Supports the recommendations.

ANNEXURES: **APPENDIX 1: Application**
APPENDIX 2: Motivation
APPENDIX 3: Proof of registration as NPO
APPENDIX 4: Zoning Certificate

FOR FURTHER DETAILS CONTACT:

NAME	**Yolande van den Berg**
POSITION	***Head: Contract Management***
DIRECTORATE	***Corporate Services***
CONTACT NUMBERS	***021-8088073***
E-MAIL ADDRESS	***Yolande.vandenberg@stellenbosch.gov.za***
REPORT DATE	***03/08/2025***

APPENDIX 1

STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK
MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

APPLICATION FOR LEASE OF MUNICIPAL LAND APPLICATION FORM

A: APPLICANT'S DETAILS

Name : U-turn Homeless Ministries NPC

Physical address: 155 2nd Avenue
Kenilworth
Cape Town
Postal code:……7708……

Mailing address: 155 2nd Avenue
Kenilworth
Cape Town
Postal code:……7708……

E-mail address: info@homeless.org.za……

Telephone: 021-6746119……

Cell phone: 0824505673……

B: PROPERTY DETAILS OF APPLICANT

Erf/farm number : erf 64638

Suburb: Kenilworth

Town: Cape Town

C: PROPERTY DETAILS OF LEASE AREA APPLYING FOR

Erf/farm number : erf 235

Suburb: Stellenbosch Central

Town: Stellenbosch

Area applying for …approx. 1000…….m²





D: TYPE OF APPLICATION:

Please mark the appropriate block

For commercial purposes, other than for parking	☐
For commercial parking purposes	☐
For residential parking purposes	☐
For non-commercial purposes	√
For projecting structures onto street reserves	☐
For projecting structures onto other council-owned land	☐
Other: please provide description:	☐

Brief description of application: To lease vacant land between the Taxi Rank, the bowls club and Bergzicht Training Centre on erven 235, Stellenbosch for the purpose of offering a range of services to support people experiencing homelessness to leave the streets. This will include setting up a homeless support centre providing a space during the day where homeless people can access basic needs services and build readiness for change. These services will contribute to the social development of Stellenbosch and provide solutions to the pervasive problem of homelessness and aggressive begging in the town.

Motivation: Homelessness is an increasing problem in Stellenbosch, adversely affecting residents, businesses, students, tourists and also the people who find themselves in a situation of homelessness. There is a night shelter providing accommodation but there are no consistent day activities available for people experiencing homelessness in Stellenbosch to help them on a journey out of homelessness leading to problems of aggressive begging and other forms of antisocial behaviour. Housed residents of the town look to the municipality to solve this problem but it is complex multisectoral problem that is not easy to solve.

U-turn is a registered non-profit with a proven track record of equipping people and communities with the skills to overcome homelessness in Cape Town, in JHB from 2022. Over the past 26 years, U-turn has refined a four-phased skills development model that meets the homeless where they are at and walks a journey out of homelessness with them. More than 80% of people who graduate from U-turn's phased programme remain accommodated and employed and U-turn plan to bring this model to Stellenbosch. Our data driven processes will make it possible to accurately report to the municipality on the impact made towards addressing the problem of homelessness in Stellenbosch.

The identified space is an excellent location to render the service as it is in the centre of town where homeless people already gather and has no residential neighbours. Being in the centre of Stellenbosch close to where many homeless people currently are increases the chance of using the services by homeless people and provides an easily accessible place for all stakeholders to refer homeless people to.

U-turn are planning to use the site to set up and operate a Homeless Support Centre. This centre provides a space during the day where people experiencing homelessness can access basic needs services during the day and readiness for change can be created. Services provided will include food and clothing in exchange for a voucher, access to ablutions, change-readiness groups, voucher earning activities, individual case working sessions and facilitated referrals to external services required. Up to 80 individuals will be meaningfully engaged ALL day so there is no need for them to be loitering around the town centre or causing problems for businesses or residents. The centre will be open Monday to Friday 8am to 5pm.

U-turn will partner with Nina Manzi to provide ablution facilities such as toilets, showers and clothes washing facilities for homeless people.

U-turn work with an individual at the homeless support centre, placing them at a night shelter and supporting them to attend an addiction rehab programme (if needed), until they are ready to be referred into a work-readiness programme. U-turn believes strongly in collaboration and will work closely with other service providers in Stellenbosch, such as the Stellenbosch night shelter.

These services will benefit the municipality and will help to reduce visibility of homelessness within Stellenbosch. Please see our website for a detailed view of our how we operate via https://homeless.org.za/.

As U-turn is a non-profit organisation, should U-turn be successful with this application, we respectfully request reduced rental costs due to the nature of our services. We rely heavily on donations and funding applications to sustain our work. We are offering to pay a rental of R1,000 a month for the property. We will also pay for any consumables such as refuse collection, water, sewerage and electricity. We expect the landlord to be responsible for the fencing and preparing the site for initial use (e.g. clearing the site, laying an aggregate base for temporary structures to stand on (e.g. the service bus and washbus).

E: LIST OF ATTACHMENTS AND SUPPORTING DOCUMENTS

Please mark the appropriate box

Special Power of Attorney, where Applicant is not the owner	√
Diagram of proposed area of the lease area	
Letters of consent (affected neighbours)	
Application fee (non-refundable)	

I hereby certify that the information supplied in this application form is correct and that I am property authorized to make this application.

Applicant's signature:  Date: 31 July 2025.

Full name: Jean-Ray Knighton Fitt (CEO of U-turn)

APPENDIX 2

Brief for setting up a Service Centre in Stellenbosch

Who

U-turn Homeless Ministries Service Centre Stellenbosch

Who is U-turn?

U-turn is a thriving non-profit organisation that exists to give homeless people the skills to overcome homelessness. Founded in 1997, we believe in life after homelessness. We believe that every homeless individual should have access to an effective pathway that addresses their physical, spiritual and emotional needs so they can leave the streets and become a long-term productive member of society.

To help homeless people overcome homelessness we operate a phased rehabilitation programme that gives individuals new ways of thinking (via Substance abuse rehab, direct training and Occupational Therapy) as well as workplaces (offered in our social enterprises) where candidates can test and apply the training they've received. In the process, the programme inculcates a healthy work ethic, furnishes modern job skills and gives 18-24 months of real work experience so that individuals can graduate and be gainfully employed in the modern South African economy.

The programme is yielding wonderful results. Our candidates typically graduate into open market employment and show an 80%+ long term success rate! The programme is currently operational across Cape Town, Johannesburg and in Pretoria. We are bringing our effective model to Stellenbosch and starting with daytime services for people currently living on the streets, building a readiness for change and getting ready for shelter and work-based programmes.

More information about U-turn is available from https://homeless.org.za

What are we planning to do on the site?

The plan is to set up a homeless support centre with has daytime services (phase 1) and safe sleeping services at night (phase 2).

A Homeless Support Centre provides a space during the day where people experiencing homelessness can access basic needs services during the day and readiness for change can be created. The centre will be open five days a week from 8am to 5pm.

The services provided at the centre will include basic needs services such as food and clothing in exchange for a voucher, access to ablutions, change-readiness groups, voucher earning activities, individual case working sessions and facilitated referrals to external services required. Up to 80 individuals will be meaningfully engaged ALL day so there is no need for them to be loitering around the town centre or causing problems for businesses or residents.

U-turn will partner with Nina Manzi to provide ablution facilities such as toilets, showers and clothes washing facilities for homeless people.

Setting up the centre

The centre will be set up in two phases.

Phase 1: First 12-24 months. Providing a range of services for up to 80 people a day between 8am and 5pm Monday to Friday. All structures will be temporary, mainly utilising the U-turn Service Centre Bus and a Nina Maazi Washbus with some additional temporary structures for storage / counselling space and a tent to provide a multipurpose meeting space. The aim is to be operational within 3 months of approval being given.

Phase 2: Expanding daytime provision to 7 days a week and running a safe sleeping space for people engaged in the programme, acting as temporary emergency accommodation for people wanting to exit homelessness. Structures are likely to be more permanent – this will require planning permission.

The Site



The site is located between the Taxi Rank, informal market, Bergzicht Training and Stellenbosch Bowling Club. Most of the site is currently fenced except the northern boundary. This runs in line with the informal market building to the right on the map above.

The size is approximately 50m wide and 20m high (using estimated measurements from Google Maps).

The site is between the following beacons:

South Border: Bergzicht Training Building wall and fence with sliding gate.

East Border: Informal Trading Site Facility

West Boarder: Bowls Club

North Boarder: 1m north of the thick red line indicated below (For purpose of pedestrian gate). Phase 2 of engineering project will make provision for the access to the U Turn space.



Draft site map

See attached. Please note this is not to scale. Note that most of the northern boundary will not have a fence UNTIL the municipality implement the taxi rank upgrade project. We will have use of that land (e.g. for a garden) until then. No temporary structures can be place outside of our demarcated boundary however.

What is needed on site

Phase 1: Day services only

Everything needs to be temporary – i.e. not require planning permission

Use / requirement	Notes	Where could be provided
Multipurpose space	Place for up to 80 people to sit down and eat (tables and chairs). These can be moved and make a space for groups to happen (people sitting around in a circle) Opportunity to split into two spaces if two different groups would be ideal. Need to be able to ventilate when hot / keep out wind and rain when cold. Needs to have a flat floor (e.g. polymer) that is easy to sweep / keep clean	Tent coming from the bus. If comes either side of the bus will allow for double multipurpose space.
Kitchen	To prepare food	In the bus
Cold storage (fridge / freezer)	One large fridge and up to two chest freezers	In the bus
Food storage	Lockable space for dry storage of food. Often get bulk food donations that use	In the bus + overflow space needed outside

	over a months timeframe so needs to be pest free and lockable so food doesn't go missing!	
General storage space	Lockable space for storage of bulky and smaller items, especially overnight. E.g. tables / chairs etc.	In a temporary prefab building
Clothing room (voucher shop)	A lockable space where clothing can be stored and displayed on racks / shelves for 2-3 people at one time to access and chose clothing to purchase with vouchers (part of the programme)	In a temporary prefab building
Counselling room (x2)	Space for counsellor + two people being counselled + chairs) Needs to be confidential (i.e. a sound proofed space) Must have a window (in door or separate window) for safety of counsellor	In a temporary prefab building
Office	Space for three desks with computers, separate printer and lockable filing cabinet.	In separate temporary prefab building
Ablution block (Toilets & showers)	Two individual toilets and 4 individual showers. Will be in a mobile trailer provided by Nina Maanzi. Needs to have a water hookup and temporary access to sewerage line or off grid situation. This is non-negotiable as part of the usage agreement with Stellenbosch Municipality.	Nina Maanzi trailer (see description and pics below and plans attached)
Clothes washing	Space for one washing machine and one dryer	In one of the prefab buildings
Lockers	Next to the pedestrian entrance. Up to 30 lockers (can be stacked three high)	Next to the entrance under a waterproof cover
Security post	There will be a full time security guard on the gate – needs to have a space where can sit out of the sun / rain next to the pedestrian gate.	Separate temporary space for security guard to sit
Place to secure gardening tools	Lockable space, ideally close to where the gardens are.	Could be behind the lockers (same waterproof cover)
Waiting area	Next to the main gate and lockers – will be benches / chairs where people can sit when they arrive / waiting for services to begin.	Next to main gate
Parking	For up to four cars. No guarantee that can use Bergziecht Training / Tennis Court parking so provision needs to be made	Near the vehicle access gate

Also, the site will be greened / landscaped in a way that makes it an enjoyable place to spend the day with meaningful activity being able to be provided in tending to the garden / possibility of aquaponics etc.

Access to utilities

Whilst it is hoped that we can be off-grid, this ultimately depends on the budget as off-grid solutions are much more expensive to set up. The following is envisaged:

- Water: Will need to connect to municipal – access needed by the ablutions block and the kitchen.
- Greywater: Can capture, filter and use for irrigation of the site
- Sewerage: Will need to explore options from toilets. Can be a temporary feed into a sewerage line OR process unit. Depends on cost.
- Electricity: Solar would be great but depends on cost and budget available. Possibly will apply for electrical connection from municipality.

Current utility access points are included as separate attachments with the approximate location of the site included.

Site access points

There are two access points to the site. The first is a vehicular access point from next to Bergzicht Training on the south west corner of the site.



The second is a pedestrian access point from the taxi rank on the northeast side of the site.



Proposed Structures

Double Decker Bus (see picture below and plans attached). Size of the bus is 10.814m long x 2.366m wide x7.600m high.




uturn
Mobile Service Centre
Journey
OUT OF HOMELESSNESS
homeless.org.za
CAA 49966
U-can turn
lives around
homeless.org.za
SnapScan
Journey OUT OF HOMELESSNESS
YOU'RE HERE


Journey
OUT OF HOMELESSNESS
homeless.org.za
uturn
Mobile Service Centre
START
UNEMPLOYED
DEPENDENT
ADDICTED
1
YOU'RE HERE
We provide you with
meals, clothing, training
rehab-support &
work-tasks
FINISH

Nina Maazi washbus (see picture below and plans attached separately). Size of the trailer is 5.575m long and 4.200m wide (with the steps)

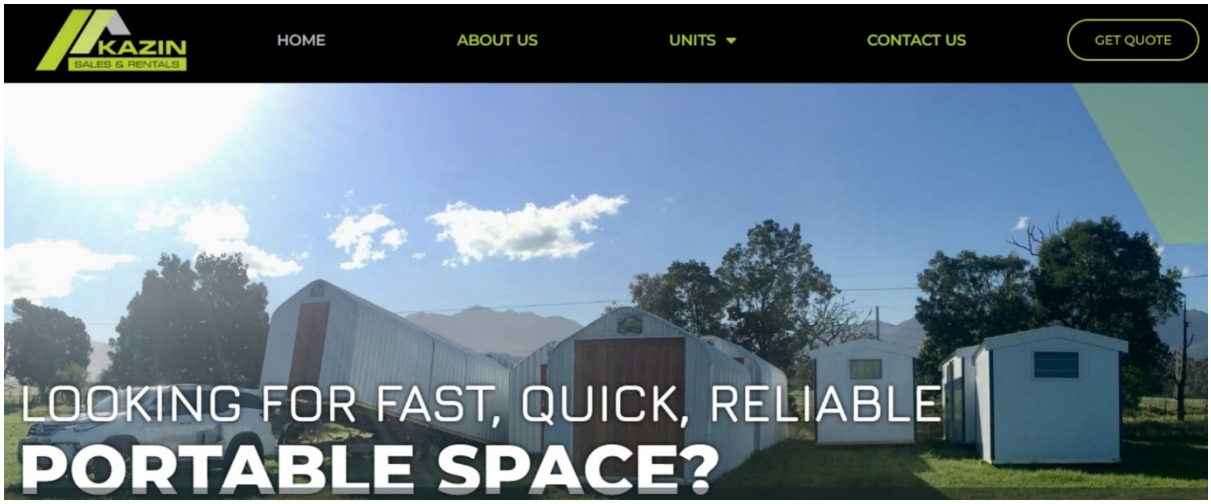


Tent

Will be a stretch tent canvas going over the bus – providing sufficient space (across two areas) for 80 people to sit down at any one time.

Temporary structures (Portable Units)

These structures need to count as temporary for planning purposes. Structures could be subdivided based on need. An example is included below:



Phase 2: Additional of sleeping space

In phase 2, structures will be made more permanent and there will be an addition of sleeping space.

The additional usage on the site will be addition of a safe sleeping space – sleeping accommodation for 40 people (can be mattresses on a floor 4m2 per person is just sufficient). Provision should be made for 30 men and 10 women (in different areas)

In terms of structures becoming more permanent, the temporary ablutions will be made permanent and the bus is likely to be removed to be used elsewhere. However, the services provided in the spaces will be the same making it easier from a planning perspective.

Indicative timeline

- Tuesday 5th August: Submission of draft concept (e.g. site plan) to the municipality
- End of August 2025: Application for use of the land considered in a council meeting and hopefully approved
- September 2025: Fundraising for the site takes place
- October 2025: Work happens on site to set up the centre.
- November 2025: Open the centre. Will ask that one year of operation starts from this date
- November 2026: Additional usage of the site granted – will move to start implementing phase 2.

APPENDIX 3

Certificate issued by the Commissioner of Companies & Intellectual Property Commission on Monday, May 27, 2019 at 11:24

Companies and Intellectual Property Commission
a member of the dti group

COR14.3: Registration Certificate

Registration Number: **2019 / 244651 / 08**
Enterprise Name: **UTURN HOMELESS MINISTRIES**

ENTERPRISE INFORMATION

Registration Number	**2019 / 244651 / 08**
Enterprise Name	**UTURN HOMELESS MINISTRIES**
Registration Date	**27/05/2019**
Business Start Date	**27/05/2019**
Enterprise Type	**Non Profit Company**
Enterprise Status	**In Business**
Financial Year End	**December**
TAX Number	**9390521194**

Addresses

POSTAL ADDRESS

155 2ND AVENUE
KENILWORTH
CAPE TOWN
WESTERN CAPE
7708

ADDRESS OF REGISTERED OFFICE

155 2ND AVENUE
KENILWORTH
CAPE TOWN
WESTERN CAPE
7708

ACTIVE MEMBERS / DIRECTORS

Surname and First Names	Type	ID Number / Date of Birth	Appointment Date	Addresses
VOS, SAMUEL	Director	7511265227081	27/05/2019	Postal: 61 BALFOUR ROAD, RONDEBOSCH, CAPE TOWN, WESTERN CAPE, 7700 Residential: 61 BALFOUR ROAD, RONDEBOSCH, CAPE TOWN, WESTERN CAPE, 7700
KINGSTON, JOHN ANDREW	Director	6703035263089	27/05/2019	Postal: 7 JOSEPHINE ROAD, CLAREMONT, CAPE TOWN, WESTERN CAPE, 7708 Residential: 7 JOSEPHINE ROAD, CLAREMONT, CAPE TOWN, WESTERN CAPE, 7708
DOMINICUS, DAVID JOHN	Director	6209045097087	27/05/2019	Postal: 5 RUTHERGLEN AVENUE, NEWLANDS, CAPE TOWN, WESTERN CAPE, 7700 Residential: 5 RUTHERGLEN AVENUE, NEWLANDS, CAPE TOWN, WESTERN CAPE, 7700
SWAN, JEAN KATHARINE	Director	5307250001082	27/05/2019	Postal: 16 BRAY ROAD, KENNILWORTH, CAPE TOWN, WESTERN CAPE, 7708 Residential: 16 BRAY ROAD, KENNILWORTH, CAPE TOWN, WESTERN CAPE, 7708

Physical Address
the dti Campus - Block F
77 Meintjies Street
Sunnyside 0001

Postal Address: Companies
P O Box 429
Pretoria
0001

Docex: 256
Web: www.cipc.co.za
Contact Centre: 086 100 2472 (CIPC)
Contact Centre (International): +27 12 394 9573

Certificate issued by the Commissioner of Companies & Intellectual Property Commission on Monday, May 27, 2019 at 11:24

Companies and Intellectual Property Commission
a member of the dti group

COR14.3: Registration Certificate

Registration Number: **2019 / 244651 / 08**
Enterprise Name: **UTURN HOMELESS MINISTRIES**

BURATOVICH, ANTHONY DARIO	Director	6102245128085	27/05/2019	Postal: 69 PUTNEY ROAD, KENNILWORTH, CAPE TOWN, WESTERN CAPE, 7708 Residential: 69 PUTNEY ROAD, KENNILWORTH, CAPE TOWN, WESTERN CAPE, 7708
MTHETHWA, SANDILE	Director	8203045383082	27/05/2019	Postal: 10 SAN RAPHAEL, ALEXANDER ROAD, MUIZENBERG, WESTERN CAPE, 7945 Residential: 10 SAN RAPHAEL, ALEXANDER ROAD, MUIZENBERG, WESTERN CAPE, 7945
MARCHANT, PHILLIP REITH	Director	5303275176082	27/05/2019	Postal: 64 ROOSEVELT ROAD, CLAREMONT, CAPE TOWN, WESTERN CAPE, 7708 Residential: 64 ROOSEVELT ROAD, CLAREMONT, CAPE TOWN, WESTERN CAPE, 7708

Physical Address
the dti Campus - Block F
77 Meintjies Street
Sunnyside 0001

Postal Address: Companies
P O Box 429
Pretoria
0001

Docex: 256
Web: www.cipc.co.za
Contact Centre: 086 100 2472 (CIPC)
Contact Centre (International): +27 12 394 9573

Certificate issued by the Commissioner of Companies & Intellectual Property Commission on Monday, May 27, 2019 at 11:24

Companies and Intellectual Property Commission
a member of the dti group

Memorandum of Incorporation - Short Standard Form for Non Profit Companies Without Members

COR 15.1C

Registration Number: K2019244651
Enterprise Name: UTURN HOMELESS MINISTRIES

Tracking Number: 9177401484 Customer Code: CLIFFE

MEMORANDUM OF INCORPORATION OF UTURN HOMELESS MINISTRIES NPC

which is referred to in the rest of this Memorandum of Incorporation as "the Company".

The Company is a Non Profit company without members, with the following objective:

COMMUNITY SOCIAL WELFARE

The Company has 7 directors(s), 7 incorporator(s) and 0 alternate director(s), to be appointed in the following manner:

GENERAL DIRECTORS MEETING HELD OR ROUND ROBIN APPROVAL BY DIRECTORS, WITHIN 10 WORKING DAYS AFTER RESIGNATION OR DEATH OF ANY DIRECTOR

Adoption of Memorandum of Incorporation

This Memorandum of Incorporation was adopted by the incorporators of the Company, in accordance with section 13 (1), as evidenced by the following signatures made by each of them, or on their behalf.

Full Name of Incorporator	ID or Passport Number	Cellphone Number	Email Address	Address
VOS, SAMUEL	7511265227081	0829259891	SAM@HOMELESS.ORG.ZA	Postal: 61 BALFOUR ROAD, RONDEBOSCH, CAPE TOWN, WESTERN CAPE, 7700 Residential: 61 BALFOUR ROAD, RONDEBOSCH, CAPE TOWN, WESTERN CAPE, 7700
Signature: [signature]		Date: 15 July 2019		
KINGSTON, JOHN ANDREW	6703035263089	0834147678	ANDREWK@SANLAMINVESTMENTS.C	Postal: 7 JOSEPHINE ROAD, CLAREMONT, CAPE TOWN, WESTERN CAPE, 7708 Residential: 7 JOSEPHINE ROAD, CLAREMONT, CAPE TOWN, WESTERN CAPE, 7708
Signature: [signature]		Date: 6.06.2019		
DOMINICUS, DAVID JOHN	6209045097087	0832515853	DAVE@MONARC.CO.ZA	Postal: 5 RUTHERGLEN AVENUE, NEWLANDS, CAPE TOWN, WESTERN CAPE, 7700 Residential: 5 RUTHERGLEN AVENUE, NEWLANDS, CAPE TOWN, WESTERN CAPE, 7700
Signature: [signature]		Date: 6.06.2019		

This form is prescribed by the Minister of Trade and Industry in terms of section 223 of the Companies Act, 2008 (Act No. 71 of 2008).

Certificate issued by the Commissioner of Companies & Intellectual Property Commission on Monday, May 27, 2019 at 11:24

Companies and Intellectual Property Commission
a member of the dti group

Memorandum of Incorporation - Short Standard Form for Non Profit Companies Without Members

COR 15.1C

Registration Number: K2019244651
Enterprise Name: UTURN HOMELESS MINISTRIES

Tracking Number: 9177401484 **Customer Code:** CLIFFE

SWAN, JEAN KATHARINE	5307250001082	0845822690	JKSWAN@TELKOMSA.NET	Postal: 16 BRAY ROAD, KENNILWORTH, CAPE TOWN, WESTERN CAPE, 7708 Residential: 16 BRAY ROAD, KENNILWORTH, CAPE TOWN, WESTERN CAPE, 7708
Signature:		Date: 28-05-2019		
BURATOVICH, ANTHONY DARIO	6102245128085	0827524870	ANTHONYB@INTEKOM.CO.ZA	Postal: 69 PUTNEY ROAD, KENNILWORTH, CAPE TOWN, WESTERN CAPE, 7708 Residential: 69 PUTNEY ROAD, KENNILWORTH, CAPE TOWN, WESTERN CAPE, 7708
Signature:		Date: 06 : 06 : 2019.		
MTHETHWA, SANDILE	8203045383082	0826877135	SANDSMYNAME@GMAIL.COM	Postal: 10 SAN RAPHAEL, ALEXANDER ROAD, MUIZENBERG, WESTERN CAPE, 7945 Residential: 10 SAN RAPHAEL, ALEXANDER ROAD, MUIZENBERG, WESTERN CAPE, 7945
Signature:		Date: 06-06-2019		
MARCHANT, PHILLIP KEITH	5303275176082	0824926568	PHILLIPM1953@OUTLOOK.COM	Postal: 64 ROOSEVELT ROAD, CLAREMONT, CAPE TOWN, WESTERN CAPE, 7708 Residential: 64 ROOSEVELT ROAD, CLAREMONT, CAPE TOWN, WESTERN CAPE, 7708
Signature:		Date: 06.06.2019		

This form is prescribed by the Minister of Trade and Industry in terms of section 223 of the Companies Act, 2008 (Act No. 71 of 2008).

Certificate Issued by the Commissioner of Companies & Intellectual Property Commission on Monday, May 27, 2019 at 11:24

Memorandum of Incorporation - Short Standard Form for Non Profit Companies Without Members

Companies and Intellectual Property Commission
a member of the dti group

COR 15.1C

Registration Number: K2019244651
Enterprise Name: UTURN HOMELESS MINISTRIES

Tracking Number: 9177401484 **Customer Code:** CLIFFE

In this Memorandum of Incorporation -

(a) a reference to a section by number refers to the corresponding section of the Companies Act, 2008;
(b) words that are defined in the Companies Act, 2008, bear the same meaning in this Memorandum as in that Act.

Article 1 - Incorporation and Nature of the Company

1.1 Incorporation

(1) The Company is incorporated as a Non Profit company, as defined in the Companies Act, 2008
(2) The Company is incorporated in accordance with, and governed by -
  (a) the provisions of the Companies Act, 2008 without any limitations, extension, variation or substitution; and
  (b) the provisions of this Memorandum of Incorporation.

1.2 Objects and Powers of the Company

(1) The Objects of the Company are as set out on the cover sheet and, except to the extent necessarily implied by the stated objects, the purposes and powers of the Company are not subject to any restriction, limitation or qualification, as contemplated in section 19 (1)(b)(ii).
(2) The Company is not subject to any provision contemplated in section 15 (2)(b) or (c).
(3) upon dissolution of the Company, it net assets must be distributed in the manner determined in accordance with Item 1(4)(b) of Schedule 1 of the Companies Act, 2008.

1.3 Memorandum of Incorporation and Company Rules

(1) This Memorandum of Incorporation of the Company may be altered or amended only in the manner set out in section 16, 17 or 152 (6) (b).
(2) The authority of the Company's Board of Directors to make rules for the Company, as contemplated in section 15 (3) to (5), is not limited or restricted in any manner by this Memorandum of Incorporation.
(3) The Board must publish any rules made in terms of section 15 (3) to (5) by delivering a copy of those rules to each director by ordinary mail.
(4) The Company must publish a notice of any alteration of the Memorandum of Incorporation or the Rules, made in terms of section 17 (1), by delivering a copy of the notice to each director by ordinary mail.

1.4 Optional provisions of Companies Act, 2008 do not apply

The Company does not elect, in terms of section 34 (2), to comply voluntarily with the provisions of Chapter 3 of the Companies Act, 2008.

1.5 Company not to have members

As contemplated in Item 4 (1) of Schedule 1 of the Act, the Company has no members.

This form is prescribed by the Minister of Trade and Industry in terms of section 223 of the Companies Act, 2008 (Act No. 71 of 2008).

Certificate issued by the Commissioner of Companies & Intellectual Property Commission on Monday, May 27, 2019 at 11:24

Memorandum of Incorporation - Short Standard Form for Non Profit Companies Without Members

Companies and Intellectual Property Commission
a member of the dti group

COR 15.1C

Registration Number: K2019244651
Enterprise Name: UTURN HOMELESS MINISTRIES

Tracking Number: 9177401484 **Customer Code:** CLIFFE

Article 2 - Directors and Officers

2.1 Composition of the Board of Directors

The Board of Directors of the Company comprises at least the number of directors, and alternate directors shown on the cover sheet, each of whom -

(a) is to be appointed in the manner set out on the cover sheet; and
(b) serves for an indefinite term until substituted by the person or entity that appointed the director.

2.2 Authority of the Board of Directors

(1) This memorandum of Incorporation does not limit or restrict the authority of the Company's Board of Directors to -
   (a) manage and direct the business and affairs of the Company, as set out in section 66 (1);
   (b) consider a matter other than at a meeting, as set out in section 74;
   (c) conduct a meeting entirely by electronic communication, or to provide for participation in a meeting by electronic communication, as set out in section 73 (3);
   (d) determine the manner and form of providing notice of its meetings, as set out in section 73 (4);
   (e) proceed with a meeting despite a failure or defect in giving notice of the meeting, as set out in section 73 (5);
   (f) appoint committees of directors, and to delegate to any such committee any of the authority of the Board as set out in section 72 (1), or to include in any such committee persons who are not directors, as set out in section 73 (2)(a).

(2) The right of the Company's directors to requisition a meeting of the Board, as set out in section 73 (1), may be exercised by at least 25% of the directors, if the board has 12 or more members, or by 2 (two) directors, in any other case, as provided in that section.

(3) The quorum requirement for a directors meeting to begin, the voting rights at such a meeting, and the requirements for approval of a resolution at such a meeting, are as set out in section 73 (5).

(4) This Memorandum of Incorporation does not limit or restrict the authority of any committee appointed by the Company's Board of Directors, as set out in section 72 (2).

2.3 Indemnification of Directors

This Memorandum of Incorporation does not limit, restrict or extend the authority of the Company's Board of Directors to-

(a) advance expenses to a director, or indemnify a director, in respect of the defense of legal proceedings, as set out in section 78 (4);
(b) indemnify a director in respect of liability, as set out in section 78 (5); or
(c) purchase insurance to protect the Company, or a director, as set out in section 78 (7).

2.4 Officers

The Board of Directors may appoint any officers it considers necessary to better achieve the objects of the Company.

This form is prescribed by the Minister of Trade and Industry in terms of section 223 of the Companies Act, 2008 (Act No. 71 of 2008).

COR39

Companies and Intellectual Property Commission
a member of the dti group

Date: 08/05/2023 Our Reference: 9386393009

ALDRIN BROOKS
E-mail: ALDRIN2BROOKS@GMAIL.COM
5 BRINK STREET
MORGENSTER HEIGHTS
BRACKENFELL
7560

RE: Amendment to Company Information
Company Number: 2019/244651/08
Company Name: UTURN HOMELESS MINISTRIES NPC

We have received a COR39 (Notice of change of company directors) from you dated 08/05/2023.

The COR39 was accepted and placed on file.

The following change was effected to Director/Secretary/Officer:
Director MELLISA JOY FRANCKE was added

The following change was effected to Director/Secretary/Officer:
Director JOHN ANDREW KINGSTON - Change was made.

The following change was effected to Director/Secretary/Officer:
Director DAVID JOHN DOMINICUS - Change was made.

The following change was effected to Director/Secretary/Officer:
Director ANTHONY DARIO BURATOVICH - Change was made.

The following change was effected to Director/Secretary/Officer:
Director SANDILE MTHETHWA - Change was made.

The following change was effected to Director/Secretary/Officer:
Director JEAN-RAY STHENEOS KNIGHTON FITT - Change was made.

The following change was effected to Director/Secretary/Officer:
Director ALISTAIR PHILANDER - Change was made.

The following change was effected to Director/Secretary/Officer:
Director CHERNAY ELEANOR SOUTHGATE - Change was made.

Yours truly

Commissioner: CIPC

Please Note:

The attached certificate can be validated on the CIPC web site at www.cipc.co.za.

The Companies and Intellectual Property Commission
of South Africa
P.O. BOX 429, PRETORIA, 0001, Republic of South Africa. Docex 256, PRETORIA.
Call Centre Tel 086 100 2472, Website www.cipc.co.za

COR39

The contents of the attached certificate was electronically transmitted to the South African Revenue Services.

Companies and Intellectual Property Commission

a member of the dti group

COR39

Certificate issued by the Companies and Intellectual Property Commission on Friday, May 19, 2023 04:55
Certificate of Confirmation

Companies and Intellectual Property Commission
a member of the dti group

Registration number	**2019 / 244651 / 08**
Enterprise Name	**UTURN HOMELESS MINISTRIES NPC**
Enterprise Shortened Name	**None provided.**
Enterprise Translated Name	**None provided.**
Registration Date	**27/05/2019**
Business Start Date	**27/05/2019**
Enterprise Type	**Non Profit Company**
Enterprise Status	**In Business**
Financial year end	**December**
Main Business/Main Object	**BUSINESS ACTIVITIES NOT RESTRICTED.**
Postal address	**155 2ND AVENUE KENILWORTH CAPE TOWN WESTERN CAPE 7708**
Address of registered office	**155 2ND AVENUE KENILWORTH CAPE TOWN WESTERN CAPE 7708**

The Companies and Intellectual Property Commission
of South Africa
P.O. BOX 429, PRETORIA, 0001, Republic of South Africa. Docex 256, PRETORIA.
Call Centre Tel 086 100 2472, Website www.cipc.co.za

K 2019 / 244651 / 08

COR39

Certificate issued by the Companies and Intellectual Property Commission on Friday, May 19, 2023 04:55
Certificate of Confirmation

Companies and Intellectual Property Commission
a member of the dti group

Registration number **2019/244651/08**

Enterprise Name **UTURN HOMELESS MINISTRIES NPC**

Name

Postal Address

Active Directors / Officers

Surname and first names	ID number or date of birth	Director type	Appoint-ment date	Addresses
FRANCKE, MELLISA JOY	9304220061086	Director	22/11/2022	Postal: 3 KOOPMAN STREET, STRAND, CAPE TOWN, WESTERN CAPE, 7140 Residential: 3 KOOPMAN STREET, STRAND, CAPE TOWN, WESTERN CAPE, 7140
SOUTHGATE, CHERNAY ELEANOR	8411100138081	Director	24/05/2022	Postal: 7 SILVERTREE LANE, BERGVLIET, CAPE TOWN, WESTERN CAPE, 7945 Residential: 7 SILVERTREE LANE, BERGVLIET, CAPE TOWN, WESTERN CAPE, 7945
PHILANDER, ALISTAIR	7308295029086	Director	20/04/2021	Postal: 44 JEFFCOAT AVE, BERGVLIET, BERGVLIET, WESTERN CAPE, 7945 Residential: 44 JEFFCOAT AVE, BERGVLIET, BERGVLIET, WESTERN CAPE, 7945
KNIGHTON FITT, JEAN-RAY STHENEOS	7410135189086	Director	20/04/2021	Postal: THE PENTLANDS, 13 OAK AVENUE, KENLWORTH, WESTERN CAPE, 7708 Residential: THE PENTLANDS, 13 OAK AVENUE, KENLWORTH, WESTERN CAPE, 7708
MTHETHWA, SANDILE	8203045383082	Director	27/05/2019	Postal: 16 DENNEKAMP, 359-361 MAIN ROAD, KENILWORTH, WESTERN CAPE, 7708 Residential: 16 DENNEKAMP, 359-361 MAIN ROAD, KENILWORTH, WESTERN CAPE, 7708
BURATOVICH, ANTHONY DARIO	6102245128085	Director	27/05/2019	Postal: 69 PUTNEY ROAD, KENNILWORTH, CAPE TOWN, WESTERN CAPE, 7708 Residential: 69 PUTNEY ROAD, KENNILWORTH, CAPE TOWN, WESTERN CAPE, 7708

COR39

Certificate issued by the Companies and Intellectual Property Commission on Friday, May 19, 2023 04:55

Certificate of Confirmation

Companies and Intellectual Property Commission
a member of the dti group

Active Directors / Officers

Surname and first names	ID number or date of birth	Director type	Appoint-ment date	Addresses
DOMINICUS, DAVID JOHN	6209045097087	Director	27/05/2019	Postal: 5 RUTHERGLEN AVENUE, NEWLANDS, CAPE TOWN, WESTERN CAPE, 7700 Residential: 5 RUTHERGLEN AVENUE, NEWLANDS, CAPE TOWN, WESTERN CAPE, 7700
KINGSTON, JOHN ANDREW	6703035263089	Director	27/05/2019	Postal: 7 JOSEPHINE ROAD, CLAREMONT, CAPE TOWN, WESTERN CAPE, 7708 Residential: 7 JOSEPHINE ROAD, CLAREMONT, CAPE TOWN, WESTERN CAPE, 7708

APPENDIX 4

STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK
MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

DIRECTORATE: PLANNING & ECONOMIC DEVELOPMENT

Our Ref : 235S
Contact per : G. Goosen
Contact no. : (021) 808 8610
Date : 15 August 2023

ZONING CERTIFICATE

Erf 235, Stellenbosch, Administrative District of Stellenbosch, Province of the Western Cape

1. ZONING SCHEME PROVISIONS APPLICABLE TO THE SUBJECT PROPERTY

In accordance with the Stellenbosch Zoning Scheme Bylaw 2019, the base zone allocated to the above property, is:

COMMUNITY ZONE

In terms of the provisions of the said Bylaw, this base zone may provide for the following Primary, Additional and Consent land uses:

PRIMARY USES PERMITTED	ADDITIONAL USES Land development requiring technical approval in terms of Section 15 of the Stellenbosch Land Use Planning Bylaw, 2015	CONSENT USES Land development requiring approval in terms of Section 15 of the Stellenbosch Land Use Planning Bylaw, 2015
• Clinic • Community residential building • Day care centre • Extramural facility • Indoor sport • Medical consulting rooms • Outdoor sport • Occasional use (one event/year) • Place of assembly • Place of education • Place of worship • Public institution • Welfare institution • Private road	• Dwelling house • Employee housing	• Freestanding base telecommunication station • Helicopter landing pad • Hospital • Hostel • Market • Occasional use (>one event/year) • Renewable energy structure • Rooftop base telecommunication station • Tertiary educational institution

T: +27 21 808 8111 • F: +27 21 886 6899
Plein Street, Stellenbosch, 7600 • PO Box 17, Stellenbosch, 7599
www.stellenbosch.gov.za

2. PERMITTED LAND USES ATTACHED TO THE SUBJECT PROPERTY

The land uses which are permitted on the subject property in accordance with the zoning provisions are the following:

a) All primary land uses as per the Zoning Scheme Bylaw. See **Annexure A.**
b) No additional, consent or temporary land uses have been approved on the subject property.

3. LAND USE RESTRICTIONS

This property may only be used for the permitted land uses detailed above and for no other purpose.

The above land uses are subject to various definitions, development parameters and restrictions contained in the applicable zoning scheme, a copy of which is available on the Stellenbosch Municipality website at https://stellenbosch.gov.za/planning-portal/.

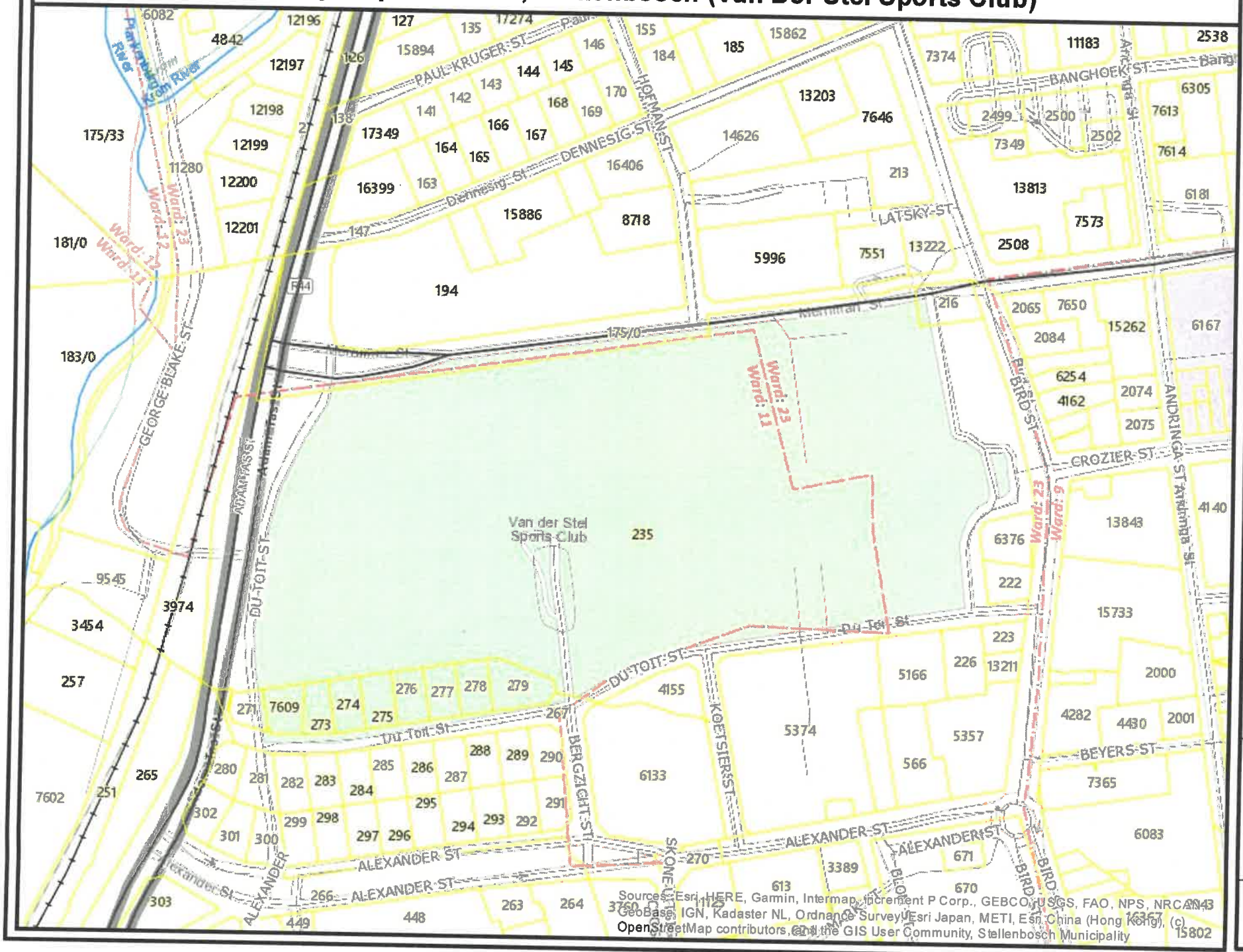
4. STATUS OF THE ZONING CERTIFICATE

a) A Zoning Certificate is not a legal mechanism to vest any land use rights and where there are any discrepancies between the zoning information contained in this certificate and any current Municipal decision on the permitted land use rights and any qualification thereon, such Municipal decision on the land use rights will override the contents of this zoning certificate.
b) The permitted land use rights attached to the subject property does not exempt the owner/occupier from compliance with any other statutory requirement which may be applicable to the subject property, inclusive of restrictive title deed conditions,

pp **Director: Planning and Economic Development**

T: +27 21 808 8111 • F: +27 21 886 6899
Plein Street, Stellenbosch, 7600 • PO Box 17, Stellenbosch, 7599
www.stellenbosch.gov.za

Locality Map of Erf 235, Stellenbosch (Van Der Stel Sports Club)



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community, Stellenbosch Municipality

SCALE

1:4 513,99

Legend



Stellenbosch Municipality
Planning & Economic Development
Created by: Corporate GIS

Date: 2023/08/14

Author: Stellenbosch Municipality

Stellenbosch Municipality
Street Address:
71 Plein Street, Stellenbosch, 7600
Tel: 021 808 8658

This map is a representation of the information currently held by the Stellenbosch Municipality. While every effort has been made to ensure the accuracy of the product, Council accepts no responsibility for any errors or omissions nor for any loss or damage alleged to be suffered by anyone as a result of the publication of the map and the information in it, or as a result of reliance of the information provided therein.

STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

ANNEXURE A

CHAPTER 14: COMMUNITY ZONE

141. Zone name and designation on map

(1) The Community zone may be referred to by the code (C) and shall be indicated on the zoning map in pink (Colour code 230,0,169).

142. Purpose of the zone

(1) The purpose of this zone is to make provision for:
- (a) buildings which are used for a wide range of community and welfare purposes including places of education for pre-primary, primary and secondary school levels;
- (b) tertiary educational facilities such as colleges and universities; and
- (c) permitted uses shall include ancillary uses such as administrative offices, residential uses, libraries, school hostels, recreational and sports facilities and any other uses and buildings that are ordinarily associated with such facilities.

143. Land use within this zone

(1) The following land uses are permitted in this zone:

Primary Uses	Additional Uses (technical approval)	Consent Uses (application required)
• Clinic • Community residential building • Day care centre • Extramural facility • Indoor sport • Medical consulting rooms • Outdoor sport • Occasional use (one event/year) • Place of assembly • Place of education • Place of worship • Public institution • Welfare institution • Private road	• Dwelling house • Employee housing	• Freestanding base telecommunication station • Helicopter landing pad • Hospital • Hostel • Market • Occasional use (>one event/year) • Renewable energy structure • Rooftop base telecommunication station • Tertiary educational institution

(2) One or more of the abovementioned primary uses are permitted on a land unit at the same time.

(3) Portions of the property in this zone may <u>not</u> be registered separately by sectional title.

144. Dwelling house and employee housing in this zone

(1) The development parameters in Conventional Residential zone apply to a dwelling house in this zone.

(2) No more than one dwelling house plus one employee housing unit shall be permitted on a land unit, except with technical approval granted by the Municipality where it is necessary for the operational functioning of the facility to have additional employees accommodated on the land unit.

(3) The floor area of an employee housing unit shall not exceed 75m^2.

(4) A dwelling house and employee housing unit shall only be occupied by a family as defined and one of the occupants shall be employed in connection with the main activity on the land unit or the house shall be ancillary to the primary use on the land unit.

145. Rooftop and freestanding base telecommunication stations

(1) A rooftop base telecommunication station in this zone is an additional use and a freestanding base telecommunication station may only be erected if a consent use application is approved by the Municipality.

(2) A rooftop base telecommunication station antennae may not extend more than 3 meters in height above the part of the building that it is attached to unless otherwise approved by the Municipality when granting a technical approval.

(3) Any base station attached to the antennae shall be accommodated within the envelope of the building itself or inside its roof structure and shall not be visible from a public road, unless otherwise approved by the Municipality when granting a technical approval.

(4) The mast of a freestanding base telecommunication station may not extend more than 30 meters in height above existing ground level.

(5) The height of any structures and buildings associated with a freestanding base telecommunication station (excluding the masts) may not exceed 1 storey unless otherwise approved by the Municipality when granting its consent.

(6) The Municipality may request that a pre-electromagnetic radiation test be commissioned to accompany an application.

(7) The Municipality may require appropriate context-specific screening to mitigate the impact of such infrastructure.

146. Development parameters for buildings in this zone

(1) The following building lines, coverage and height shall apply to all buildings within this zone:

Building type	Street boundary building lines (m)	Common boundary building lines (m)	Coverage	Height
All buildings	5m	5m	50%	3 storeys

(2) The following additional parameters apply in respect of building lines:

(a) projecting eaves may exceed the common building line or street building line by at most 1 meter but may not exceed the land unit boundary unless a servitude is registered in favour thereof;

(b) a balcony projecting from the face of the building, or positioned on the roof of a building below, shall comply with all building lines applicable to the land unit, but may in any event not be closer than 1 meter from the common boundary whichever is the most restrictive;

(c) outbuildings for security control, electrical substations and refuse storage are not subject to street building line requirements but requires a site development plan approval;

(d) access ramps to basements may exceed the building line;

(e) notwithstanding the building lines in this section, the Municipality may require a common boundary building line for the protection of any municipal services provided along land unit boundaries;

(f) notwithstanding the building lines in this section, a 5 meter building line is required where the street boundary abuts a proclaimed road;

(g) except where underground engineering services or conservation-worthy trees prevent it, a basement is permitted 0 meters from the common boundaries on condition that it is wholly under existing ground level. Any portion of a basement which protrudes above existing ground level shall comply with the building lines as set out in this section.

(3) Church steeples and similar architectural features may exceed the maximum height in this zone, to the satisfaction of the Municipality.

(4) The general development parameters as set out in Chapter 5 of this Scheme, shall, where applicable, be complied with.

147. Boundary walls and fences parameters

(1) The height of any wall or fence shall be as follows:
  (a) on a street boundary: no more than 3 meters high;
  (b) on a common boundary: no more than 3 meters high.

(2) On a street boundary at least 50% of the area of the boundary wall, including gates, shall consist of visually permeable sections, which may be fencing, painted palisade, wire mesh or cast-iron work, steel railings, wooden slats, or any other material to the Municipality's satisfaction.

(3) The general development parameters relating to boundary walls and fences in section 23 shall also apply.

148. Refuse areas

(1) A refuse area shall be provided to the Municipality's satisfaction.

149. Site development plan

(1) A site development plan may be required by the Municipality for any new development to be submitted and approved prior to building plan approval and shall include a parking layout and landscape plan.

(2) A site development plan shall not be required for a dwelling house as an additional use in this zone but may be required for employee housing if more than one dwelling unit is proposed on a land unit.

(3) A site development plan may be required for a consent use application and shall serve as the development parameters for such use once approved .

150. Construction environmental management plan

(1) The Municipality may require that a construction environmental management plan is submitted for approval prior to building plan approval for the construction of new buildings in this zone.

151. Development charges in this zone

(1) A development charge is payable in terms of section 20 in instances where a building plan is submitted to utilise intensified primary development rights which came into operation because of this Scheme.

(2) The Municipality shall, prior to approval of such a building plan, determine the extent of such additional rights and calculate the required levy, which shall be paid by the land owner prior to the approval of said building plan.

(3) The Municipality may impose development charges for any additional use or consent use application in accordance with Planning Law.

7.4	**FINANCIAL SERVICES: (PC: CLLR JC ANTHONY)**

NONE

7.5	**HUMAN SETTLEMENTS: (PC: CLLR R DU TOIT)**

NONE

7.6	**INFRASTRUCTURE SERVICES : (PC : R PHEIFFER)**

7.6.1	**STATUS REPORT ON THE ALTERNATIVE ENERGY GENERATION PROGRAMME – AUGUST 2025**

Collaborator No: **791567**
IDP KPA Ref No: **Good Governance and Compliance**
Meeting Date: **22 July 2025**

3. SUBJECT:STATUS REPORT ON THE ALTERNATIVE ENERGY GENERATION PROGRAMME – AUGUST 2025

2. PURPOSE

For Council to note the progress of the Municipality's as well as Provincial Government initiatives regarding the Alternative Energy Programme projects which are underway at present.

3. DELEGATED AUTHORITY

Municipal Council.

4. EXECUTIVE SUMMARY

4.1 20 MW Independent Power Producer Contract: Tender conditionally awarded to successful bidder. A Legal Firm has been appointed by the Municipality and has interrogated the draft Power Purchase Agreement. Once the draft Power Purchase Agreement is finalised and signed off by both parties, development rights will commence.

4.2 50 MW Independent Power Producer Tender: The closing date for the Request for Proposals is 30 September 2025.

4.3 The installation of the 66kV switchgear at Main and University substations was completed on 30 June 2025.

4.4 SCADA - Phase 2 was completed on 30 June 2025 except for Main and University substations due to 66kV switchgear replacement projects which were underway. The two substations will be completed in Phase 3. Phase 3 kick-off meeting was held on 25 July 2025.

4.5 Fire Station Progress: The Stellenbosch Fire Station Battery Energy Storage System (BESS) was completed in April 2025.

4.6 NPK Building Progress: The original scope included battery storage for business continuity. The consultant has revised the project scope considering the current reduction in load shedding compared to at the time the project was initiated. The revised scope will be presented to the AEG Committee to enable a decision aligned with the Municipality's current priorities. Of the two proposed options on the revised scope, one prioritises business continuity

through a backup system, while the other focuses on cost savings via a grid-tied configuration.

4.7 Main Building (Neethling Huis) Progress: The department is currently processing new purchase orders following the Section 116 (3) scope amendment process before the consultant can proceed with work.

4.8 Energy Performance Certification: The certificates have been installed in all buildings with a floor area of 1000m^2 and above.

4.9 Municipal Community Buildings Progress: Tender B/SM 34/25 Turnkey – Engineering, Procurement and Construction (EPC) of Hybrid Inverter with Battery Storage Systems at fourteen Stellenbosch Municipality Community Buildings. The project was completed on 30 June 2025 except for two sites, Jamestown Library and Law Enforcement and Events Offices which could not be completed due to construction currently underway at these sites.

4.10 Eskom Hot Water Load Control (HWLC) and RT 29-2024 Contracts for smart meters: The tender was advertised on 20 June 2025 and closed on 21 July 2025.

4.11 The Municipality's load curtailment application: Eskom responded formally to the Municipality's, outlining the reasons for their decision to deny the municipality to be a load curtailment customer. The Municipality will still pursue this option but mitigating measures are in place should Eskom not allow it.

The above projects, 4.1 to 4.10, are still being pursued by the Municipality's Alternative Energy Program with the focus on securing cheaper and renewable energy, as well as the focus on business continuity during outages and ensuring that critical plants and systems are still operational.

5. RECOMMENDATION

that Council notes the latest progress with the Alternative Energy Generation projects in implementation at present.

6. DISCUSSION / CONTENTS

6.1 Background

The Constitution did not allow Local Government to enter into the generation of electricity, and the Electricity Regulation Act did not allow municipalities to purchase electricity from any company other than Eskom. Through the promulgation of Electricity Regulation Act Regulations, on 16 October 2020, this changed, and municipalities are now allowed to generate electricity and purchase electricity from other electricity providers other than Eskom.

6.2 Discussion

6.2.1 20 MW Independent Power Producer Contract: The consultant and the municipality's legal department have confirmed their satisfaction with the current version of the PPA. We are currently awaiting guidance on from the legal firm on way forward, following which the PPA will be issued to the bidder for finalisation.

6.2.2 50 MW Independent Power Producer Tender: The closing date for the Request for Proposals is 30 September 2025. A meeting was held on 8 July 2025 with provincial government and various municipal departments to discuss the development and procurement process. The compulsory bidder's conference was on 31 July 2025.

6.2.3 The installation of the 66kV switchgear at Main and University substations was completed on 30 June 2025. The completion certificates and as-built drawings have been completed. We are currently awaiting final handover documentation.

6.2.4 Phase 2 which was completed on 30 June 2025 entailed the following:

- Complete full SCADA implementation at Franschhoek substation.
- Complete remote monitoring of 66kV switchgear at Jan Marais substation.
- Complete plant to master station verification/testing of the 66 and 11kV switchgear at Golf, Jan Marais, Markotter and Suidwal, Cloetesville and Franschhoek substations.
- Implementation of 66 and 11kV remote switching functionality at Golf, Jan Marais, Markotter and Suidwal, Cloetesville and Franschhoek substations.
- Implementation of remote monitoring at Watergang substation.

The implementation of 66kV remote monitoring as well as 66kV and 11kV remote switching functionality at the Main and University substations which was originally part of Phase 2 scope will be incorporated under Phase 3.

Phase 3 scope of works entails remote monitoring and remote switching functionality at 11kV secondary substations.

6.2.5 Fire Station Progress: The Stellenbosch Fire Station Battery Energy Storage System (BESS) was completed in April 2025, and training was conducted on 29 April 2025. Close-out documentation including as-built drawings has been submitted. The cloud monitoring platform is operational; however, monthly performance reports indicate that the system is currently underperforming. The contractor is investigating the root cause for the underperformance. The project is currently in the Defects Liability Period.

6.2.6 NPK Building Progress: The consultant has revised the project scope which included battery storage considering the current reduction in load shedding compared to at the time the project was initiated. The revised scope will be presented to the AEG Committee to enable a decision aligned with the Municipality's current priorities. Of the two proposed options, one prioritises business continuity through a backup system, while the other focuses on cost savings via a grid-tied configuration. Once the preferred option has been selected, the consultant will begin with the drafting of the tender specifications.

6.2.7 Main Building (Neethling Huis) Progress: The department is currently processing new purchase orders following the Section 116 (3) scope amendment process before the consultant can proceed with work.

6.2.8 Energy Performance Certification: The certificates have been installed in all buildings with a floor area of 1000m^2 and above.

6.2.9 Municipal Community Buildings Progress: Tender B/SM 34/25 Turnkey – Engineering, Procurement and Construction (EPC) of Hybrid Inverter with Battery Storage Systems at fourteen Stellenbosch Municipality Community Buildings. The project was completed on 30 June 2025 except for two sites, Jamestown Library and Law Enforcement and Events Offices which could not be completed due to construction currently underway at these sites. Construction at Jamestown Library is scheduled to commence on 4 August 2025 and to be completed by 15 August 2025. Construction at the Law Enforcement and Events Offices is scheduled to commence on 17 November 2025 and to be completed by 5 December 2025. The close-out meeting will be scheduled for 15 July 2025, during which all handover documentation including as-built drawings will be submitted.

6.2.10 Eskom Hot Water Load Control (HWLC) and RT 29-2024 Contracts for smart meters: The tender was advertised on 20 June 2025 and closed on 21 July 2025. The department is currently preparing the technical evaluation report.

6.2.11 The Municipality's load curtailment application: Eskom submitted a formal response regarding load curtailment application. The response states that Eskom cannot allow the Municipality to be on load curtailment, however, it was determined that the Municipality can implement load curtailment for its end customers. The Municipality will still pursue this option but mitigating measures are in place should Eskom not allow it.

The above projects, 4.1 to 4.10, will still be pursued by the Municipality's Alternative Energy Program with the focus on securing cheaper and renewable energy, as well as the focus on business continuity during outages and ensuring that critical plants and systems are still operational.

6.3 Financial Implications

This report has no further financial implications for the municipality, and the projects have been appropriately budgeted for.

6.4 Legal Implications

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

6.5 Staff Implications

Specialized technical staff would be required to facilitate and implement the switching and optimization of different sources of energy into the Municipal grid. The department has identified vacancies as well as new posts which have been submitted in a new draft organogram for review.

6.6. Previous / Relevant Council Resolutions

URGENT COUNCIL MEETING: 2025-03-04: ITEM 5.1

NOTED

(a) the clarification of the Feasibility Study Report (**Stellenbosch Municipal Independent Power Producer Procurement Pioneering Project – T008/23)** approved in August 2024;

(b) the project is in the Bid Specification phase of the procurement process of the 50MW Solar PV and 15 MWh BESS Project;

(c) that Council be reminded that the chosen option and size of battery energy storage, as per the approved Feasibility Study by Council in August 2024, will unfortunately not contribute to the Municipality reducing Eskom loadshedding levels, but is projected to significantly contribute towards electricity costs savings to the Municipality and ratepayers; and

(d) that should no responsive bidders be found, it will result in the tender cancellation, whereafter Council will be informed.

23RD COUNCIL MEETING: 2024-06-14: ITEM 10.6.1

NOTED

The Alternative Energy Generation project updates identified by the AEG Committee and the latest progress with the Alternative Energy Generation projects in implementation at present.

"40TH COUNCIL MEETING: 2021-01-27: ITEM 11.5.1

RESOLVED (nem con)

(a) that Council approves the investigation into alternate methods of electricity generation and purchases.

(b) that Council approves the joint investigation to be done by University of Stellenbosch, Council for Scientific and Industrial Research (CSIR), and the Western Cape Government.

(c) that Council accepts the initiating of the following processes as may be required:

i. Municipal Systems Act, Section 78(1) processes

ii. Municipal Finance Management Act, Section 33 investigation processes

iii. Electricity Regulation Act, Section 13; and

(d) that Council considers the funding of such investigations and implementation of completed investigations within the determination of the 2021/22 budget process.

16TH COUNCIL MEETING: 2023-08-23: ITEM 11.6.3

NOTED

The progress of the Alternate Energy Generation initiatives and studies.

20TH COUNCIL MEETING: 2024-02-21: ITEM 11.6.1

NOTED

The Alternative Energy Generation strategies identified by the AEG Committee and the progress with the Alternative Energy Generation projects initiated.

6.7 Risks / Challenges: Implications and Mitigation:

- The approval of the municipality's load curtailment application by Eskom's Load Shedding Committee is a risk but the program is now focusing on affordability of future energy costs for the Municipality, as well as security of supply.
- The existing ICT network infrastructure is being upgraded in tandem with the SCADA project.

6.8 Comments from Senior Management:

6.8.1 Director: Corporate Services

The ICT department is part of the planning regarding the SCADA monitoring project. Additional staff must be appointed once the project of SCADA installation is completed to monitor the equipment. The organogram will have to be amended for this process.

6.8.2 Municipal Manager

Requested item on agenda.

FOR FURTHER DETAILS CONTACT:

NAME	***Nombulelo Zwane / Rendani Makungo***
POSITION	***Senior Manager: Electrical Services / AEG Project Manager***
DIRECTORATE	***Infrastructure Services***
CONTACT NUMBERS	***021 808 8770/ 021 808 8333***
E-MAIL ADDRESS	nombulelo.zwane@stellenbosch.gov.za / rendani.makungo@stellenbosch.gov.za
REPORT DATE	***04 August 2025***

7.7	**PARKS,OPEN SPACES AND ENVIRONMENT: (PC: CLLR J WILLIAMS)**

7.7.1	**PAPEGAAIBERG NATURE RESERVE: ENVIRONMENTAL MANAGEMENT PLAN – REVIEW**

Collaborator No: **791560**
IDP KPA Ref No: **Good Governance and Compliance**
Meeting Date: **13 August 2025**

1. SUBJECT: PAPEGAAIBERG NATURE RESERVE: ENVIRONMENTAL MANAGEMENT PLAN – REVIEW

2. PURPOSE

The Papegaaiberg Nature Reserve's Environmental Management Plan (EMP) was drafted and approved prior to the area's declaration in terms of the National Environmental Management: Protected Areas Act (57 of 2003) in 2016. As required by the existing EMP the document has been reviewed (Annexure A). The purpose of this Item is to acquire Council's approval to advertise the reviewed EMP (June 2025) for public input.

3. DELEGATED AUTHORITY

For decision by the Council of Stellenbosch Municipality.

4. EXECUTIVE SUMMARY

A portion of Stellenbosch Municipality owned property located on Papegaaiberg, Stellenbosch, was declared a nature reserve (NR) in terms of the National Environmental Management: Protected Areas Act (NEM:PA) in June 2016.

As part of the declaration an EMP was adopted by Council and approved by the Minister (Local Government, Environmental Affairs and Development Planning). This EMP has now been reviewed with assistance of Cape Nature.

The purpose of the Papegaaiberg NR EMP is to provide a strategic tool for management of Papegaaiberg NR, informing the need for specific programs and operational procedures. It provides for capacity building, future thinking and continuity of management of Papegaaiberg NR and enables Stellenbosch Municipality to manage Papegaaiberg NR in such a way that its values and the purpose for which it has been established are protected.

5. RECOMMENDATIONS

(a) that Council approves the advertisement of reviewed Papagaaiberg Nature Reserve Environmental Management Plan (June 2025) as Papagaaiberg Nature Reserve's 2nd generation environmental management plan for public input; and

(b) that the inputs received during the above public participation process be worked into a final Papagaaiberg Nature Reserve Environmental Management Plan to be presented to Council for approval.

6. DISCUSSION / CONTENTS

6.1 BACKGROUND

Papegaaiberg NR was declared a reserve in terms of NEM:PA in June 2016. The primary purpose of this declaration was the protection of remnants of the endangered Swartland Shale Renosterveld and Swartland Granite Renosterveld that occurs on the property.

The principles of adaptive management formed the basis of the preparation of the above EMP. Adaptive management is a structured, iterative process in which decisions are made using the best available information, with the aim of obtaining better information through monitoring of performance. In this way, decision making is aimed at achieving the best outcome based on current understanding, whilst accruing the information needed to improve future management.

In the interest of adaptive management, the Papegaaiberg NR EMP has now been reviewed.

6.2 DISCUSSION

The Papegaaiberg NR EMP has been reviewed and updated consisting of management strategies and guidelines for the management of the area under the following themes:

- Administration
- Environmental Protection
- Land Use Management
- Environmental Auditing

6.3 FINANCIAL IMPLICATIONS

The purpose of this item is to acquire Council's approval to advertise and request public comment on the reviewed EMP. There will, therefore, be some advertising fees to be covered.

The management actions included in the EMP is included in the operational budget of the Department: Community Services (Environmental Management).

6.4 LEGAL IMPLICATIONS

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

6.5 STAFF IMPLICATIONS

This report has no staff implications to the Municipality.

6.6 RISK IMPLICATIONS

This report has no risk implications for the Municipality.

ANNEXURES

Annexure A: Papegaaiberg Nature Reserve Environmental Management Plan (June 2025)

FOR FURTHER DETAILS CONTACT:

NAME	**Schalk van der Merwe**
POSITION	**Environmental Planner**
DIRECTORATE	**Community and Protection Services**
CONTACT NUMBERS	**021 808 8679**
E-MAIL ADDRESS	**schalk.vandermerwe@stellenbosch.gov.za**
REPORT DATE	**28 July 2025**

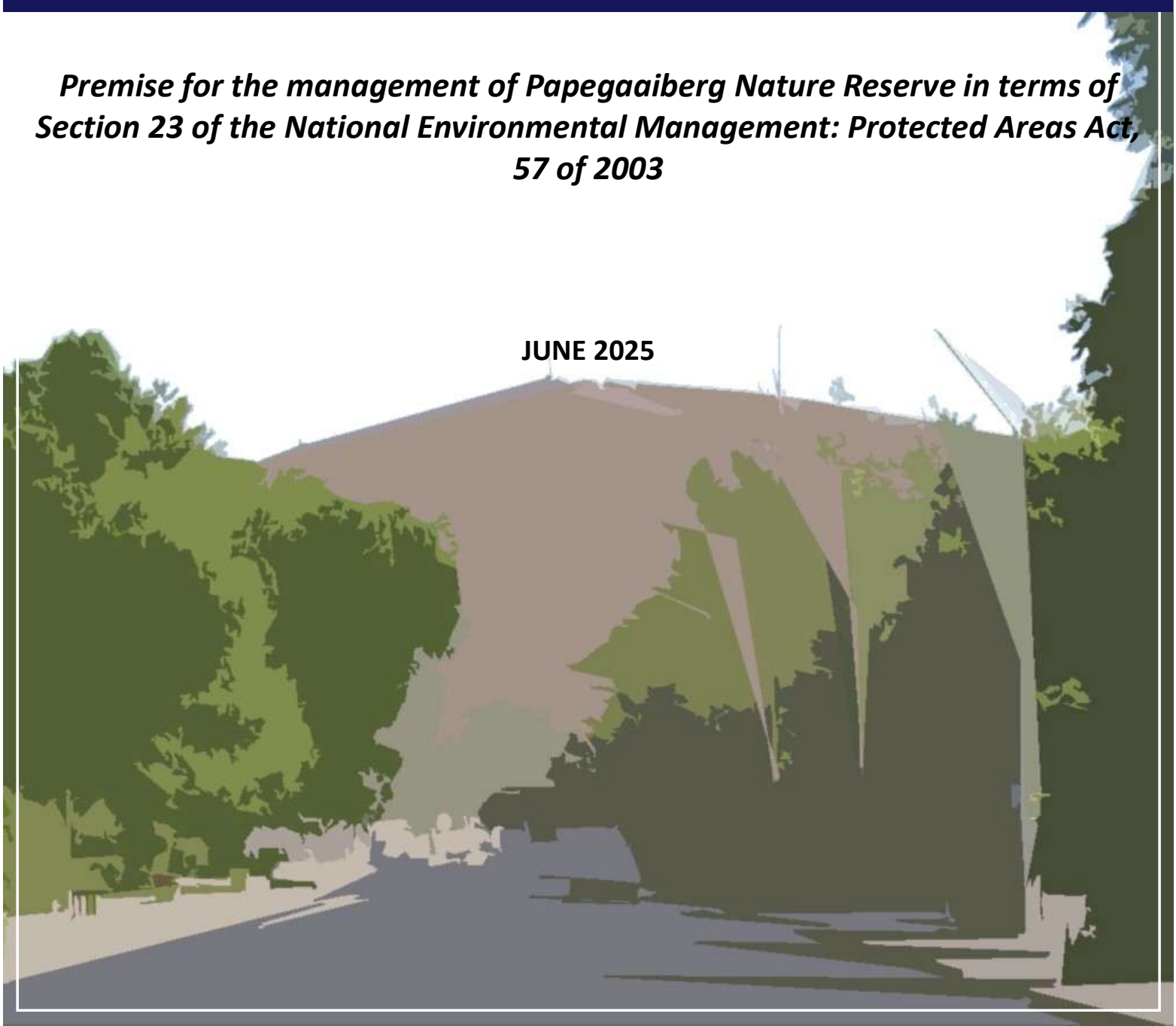
ANNEXURE A

STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK
MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

PAPEGAAIBERG
NATURE RESERVE
ENVIRONMENTAL MANAGEMENT PLAN

Premise for the management of Papegaaiberg Nature Reserve in terms of Section 23 of the National Environmental Management: Protected Areas Act, 57 of 2003

JUNE 2025



AUTHORISATION 30 June 2025

The Environmental Management Plan for the Papegaaiberg Nature Reserve is a review of the 2011 Environmental Management Plan submitted and adopted as part of the process of declaring Papegaaiberg a Nature Reserve in terms of the National Environmental Management: Protected Areas Act (57 of 2003).

Recommended and adopted by:

Name and Title	Signature and Date
Management Authority	Stellenbosch Municipality Geraldine Mettler Municipal Manager: Stellenbosch Municipality
Cape Nature Landscape Manager	

Approved by:

Name and Title	Signature and Date
Minister of Local Government, Environmental Affairs and Development Planning	

	CONTENT	PAGE
1.	**BACKGROUND**	**1**
1.1	**PURPOSE**	**1**
1.2	**STRUCTURE**	**1**
1.3	**ADAPTIVE MANAGEMENT**	**1**
1.4	**INTRODUCTION**	**2**
1.5	**PAPEGAAIBERG NATURE RESERVE VALUES**	**5**
1.6	**MANAGEMENT CHALLENGES AND OPPORTUNITIES**	**6**
2.	**STRATEGIC MANAGEMENT FRAMEWORK**	**7**
2.1	**PURPOSE, VISION AND GOALS**	**7**
2.1.1	**Purpose**	**7**
2.1.2	**Vision**	**8**
2.1.3	**Over-Arching Goal**	**8**
2.1.3.1	Human Well-Being	9
2.1.3.2	Environmental Integrity	9
2.1.3.3	Economic Efficiency	10
2.2	**OBJECTIVES**	**10**
3.	**DESCRIPTION OF PAPEGAAIBERG NATURE RESERVE AND ITS CONTEXT**	**12**
3.1	**LEGISLATIVE BASIS FOR THE MANAGEMENT OF PAPEGAAIBERG NATURE RESERVE**	**12**
3.1.1	**Proclamation Status**	**12**
3.1.2	**Invasive Species Control**	**12**

3.2	**REGIONAL AND LOCAL PLANNING CONTEXT OF PAPEGAAIBERG NATURE RESERVE**	**12**
3.3	**PLANNING AND MANAGEMENT CONTEXT**	**13**
3.3.1	**International Level**	**14**
3.3.1.1	UNESCO's MAB Program and Cape Winelands Biosphere Reserve Inter-Governmental Agreements	14
3.3.1.2	Agenda 21	15
3.3.1.3	Convention on Biological Diversity	16
3.3.2	**National Level**	**16**
3.3.2.1	South African Constitution	16
3.3.2.2	National Environmental Management Act	16
3.3.2.3	National Environmental Management: Protected Areas Act	17
3.3.2.4	National Environmental Management: Biodiversity Act	17
3.3.2.5	National Water Act	17
3.3.2.6	National Veld And Forest Fire Act	17
3.3.2.7	National Heritage Resources Act	18
3.3.2.8	Spatial Planning and Land Use Management Act	18
3.3.3	**Provincial Level**	**19**
3.3.3.1	Constitution of the Western Cape Province	19
3.3.3.2	Western Cape Provincial Spatial Development Framework	19
3.3.3.3	Provincial Bioregional Planning Policy	19
3.3.3.4	Land Use Planning Act	19
3.3.4	**District Level**	**19**

3.3.4.1	Cape Winelands District Municipality Integrated Development Plan	19
3.3.4.2	Cape Winelands District Municipality Spatial Development Framework	20
3.3.4.3	Cape Winelands Biosphere Reserve Spatial Development Plan	20
3.3.5	**Local Level**	**20**
3.3.5.1	Stellenbosch Integrated Development Plan	20
3.3.5.2	Stellenbosch Spatial Development Framework	20
3.3.5.3	Stellenbosch Environmental Management Framework	21
3.3.5.4	Municipality: By-Law Relating To Plantations, Parks, Gardens, Recreational Facilities And Nature Reserves (P.N. 373/1988)	21
3.3.6	**Human Resources / Administrative Legislation**	**21**
3.4	**PHYSICAL ENVIRONMENT**	**22**
3.4.1	**Climate**	**22**
3.4.2	**Topography and Terrain Morphology**	**22**
3.4.3	**Hydrology**	**23**
3.4.4	**Soil**	**24**
3.5	**BIOLOGICAL ENVIRONMENT**	**25**
3.5.1	**Flora**	**25**
3.5.1.1	Swartland Shale Renosterveld	25
3.5.1.2	Swartland Granite Renosterveld	25
3.5.1.3	Riparian and Riverine Vegetation	26
3.5.2	**Fauna**	**27**
3.6	**SOCIO-ECONOMIC CONTEXT**	**28**

3.6.1	**Archaeology, History and Culture**	**28**
3.6.2	**Socio-Economic Context**	**29**
4.	**ZONATION PLAN**	**30**
5.	**ADMINISTRATIVE STRUCTURE**	**31**
6.	**OPERATIONAL MANAGEMENT FRAMEWORK**	**32**
6.1	**BIODIVERSITY MANAGEMENT**	**32**
6.1.1	**Fire Management**	**32**
6.1.1.1	Firebreaks	33
6.1.1.2	Artificial Burning Regime	33
6.1.2	**Invasive Vegetation Management**	**36**
6.1.3	**Wildlife Management**	**38**
6.1.4	**Biodiversity Security**	**39**
6.1.5	**Erosion Control**	**39**
6.1.6	**Water Management**	**41**
6.2	**DEVELOPMENT AND INFRASTRUCTURE**	**41**
6.3	**OPERATIONAL MANAGEMENT**	**42**
6.3.1	**Access Control**	**42**
6.3.2	**Securing the Boundaries of Papegaaiberg Nature Reserve**	**43**
6.3.3	**Legal Compliance**	**44**
6.3.4	**Management Efficiency**	**44**
7.	**COSTING PLAN**	**45**

8.	**ANNUAL PLAN OF OPERATION REVIEW**	**46**
8.1	**ANNUAL PLAN OF OPERATION**	**46**
8.2	**MANAGEMENT REVIEW**	**46**
9.	**REFERENCES**	**47**

	FIGURES	PAGE
1	Adaptive Management Cycle.	2
2	Local Context of Papegaaiberg Nature Reserve.	2
3	Papegaaiberg Nature Reserve in context of Cape Winelands Biosphere Reserve.	3
4	Cadastral boundaries and infrastructure of Papegaaiberg Nature Reserve.	4
5	Papegaaiberg Nature Reserve in context of surrounding protected areas.	5
6	The interactive model of sustainability.	8
7	Planning levels applicable to the Papegaaiberg Nature Reserve EMP.	13
8	Topography of Papegaaiberg Nature Reserve.	22
9	Papegaaiberg Nature Reserve in catchment area context.	23
10	Papegaaiberg Nature Reserve soil.	24
11	Irreplaceability of habitats in the Papegaaiberg Nature Reserve.	26
12	Papegaaiberg Nature Reserve Zoning.	30
13	Papegaaiberg Nature Reserve management structure.	31
14	Papegaaiberg Nature Reserve system of firebreaks.	33
15	Burning program for Papegaaiberg Nature Reserve.	34
16	Block burning system for Papegaaiberg Nature Reserve.	35
17	Papegaaiberg Nature Reserve AIPs densities.	36
18	Zonation of Papegaaiberg Nature Reserve as an aid to AIP clearing.	37
19	Road surface slope with a drainage ditch.	40
20	Portion of Papegaaiberg Nature Reserve being withdrawn.	43

	TABLES	PAGE
1	Papegaaiberg Nature Reserve cadastral details.	4
2	Values of Papegaaiberg Nature Reserve.	5
3	Papegaaiberg Nature Reserve Management Challenges.	6
4	Objectives and deliverables for the management of Papegaaiberg Nature Reserve.	10
5	Risk Management Strategies.	32
6	Fire Managament.	35
7	Areas cleared during the previous (2020/'21 and 2021/'22) financial years.	36
8	Invasive Vegetation Management.	38
9	Wildlife Management.	38
10	Biodiversity Security.	39
11	Erosion Control.	40
12	Water Management.	41
13	Infrastructure Development and Management.	42
14	Access Control.	42
15	Security.	44
16	Legal Compliance.	44
17	Management Effectiveness.	45

1. BACKGROUND

This Environmental Management Plan (EMP) is a review of the 2011 Papegaaiberg Nature Reserve EMP submitted and adopted as part of the process of declaring Papegaaiberg a Nature Reserve (NR) in terms of the National Environmental Management: Protected Areas Act (57 of 2003).

1.1 PURPOSE

The purpose of the Papegaaiberg NR EMP is to:

- Provide a strategic tool for management of Papegaaiberg NR, informing the need for specific programs and operational procedures.
- Provide for capacity building, future thinking and continuity of management of Papegaaiberg NR.
- Enable Stellenbosch Municipality to manage Papegaaiberg NR in such a way that its values and the purpose for which it has been established are protected.

1.2 STRUCTURE

Section 1:	Introduction and background to Papegaaiberg NR and the EMP.
Section 2:	Vision and objectives for the management of Papegaaiberg NR.
Section 3:	Context and description of the biodiversity of Papegaaiberg NR.
Section 4:	Zonation of Papegaaiberg NR.
Section 5:	Description of the administrative structure established for the management of Papegaaiberg NR.
Section 6:	Operational Management Framework.
Section 7:	Annual Plan of Operation.

1.3 ADAPTIVE MANAGEMENT

The principles of adaptive management form the basis of the preparation of this EMP. Adaptive management is a structured, iterative process in which decisions are made using the best available information, with the aim of obtaining better information through monitoring of performance (Figure 1). In this way, decision making is aimed at achieving the best outcome based on current understanding, whilst accruing the information needed to improve future management. Adaptive management can lead to revision of a part or, if necessary, the whole management plan.

Adaptive management enables landowners and managers to:

i) Learn through experience.
ii) Take account of, and respond to, changing factors that affect the biodiversity stewardship site.
iii) Develop or refine management processes.
iv) Adopt best practices and new innovations in biodiversity conservation management.
v) Demonstrate that management is appropriate and effective.

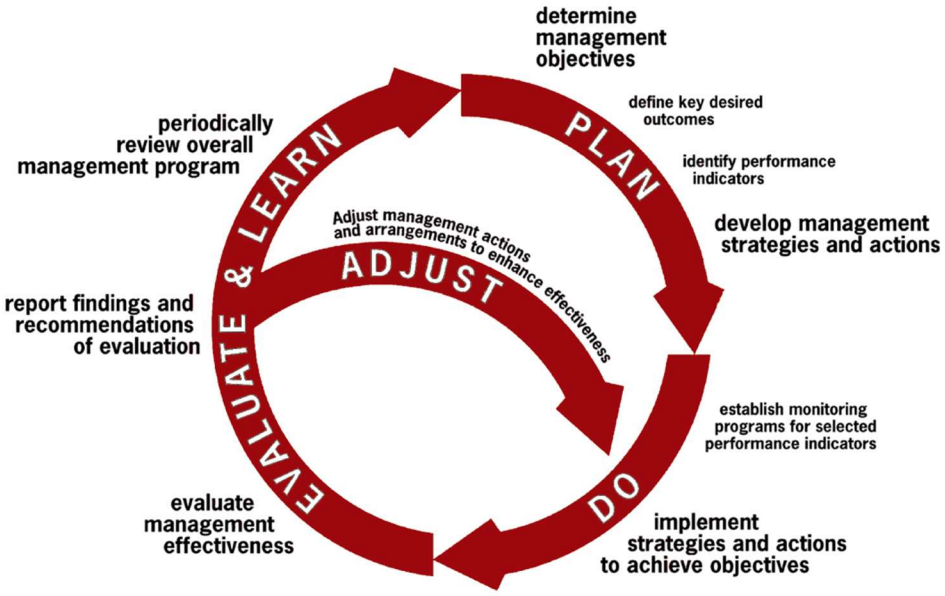


Figure 1: Adaptive Management Cycle (Management Strategy Evaluation, 2009).

1.4 INTRODUCTION

Papegaaiberg NR falls within the Stellenbosch Municipality, located within the town of Stellenbosch (Figure 2).

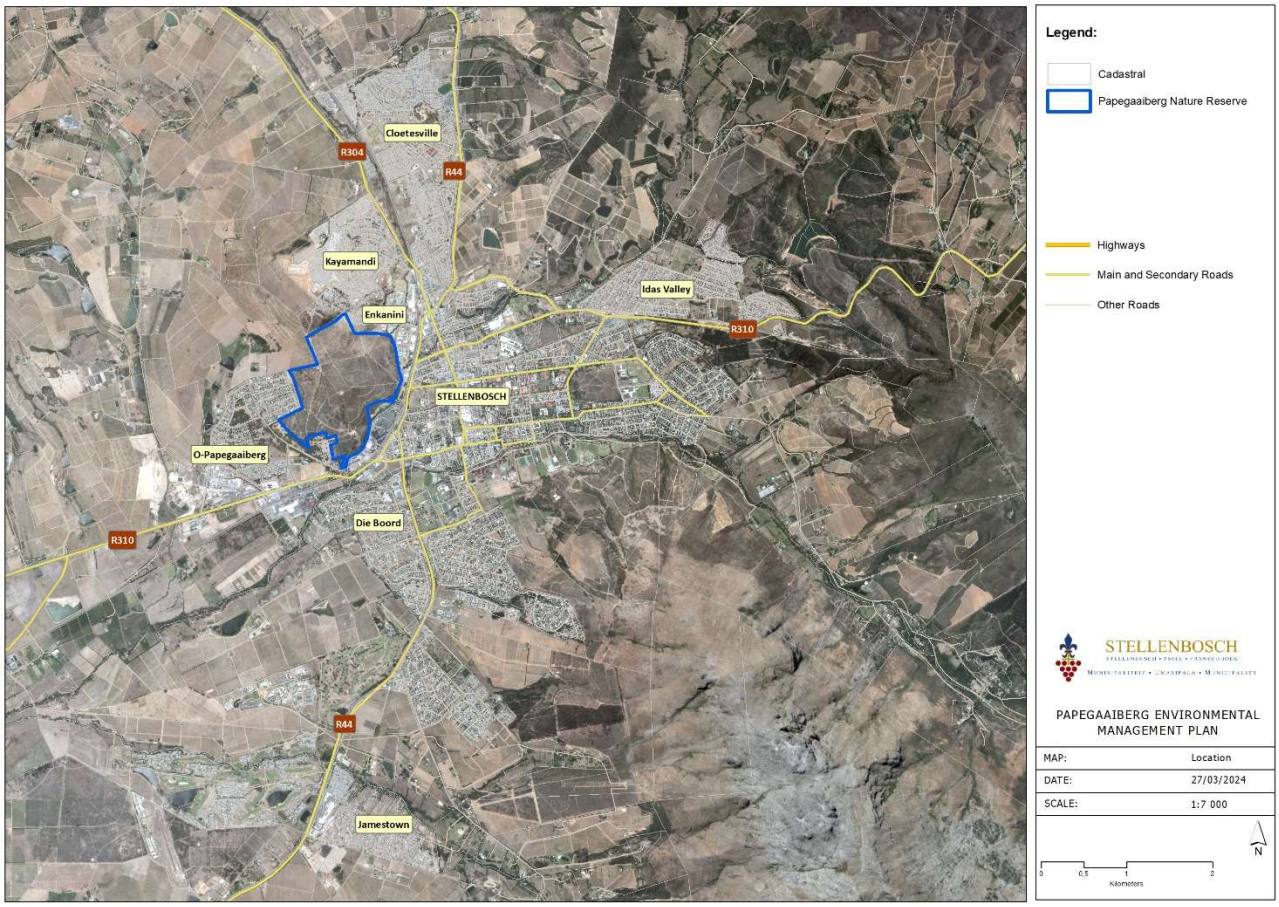


Figure 2: Local context of Papegaaiberg NR.

Papegaaiberg NR is bordered in the west by the Onder-Papegaaiberg residential area and the farm Middelvlei. Kayamandi and Enkanini forms the northern boundary while the industrial areas of Plankenbrug, Distell cellars, the Bergkelder, Bosman's Crossing and Oudemolen collectively form the eastern boundary of the NR. The Stellenbosch cemetery and Oude Libertas forms the southern boundary.

Papegaaiberg NR forms part of the Cape Winelands Biosphere Reserve (Figure 3) which was approved by UNESCO (United Nations Educational, Scientific and Cultural Organisation) and included in the World Network of Biosphere Reserve. The NR is located in the designated buffer area of the biosphere reserve forming vital linkages with *bona fide* conservation areas and, as is the case with Papegaaiberg NR, as stand-alone habitats and places of cultural value.

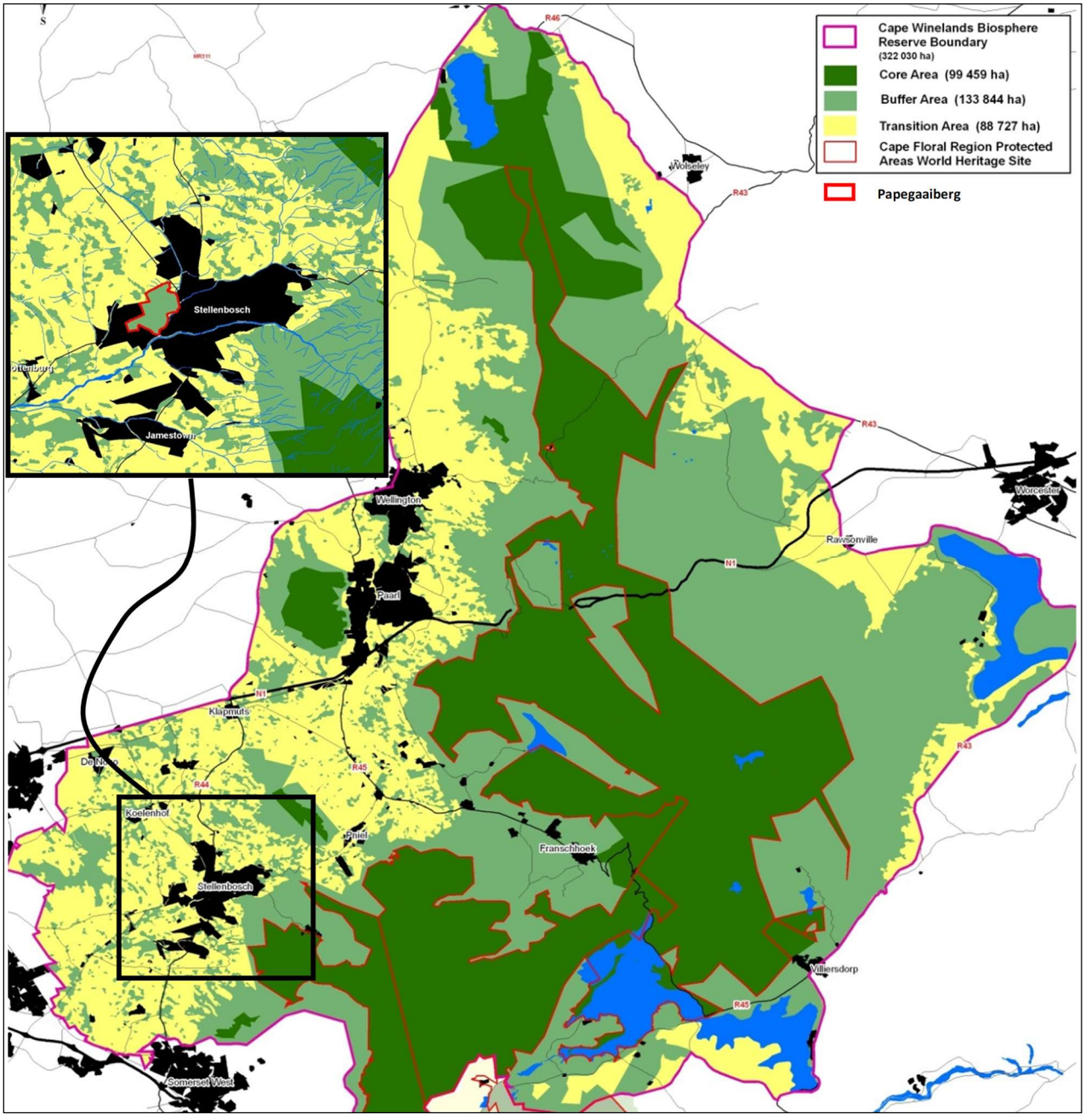


Figure 3: Papegaaiberg NR in context of the Cape Winelands Biosphere Reserve.

Papegaaiberg NR consists of an area of approximately 140 ha which comprises portions of four cadastral units indicated in Table 1 below and depicted by Figure 4. Papegaaiberg NR is partially fenced off, contains an ESKOM servitude, reservoir, water supply pipelines, telecommunication infrastructure and a system of internal roads.

Table 1: Papegaaiberg NR cadastral details.

Cadastral Unit	Zoning	Owner	Title Deed Nr
175/5	Local Authority	Municipality	
175/33	Local Authority	Municipality	
181	Agriculture Zone I	Municipality	T7723/940
183	Agriculture Zone I	Municipality	T10519/1927

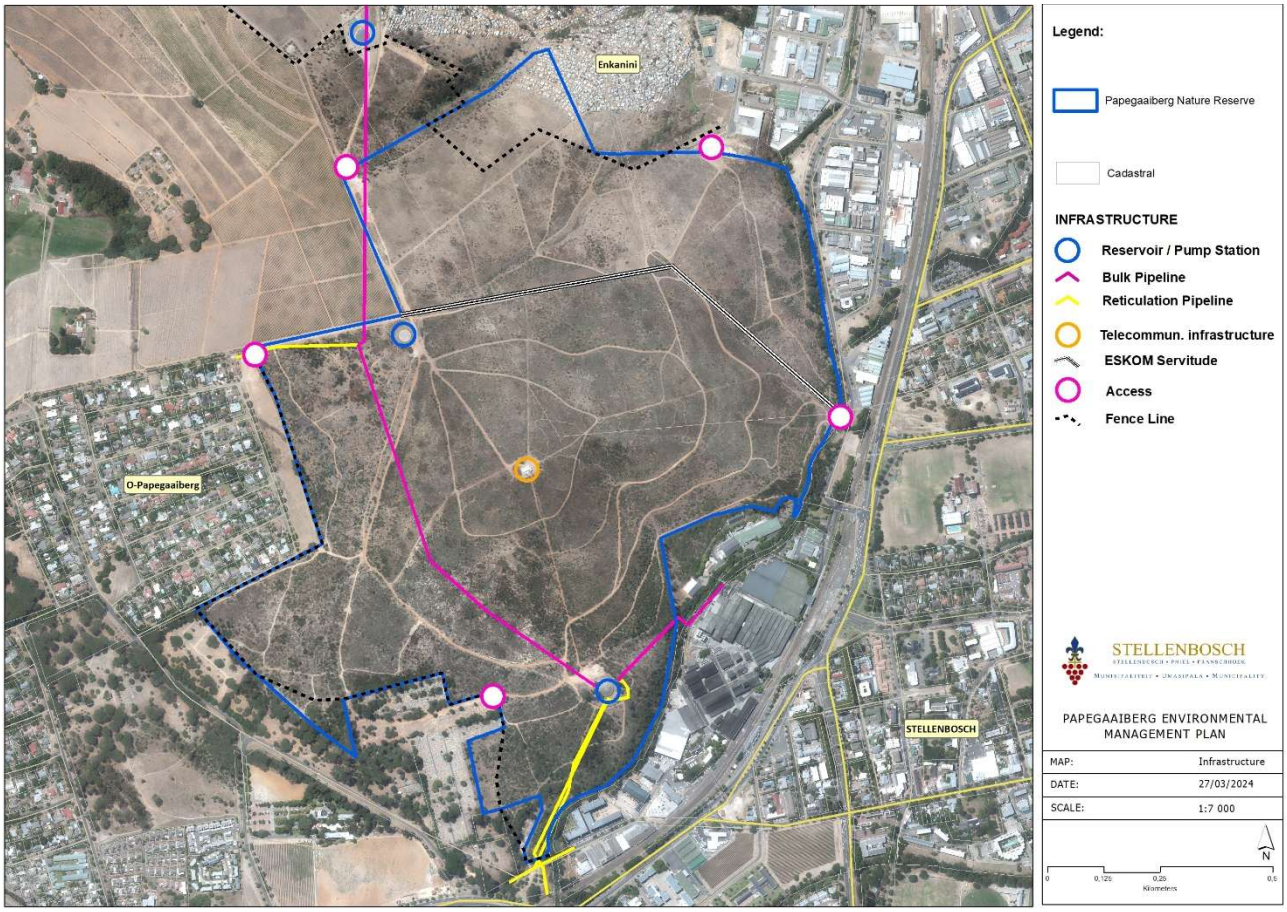


Figure 4: Cadastral boundaries and infrastructure of Papegaaiberg NR.

Papegaaiberg NR forms part of a system of *de jure* and *de facto* protected nature areas that collectively form the core and buffer areas of the Cape Winelands Biosphere Reserve. This system is based upon the principle that a system of protected areas is a key element of any strategy to maintain biodiversity and ecosystem functions on a larger regional scale. It is imperative that such a system be designed and managed to represent and protect the diversity of ecological processes, communities, species and gene pools (Global Biodiversity Strategy, 1992).

Various protected areas are found in the proximity of Papegaaiberg NR, include the Koopmanskloof Private NR, Jan Marais NR, Jonkershoek Conservancy, Bottelary Hills Renosterveld Conservancy, Hottentots-Holland NR and Simonsberg NR.

Rivers are of immense importance as part of the system of protected nature areas. This is largely due to their function as ecological corridors that link the various core conservation areas (refer to Figure 5). The Plankenbrug River forms the eastern boundary of Papegaaiberg NR.

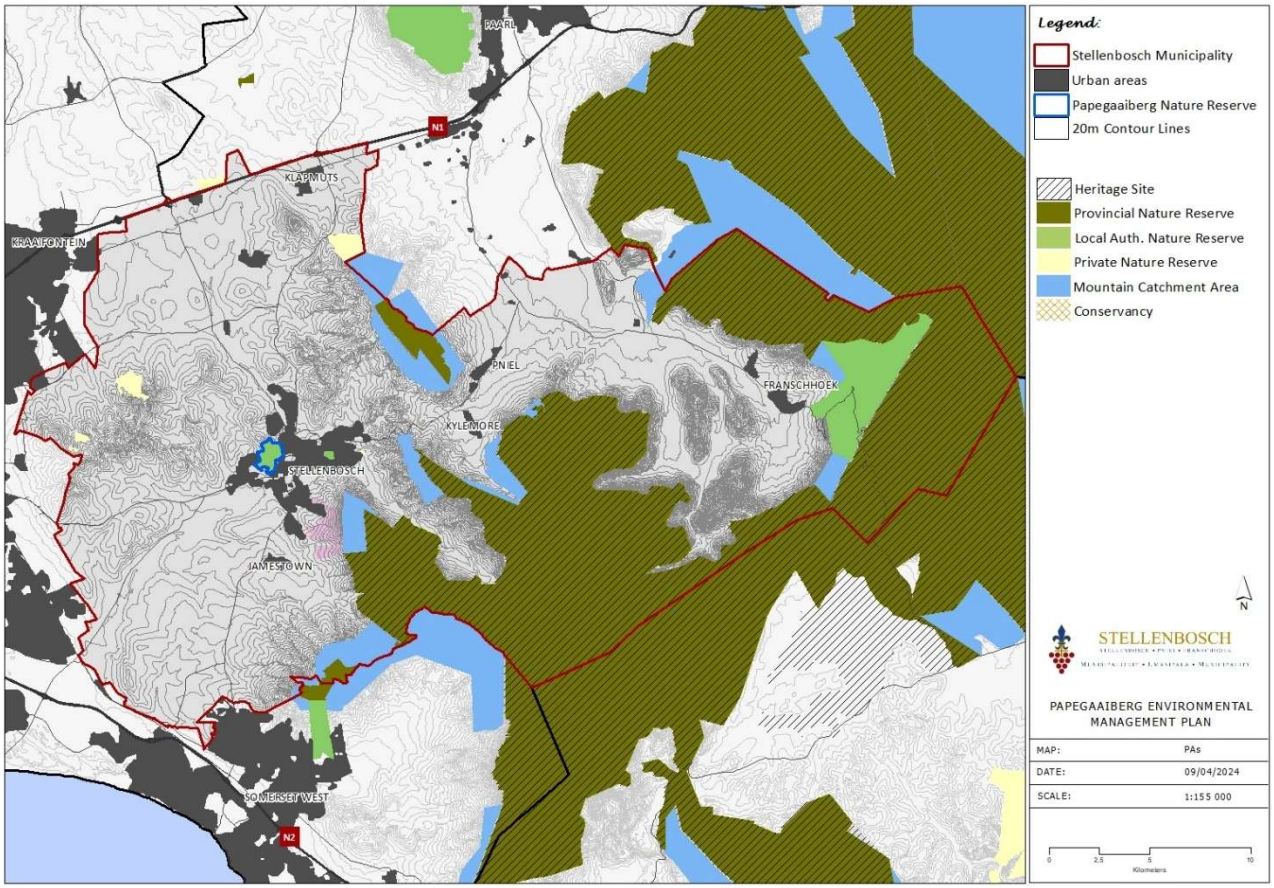


Figure 5: Papegaaiberg NR in context of surrounding protected areas.

1.5 PAPEGAAIBERG NATURE RESERVE VALUES

The values of a site are those attributes that has led to it being identified for formal conservation. The values are important in planning and management, as they are the aspects of the place that must be protected. The values of Papegaaiberg NR are listed in Table 2.

Table 2: Values of Papegaaiberg NR.

Natural	The area contains remnants of critically endangered Swartland Shale- and Swartland Granite Renosterveld.
Ecosystem Services	Papegaaiberg NR drains surface water towards the Plankenbrug River. As a long portion of the Plankenbrug River runs along the eastern boundary of the NR, it plays an important role in the dilution of pollutants in the Plankenbrug River.
Eco-Tourism	The area serves a recreational space for the surrounding areas.
Cultural / Historic	Papegaaiberg NR is of historical significance and forms an important part of Stellenbosch town's landscape and local psyche.

1.6 MANAGEMENT CHALLENGES AND OPPORTUNITIES

Papegaaiberg NR have been severely impacted upon by historic land-uses and current peripheral developments, with particular reference to the former forestry activities that have been phased out and informal settlements along its northern boundary. These activities resulted in:

(i) A number of security related challenges in the area.
(ii) Encroachment of informal residential structures into the NR.
(iii) Illegal farming within the boundaries of the NR.
(iv) Habitat fragmentation and degradation.
(v) Local extinction of species.
(vi) General loss of biodiversity.
(vii) Increased sheet erosion.

These, and other threats to the NR, are listed below.

Table 3: Papegaaiberg Nature Reserve Management Challenges.

Key Performance Area	Challenges
Urban Sprawl / Expansion	Papegaaiberg NR is located within the urban area of Stellenbosch. Urban sprawl, especially from the informal residential area of Enkanini, is a constant threat to the boundary and security of the NR.
Illegal Land Use	Illegal land use, in the form of informal structures and farming, is a risk to the NR.
Fire	Fire is a risk to the area. This is mainly due to its location within an urban area, its accessibility and location bordering an informal area.
Crime / Security (uncontrolled access)	Uncontrolled access and the occurrence of crime on Papegaaiberg have left the surrounding community with the perception that Papegaaiberg is not safe for recreational use. This is arguable the main threat to the NR becoming the recreational and educational asset it is intended to become.
Pollution	The Plankenbrug River flows along the foothill of Papegaaiberg and below Kayamandi. It flows through the Plankenbrug Industrial Park and into the Eerste River at the Adam Tas railway bridge. This river is heavily polluted and is regarded as a potential hazard to human health and negatively influences the Eerste River. The Plankenbrug River is one of the important ecological corridors of Stellenbosch and adds to the biodiversity of the bioregion as a whole and visual quality of the landscape.
Invasive Vegetation	The infestation of alien plant species poses a significant threat to the ecology and visual quality of Papegaaiberg. The alien vegetation has resulted in a modified floral composition which is conducive to high-intensity fires. In turn, these are immensely disruptive to the ecology of fynbos and ecosystem processes.
Erosion	Papegaaiberg NR's topography makes the area prone to erosion.
Legal Compliance	The constant pressure (noted above) on Papegaaiberg NR's boundary poses challenges for Stellenbosch Municipality, as Management Authority of the NR, to maintain legal compliance in the management thereof.
Infrastructure / Development of tourism opportunities	Uncontrolled access to the area, vandalism and crime makes the provision and maintenance of infrastructure in Papegaaiberg NR a challenge.

2. STRATEGIC MANAGEMENT FRAMEWORK

Through the EMP, the vision, goals and objectives of the Municipality for Papegaaiberg NR are given effect in context of the relevant legislation and associated regulations. Accordingly, the primary aims of the EMP include the following:

a) Facilitating the rehabilitation and long-term conservation of Papegaaiberg NR in a manner which is consistent with the objectives of NEM:PA.
b) Rehabilitation and long-term protection of the NR as a valuable cultural- and natural heritage site.
c) Promotion of a conservation ethos in the minds of the people of the area and the general public with the objective to create a shared responsibility to maintain the health, diversity and productivity of the NR in a spirit of stewardship and caring.
d) Implementation of management practices that will benefit current and future generations and will honour applicable obligations and undertakings at all levels of society.
e) Provision of sustainable outdoor recreational opportunities in the NR.
f) Ensuring that future growth and development proposals for Stellenbosch are compatible with the vision, goals and objectives for the NR and its associated ecological corridors.

The EMP assigns responsibility for management intervention within the NR, schedules such intervention and quantifies the cost associated with such intervention. In so doing, this document aims to be a mechanism whereby management intervention can be monitored and audited.

2.1 PURPOSE, VISION AND GOALS

2.1.1 Purpose

The purpose declaring areas as protected areas, as per Chapter 3, Section 17 of NEM:PA, are to:

(a) Protect ecologically viable areas representative of South Africa's biological diversity and its natural landscapes and seascapes in a system of protected areas;
(b) Preserve the ecological integrity of those areas;
(c) Conserve biodiversity in those areas;
(d) Protect areas representative of all ecosystems, habitats and species naturally occurring in South Africa;
(e) Protect South Africa's threatened or rare species;
(f) Protect an area which is vulnerable or ecologically sensitive;
(g) Assist in ensuring the sustained supply of environmental goods and services;
(h) Provide for the sustainable use of natural and biological resources;
(i) Create or augment destinations for nature-based tourism;
(j) Manage the interrelationship between natural environmental biodiversity, human settlement and economic development;
(k) Contribute to human, social, cultural, spiritual and economic development; or
(l) Rehabilitate and restore degraded ecosystems and promote the recovery of endangered and vulnerable species.

Papegaaiberg is located in the Cape Floral Kingdom, an area of global biodiversity significance. The NR will conserve a unique combination of habitats, ecosystems and species. In conserving this unique biodiversity secondary objectives will include the conservation of Critically Endangered Swartland Shale Renosterveld and Swartland Granite Renosterveld.

2.1.2 Vision

The overriding mission of the IUCN[1] was adopted as a fundamental guideline in the formulation of the vision, goals and objectives for the nature reserve, namely:

a) *'The maintenance of essential ecological processes, the preservation of genetic diversity and the insurance of the sustainable utilisation of species and ecosystems that can only be achieved by the conservation of essential habitats and not individual species'.*

b) '*The management of human use of the biosphere so that it may yield the greatest sustainable benefit to present generations while maintaining its potential to meet the needs and aspirations of future generations*' (IUCN, 1980).

In order to balance the conservation requirements of Papegaaiberg NR with the aspirations of the stakeholders and the identified place-specific environmental, social and economic constraints, the following vision was set for the nature reserve:

To restore and protect Papegaaiberg Nature Reserve as a safe and functional natural and cultural heritage that is supported by all concerned for its community-supporting functions.

2.1.3 Over-Arching Goal

The over-arching goal of the NR is to contribute towards environmental sustainability and the conservation of biodiversity as a prerequisite for the latter. The EMP builds on the recognition that for biodiversity conservation to succeed, the maintenance of environmental integrity (as defined by ecological, economic and social criteria) must be one of the primary determinants of land-use planning and the management.

The EMP supports the notion that sustainability, under present circumstances, cannot be achieved without any form of management intervention and that such investment has to be financed to a significant extent. Accordingly, sustainable development projects undertaken in the proximity of the nature reserve should ideally contribute towards the required financing of management activities in a spirit of partnership.

The CSIR (2002) states that sustainable development should *improve the state of any given situation.* Sustainable development requires a long-term, integrated, systems approach pertaining to economic, environmental, and social issues. Fostering a strong sense of community and building partnerships and consensus among key stakeholders are important elements of sustainable development (CSIR, 2002). The IUCN[2] defined sustainable development as '*development that meets the needs of the present generations without compromising the ability of future generations to meet their own needs*'.

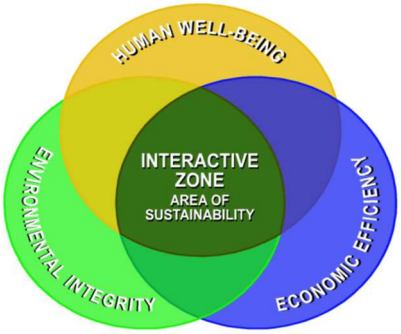


Figure 6: The interactive model of sustainability (Adapted from Mebratu, 1998).

[1] International Union for Conservation of Nature.

[2] International Union for the Conservation of Nature.

The International Institute for Sustainable Development (IISD) (1995) states that sustainable development occurs at the intersection of three global imperatives, namely *human well-being, environmental integrity* and *economic efficiency*. The interactive model of sustainability illustrates that sustainable development occurs where the three imperatives interact within an 'interactive zone' (refer to Figure 6). Development outside this 'interactive zone' will not be sustainable. Mebratu (1998).[3] The EMP builds on the following understanding of the three global imperatives:

2.1.3.1 Human Well-Being

Human well-being[4] refers to both *material* and *spiritual* well-being. Material well-being refers to the absence of poverty. Spiritual well-being *inter alia* refers to the absence of inequality and being in a position to obtain new powers, emotionally, intellectually and physically and to be able to play a meaningful role in promoting and achieving sustainable development. It is recognised that Papegaaiberg NR has a significant and impact on the well-being of the people of Stellenbosch in terms of a number of important aspects.

2.1.3.2 Environmental Integrity

Environmental integrity refers to the relative '*wholeness'* of the environment. 'Environment' is defined as the aggregate of all external conditions and influences affecting the life of an organism. In particular, 'environment' refers to the surroundings within which humans exist and that are made up of:

a) the land, water and atmosphere of the earth;
b) micro-organisms, plant and animal life;
c) any part or combination of (a) and (b) and the interrelationships among and between them; and
d) the physical, chemical, aesthetic and cultural properties and conditions of the foregoing that influence human health and well-being.

Environmental integrity is determined by the *value* of the environment or place (natural or human-made), with specific reference to its intrinsic, systemic, and/or instrumental value. The EMP builds on the recognition that the human-made environment is located within and 'contained' by the natural environment. The manner in which human settlements are developed, therefore, has an immense impact on the quality and integrity of the environment as a totality. It is therefore imperative that the human-made environment be planned, designed and developed in a manner that will ensure the maintenance of the values referred to above (i.e. intrinsic, systemic, and/or instrumental value). From a natural environmental perspective, ecological integrity is a key factor in the sustainable development equation. Ecological integrity *inter alia* requires that biodiversity is protected and essential ecological processes and services (e.g. water yield and quality, soil conservation, decomposition, etc.) are maintained. *Environmental health* is the key to sustainable development. The primary threat to environmental health is fragmentation of community-

[3] Mebratu, D. 1998: Sustainability and sustainable development: Historical and conceptual overview. *Environmental Impact Assessment and Review*, 18:493-520.

[4] Human wellbeing encompasses the overall state of a person's physical, mental, emotional and social health, including their sense of happiness, life satisfaction and ability to function well in daily life. It's a holistic concept that considers both subjective experiences like happiness and objective factors like physical health and social connections.

supporting ecosystems. Fragmentation generally leads to a cycle of environmental degradation, which subsequently influences the well-being of the dependent communities.

2.2.3.3 Economic Efficiency

Economic efficiency is understood as *the optimisation of benefit at the lowest cost*. It includes the innovative and efficient use of available resources. The nature reserve is an important public resource that has to be protected for the benefit of all concerned and in terms of best-practice.

2.2. OBJECTIVES

The objectives that follow are intended to provide the basis for the achievement of the vision. Table 4 sets out the key performance areas, the objective for each key performance area and the key deliverables required to realise the objectives.

Table 4: Objectives and deliverables for the management of Papegaaiberg NR.

Key Performance Area	Objective	Key Deliverable
Biodiversity Management		
Fire management	Ensure conservation of species and natural processes by maintaining and improving ecosystem functioning. Allow for natural fire processes to occur without impacting on safety and infrastructure. Implement effective Integrated catchment management.	Reduce/prevent the spread of fire. Maintain partnerships to improve fire management. Reduce wildfires due to human negligence and implement an ecological burn programme.
Invasive vegetation management	Enhance biodiversity protection and conservation. Ensure conservation of species and natural processes by maintaining and improving ecosystem functioning.	Eradicate alien and invasive species. Prevent further introduction of aliens.
Wildlife management	Ensure effective conservation of species and natural processes by maintaining and improving ecosystem functioning. Enhance biodiversity protection and conservation.	Prevent the introduction of alien fauna species. Control invasive alien fauna. Manage the introduction of fauna on the reserve. Evaluate and monitor impact of fauna on the reserve.
Erosion prevention and control	Ensure implementation of effective conservation management interventions.	Prevent and mitigate soil erosion.

	Enhance biodiversity protection and conservation.	
Biodiversity security	Enhance biodiversity protection and conservation. Ensure conservation of species and processes by maintaining and improving ecosystem functioning.	Improved security and safety of the biodiversity assets on the NR.
Water Management	Ensure the implementation of effective conservation management interventions. Enhance biodiversity protection and conservation.	Remove all forms of pollution and invasive vegetation.
Development		
Development of tourism opportunities	Evaluate potential tourism opportunities. Implement effective management systems. Ensure legal compliance and implementation of authorised development plans.	
Operational Management		
Legal compliance	Ensure legal compliance to all relevant legislation and policies.	Ensure that all legal requirements are met.
Access control	Ensure legal use of the NR.	Control access to the NR.
Security	Ensure legal use of the NR. Prevent all forms of illegal encroachment into the NR.	
Management effectiveness	Implement effective management systems.	Conduct annual audits. Auditing systems inform management and management plan revision.
Infrastructure	Ensure the implementation of effective conservation management interventions. Enhance biodiversity protection and conservation. Ensure conservation of species and processes by maintaining and improving ecosystem functioning.	All infrastructure on the reserve is adequately maintained.

3. DESCRIPTION OF PAPEGAAIBERG NATURE RESERVE AND ITS CONTEXT

3.1 THE LEGISLATIVE BASIS FOR THE MANAGEMENT OF PAPEGAAIBERG NATURE RESERVE

There is a large body of legislation that is relevant to the management of Papegaaiberg NR, but the primary legislation guiding the management of protected areas is the National Environmental Management: Protected Areas Act (57 of 2003) (NEM:PA). NEM:PA establishes the legal basis for the creation and administration of protected areas in South Africa, as its objectives include provisions "for the protection and conservation of ecologically viable areas representative of South Africa's biological diversity and its natural landscapes". NEM:PA sets out the mechanisms for the declaration of protected areas and the requirements for their management.

3.1.1 Proclamation status

Papegaaiberg NR is proclaimed (June 2016) under Section 23(1) of the Act (Annexure 1).

3.1.2 Invasive Species Control

In terms of Section 76 of the National Environmental Management: Biodiversity Act (10 of 2004), the management authority of a protected area must incorporate an invasive species control plan in the protected area management plan. This is addressed in Section 6.1.2 below.

3.2 REGIONAL AND LOCAL PLANNING CONTEXT OF PAPEGAAIBERG NATURE RESERVE

The EMP is based upon and gives effect to a dedicated environmental management policy which is defined as *'a statement by the organisation* (i.e. the Management Authority) *of its intentions and principles in relation to its overall environmental performance, which provides a framework for action and for the setting of objectives and targets'* (SABS ISO 14004:1996{E}). This section documents the environmental management policy that will guide all management activities to be undertaken on the NR. The primary policy statements are as follows:

a) Cape Winelands Biosphere Reserve inter-governmental agreements: The NR, as part of the Cape Winelands Biosphere Reserve, will be managed in compliance with the applicable inter-governmental agreements upon which the Cape Winelands Biosphere Reserve is based.
b) Planning and management context: Management of the NR will be undertaken in context of all applicable levels of planning.
c) Biodiversity conservation: Biodiversity is an imperative for environmental sustainability. A key objective in the management of the NR is to ensure that biodiversity in the study area is protected and enhanced.
d) Papegaaiberg NR is an important part of a system of protected areas: The NR is to be managed as part of a system of protected areas.
e) Papegaaiberg NR is a public resource: The NR is a public resource and should be available for the sustainable use of the entire community.
f) The concept of adaptive management forms the basis of all management activities: Management strategies are to comply with international best practice and must embody the concept of adaptive management and continual improvement.

In the chapters below the above primary policy statements are addressed more comprehensively and guidelines are provided as to how to comply with these.

3.3 PLANNING AND MANAGEMENT CONTEXT

The Municipality has directed that the bioregional planning approach advocated by the Provincial Government of the Western Cape through its Bioregional Planning Policy and comprehensively described in the *Manual for application of Bioregional Planning in the Western Cape* (PGWC, 2003) be adopted in municipal planning projects.

The Municipality recognises that one of the critical determinants of the success of an EMP planned in term of the bioregional planning approach is the extent to which all spheres of government co-operate and co-ordinate their activities as it relates to the subject area (in this case, the Papegaaiberg NR). This EMP therefore gives effect to the requirement that the planning and management of land units such as the nature reserve should be undertaken within the context of distinct levels, namely the *international level, national level, provincial level, regional level* and the *local level.* Figure 7 indicates the various planning levels and the aspects addressed under each level in this EMP.

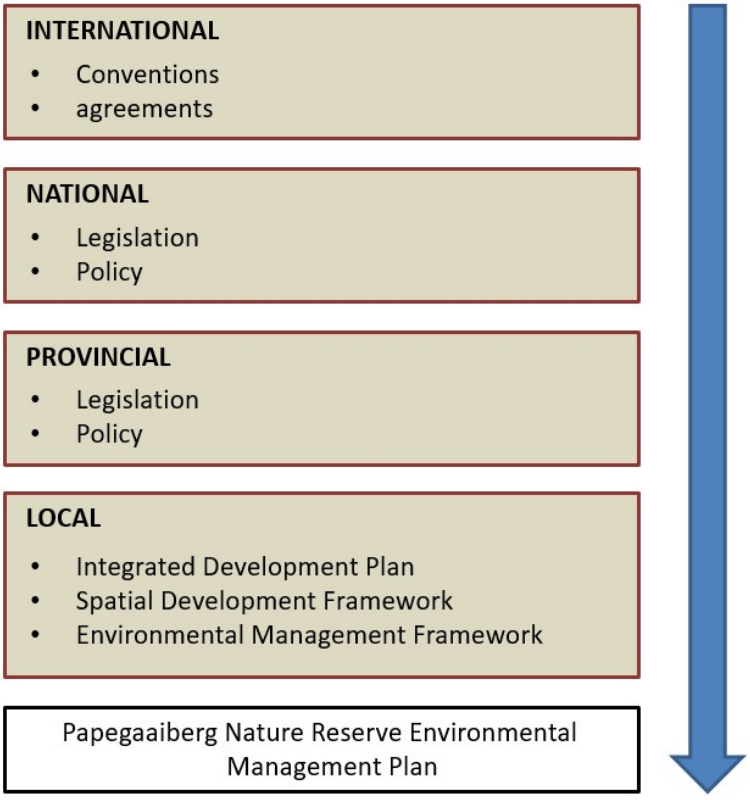


Figure 7: Planning levels applicable to the Papegaaiberg Nature Reserve EMP.

Effective integrated planning at these levels requires innovative forms of institutional integration and social co-operation. Dialogue amongst all stakeholders, participatory planning and institutional flexibility are, therefore, essential to plan and manage effectively.

The NR responds to the international protocols and conventions of which South Africa and, consequently, all lower spheres government are a signatory to, and the relevant legislation, policy and regulations, the most important of which are summarised below.

3.3.1 International Level

3.3.1.1 UNESCO's MAB Program and Cape Winelands Biosphere Reserve Inter-Governmental Agreements

Stellenbosch Municipality has played a leading role in the establishment of the Cape Winelands Biosphere Reserve, which aims to give practical effect to UNESCO's MaB (Man and the Biosphere) Program. This program was launched in 1971 by UNESCO, as a global initiative of international scientific co-operation dealing with people-environment interactions over the entire realm of bioclimatic and geographic situations of the biosphere. The MaB Program was designed to solve practical problems of resource management, and aims to fill gaps in the understanding of the structure and function of ecosystems, and of the impact of different types of human interaction. Key ingredients in the program are the involvement of decision-makers and local people in research projects, training and demonstration at the field level, and the bringing together of disciplines from the social, biological and physical sciences in addressing complex environmental problems. Stellenbosch Municipality is a signature to the inter-governmental agreement upon which the biosphere reserve is based and is consequently under the obligation to comply with and give effect to the terms of agreement, which are as follows:

a) Agreement pertaining to 'conservation' (Contribute to the conservation of landscapes, ecosystems, species and genetic variation)

The establishment of the biosphere reserve has played an important role in facilitating the conservation of the region's natural and cultural landscapes of international importance. The agency tasked with the conservation of the Western Cape, namely Cape Nature, is in need of support and conservation activities need to be co-ordinated and integrated. The biosphere reserve strives to fulfil this function.

b) Agreement pertaining to 'development' (Foster economic and human development, which is socio-culturally and ecologically sustainable)

A primary over-arching function of the biosphere reserve is to facilitate the development and management of the region as an *'area of excellence and good practice*'. The biosphere reserve builds on the premise that development can serve as a primary economic driver that unlocks funds to support, in a meaningful and sustainable manner, economic growth, social development and environmental rehabilitation. The biosphere reserve provides a coherent framework for the sustainable use of natural resources in order to enhance the key economic sectors of the district, in particular, agriculture, development and tourism, and as such promoting the comparative and the competitive economic advantages of the area. The objective will be to ensure that the principles of 'critical regionalism' be adhered to, which implies that all development in the biosphere reserve reflects a particular:

- sense of place;
- sense of history;
- sense of craft;
- sense of nature; and
- sense of limits.

c) Agreement pertaining to 'logistic support' (support for demonstration projects, environmental education and training, research and monitoring related to local, regional, national and global issues of conservation and sustainable development)

The biosphere reserve will provide a co-ordination framework and support for *inter alia* the:

- Land-Care Program advocated by the Department of Agriculture;
- Stewardship Program promoted by CapeNature;
- Biodiversity and Wine Initiative supported by, amongst others, the IUCN, CAPE (Cape Action for People and the Environment), Critical Ecosystems Partnership Fund, WWF-SA, Botanical Society of South Africa, Conservation International, and the South African Biodiversity Institute.
- Conservancy program implemented by private land-owners in collaboration with Cape Nature, for example in the Bottelary Hills, Franschhoek, Klapmuts-Delheim, Voëlvlei/Elandsberg, etc.

d) Agreement pertaining to 'bioregional planning and management'

Although various agencies and forums have been established to co-ordinate and reconcile the diverse land-uses in some areas within the Biosphere Reserve, land-use has, over the years, been largely un-coordinated, leading to degradation of the environment. It is, therefore, imperative for all development initiatives to be effectively integrated with existing land uses and with the aspirations of all the people of the area. The Biosphere Reserve is to provide *'the ecological and social framework within which government, community, corporate and other private interests, share responsibility for coordinating land-use planning, for both public and private land and for defining and implementing development options that would ensure that human needs are met in a sustainable way'* (WRI, 1992).

e) Agreement pertaining to 'promotion of UNESCO'S MaB Program' (Fostering sustainable economic and human development)

The Municipality is under obligation to promote UNESCO's MaB program. The Municipality will, in all respects, adhere to the goals and objectives of the biosphere reserve and the terms of agreement between all spheres of government and other stakeholders as described in the *Application for Nomination of the Cape Winelands Biosphere Reserve* (Cape Winelands District Municipality 2007)[5] and the *Cape Winelands Spatial Development Framework Plan* (Cape Winelands District Municipality 2009)[6].

3.3.1.2 Agenda 21

The Agenda 21[7] agreements reflect global consensus and political commitment on developmental and environmental co-operation. Underlying the above agreements is the realisation that the international world cannot continue with present policies, which increase poverty, hunger, sickness

[5] Cape Winelands District Municipality 2007. *Application for Nomination of the Cape Winelands Biosphere Reserve. Dennis Moss Partnership.*

[6] Cape Winelands District Municipality 2007. *Cape Winelands Spatial Development Plan. Dennis Moss Partnership.*

[7] Agenda 21 is an international program, adopted by some 178 governments, to put sustainable development into practice around the world. It emerged from the United Nations Conference on Environment and Development held in Rio de Janeiro in 1992.

and illiteracy and cause continuing deterioration of ecosystems on which life on earth depends. Agenda 21 provides a broad overview of issues pertaining to sustainable development, including statements on the basis for action, objectives, recommended activities and the means of implementation. Of particular relevance for the EMP are the following principles of Agenda 21:

a) Integrated approach to the planning and management of land resources.
b) Promoting sustainable human settlement development.
c) Integrating environment and development in decision-making.
d) Establishing systems for integrated environmental management and auditing.

3.3.1.3 Convention on Biological Diversity

The EMP builds on and gives practical effect to the stipulations of the Convention on Biological Diversity the main objectives of which are the:

a) Conservation of biodiversity.
b) Sustainable use of biological resources.
c) Fair and equitable sharing of benefits arising from the use of genetic resources.

In meeting its international obligations the South African Government, together with the lower spheres of government, is required to develop strategies, plans or programs, or adapt existing ones, to integrate the conservation and sustainable use of biodiversity into sectoral and cross-sectoral plans, programs and policies.

3.3.2 National Level

3.3.2.1 South African Constitution

The South African Constitution, 1996 (Act 108 of 1996) places an obligation on all to ensure that sustainable development is promoted and that the integrity of the environment is respected. In Section 24(b)(iii) of the Bill of Rights chapter of the Constitution, it is stated that 'everyone has the right to have the environment protected for the benefit of present and future generations, through reasonable legislative and other measures that secure ecologically sustainable development and use of natural resources, whilst promoting justifiable economic and social development'. Of particular relevance to the EMP is that central to the objectives of the Constitution and the enabling legislation is the promotion of sustainable development, which requires that the three imperatives for achieving sustainable development, namely, *environmental integrity, human well-being* and *economic efficiency,* be promoted in a balanced manner.

3.3.2.2 National Environmental Management Act

Section 28 of NEMA creates a general duty of care on every person to *take reasonable measures to prevent significant pollution or degradation of the environment from occurring, continuing or recurring, or, in so far as such harm to the environment is authorised by law or cannot reasonably be avoided or stopped, to minimise and rectify such pollution or degradation of the environment*. The Act provides for the preparation of environmental management plans by the relevant national departments involved in the management of the environment. The purpose of such plans is to co-ordinate and harmonise the environmental policies, plans, programs and decisions of the various national departments that exercise functions that may affect the environment or are entrusted with

powers and duties aimed at the achievement, promotion, and protection of a sustainable environment, and of provincial and local spheres of government.

3.3.2.3 National Environmental Management: Protected Areas Act

As stated previously, Act 57 of 2003 provides the legislative premise for the declaration and management of a Section 23 Nature Reserve. It makes provision for the *protection and conservation of ecologically viable areas representative of South Africa's biodiversity and its natural landscapes.* It makes provision for the *establishment of a national register of all national, provincial and local protected areas; for the management of those areas in accordance with national norms and standards* and *for intergovernmental co-operation and public consultation in matters concerning protected areas.*

3.3.2.4 National Environmental Management: Biodiversity Act

The Protected Areas Act, 57 of 2003 must, in relation to a protected area, be read, interpreted an applied in conjunction with the National Environmental Management: Biodiversity Act, 2004 (Act 10 of 2004) which has the following objectives:

a) To provide for the management and conservation of South Africa's biodiversity within the framework of the National Environmental Management Act, 1998 (Act 107 of 1998).
b) To provide for the protection of species and ecosystems that warrant national protection.
c) To provide for the sustainable use of indigenous biological resources.
d) To provide for the fair and equitable sharing of benefits arising from bioprospecting involving indigenous biological resources.
e) To provide for the establishment and functions of a South African National Biodiversity Institute.

3.3.2.5 National Water Act

The purpose of the National Water Act, 36 of 1998 is to ensure that South Africa's water resources are protected, used, developed, conserved and controlled in a manner that takes into account, amongst others, basic human needs, equitable access thereto, the promotion of efficient, sustainable and beneficial use of water, facilitation of social and economic development, and protection of aquatic and associated ecosystems.

3.3.2.6 National Veld and Forest Fire Act

Veld fires in South Africa are dealt with under the National Veld and Forest Fire Act, 101 of 1998. The purpose of the National Veld and Forest Fire Act is *to prevent and combat veld, forest and mountain fires throughout the Republic*. The Act places the duty on land owners to make provision for the management of veld fires on their own land. Failure to do so may result in penalties being enforced (refer to Section 24 and 25 of the above Act) and claims lodged against a landowner if the above Act's requirements were not met. In terms of the National Veld and Forest Fire Act the following responsibilities apply to landowners:

a) The landowner on whose land a fire may start, or from whose land it may spread across boundaries, must have in place:

- *Such equipment, protective clothing and trained personnel required to extinguishing such fire as may occur as prescribed in the FPA* (Fire Protection Association) *regulations.*
- *If there are no regulations applicable, then as reasonably required in the circumstances.*
- *Take all reasonable steps to notify the Fire Protection Officer (FPO) of the local FPA should a fire break out.*
- *Do everything in their reasonable power to stop the spread of the fire.*

3.3.2.7 National Heritage Resources Act

South Africa' heritage is dealt with under the National Heritage Resources Act, 25 of 1999 which aims to *promote good management of the national estate, and to enable and encourage communities to nurture and conserve their legacy so that it may be bequeathed to future generations.*

3.3.2.8 Spatial Planning and Land Use Management Act

The Spatial Planning and Land Use Management Act, 16 of 2013 (SPLUMA), includes the following stipulations:

Land use planning principles and objectives
Section 59 (4): To promote environmental integration in land use planning, a competent authority must—

a) strive towards ecologically, socially and economically sustainable development, taking into account —
  (i) the economic potential of the relevant area or region;
  (ii) biodiversity;
  (iii) social needs;
  (iv) cultural heritage resources;
  (v) agricultural resources
b) ensure that development heeds the natural processes that control the relevant area;
c) strive to achieve development that is harmonised with the ecological characteristics of the environment;
d) promote the conservation and management of biodiversity;
e) discourage development in unsuitable environments such as —
  (i) areas with a high water table;
  (ii) swamps;
  (iii) flood plains;
  (iv) steep slopes;
  (v) areas sensitive to drift-sands and sea-level rise;
  (vi) areas with high biodiversity importance;
  (vii) areas with important cultural and scenic landscapes –
f) minimise the fragmentation of natural habitat in ecological corridors and areas with high biodiversity importance;
g) facilitate soil conservation and the control of pollution;
h) address the land use implications of —
  (i) the provision and conservation of energy;
  (ii) the management of the demand for energy;

(iii) climate change mitigation and climate change adaptation strategies;

i) protect the cultural heritage and tourism resources of the Municipality.

3.3.3 Provincial Level

3.3.3.1 Constitution of The Western Cape Province

The EMP supports and gives effect to the Constitution of the Western Cape (Act 1 of 1998). In terms of Chapter 10 of the Constitution, this province has to adopt and implement strategies to actively promote and maintain the welfare of the people and the environment of the Western Cape, including policies aimed at achieving inter alia the following:

a) Safety and security.
b) The protection or advancement of persons, or categories of persons, disadvantaged by unfair discrimination.
c) The promotion of a market-orientated economy.
d) The development of rural communities and the promotion of the welfare of rural workers.
e) The protection of the environment of the Western Cape, including its unique fauna and flora, for the benefit of present and future generations.
f) The protection and conservation of the natural historical, cultural historical, archaeological and architectural heritage of the Western Cape for the benefit of present and future generations.

3.3.3.2 Western Cape Provincial Spatial Development Framework

The Western Cape Provincial Spatial Development Framework (generally referred to as the PSDF) is aligned with the National Spatial Development Perspective (NSDP) and other national policy frameworks, and endorses the vision of the Western Cape Provincial Government to create *'A Home for All'.* The PSDF is purported to support the development growth path paved by the iKapa Elihlumayo Strategy and the other lead strategies.

3.3.3.3 Provincial Bioregional Planning Policy

As stated above, the PGWC is advocating a bioregional planning approach as described in the *Manual for application of Bioregional Planning in the Western Cape* (PGWC, 2003). The Stellenbosch Municipality has adopted the said approach for the planning, development, and management of its area of jurisdiction.

3.3.3.4 Land Use Planning Act

The Land Use Planning Act (LUPA), 3 of 2014, regulates land use in the Western Cape.

3.3.4 District Level

3.3.4.1 Cape Winelands District Municipality Integrated Development Plan

The Cape Winelands District Municipality set itself the broader goal of ensuring sustainable development through strategic management objectives. This will be achieved by adhering to the vision of the Municipality, namely to have *'a safe, prosperous and united Cape Winelands where all*

it's people enjoy high standards of living'. The Municipal IDP states that there is a dis-equilibrium between development initiatives and environmental sustainability. In order to address this problem the Municipality identified several strategies. One such strategy is '*to have data-driven sustainable livelihoods, premised on bioregional planning and in line with Agenda 21 that seeks to build and preserve the five forms of community capital (social, physical, natural, financial and institutional)'*.

3.3.4.2 Cape Winelands District Municipality Spatial Development Framework

The Cape Winelands District Municipality Spatial Development Framework conforms, to *inter alia, the provincially-endorsed bioregional planning principles, but adds the principles of consistency and vertical equity. The latter assumes that the disadvantaged should be favoured above more advantaged people and refers to the distribution of impacts (who receives benefits or bears costs).* The SDF classifies the Cape Winelands Biosphere Reserve as *a scale-informed value-adding management entity, operational within a sustainable paradigm, to support existing roles and responsibilities through structured participation and (scientific and local) knowledgeable input that responds to local conditions, needs and perceptions*. The SDF states that *on the regional and local level, the biosphere reserve is to facilitate coherent planning and land-use management in terms of the principles of sustainable development.*

3.3.4.3 Cape Winelands Biosphere Reserve Spatial Development Framework Plan

The Cape Winelands Biosphere Reserve Spatial Development Framework Plan includes plans, guidelines and strategies that give effect to the three functions of the Cape Winelands Biosphere Reserve namely, *development*, *conservation* and *logistical support*. As such this Spatial Development Framework Plan indicates which type of land-use should be undertaken in the Cape Winelands Biosphere Reserve, where it should take place, and how such land-use should be undertaken in order to be sustainable.

3.3.5 Local Level

3.3.5.1 Stellenbosch Integrated Development Plan

The Stellenbosch IDP (2022-'27) includes a needs-analysis, which puts forward a number of needs for Ward 11 and 12 (within which Papegaaiberg NR is located). Needs included, related to Papegaaiberg NR, are the:

- *Installation of a fence around Papegaaiberg NR*
- *Installation and monitoring of cameras in Papegaaiberg NR*
- *Repair and maintenance of the vandalized fence panels within Papegaaiberg NR*
- *Establishment of a "The Friends of Reserves" group*
- *Combatting of health risk and illegal structures in Papegaaiberg NR*
- *Removal of alien species in Papegaaiberg NR, Plankenburg and Eerste River*
- *Revision of the maintenance plan of the Papegaaiberg NR*
- *Deploy rangers to patrol the reserve in Papegaaiberg NR*

3.3.5.2 Stellenbosch Spatial Development Framework

The primary goal of the Stellenbosch SDF is to give practical effect to the mission statement of the people of the local municipal area, as expressed in the SDF of the Stellenbosch Municipality, namely:

'The spatial development framework of the Stellenbosch Municipality should be measured by the 'triple bottom line' of economic efficiency, environmental sustainability and social justice with an emphasis on the issues facing the rural and urban poor.'

3.3.5.3 Stellenbosch Environmental Management Framework

The Stellenbosch Environmental Management Framework (SEMF) is Stellenbosch Municipality's strategic environmental management policy that responds to and complies with the relevant statutes and directives. As such, the SEMF serves as a:

a) Spatial and strategic supplement to the SSDF.
b) Policy for ensuring environmental sustainability and for the aligning/integrating land-use activities in accordance with defined sustainability objectives.
c) Strategy towards enhancing the well-being of the people and the environment of the Municipality by providing for:
    (i) A uniform, effective and comprehensive system of environmental planning and management throughout the Municipality.
    (ii) Environmental and sustainability principles, norms and standards.
    (iii) Sustainable and efficient use of land and other forms of environmental capital.
    (iv) Providing for cooperative governance and intergovernmental relations within the sphere of the Municipality and between the latter and all other institutional spheres and the private sector.
d) A compilation of and alignment directive for the strategies and plans of the various sectoral departments and directorates of the Municipality.

3.3.5.4 Stellenbosch Municipality: By-Law Relating to Plantations, Parks, Gardens, Recreational Facilities and Nature Reserves (P.N. 373/1988)

The above by-law sets out the rules and conduct as it pertains to *premises, buildings, land, plantations, a commonage, enclosures, nature reserves, parks, gardens, open erven and spaces, picnic areas, nurseries, trees, sport and recreation facilities vested in or under control of the Council.*

3.3.6 Human Resources / Administration Legislation

Furthermore, human resources and administration legislation include the following:

- Occupational Health and Safety Act, 1993
- Basic Conditions of Employment Act 3 of 1997
- Labour Relations Amendment Act, 66 of 1995
- Local Government Municipal Systems Act 32 of 2000
- Promotion of Equality/Prevention of Unfair Discrimination Act 4 of 2000
- Criminals Procedures Act
- Civil Aviation Act 13 of 2009
- Hazardous Substances Act 15 of 1973
- Land Survey Act 8 of 1997
- Promotion of Access to Information Act 2 of 2000
- Promotion of Administrative Justice Act 3 of 2000
- Skills Development Act 97 of 1998
- State Land Disposal Act 48 of 1961
- Subdivision of Agricultural Land Act 70 of 1970

3.4 PHYSICAL ENVIRONMENT

3.4.1 Climate

Stellenbosch has a typically Mediterranean climate. Summers are dry and warm to hot. Daytime temperatures range from 24°C to 35°C, with some February and March days rising to over 40°C. A south easterly wind often blows in summer bringing cooler air from the nearby coast. Winter is typically wet, windy and cold with daytime temperatures range from 10°C to 20°C. Rains are brought with north westerly winds. Stellenbosch normally receives about 673mm of rain per year. Snow is usually seen a couple of times in winter on the surrounding mountains. Spring and autumn daytime temperatures hover in the 20°C's.

3.4.2 Topography and Terrain Morphology

Papegaaiberg rises approximately a 159 m above Stellenbosch and can at best be described as a hill at 250m above sea level sheltered in a valley flanked on the east by mountains such as Stellenbosch and Simonsberg Mountain, the Jonkershoek Mountains, the Great Drakenstein Mountains and Die Tweeling Pieke, of which the highest peak is estimated to be 1590 m above sea level. Papegaaiberg rises gradually from all sides towards its highest point more or less at the centre of Papegaaiberg (Figure 8).

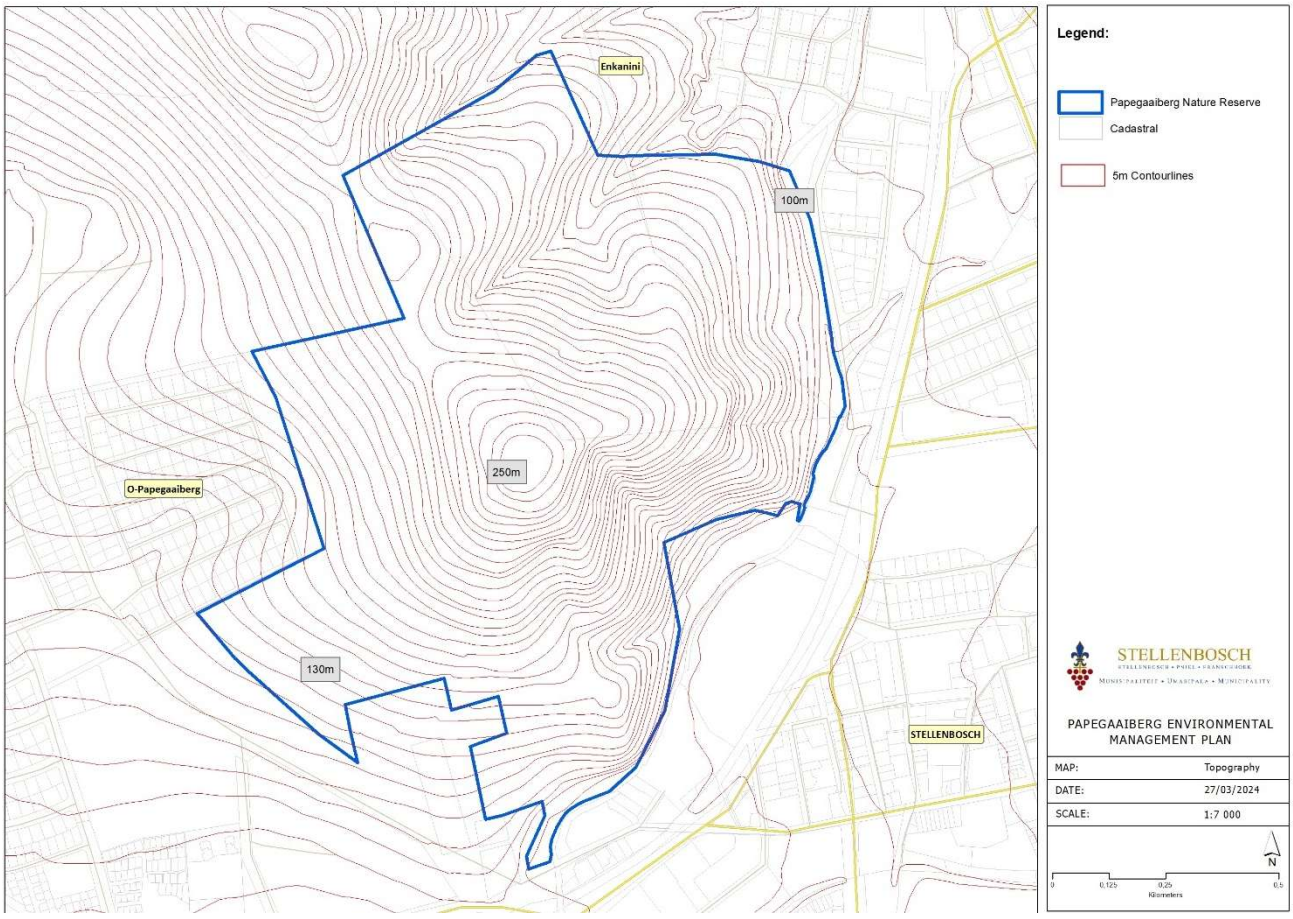


Figure 8: Topography of Papegaaiberg Nature Reserve.

3.4.3 Hydrology

The NR forms part of quarternary catchment[8] No. G22G and G22H (refer to Figure 9). The catchment functions of the NR may seem insignificant. However, it performs an important function as part of an integrated group of ecosystems that collectively determine the health of the entire catchment. A primary threat to environmental health is fragmentation of the community-supporting ecosystems. Fragmentation generally leads to a cycle of environmental degradation, which consequently influences the well-being of the dependent communities.

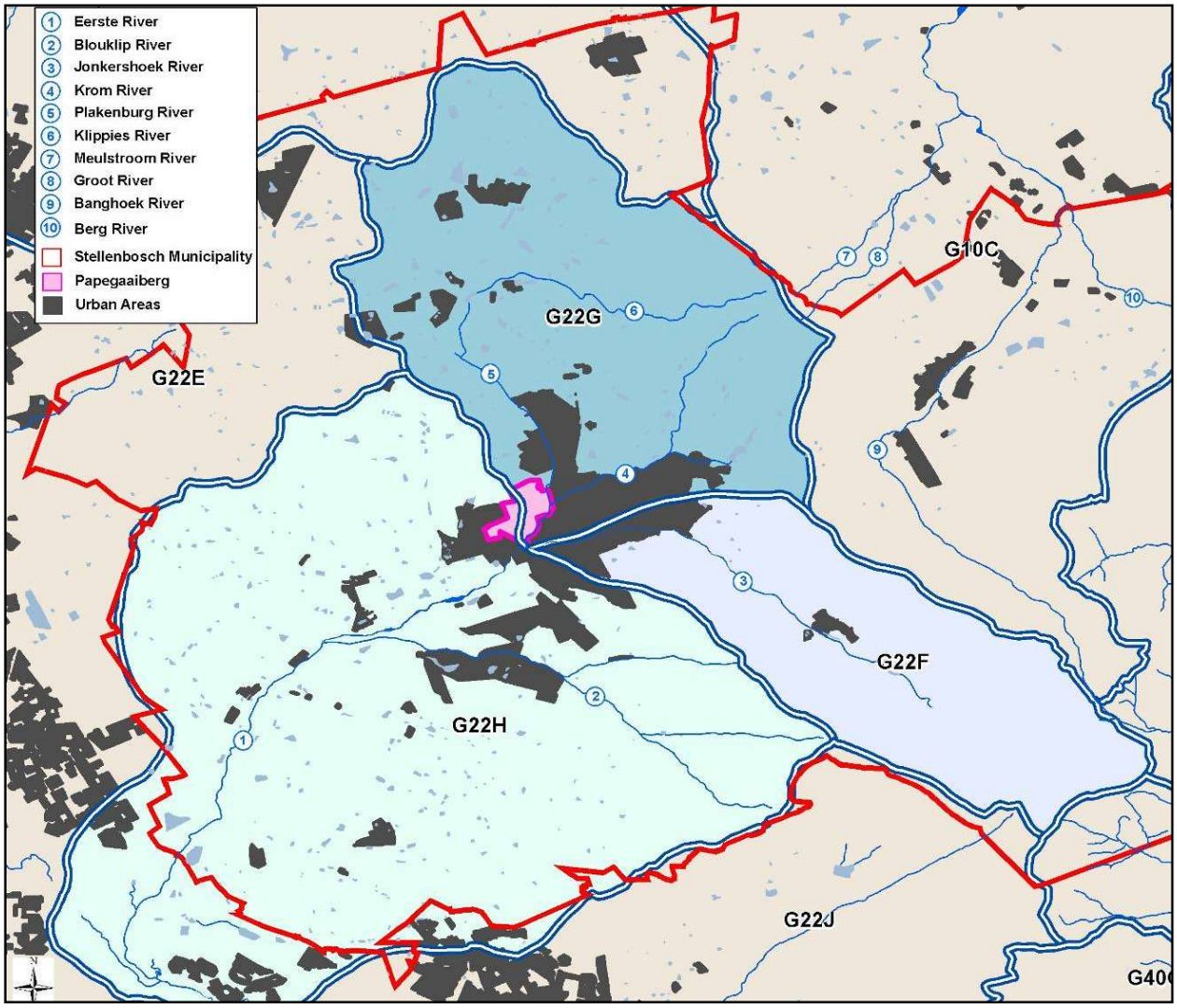


Figure 9: Papegaaiberg NR in catchment area context.

Ecosystems and/or catchments are mutually dependent on every natural component for their existence. The loss, or degradation, of one component thus affects all others, potentially leading to the collapse of the total system on which communities may depend for their livelihood. Hence the importance of conserving every natural part, or life form, of a system that forms part of the natural

[8] Catchment (or catchment area) is defined as the entire land area from which water flows into a river; catchments can be divided into smaller 'sub-catchments' which are usually the area which drains a tributary to the main river or a part of the main river.

water cycle[9]. Government policy, which forms the basis of the National Water Act, 1998 (Act 36 of 1998), states that *'since many land-uses have a significant effect on the water cycle, the regulation of land-use should, where appropriate, be used as an instrument to manage water resources'*.

The Plankenbrug River, which flows along the foot of Papegaaiberg, and which is fed by the latter, has its origin near Koelenhof approximately 9 km north-east of Stellenbosch and is approximately 10 km in length. The river flows through agricultural lands containing vineyards and orchards and then past Cloetesville and Kayamandi. Below Kayamandi, the river flows through the Papegaaiberg Industrial Park. The Plankenbrug Industrial area and Die Bergkelder are located on the east bank. The river joins the Eerste River at the Lower Eerste River Irrigation Board weir below Adam Tas Street (SRK Consulting Engineers and Scientists, 1999).

3.4.4 Soil

Papegaaiberg's soil are well-drained dark alluvial to clay soils (Figure 10).

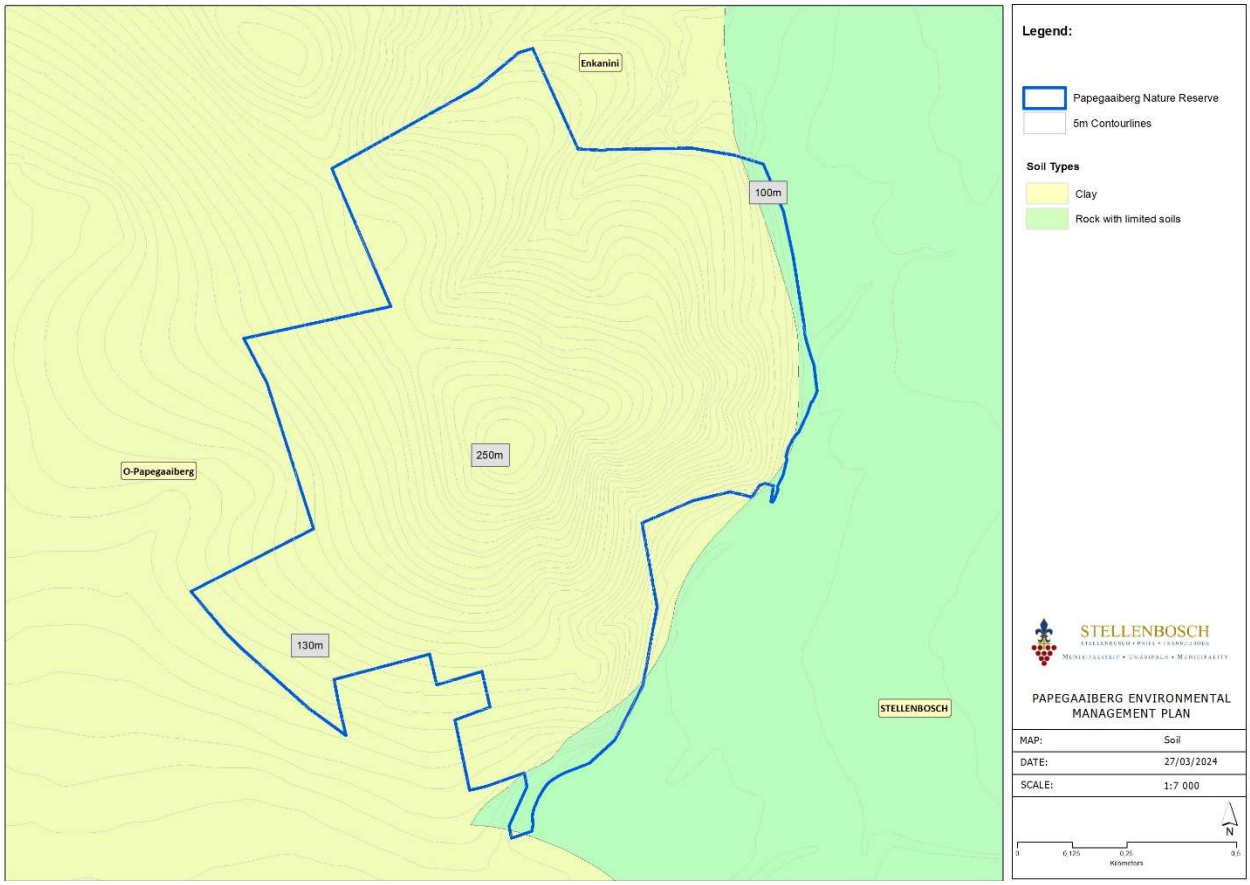


Figure 10: Papegaaiberg Nature Reserve soil.

[9] The water (hydrological) cycle describes the natural process of moving water out of the oceans, into the atmosphere, and back to the land and oceans.

3.5 BIOLOGICAL ENVIRONMENT

3.5.1 Flora

The primary reason for the conservation of the NR, and its inclusion into the Cape Winelands Biosphere Reserve, is that it forms part of the world-renowned Cape Floral Region. The latter is internationally recognised as one of the six Floral Kingdoms of the world. The Cape Floral Kingdom is the smallest, covering a mere 0,06% of the earth's surface, and is the only Floral Kingdom contained in its entirety within a single country. The Cape Floral Kingdom is characterised by its exceptional richness in plant species and its high endemicity. More than 8 700 species are known to occur, with more than 68% being endemic[10]. The Cape Floral Kingdom, thus, compares with some of the richest floras world-wide, surpassing many tropical forest regions in its floral diversity. The Cape Floral Kingdom is of immense scientific importance, both nationally and internationally. It covers only 4% of South Africa but contains 45% of all plant species of Southern Africa. Approximately 75% of all plants in the South African Red Data Book are found in the Cape Floral Kingdom. Of these species, 1 700 are threatened. Many Fynbos species are extremely localised in their distribution, with sets of such localised species organised into 'centres of endemism' (Low and Rebelo, 1996).

The information provided by CAPE (Cape Action for People and the Environment) with regard to the irreplaceability[11] of habitats indicates that Papegaaiberg NR is of significant conservation importance (refer to Figure 11). This is mainly due to the area containing remnants of almost extinct Renosterveld types. It is of global importance and it is also an over-arching conservation objective to ensure formal protection of all remnants of such vegetation types. The Renosterveld types in the NR are summarised below. A distribution map will be drafted once the vegetation has recovered to the extent that distinction can be made between the various types that occur.

3.5.1.1 Swartland Shale Renosterveld

Swartland Shale Renosterveld is a Critically Endangered vegetation unit (National Biodiversity Assessment, 2017). It is estimated that as much as 90% of the area in which this vegetation type occurs have been transformed. Remnants are found in isolated pockets, usually on steeper ground, such as Papegaaiberg. The nature reserve would serve as one of a handful of areas where patches of Swartland Shale Renosterveld have been included in a formal conservation scheme.

3.5.1.2 Swartland Granite Renosterveld

As is the case with Swartland Shale Renosterveld, Swartland Granite Renosterveld is an Endangered vegetation unit. Approximately 80% of the area in which this vegetation type occurs have been transformed due to agricultural expansion and urban sprawl. Only 0,5% of Swartland Granite Renosterveld enjoys statutory protection.

[10] Confined, or exclusive, to a particular specified area.

[11] The potential contribution of a site to a preservation or representation goal. It is a fundamental way of measuring the conservation value of any site. An irreplaceable site will appear in every analysis of alternative combinations of sites. In other words, it is one which must be included in a conservation area because significant options for preservation are lost if the site is excluded.

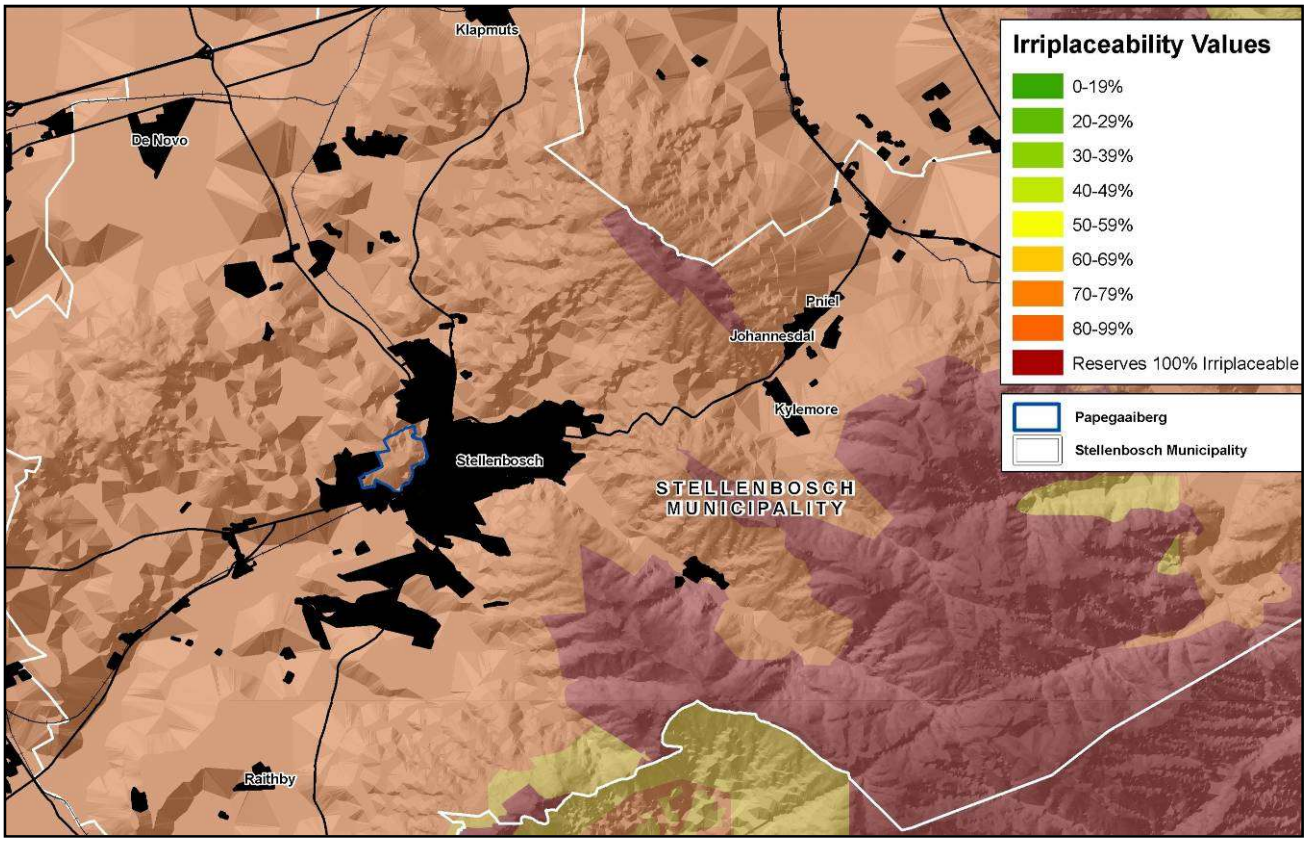


Figure 11: Irreplaceability status of habitats in the Stellenbosch area (Source: C.A.P.E.).

3.5.1.3 Riparian and Riverine Vegetation

The Plankenbrug River along the boundary of the NR is of conservation importance, being an ecological corridor that helps to link the Hottentots Holland Mountains with natural areas in the Cape Flats and the coast. In addition, these rivers provide habitats for a number of organisms that form part of the biodiversity of the area.

Remnants of indigenous vegetation persist in and along the river. These include trees such as the Cape Willow (*Salix mucronata*), Spoonwood (*Hartogiella schinoides*), Wild Peach (*Kiggelaria africana*), Rock Candlewood (*Maytenus oleoides*), and Breede River Yellowwood (*Podocarpus elongatus*). Some attractive indigenous shrubs also occur, including the Honey Bell Bush (*Freylinia lanceolata*) and Wild Sage (*Salvia africana-caerulea*).

The health of the river is largely dependent on the status of the riparian vegetation. The river is largely degraded due to the infestation of plants such as Grey Poplar (*P canescens*), Oak (*Quercus robur*), Weeping Willow (*Salix babylonica*), Stinkbean (*Paraserianthes lophantha*), Port Jackson (*Acacia saligna*), *Acacia implexa*, Black Wattle (*A. mearnsii*), Long-leaved Wattle (*A. longifolia*), Poplar (*Populus deltoides*), *Pittosporum* spp and Elephants Ear (*Colocasia esculenta*). Additional factors that have caused degradation of the river include pollution and eutrophication of the water due to over-fertilization of surrounding areas and upstream human activities.

The following key issues regarding the Plankenburg River were noted by SRK Consultants in the Stellenbosch River Management Plan (1999):

a) Water Quality

(i) Poor to very poor.

(ii) Elevated nutrient levels due to agricultural run off, stormwater from Cloetesville and Kayamandi and illegal dumping within the river channel and riparian zones.

(iii) Potential health hazard due to high E.coli counts, particularly where the river is utilised for recreational and domestic purposes.

(iv) Low water flow during summer months and lack of flushing flows.

b) Vegetation

(i) River channel is choked with Typha capensis and Phragmites australis in upper reaches due to poor water quality and lack of flushing flows.

(ii) Aquatic invasive species noted, including Azolla filiculoides.

(iii) Large numbers of alien trees including poplar, oak, black wattle and blue-gums along the entire length of the river.

c) Erosion

(i) Erosion associated with alien vegetation and access paths in the upper reaches.

d) Pollution

(i) Illegal dumping and littering in riparian zones and in river channel.

(ii) Use of river areas as a latrine, which is a potential health hazard particularly where the river is utilised by residents for recreational purposes.

(iii) Non-point and point sources of pollution from adjacent residential and industrial areas.

e) Recreational / Amenity

(i) Access potential good for much of the river, with broad zones of open space in the upper reaches.

(ii) Very low amenity value.

(iii) No existing facilities.

(iv) Lack of adequate security.

3.5.2 Fauna

Historically, species such as mountain zebra (*Equus zebra*), rhinoceros (*Rhinocerotidae*), lion (*Panthera leo*), leopard (*Panthera pardus*), elephant (*Loxodonta*), red hartebeest (*Alcelaphus caama*), hippopotamus, eland (*Taurotragus*), vaal ribbok (*Pelea capreolus*), steenbok (*Raphicerus campestris*), duiker (*Cephalophinae*), klipspringer (*Oreotragus oreotragus*) occurred in the district of Stellenbosch (Smuts, 1979).

Today, only species such as the Cape Grysbok (*Raphirus melanotis*), Grey Mongoose (*Galerella pulverulenta)*, Striped Polecat (*Ictonyx straitus),* Porcupine (*Hystrix africaeaustralis*), and Water Mongoose (*Atilax paludinosus)* are known to occur in the area. These animals are however under serious threat due to illegal human activities (including hunting) and the continuous presence of dogs and feral cats.

Various bird species have been noted, including Hamerkop (*Scopus umbretta*), Barn Owl (*Typo alba*), Cape Eagle Owl (*Bubo capensis*), Cape Sugarbird (*Promerops cafer*), and the Malachite Sunbird (*Nectarinia famosa*).

3.6 SOCIO-POLITICAL CONTEXT

3.6.1 Archaeology, History and Culture

Primitive man occupied the Stellenbosch Valley in prehistoric times. Dr. L. Peringuey, the then Head of the South African Museum in Cape Town, in 1911 discovered stone implements of stone age people under a layer of clay on the southern shoulder of Papegaaiberg, near Bosman's Crossing. These important archaeological discoveries demonstrated the high antiquity of the beginnings of the Stone Age in South Africa (Oberholster, 1972). An extensive investigation by Prof. A. J. H. Goodwin of the University of Cape Town led to the publication of a full description of the Stellenbosch I-V Cultures of the Acheulian Stone Age. These studies indicated that Acheulian occurrences, attributed to the Earlier Stone Age, are common in the area. Acheulian artefacts are associated with the coarse alluvium fan associated with the area. Such artefacts are dated to the earlier part of the Middle Pleistocene between 700 000 to 300 000 years ago.

For some time the particular Stone Age culture to which these implements belong was known to scientists as the 'Stellenbosch Culture' since artefacts of this kind occur in abundance in the vicinity of Stellenbosch. This term was afterwards abandoned when it was found to be inadequate in the light of comparative studies and correlations between South Africa and other archaeological material. In 1962 the Historical Monuments Council proclaimed the site on the southern shoulder of Papegaaiberg, near Bosman's Crossing, as an archaeological reserve to honour Dr. Peringuey's work and to preserve the deposits for future scientific research (Oberholster, 1972).

Papegaaiberg (initially called Hagelsberg[12]) is a cultural landmark with a rich history dating back more than three centuries to the era of Simon van der Stel. Papegaaiberg was probably named after the 'parrot' shooting that was initiated by Simon van der Stel in 1686. The apparent objective was to encourage the burghers to become proficient in the handling of firearms so as to become better soldiers. 'Parrot' shooting was not unique to the village of Stellenbosch - it was apparently an old custom which had already existed in the Middle Ages in Europe. The target shooting at a wooden parrot took place at the foot of Papegaaiberg as part of the festivities commemorating Simon van der Stel's birthday on October 14 and also coincided with the annual military exercise of the burgher militia. For the duration of the fair (*kermis*), which lasted from 1 to 14 October, the entire burgher militia had to be present in the village to train for the final parade and 'revue', which was also called the 'mobilisation day' (*optrekdag*). There were attractive prizes which varied according to which part of the wooden parrot was shot down. The marksmen who shot down the rump and so destroyed the target received a significant amount of money. As 'King of the Marksmen' the winner was escorted by the whole burgher force in festive manner to his house. If the parrot was not shot down by the 14th of October, the competition was resumed the next year with double the prize money.

In later years Papegaaiberg was the gathering place for the debating societies during the 1880's. Debating societies received enthusiastic support due to the fact that the student community has to arrange their own diversions and entertainments. The friendly rivalry between the College Debating Society and the Union Debating Society marked the great annual watermelon festival. The two societies gathered on Papegaaiberg and at the Eerste River respectively, to drink and pelt each other

[12] *Hagel* is the Dutch word for hail. The name, *Hagelsberg*, was given when Simon van der Stel first arrived in the Stellenbosch Valley under a heavy thunderstorm and he noticed the storm over the hill.

with the peels, eat fruit, and deliver speeches and recitations. They then met at the Steenebrug and raced each other to serenade the professors and girl's residences (Smuts, 1979).

The Plankenbrug River also has a rich history. Originally it was simply and descriptively denominated the 'diagonal river' (Dwars River) due to the fact that it flow at virtual right angles into the Eerste River, the one important river of Stellenbosch (Three Centuries, 1979). The Dwars River became the Plankenbrug River because of the wooden bridge ('plankenbrug') that formerly crossed it roughly at the site of the present road bridge over the river (Bridge Road off George Blake Drive).

In the early days rivers were (as far as transport was concerned) more of an obstacle than an asset for the pioneers of the Cape of Good Hope. Initially bridges were seldom erected except over small rivers or streams. In the winter fords became impassable. The Council of Landdrost and Heemraden very early became aware of this fact and, with the approval of the Governor, established a contract with the two master builders, Simon Janssen and Matthijs Diederick, to erect a '*vaulted stoned bridge including the dressing of the stones*'. Stellenbosch in 1691 thus, received its first officially erected bridge over the Plankenbrug River at the foot of Papegaaiberg, known as the *Steenebrug.* For a substantial period of time this was the most important bridge as the highway to Cape Town crossed over it. The *Steenebrug* was later replaced by a more permanent structure which today is known as the Adam Tas Bridge. The real 'Plankenbrug' was probably the second bridge erected by the Landdrost and Heemraden at a stage between 1707 and 1729. Both these bridges were, however, susceptible to flooding and collapse and required constant attention.

In addition to the above, the intrinsic value of Papegaaiberg is largely vested in its phenomenological[13] significance which is primarily determined by its unique aesthetic qualities and its subtle contribution to the Stellenbosch landscape. Papegaaiberg is an attractive natural feature in the landscape, the integrity of which could be construed as an indication of the general state of the communities that are the custodian of the site.

3.6.2 Socio-Economic Context

Papegaaiberg is located in an area with diverse values, needs and aspirations. As was described above, Papegaaiberg is bordered to the west by the Onder-Papegaaiberg residential area and the farm Middelvlei. Kayamandi and Enkanini form the northern boundary while an industrial area forms the eastern boundary of the NR. The Stellenbosch cemetery and Oude Libertas forms the southern boundary. The main aspiration of the residents of the Onder-Papegaaiberg Residential area is to have the value of their properties protected. Security on Papegaaiberg is considered a concern in this regard. The main aspiration of the landowner of the farm Middelvlei is to continue the current land use practice. The same applies for the industrial area to the east of Papegaaiberg. These too requires improved security on Papegaaiberg. Residents of Kayamandi have the need to conduct certain cultural and/or traditional practices on a portion of Pagegaaiberg. They also need to traverse Papegaaiberg as many of the residents of Papegaaiberg are employed in areas to the west and south of Papegaaiberg.

[13] Phenomenology refers to *how we experience ourselves and how we experience **things** outside ourselves, that is, 'all that is not self'*. It is based on the fact that all interrelated ecosystems and other phenomena are nested within one place, namely the biosphere. Thinking about a whole bioregion as part of the biosphere helps us to understand the interdependency and links between settlement and countryside, natural and cultural processes, water and land, communities and their surroundings. It also helps us to understand that in order to **dwell** in the biosphere in a sustainable manner, we need to understand the vital relationships that determine the ability of the biosphere to sustain life (Wagner, 1983).

4. ZONATION PLAN

The purpose of the zonation of Papegaaiberg NR is to control the intensity and type of use within it in an effort to ensure the main goal of biodiversity conservation is met. In terms of Cape Nature's zoning classification of protected areas Papegaaiberg will entirely be zoned as *Nature Access* (refer to Figure 12). This zonation implies the following:

- To manage and direct visitor use and plan infrastructure to minimise impact on sensitive environments.
- To actively manage users and visitor impacts.
- Allows for minimal or more intensive biodiversity management intervention.
- Provide additional protection to sensitive or threatened habitats, species or other features by Special Management Overlays.

In terms of the designated zonation, visitor activities permissible are:

- Guided or unguided nature observation.
- Running, hiking and cycling on dedicated trails.
- No accommodation or camping.



Figure 12: Papegaaiberg Nature Reserve Zonation.

5. ADMINISTRATIVE STRUCTURE

The long-term sustainability of the area largely depends on its effective administration. Of key importance in this regard is that the principle of economic efficiency be given effect through the general administration of the area and that its positive role and functions in respect of the promotion of environmental integrity and human well-being be understood and supported at all levels. Institutional commitment to achieving effective administration of the NR through, *inter alia*, the allocation of adequate budgets is of paramount importance.

Stellenbosch Municipality is acting in the capacity as Management Authority for Papegaaiberg NR. The functions of the Management Authority include the following:

(i) Implementation of the EMP.
(ii) Monitoring and auditing of management actions and environmental impact and facilitation of continual improvement of the EMP.
(iii) Ensuring that the strategies and implementation projects listed in the EMP are listed in the IDP.

In terms of the principle of *inclusivity* the management of the NR is an ongoing process that considers the changing and dynamic interests, needs and values of the people of Stellenbosch and those that have an interest in ensuring a prosperous future for the area. Accordingly, the Municipality is to facilitate the establishment of a representative body, such as a Protected Area Advisory Forum, that has the capacity to give effect to the above requirements in an inclusive and participative manner.

Cape Nature, who have been facilitating the process of establishing the NR in terms of the NEM:PA, will act in an advisory capacity to the Management Authority. Whilst the Management Authority is responsible for the general maintenance of the area and the implementation of this EMP it will rely on the Protected Area Advisory Forum for specific management activities as required (Figure 13) or where the municipality is limited through capacity constraints.

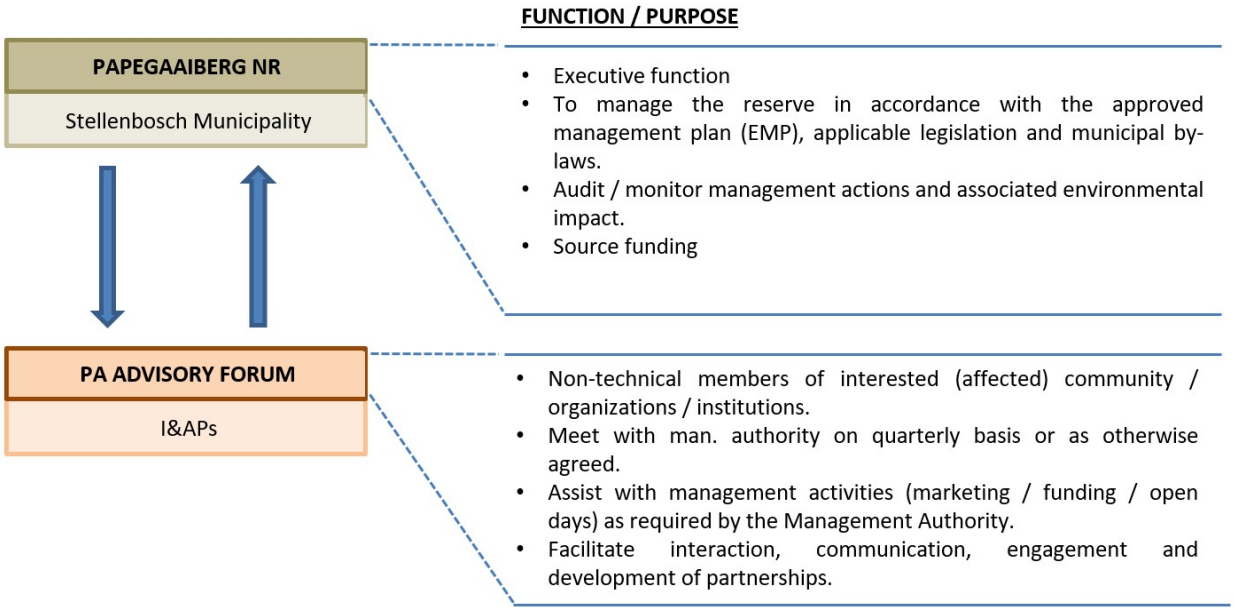


Figure 13: Papegaaiberg Nature Reserve management structure.

6. OPERATIONAL MANAGEMENT FRAMEWORK

This section translates the strategic framework described in Section 2 above into key deliverables and management activities, which will be used to inform annual plans of operation and the resources required to implement them. The management targets will form the basis for monitoring of performance in implementing the plan and are thus measurable.

6.1 BIODIVERSITY MANAGEMENT

The EMP recognises that biodiversity is an imperative for environmental sustainability. Ecological functions of the natural systems are directly related to biodiversity. Biodiversity is the primary element in the maintenance of the resilience of ecological systems to external shocks and, thus, the ability of these systems to sustain the dependent communities. Accordingly, the key objective in the management of the NR is to ensure that biodiversity is protected and enhanced.

6.1.1 Fire Management

Papegaaiberg is susceptible to wild fires due to land uses on adjoining properties and its ecological characteristics. The applicable fire management regime must therefore provide innovative measures to combat the occurrence and spread of wild fires. The overarching fire management goals as it pertains to the Papegaaiberg NR are to:

a) Protect people and property.
b) Protect natural and cultural resources from undesirable effects of fire.
c) Suppress unwanted fire.
d) Allow fire to assume its natural role in the ecosystem.
e) Use prescribed fire for resource management purposes.

The fire management regime of the nature reserve is premised upon the risk management strategies listed below.

Table 5: Risk Management Strategies

Management Strategies	Guidelines
a) Avoiding risk	Prohibiting high-risk human activities in close proximity to the NR.
b) Reducing hazards	Prescribed burning, preparation of firebreaks or manual clearing of fire hazards as well as regular inspections.
c) Reducing ignitions	Education and awareness programs, fire bans, reduction in activities during high-risk season or periods, efficient ignition investigation.
d) Reducing consequences	Contingency plans, community education programs for self-protection (lives and property), and building restrictions and standards for areas prone to veld fires.
e) Implementing an innovative artificial burning regime	Such regime and associated practices are to reduce the risk of wild fires spreading and causing extensive ecological and financial damage. Such artificial regime implies the creation of a mosaic of veld ages that will enhance the capacity of the area to and maintain its ecological functioning.

The EMP builds on the recognition that the threat of fires to the NR and the relevant reasons for such threat are unique. Due to surrounding land uses and human behaviour wild fires will probably not be prevented through any measures taken. The solution lies in a combination of options (a), (b) and (c) above.

6.1.1.1 Firebreaks

In accordance with the Stellenbosch Municipality Integrated Fire Management Plan (2024) Stellenbosch Municipality has been managing a system of firebreaks in and around Papegaaiberg NR. This system of firebreaks (Figure 14) must be maintained on an annual basis, completed by October each year. Along with the depicted firebreaks internal roads and road verges must be maintained to act as internal breaks and access to emergency vehicles. The need for additional firebreaks must be considered annually in consultation with the Fire Protection Association (FPA). Such firebreaks may include that along the northern boundary fence as well as along the Eerste River.

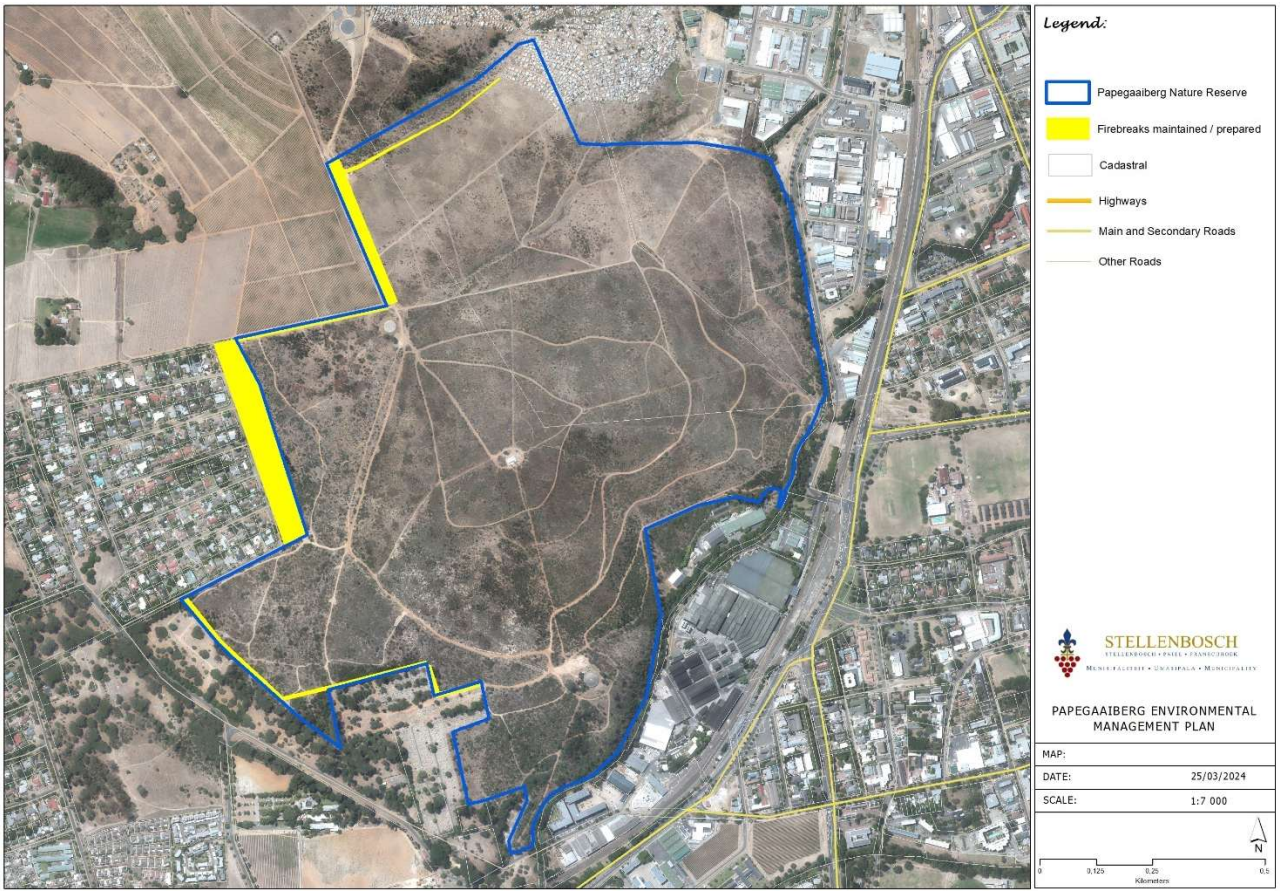


Figure 14: Papegaaiberg NR system of firebreaks.

6.1.1.2 Artificial Burning Regime

Implementing a combined solution of risk management strategy options (a), (b) and (c) implies the on-going modification of the NR in terms of an innovative artificial burning regime. The primary importance of natural or controlled fires is to help reinstate and maintain a viable population of Renosterveld by breaking up large tracts of old vegetation into a mosaic of different ages. This also contributes to the reduction of fuel load to prevent unmanageable wildfires, the control of invasive

alien plants and the safeguarding of infrastructure. Uncontrolled wildfires are one of the main threats to the protection of biodiversity in the NR and to the general integrity thereof.

The artificial fire regime for Papegaaiberg NR is based on the following key criteria and the associated guidelines:

a) Frequency:
It is generally accepted that Renosterveld should burn at a frequency of 12 to 15 years.

b) Intensity:
The intensity of a fire is a factor of fuel load, fuel moisture, relative humidity and wind speed. The intensity can be manipulated by either reducing the fuel load (i.e. burning more often) or by selecting conditions that will lead to the desired type of fire. Renosterveld generally requires higher intensity fires. Alien plants impact significantly on intensity (and consequently frequency) due to their flammable oils and the greater biomass created by the density of invasion. Pristine Renosterveld generally has a relatively low biomass and a low combustible fuel load. This factor should therefore not have a significant influence on the burning program.

a) Season:
Controlled fires must be undertaken during the optimum ecological period of March to early April. This period is generally the most suited in that it supports the ecology of all biodiversity components.

Accordingly, a scheduled block-burning approach is adopted with the objective to create a mosaic of veld ages ranging between 0 and 12 years. In order to implement the scheduled mosaic burning approach the NR is divided into three concentric rings roughly following existing contour roads. These are referred to as an *outer*, *middle* and *inner* zone. Each zone is further divided into blocks. The burning program will be undertaken in accordance with the sequence depicted in Figure 15 and 16 below. The mosaic of veld ages will ensure that there is always a source area to feed re-colonisation in burnt areas. The alien clearing program must correspond with the above burning sequence.

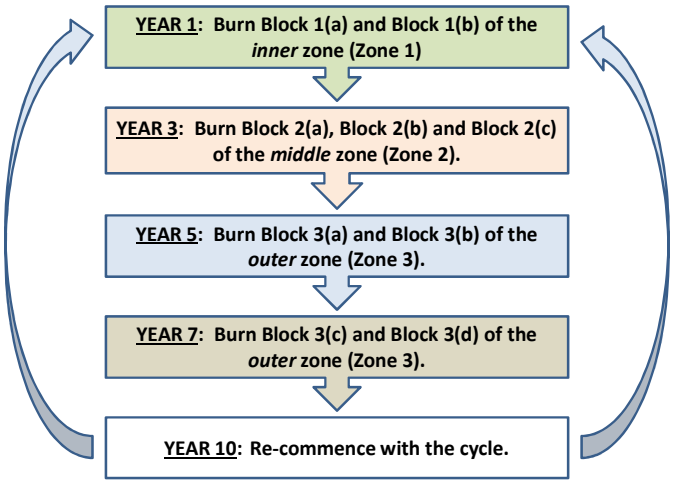


Figure 15: Burning program for Papegaaiberg NR.

It is important to note that the proposed burning regime could be upset by incidental wildfires. This will necessitate rescheduling – flexibility is therefore a key requirement of the burning program. Due to a number of such incidental fires and alien clearing undertaken within Papegaaiberg NR during the last two years (2022-'23) controlled fires have not been implemented.

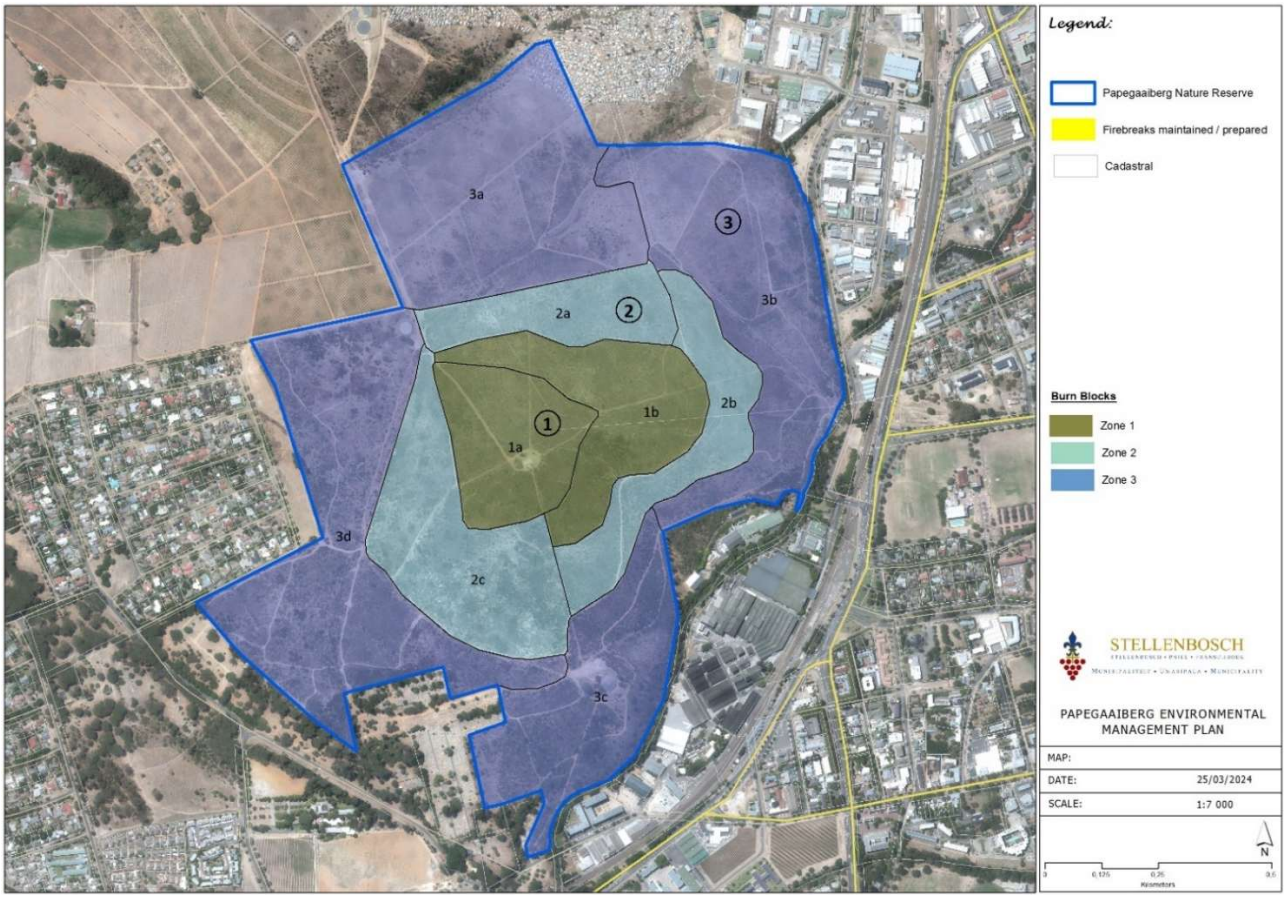


Figure 16: Block burning system for Papegaaiberg NR.

Table 6: Fire Management.

FIRE MANAGEMENT				
Objectives		• Ensure conservation of species and processes by maintaining ecosystem functioning. • Allow for natural fire processes to occur without impacting on safety and infrastructure.		
Ref.	**Key Deliverables**	**Management Activities**	**Responsibility**	**Timeframe**
1 2 3 4	Reduce / Prevent the spread of fire	• Maintain the existing system of firebreaks. • Evaluate the need for additional firebreaks in consultation with the FPA. • Undertake prescribed burning. • Mapping of all fires and capture on GIS (prepare and maintain a register of veld fires including the extent and date).	Management Authority	Annually by October
5	Maintain partnerships	• Maintain FPA membership.	Management Authority	Annually

6.1.2 Invasive Vegetation Management

Invasive alien plants (IAPs) are plant species that have been introduced, either intentionally or unintentionally, to South Africa. They can reproduce rapidly in their new environments and, as mentioned above, tend to out-compete indigenous plants. The result usually includes a variety of negative ecological, social, and economic impacts. Invasive alien species pose the biggest threat to biodiversity after direct habitat destruction.

IAPs located within Papegaaiberg NR include *Acacia implexa, Acacia saligna, Acacia mearnsii*, *Pinus pinea* and *Eucalyptus grobulus*. Of these *Acacia saligna* and *Acacia mearnsii* has the highest densities. Though invasion density on Papegaaiberg itself is less than 50%, there is a high invasion density at the foot of the mountain. This has largely been addressed with recent alien clearing work that has focused on the southern slopes of Papegaaiberg (Table 7 and Figure 17).

Table 7: Areas cleared during the previous (2020/'21 and 2021/'22) financial years.

	Blocks	Type / Implementer	Area cleared (ha)
Papegaaiberg NR	3	Focus on acacia implexa / SANBI	13.4

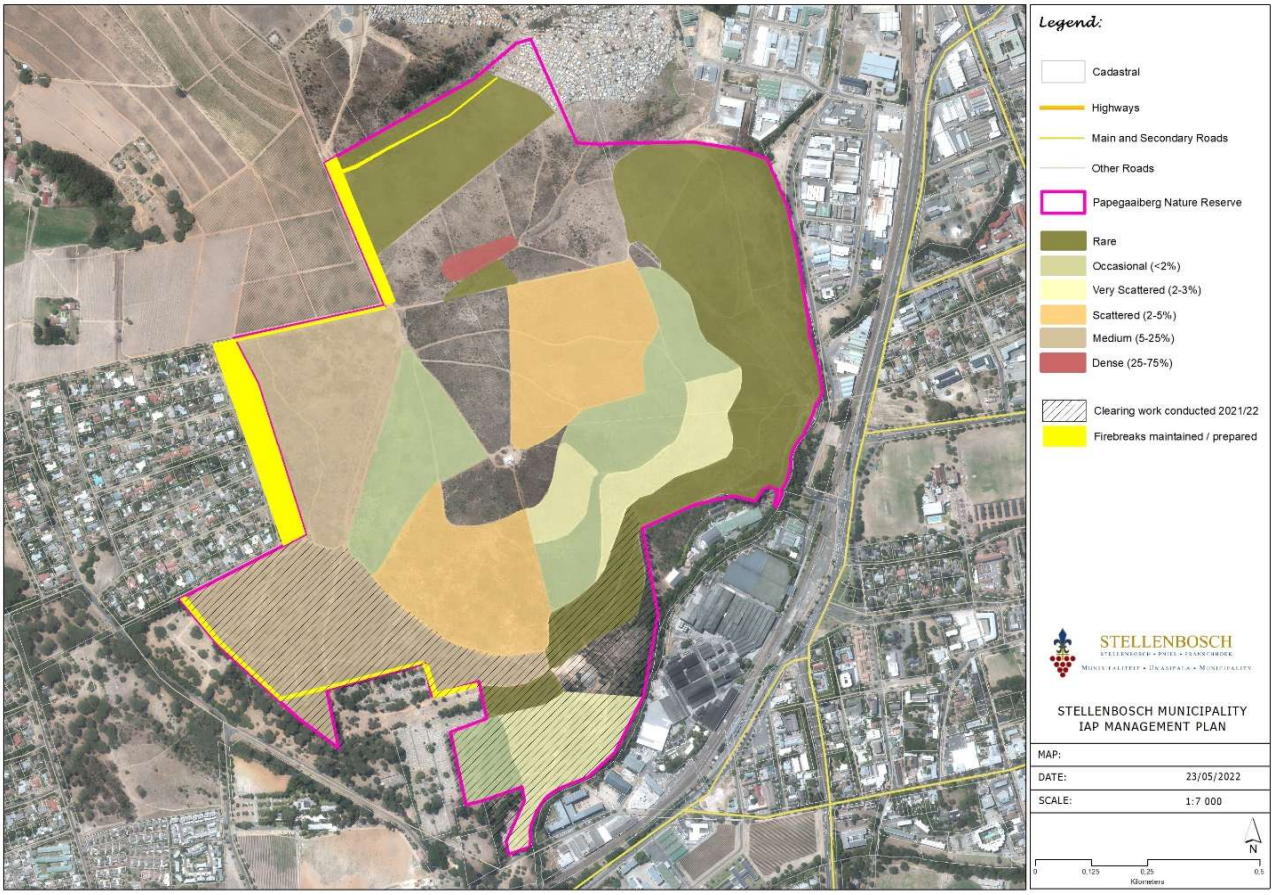


Figure 17: Alien invasive plant density (%) on Papegaaiberg Nature Reserve.

The western slope of Papegaaiberg contains both *Acacia saligna* and *Acacia mearsnii*. *Eucalyptus grobulus* is mostly contained along the southern slope. *E. grobulus* also occurs on the previously burnt western slope. *P. pinea* densities are relatively low, with several large pine trees located along

the foot of Papegaaiberg. The zonation map included as Figure 18 (Stellenbosch Municipality IAP Management Plan [2022]) is to aid clearing IAPs on Papegaaiberg NR. Roads on the property are used for zone boundaries. The property is divided into 5 large zones (A-E) and divided into smaller zones to assist clearing strategies. To prevent spread of alien invasive plants down the slope into cleared areas during clearing and follow-up efforts, clearing and maintenance should start at the summit of Papegaaiberg marked as zone A. When zones A1-A5 are cleared, continue downward to zones B, followed by C. Zones E1-E3 should be cleared last. Given the occurrence of unplanned fire in the NR the timing of prescribed burn will be assessed annually, depending on veldt age.

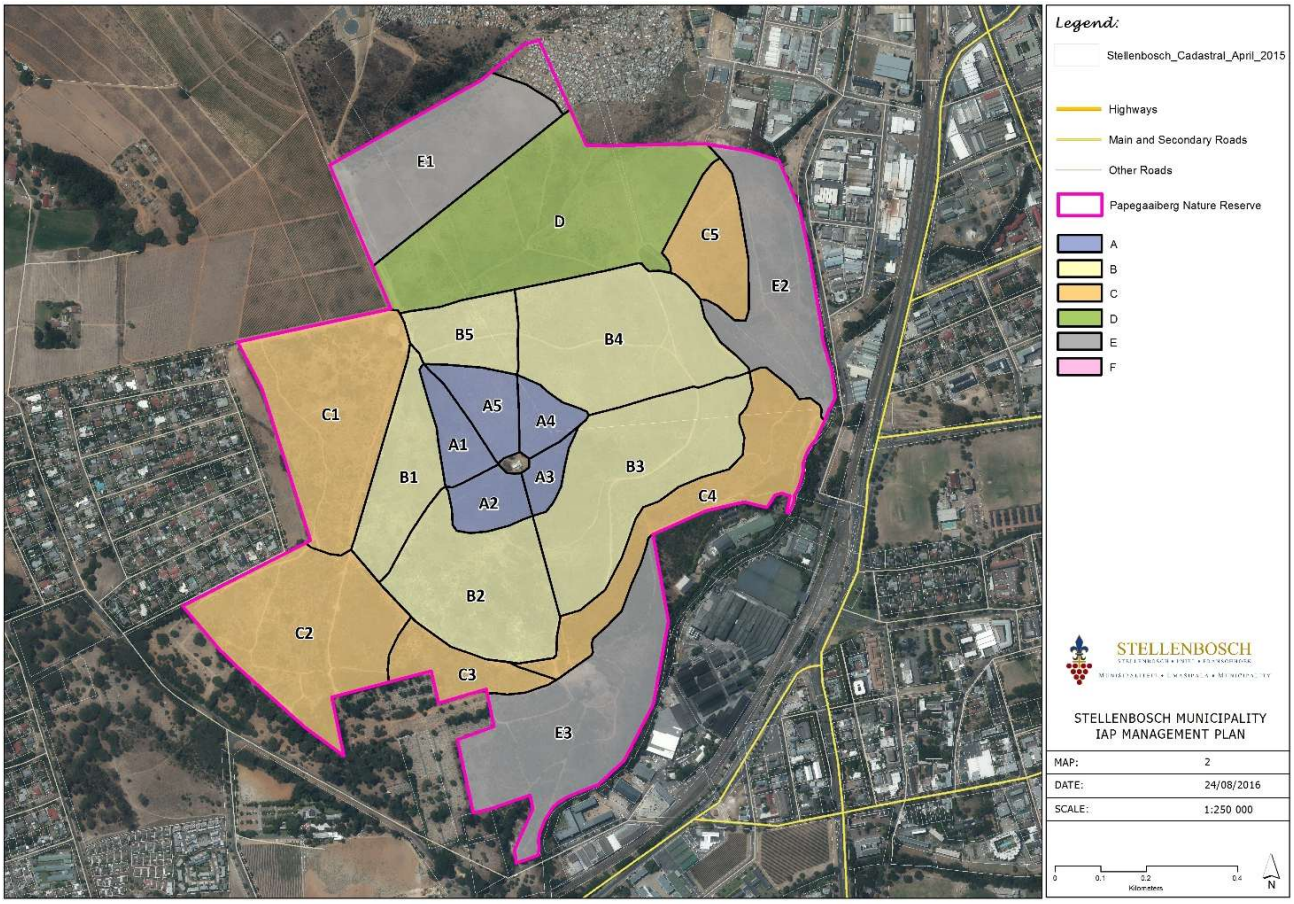


Figure 18: Zonation of Papegaaiberg as an aid for IAP clearing.

In terms of the Stellenbosch Municipality Invasive Alien Plant Management Plan (2022) all alien species on Papegaaiberg must be removed mechanically by uprooting young plants and tree felling of larger trees followed by the application of chemical herbicides to the cut surface to prevent resprouting. Biomass accumulated from clearing work should be chipped and/or burned (subject to a burn-permit acquired).

Table 8: Invasive Vegetation Management

INVASIVE ALIEN PLANT MANAGEMENT				
Objectives		• Enhance biodiversity protection and conservation. • Ensure conservation of species and processes by maintaining and improving ecosystem functioning. • Implement effective integrated catchment management.		
Ref.	**Key Deliverables**	**Management Activities**	**Responsibility**	**Timeframe**
6 7	Eradicate alien and invasive species	• Implement follow-up action in areas cleared during previous year. • Initiate clearing within identified areas.	Management Authority	Annually

6.1.3 Wildlife Management

Biodiversity conservation essentially means conserving all the elements ('parts') of the natural environment. The mix of species in an ecosystem enables that system both to *provide* a flow of ecosystem services under given environmental conditions, and to *maintain* that flow if environmental conditions change. The loss of biodiversity, therefore, limits the resilience of the affected ecosystem, which in turn, may have direct negative economic implications. Therefore, in order to promote biodiversity conservation in the NR it is imperative that the conservation of the faunal component receives appropriate attention. The table below provides strategies and management guidelines for the conservation of the fauna that occur on Papegaaiberg.

Table 9: Wildlife Management

WILDLIFE MANAGEMENT				
Objectives		• Enhance biodiversity protection and conservation. • Ensure conservation of species and processes by maintaining and improving ecosystem functioning. • Implement effective integrated catchment management.		
Ref.	**Key Deliverables**	**Management Activities**	**Responsibility**	**Timeframe**
8 9 10	Prevent the introduction of alien species	• Monitor and record occurrence of wildlife. • Remove alien animal species and feral domestic animals in terms of applicable municipal policy. • Prevent unnatural predation through ongoing law-enforcement.	Management Authority	Ongoing
11 12 13	Control alien and invasive species	• Identify the occurrence of alien fauna on the NR. • Monitor populations of alien fauna on the NR. • Implement control measures where appropriate.	Management Authority	Ongoing

6.1.4 Biodiversity Security

'Natural vegetation is the visual expression of the environment; it is a product of the action of environmental factors over time and hence can be a valuable indicator of potential productivity of ecosystems' (Bayer, 1970). As stated previously the natural vegetation in the reserve has been severely impacted upon by former land-uses land-uses (e.g. forestry) and the infestation of alien plants, such as *Pinus*, *Eucalyptus* and exotic *Acacia*. The most important focal point of the NR is the restoration and long-term protection of the near-extinct and irreplaceable Renosterveld types that occur on the site.

Rehabilitation will be achieved through natural succession. Management intervention will be limited to the implementation of management strategies aimed at enhancing natural succession. Guidelines in this regard are listed in the table below.

Table 10: Biodiversity Security

BIODIVERSITY SECURITY				
Objectives		• Enhance biodiversity protection and conservation. • Ensure conservation of species and processes by maintaining and improving ecosystem functioning.		
Ref.	**Key Deliverables**	**Management Activities**	**Responsibility**	**Timeframe**
14 15	Research	• Institute research to verify existing botanical reports. • Scheduled research and monitoring to determine recurrence of species.	Management Authority	Annually by October
16 17 18	Biodiversity Protection	• Undertake scheduled burning in accordance with Section 6.1.1 above. • Remove and control all infestations of alien plants in accordance with Section 6.1.2 above. • Map the areas cleared of alien plants indicating the date of operations, species removed and current status.	Management Authority	Ongoing

6.1.5 Erosion Control

Appropriate measures must be taken to protect areas susceptible to erosion by installing all the necessary temporary and permanent drainage works. Steep slopes and other areas prone to erosion must be maintained or restored according to the following guidelines:

a) Warning signage displaying NO ENTRY, must be installed on all roads, trails or walkways that are permanently or temporarily closed. Physical barriers, using local natural material, may be constructed were NO ENTRY signs are not respected to prevent users from accessing such roads, trails or walkways.
b) Existing erosion areas must be back-filled (using on-site material), compacted and restored to a proper condition.
c) Roads, trails or walkways, permanently closed for use, must be:
    i) ploughed,
    ii) the top soil scarified (to make sure that no downhill trenches or drainage lines are created),

iii) water diversion walls created by hand at a distance of 10m apart (depending on the slope) leading 5m into the natural vegetation,
iv) and revegetated by either soughing or transplanting appropriate material.

d) Areas, where the above measures are not sufficient, must be logged, parallel to the contour in order to prevent further soil erosion. Logs must be laid in lines 15m apart, depending on the slope (the steeper the slope the closer the barriers must be laid to each other). Logs must be secured by means of steel pegs hammered through a drilled hole on each end of the log (logs longer than 2m must be secured by an additional steel peg through the middle of the log). Where logs are laid across a road, the log must be laid up to a minimum of 1m past the edge of the road.

e) Roads (to stay in use) must be graded to have a slight gradient to the inside (up-hill) (refer to Figure 19). A drainage ditch must be created on the inside of the road. Gravel humps must be created at an angle across roads to drain water from the road surface into to the drainage ditch. At selected locations (depending on the slope) furrows must be created across the roads surface to discharge the water collected in the drainage ditch. The guiding principle behind the creation of a drainage ditch and discharge furrows is to not allow water to reach a speed at which it will create erosion. After a rain event all roads must be inspected to determine if any maintenance is required.

f) Erosion sites on bicycle tracks and walking trails must be logged following the contours and spaced vertically 0.8-1.2m apart, depending on the steepness of the slope.

g) Logs must be untreated pine (or gum) poles of not less than 150mm with a taper of not more than 75mm over its length.

h) Cut and fill slopes will be shaped and trimmed to approximate the natural condition and contours as closely as possible and be undulating. Levels, incongruous to the surrounding landscape, will be reshaped using a grader and other earthmoving equipment.

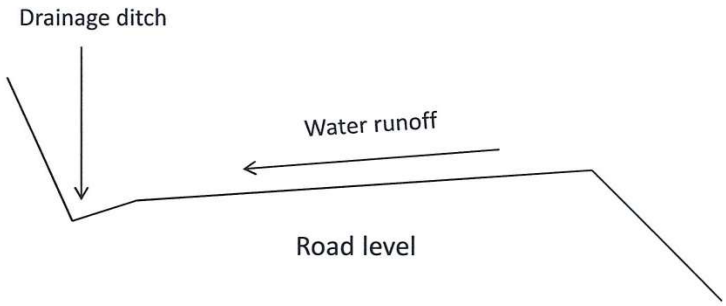


Figure 19: Road surface slope with a drainage ditch

Table 11: Erosion Control

EROSION CONTROL				
Objectives		• Enhance biodiversity protection and conservation. • Implement effective Integrated Catchment Management.		
Ref.	**Key Deliverables**	**Management Activities**	**Responsibility**	**Timeframe**
19 20 21 22	Prevent and mitigate soil erosion	• Conduct a soil erosion assessment. • Restore erosion sites in accordance with the guidelines above. • Monitor site recovery. • Inspect drainage ditches on all roads after exceptional rain events to	Management Authority	Annually

23		determine whether maintenance is required • Prevent overuse of routes and sites susceptible to erosion through appropriate signage.		

6.1.6 Water Management

The Plankenbrug River is in a degraded state primarily due to run-off from industrial-, informal- and urban areas, pollution and inappropriate human uses of the river and its riparian areas. The role and potential impact of Papegaaiberg NR seems negligible when considered against the scale of the catchment as a whole. However, in terms of the environmental policy the NR is recognized as one of the vital components of the catchment and should therefore be managed accordingly. The table below provides objectives and strategies in respect of water management and river rehabilitation on and in the periphery of the nature reserve.

Table 12: Water Management

WATER MANAGEMENT				
Objectives		• Ensure the implementation of effective conservation management interventions. • Enhance biodiversity protection and conservation.		
Ref.	**Key Deliverables**	**Management Activities**	**Responsibility**	**Timeframe**
24 25	Maintain ecological corridors	• Remove all forms of pollution. • Remove all invasive weeds from the Plankenbrug River.	Management Authority	Ongoing

6.2 DEVELOPMENT AND INFRASTRUCTURE

Due to a number of security concerns (addressed under Section 6.3.1 and 6.3.2 below) development, with specific reference to amenities, is not possible. Once security of the NR has been effectively established and all forms of vandalism contained such opportunities can again be considered. Even so, the following guiding principles for the consideration of tourism related development within Papegaaiberg NR remains applicable:

- Tourism products must be appropriate to the site's values and must not threaten its biodiversity or ecological function.
- Tourism products should be designed to capitalise on the unique beauty and biodiversity features of the site.
- Tourism products should be developed in response to tourism market demands and opportunities within the site and should be carefully assessed to determine their viability.

Table 13: Infrastructure Development and Management

MANAGEMENT DEVELOPMENT AND MANAGEMENT				
Objectives		• Evaluate potential tourism opportunities. • Implement effective management systems. • Ensure legal compliance and implementation of authorised development plans.		
Ref.	**Key Deliverables**	**Management Activities**	**Responsibility**	**Timeframe**
26	Ensure that all infrastructures on the NR is adequately maintained.	• Implement a scheduled maintenance programme to maintain facilities and infrastructure in a condition that meet relevant environmental, health and safety requirements.	Management Authority	Ongoing
27	Development of tourism opportunities that generate revenue for the NR.	• Plan and develop hiking routes and mountain bike trails.	Management Authority	As required

6.3 OPERATIONAL MANAGEMENT

6.3.1 Access Control

Uncontrolled/open access is one aspect that have left local communities with the perception that Papegaaiberg is generally not safe. This is arguable the main threat to the NR becoming the recreational and educational asset it is intended to become.

Uncontrolled/open access and the occurrence of crime on Papegaaiberg is a challenge. As described under the socio-economic context section above, whilst a portion of surrounding residence have a need to use the NR for recreational purposes, it is traversed on a daily basis by community members from Kayamandi and Enkanini employed in areas to the west and south of Papegaaiberg. This aspect can, to a large degree, be addressed with the implementation of the measures listed in the table below.

Table 14: Access Control

BOUNDARY SECURITY				
Objectives		• Ensure legal use of the NR. • Ensure the safety of all users of the NR.		
Ref.	**Key Deliverables**	**Management Activities**	**Responsibility**	**Timeframe**
28 29 30 31	Improved security and user safety	• Establish appropriate entry points. • Erect notice boards and signs to ensure that recreational users only use dedicated routes. • Monitor existing fence lines. • Identify the need for the construction of additional fence lines.	Management Authority	Ongoing

32		• React to any form of illegal or unauthorised use within the NR.		

6.3.2 Securing the boundaries of Papegaaiberg Nature Reserve

Papegaaiberg NR borders the informal residential area of Enkanini. Since the formal declaration of Papegaaiberg as NR in 2016 there has been a number of challenges with securing the boundary in the area towards the north of the NR. Illegal residential structures have encroached upon the NR along with farming activities. Having considered all possible options in addressing this matter Stellenbosch Municipality are in the process of withdrawing a section of the original NR most affected by these activities, securing and amended boundary. The area to be withdrawn constitute an area of approximately 3ha of highly transformed land, following the delineation of the 2023 constructed fence to the north of the NR (Figure 20).

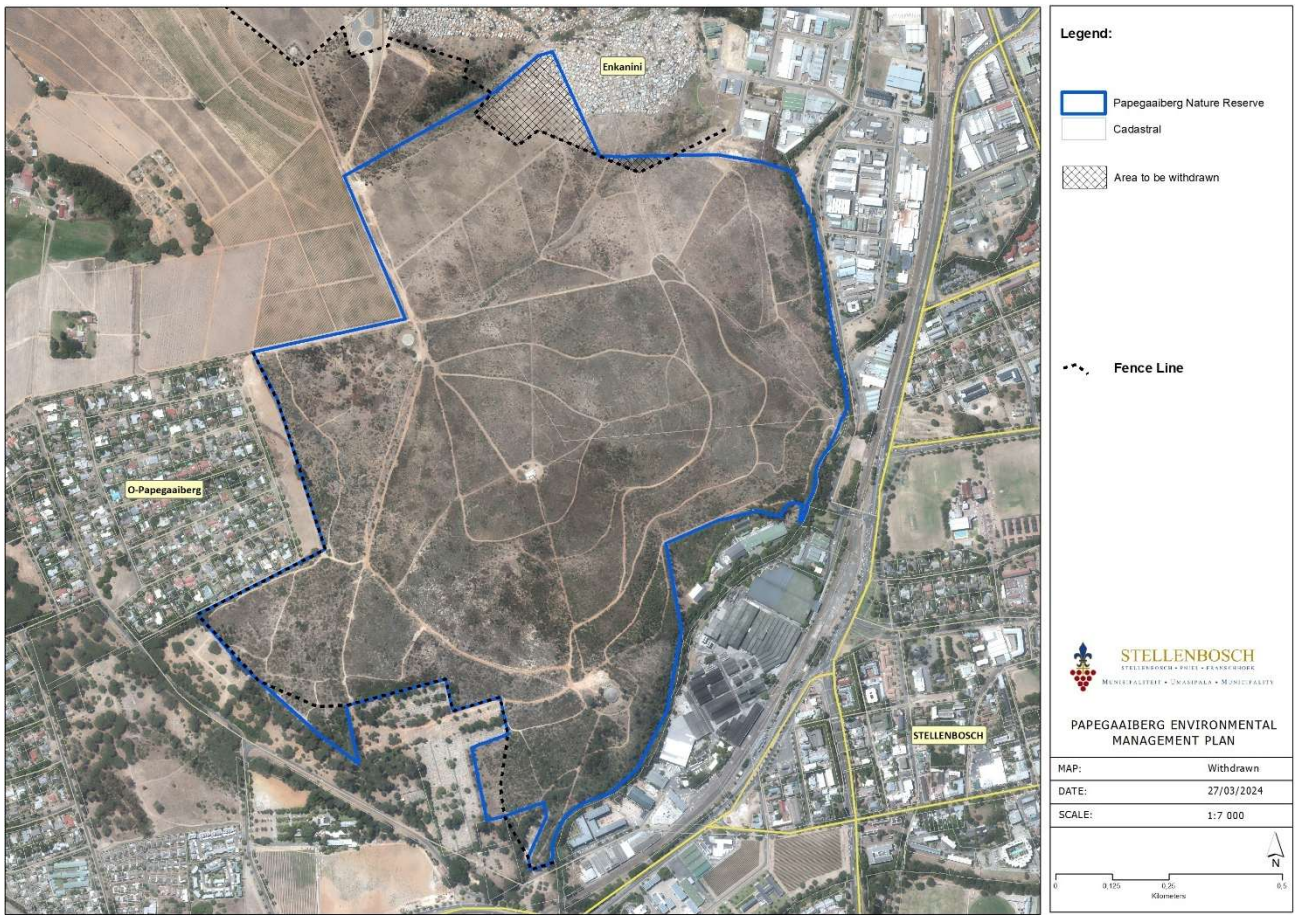


Figure 20: Portion of Papegaaiberg NR being withdrawn.

An integrated security strategy for the NR are being finalized with appointed contractors assisting Municipal Law Enforcement with monitoring the NR fence line and reacting to any form of further encroachment. Access to the NR needs to be controlled and conditions of entry clearly stipulated on signboards at access points.

Table 15: Security

SECURITY				
Objectives		• Prevent all forms of illegal encroachment into the NR. • Enhance biodiversity protection and conservation. • Ensure conservation of species and processes by maintaining and improving ecosystem functioning.		
Ref.	**Key Deliverables**	**Management Activities**	**Responsibility**	**Timeframe**
33 34 35	Security	• Initiate the withdrawal of the relevant transformed sections with the establishment of the amended boundary. • Monitor existing fence lines. • React to any form of illegal encroachment within the NR.	Management Authority	Ongoing

6.3.3 Legal Compliance

As Management Authority, Stellenbosch Municipality is mandated to enforce laws related to the conservation of Papegaaiberg NR. The following guiding principles must be adhered to at all times:

- Law enforcement efforts should be coordinated with the relevant authorities including Cape Nature and the South African Police Service in addressing offences and breaches of the law.
- Law enforcement at the site will be undertaken through surveillance, monitoring and appropriate reaction in the event of an offence.

Table 16: Legal Compliance

LEGAL COMPLIANCE				
Objectives		• Ensure legal compliance to relevant legislation and policies.		
Ref.	**Key Deliverables**	**Management Activities**	**Responsibility**	**Timeframe**
36 37	Ensure that all legal requirements are met	• All development needs to be done according to the NEMA principles and follow the applicable legislation and procedures of all relevant stakeholders. • Water management within the Reserve must comply with the National Water Act (No 36 of 1998).	Management Authority	Ongoing

6.3.4 Management Effectiveness

As stated above, the long-term sustainability of the area largely depends on its effective administration and management. Stellenbosch Municipality, as Management Authority, must measure- and hold itself accountable for the effective implementation of the EMP and strive for continual improvement through adaptive management described under Section 1.3 above

Table 17: Management Effectiveness

MANAGEMENT EFFECTIVENESS				
Objectives		• Implement effective management systems.		
Ref.	**Key Deliverables**	**Management Activities**	**Responsibility**	**Timeframe**
38	Annual audit completed	• Conduct annual audits.	Management Authority Cape Nature	Annually
39	Auditing systems inform management	• Update the EMP following annual audit results.	Management Authority Cape Nature	Annually

7. COSTING PLAN

The following represents an in principle costing plan to guide the preperation of annual budgets for the management of Papegaaiberg NR:

Management Action	**Estimated cost 2026**	**Estimated cost 2027**	**Estimated cost 2028**	**Estimated cost 2029**	**Estimated cost 2030**
Appoint a reserve manager.	From appointed staff.	-	-	-	-
Provide adequate logistical and administrative support for the reserve manager.	From existing fleet	-	-	-	-
Remove and control alien plants.	R150 000	R100 000	R100 000	R100 000	R100 000
Restore defined erosion sites.	R15 000	R15 000	R15 000	R15 000	R15 000
Implement preventative measures on potential erosion sites.	R15 000	R15 000	R15 000	R15 000	R15 000
Prepare a 15 meter firebreak along the boundaries of the nature reserve.	R150 000	R100 000	R80 000	R60 000	R60 000
Maintain firebreaks.	R60 000	R60 000	R60 000	R60 000	R60 000
Erect notice/entrance boards and signs.	R25 000	R25 000	R10 000	-	-
Subtotal	R415 000	R315 000	R280 000	R250 000	R250 000
Total					**R1 510 000**

8. ANNUAL PLAN OF OPERATION REVIEW

Monitoring and reporting enables the effective assessment of management interventions. If necessary it can be used to direct modifications of management in an effort to achieve the outcomes required.

8.1 ANNUAL PLAN OF OPERATION

The Annual Plan of Operation (APO) gives life to the Operational Management Framework on an annual basis and allows for progress to be tracked. The APO is attached as Annexure 2.

8.2 MANAGEMENT PLAN REVIEW

The purpose of undertaking an annual review of implementation of the EMP will be to:

- Determine how effectively the management plan has been implemented.
- Assist in determining the focus for the annual plan of operation and the setting of appropriate time frames and budgets.
- Enable effective adaptive management by identifying changes and modifying management interventions.

The annual audit will form the basis of the management plan review. This should include records of recommendations for update/changes to the annual revision of the management schedules as well as the five-year plan. The Annual Plan of Operation (APO) is in a similar format to the Annual Audit

9. REFERENCES

Bayer, A.W., 1970 — Plant ecology in the service of man in Southern Africa. *South African Journal of Science 66*: pp 71-77

Council for Scientific and Industrial Research (CSIR), 2002 — *Sustainability analysis of human settlements in South Africa.* BOUTEK: Pretoria.

CSIR, 1996. — *Strategic Environmental Assessment (SEA): A Premier.* Issued by Division of Water, Environment and Forestry Technology, Stellenbosch.

CSIR, 2002 — *Sustainability analysis of human settlements in South Africa.* BOUTEK: Pretoria.

DAG, 1994. — *A Statistical Guide to the Western Cape Province.* A DAG Resource Document.

Department of Environmental Affairs and Tourism (1996). — *National Register of Protected Areas in South Africa*, Pretoria.

Hall, A.V. & Veldhuis, H.A. 1985 — *South African Red Data Book: Plants – Fynbos and Karoo Biomes*. South African National Scientific Programs Report No. 117.

IUCN. 1980. — *World Conservation Strategy.* Gland: Switzerland.

Low, A.B. & Jones, F.E. (eds). 1995 — *The sustainable use and management of renosterveld remnants in the Cape Floristic Region.* FFC Report 95/4. Kirstenbosch.

Low, A.B. & Rebelo, A.G. (eds). 1996. — *Vegetation of South Africa, Lesotho and Swaziland.* Dept. Environmental Affairs and Tourism, Pretoria.

Midgley, D.C., Pitman, W.V., and Middleton, B.J. 1994 — *Surface Water Resources of South Africa, 1990, Volume IV Appendices.* Water Research Commission Report No. 298/4.2/94

Mebratu, D. 1998 — *Sustainability and sustainable development: Historical and conceptual overview. Environmental Impact Assessment and Review*, 18:493-520.

Oberholster, J.J. 1972 — *The Historical Monuments of South Africa.* The Rembrandt van Rijn Foundation for Culture, Cape Town.

Provincial Government of the Western Cape, 2003 — *Manual for the application of Bioregional Planning in the Western Cape.* Draft Policy Document: Department of Environmental Affairs and Development Planning.

Smuts, F. 1979 (Eds.) — *Stellenbosch Three Centuries.* Town Council of Stellenbosch.

SRK Consulting Engineers and Scientists, 1999 — *Stellenbosch Municipality: Draft Management Plan for the Eerste, Krom and Plankenbrug Rivers.*

UNCED. 1992 — *United Nations Conference on Environment and Development: Commission on Sustainable Development, Agenda 21.* Rio de Janeiro Summit.

UNESCO. 1987 — *A Practical Guide to MAB: What is MAB? How does it work? How does one become involved? Who is responsible for what?*

UNESCO. 1995 — *Seville Strategy on Biosphere Reserves.* UNESCO, Paris.

Wagner, H.R. 1983 — *Phenomenology of Consciousness and the Sociology of the Lofe-world: An Introductory Study.* The University of Alberta Press, Edmonton, Alberta, Canada.

Water Research Commission (1994). — *Surface Water Resources of South Africa.* Book of Maps, Volume IV (Western Cape). WRC Report No. 298/4.2/94.

Western Cape Provincial Development Council (1998). — *Shaping the Cape. Towards a consensus-based provincial growth and development strategy: a development review.* Municipality Print.

Winelands District Council, 2000 — *Winelands District Integrated Development Framework.* Dennis Moss Partnership Inc., Stellenbosch.

Winelands District Council, 2000 — *Spatial Plan of the Winelands District Integrated Development Framework.* Dennis Moss Partnership Inc., Stellenbosch.

WRI, IUCN and UNEP (1992). — *Global Biodiversity Strategy: Guidelines for Action to Save, Study and Use Earth's Biotic Wealth Sustainably and Equitably.* Washington.

Annexure 1:

Papegaaiberg Nature Reserve proclamation (June 2016)

P.N. 238/2016 10 June 2016

WESTERN CAPE NATURE CONSERVATION BOARD

NOTICE

PROVINCE OF THE WESTERN CAPE

NATIONAL ENVIRONMENTAL MANAGEMENT: PROTECTED AREAS ACT, NO. 57 OF 2003: DECLARATION OF THE PAPEGAAIBERG NATURE RESERVE

I, Anton Bredell, Provincial Minister of Local Government, Environmental Affairs and Development Planning in the Western Cape, under section 23(1) of the National Environmental Management: Protected Areas Act, No. 57 2003, declare a nature reserve on:—

- Remainder of Farm No. 183, Situated in the Stellenbosch Municipality, Division of Stellenbosch, Western Cape Province;

  In extent: 291, 3792 (Two Hundred and Ninety One comma Three Seven Nine Two) Hectares;

  Held by Stellenbosch Freehold Grant No. 8–15/1908;
- Remainder of Farm No. 181, Situated in the Stellenbosch Municipality, Division of Stellenbosch, Western Cape Province;

  In extent: 1, 7359 (One comma Seven Three Five Nine) Hectares;

  Held by Stellenbosch Freehold Grant No. 5–36/1887;
- Portion 5 of the Farm Kromme Rivier No. 175, Situated in the Stellenbosch Municipality, Division of Stellenbosch, Western Cape Province;

  In extent: 4476 (Four Thousand Four Hundred and Seventy Six) Square Metres;

  Held by Title Deed No. T11602/1927;
- Remainder of Portion 33 of the Farm Kromme Rivier No. 175, Situated in the Stellenbosch Municipality, Division of Stellenbosch, Western Cape Province;

  In extent: 22, 8712 (Twenty Two comma Eight Seven One Eight Five Two) Hectares;

  Held by Deed of Transfer No. T69537/2001.

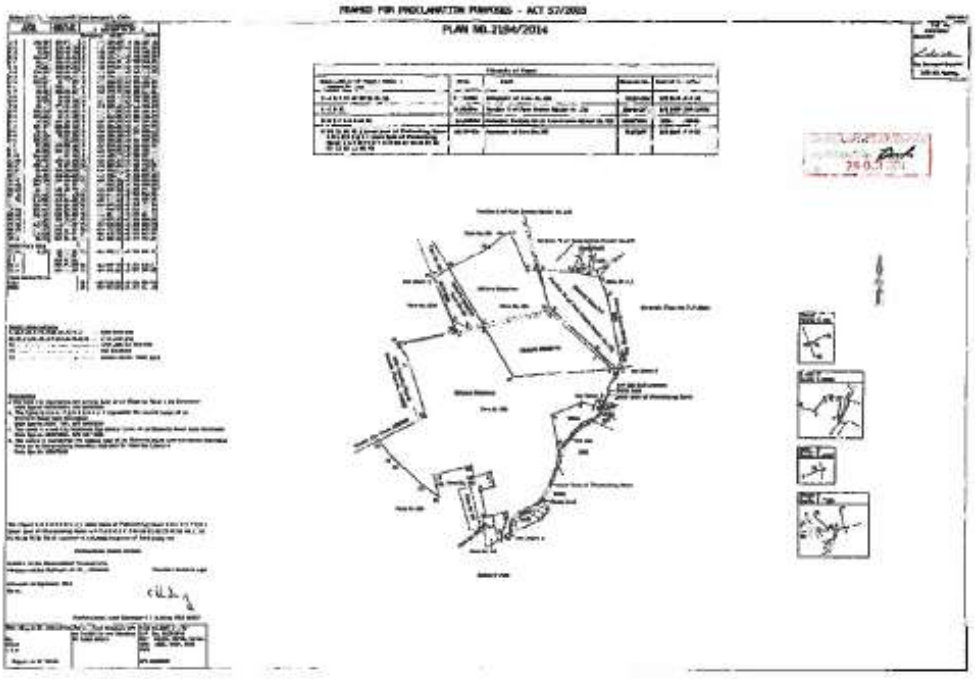
The boundary of the nature reserve is reflected on Diagram No. 2194/2014 as set out in the Schedule, and I assign the name "**Papegaaiberg Nature Reserve**" to it.

Signed at Cape Town this 2nd day of June 2016.

A BREDELL, MINISTER OF LOCAL GOVERNMENT, ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING

SCHEDULE

DESCRIPTION OF PROPERTY



Annexure 2:

Papegaaiberg Nature Reserve Annual Plan of Operation

FIRE MANAGEMENT				
Ref.	**Management Activities**	**Responsibility**	**Resource**	**Timeframe**
1	• Maintain the existing system of firebreaks.	Management Authority	Internally (Environmental Management) / Through Firebreak Tender	Annually by October
2	• Evaluate the need for additional firebreaks in consultation with the FPA.		Internally (Environmental Management) with FPA	Annually by October
3	• Undertake prescribed burning.		Internally (Environmental Management) with FPA, Local and District Fire Services.	As identified, annually by April
4	• Mapping of all fires and capture on GIS (prepare and maintain a register of veld fires including the extent and date).		Internally (Environmental Management)	Annually by October
5	• Maintain FPA membership.	Management Authority	Internally (Environmental Management) R6 200 From Operational Budget	Annually by April
INVASIVE ALIEN PLANT MANAGEMENT				
6	• Implement follow-up action in areas cleared during previous year.	Management Authority	Internally (Environmental Management) / Through Alien Clearing Tender	Annually
7	• Initiate clearing within identified areas.		Internally (Environmental Management) / Through Alien Clearing Tender	Annually
WILDLIFE MANAGEMENT				
8	• Monitor and record occurrence of wildlife.	Management Authority	Internally (Environmental Management)	Ongoing
9	• Remove alien animal species and feral domestic animals in terms of applicable municipal policy.		Internally (Law Enforcement)	

10	• Prevent unnatural predation through ongoing law-enforcement.		Internally (Law Enforcement)	
11	• Identify the occurrence of alien fauna on the NR.	Management Authority	Internally (Environmental Management)	Initially by June 2024
12	• Monitor populations of alien fauna on the NR.		Internally (Environmental Management)	Ongoing
13	• Implement control measures where appropriate.		Internally (Environmental Management)	As required
BIODIVERSITY SECURITY				
14	• Institute research to verify existing botanical reports.	Management Authority	Internally (Environmental Management)	Annually by October
15	• Scheduled research and monitoring to determine recurrence of species.	Management Authority	Internally (Environmental Management) with relevant partners (Cape Nature /SANBI/CREW)	
16	• Undertake scheduled burning.	Management Authority	See #3 above	
17	• Remove and control all infestations of alien plants.	Management Authority	See #7 above	
18	• Map the areas cleared of alien plants indicating the date of operations, species removed and current status.	Management Authority	Internally (Environmental Management)	Annually by July
EROSION CONTROL				
19	• Conduct a soil erosion assessment.	Management Authority	Internally (Environmental Management)	Annually by end of August
20	• Restore erosion sites in accordance with the guidelines above.	Management Authority	Internally (Environmental Management)	As required
21	• Monitor site recovery.	Management Authority	Internally (Environmental Management)	As required, following site recovery.
22	• Inspect drainage ditches on all roads after exceptional rain events to determine whether maintenance is required	Management Authority Management Authority	Internally (Environmental Management)	As required

23	• Prevent overuse of routes and sites susceptible to erosion through appropriate signage.		Internally (Environmental Management)	
WATER MANAGEMENT				
24	• Remove all forms of pollution.	Management Authority	Internally (Environmental Management / Area Cleaning)	Ongoing
25	• Remove all invasive weeds from the Plankenbrug River.		Internally (Environmental Management) / Through Alien Clearing Tender	
MANAGEMENT DEVELOPMENT AND MANAGEMENT				
26	• Implement a scheduled maintenance maintain facilities and infrastructure in a condition that meet relevant environmental, health and safety requirements.	Management Authority		Annually
27	• Plan and develop hiking routes and mountain bike trails on existing access roads.	Management Authority		As required
ACCESS CONTROL				
28	• Establish appropriate entry points.	Management Authority	Internally (Environmental Management)	Ongoing
29	• Erect notice boards and signs to ensure that recreational users only use dedicated routes.	Management Authority	Internally (Environmental Management)	
30	• Monitor existing fence lines.	Management Authority	Internally (Law Enforcement)	Ongoing
31	• Identify the need for the construction of additional fence lines.	Management Authority		
32	• React to any form of illegal or unauthorised use within the NR.	Management Authority	Internally (Law Enforcement)	Ongoing
BOUNDARY SECURITY				
33	• Initiate the withdrawal of the relevant transformed sections with the establishment of the amended boundary.	Management Authority	Internally (Environmental Management)	Process initiated by July 2024
34	• Monitor existing fence lines.	Management Authority	See #30	Ongoing
35				

	• React to any form of illegal encroachment within the NR.	Management Authority	Internally (Law Enforcement)	
LEGAL COMPLIANCE				
36 37	• All development needs to be done according to the NEMA principles and follow the applicable legislation and procedures of all relevant stakeholders. • Water management within the Reserve must comply with the National Water Act (No 36 of 1998).	Management Authority	Internally with DEADP Internally with DWS	Ongoing
MANAGEMENT EFFECTIVENESS				
38	• Conduct annual audits.	Management Authority Cape Nature	Internally with Cape Nature	Annually
39	• Update the EMP following annual audit results.	Management Authority / Cape Nature	Internally	Annually

7.8	**PLANNING AND LOCAL ECONOMIC DEVELOPMENT AND TOURISM :(PC: CLLR T KUMM)**

NONE

7.9	**RURAL MANAGEMENT AND ENVIRONMENT: (PC: CLLR C MANUEL)**

NONE

7.10	**MUNICIPAL MANAGER**

NONE

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

NONE

9.	**URGENT MATTERS**

NONE

10.	**MATTERS TO BE CONSIDERED IN-COMMITTEE**

NONE