STELLENBOSCH
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MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

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

2025-04-02

NOTICE OF A
PROTECTION SERVICES COMMITTEE MEETING
WEDNESDAY: 2025-04-02 AT 12:00

TO Cllr J Williams [Chairperson]

COUNCILLORS R Cupido
S Heneke
N Mkhontwana
A Tomose

Ex officio Executive Mayor, Ald J Fasser

Notice is hereby given that a Protection Services Committee meeting will be held on **Wednesday, 2025-04-02 at 12:00 in the Council Chamber, Plein Street, Stellenbosch,** to consider the items on the Agenda.

CLLR J WILLIAMS
CHAIRPERSON

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

1.	**OPENING AND WELCOME**

2.1	**COMMUNICATION BY THE CHAIRPERSON (3/4/3/6)**

2.2	**DISCLOSURE OF INTERESTS (3/6/2/2)**

3.	**APPLICATION FOR LEAVE OF ABSENCE**

4.	**CONFIRMATION OF MINUTES**

4.1	**CONFIRMATION OF THE MINUTES: PROTECTION SERVICES COMMITTEE MEETING: 2025-03-05 (3/4/3/5/2/4)**

The minutes of the Protection Services Committee Meeting held on 2025-03-06 is attached as **APPENDIX 1**.

FOR CONFIRMATION

APPENDIX 1

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

2025-03-05

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MINUTES

PROTECTION SERVICES COMMITTEE

2025-03-05 AT 12:00

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	NONE	
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6.	**REPORTS SUBMITTED BY THE MUNICIPAL MANAGER**	
	NONE	
7.	**NOTICES OF MOTIONS AND NOTICES OF QUESTIONS RECEIVED BY THE MUNICIPAL MANAGER**	
	NONE	
8.	**CONSIDERATION OF URGENT MATTERS**	
9.	**MATTERS TO BE CONSIDERED IN-COMMITTEE**	
	NONE	

PRESENT: Cllr J Williams [Chairperson]

COUNCILLORS: Cllr R Cupido
Cllr S Heneke
Cllr N Mkhontwana
Cllr A Tomose

ALSO PRESENT: Cllr R Adams
Cllr N Olayi
Cllr M Van Stade

****

OFFICIALS: Director: Community and Protection Services (G Boshoff)
Senior Manager: Protection Services (C Kitching)
Senior Administration Officer (T Samuels (Ms))

****

1.	**OPENING AND WELCOME**

The Chairperson, Cllr J Williams, welcomed all present at the Protection Services Committee meeting.

2.1	**COMMUNICATION BY THE CHAIRPERSON**	**(3/4/3/6)**

The Chairperson requested that a moment of silent reflection be observed for Mr Cecil Abrahams, a Law Enforcement Officer, who passed on suddenly.

2.2	**DISCLOSURE OF INTERESTS**	**(3/6/2/2)**

NONE

3.	**APPLICATION FOR LEAVE OF ABSENCE**

NONE

4.	**CONFIRMATION OF MINUTES**

4.1	**CONFIRMATION OF THE MINUTES: PROTECTION SERVICES COMMITTEE MEETING: 2024-11-06**	**(3/4/3/5/2/4)**

The minutes of the Protection Services Committee Meeting held on 2024-11-06 was **confirmed as correct without any changes.**

4.2	**CONFIRMATION OF THE MINUTES: PROTECTION SERVICES COMMITTEE MEETING: 2025-02-05**	**(3/4/3/5/2/4)**

The minutes of the Protection Services Committee Meeting held on 2025-02-05 was **confirmed as correct without any changes.**

4.3	**REPORT/S BY THE DIRECTOR: COMMUNITY AND PROTECTIONS SERVICES RE OUTSTANDING RESOLUTIONS TAKEN AT PREVIOUS MEETINGS (3/4/3/5/2/2)**

NONE

5.	**REPORTS FROM PROTECTION SERVICES**

5.1	**NON-DELEGATED MATTERS**

NONE

5.2	**DELEGATED MATTERS**

5.2.1	**MONTHLY REPORT BY TRAFFIC SERVICES FOR DECEMBER 2025**

Collaborator No:
IDP KPA Ref No: Safest Valley
Meeting Date: 5 March 2025

1. SUBJECT: MONTHLY REPORT BY TRAFFIC SERVICES FOR DECEMBER 2024

2. PURPOSE

To submit a monthly report to the Standing Committee on traffic-related enforcement and administrative performance of the department for the period 01 – 31 December 2024.

3. DELEGATED AUTHORITY

For the Portfolio Committee to note.

4. EXECUTIVE SUMMARY

The report provides an overview of traffic law enforcement activities such as vehicle checkpoints conducted, general enforcement in terms of the National Road Traffic Act, National Land Transport Act & parking/street bylaw, awareness campaigns, training (pre-primary-secondary and tertiary education), accident response, registration & licensing of vehicles, vehicle testing, driver & learner testing and prosecution of traffic offenses and income and expenditure report on income generated by the department.

PROTECTION SERVICES COMMITTEE MEETING: 2025-03-05: ITEM 5.2.1

NOTED

the monthly report by Traffic Services for the month of December 2024.

FOR FURTHER DETAILS, CONTACT:

NAME	**GARY BOSHOFF**
POSITION	***DIRECTOR***
DIRECTORATE	***COMMUNITY & PROTECTION SERVICES***
CONTACT NUMBERS	***021 – 8088410***
E-MAIL ADDRESS	***gary.boshoff@stellenbosch.gov.za***
REPORT DATE	

5.2.2	MONTHLY REPORT BY TRAFFIC SERVICES FOR JANUARY 2025

Collaborator No: 781085
IDP KPA Ref No: Safest Valley
Meeting Date: 5 March 2025

1. SUBJECT: MONTHLY REPORT BY TRAFFIC SERVICES FOR JANUARY 2025

2. PURPOSE

To submit a monthly report to the Standing Committee on traffic-related enforcement and administrative performance of the department for the period 01 – 31 January 2025.

3. DELEGATED AUTHORITY

For the Portfolio Committee to note.

4. EXECUTIVE SUMMARY

The report provides an overview of traffic law enforcement activities such as vehicle checkpoints conducted, general enforcement in terms of the National Road Traffic Act, National Land Transport Act & parking/street bylaw, awareness campaigns, training (pre-primary-secondary and tertiary education), accident response, registration & licensing of vehicles, vehicle testing, driver & learner testing and prosecution of traffic offenses and income and expenditure report on income generated by the department.

PROTECTION SERVICES COMMITTEE MEETING: 2025-03-05: ITEM 5.2.2

NOTED

the monthly report by Traffic Services for the month of January 2025.

FOR FURTHER DETAILS, CONTACT:

NAME	**GARY BOSHOFF**
POSITION	***DIRECTOR***
DIRECTORATE	***COMMUNITY & PROTECTION SERVICES***
CONTACT NUMBERS	***021 – 8088410***
E-MAIL ADDRESS	***gary.boshoff@stellenbosch.gov.za***
REPORT DATE	

5.2.3	MONTHLY REPORT BY FIRE & DISASTER FOR JANUARY 2025

Collaborator No: 781083

IDP KPA Ref No: Safest Valley

Meeting Date: 5 March 2025

1. SUBJECT: MONTHLY REPORT FOR JANUARY 2025: FIRE & DISASTER

2. PURPOSE

To notify the Committee of the monthly activities **(Annexure A)** that was conducted by the Fire and Disaster services for January 2025.

3. DELEGATED AUTHORITY

For notification by the Portfolio Committee.

4. EXECUTIVE SUMMARY

To present the monthly activity report of the Fire and Disaster services for the month of January 2025 to the Committee for notification.

PROTECTION SERVICES COMMITTEE MEETING: 2025-03-05: ITEM 5.2.3

NOTED

the monthly report by Fire & Disaster for the month of October 2024.

FOR FURTHER DETAILS CONTACT:

NAME	Wayne Smith
POSITION	***Manager: Fire Services and Disaster management***
DIRECTORATE	***Community and Protection Services***
CONTACT NUMBERS	***Ext 8771***
E-MAIL ADDRESS	***wayne.smith@stellenbosch.gov.za***
REPORT DATE	

5.2.4	**MONTHLY REPORT ON BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT FOR JANUARY 2025**

Collaborator No: 781082

IDP KPA Ref No: Safest Valley

Meeting Date: 5 March 2025

1. SUBJECT: MONTHLY REPORT ON BY LAW ENFORCEMENT AND EVENTS MANAGEMENT FOR JANUARY 2025

2. PURPOSE

To notify the Committee of the monthly activities of Law enforcement Services and Events Management for the Month of January 2025, as per **ANNEXURE A.**

3. DELEGATED AUTHORITY

For notification by the Portfolio committee.

4. EXECUTIVE SUMMARY

To present the monthly report of Law Enforcement and Events Management on activities for the month of January 2025.

PROTECTION SERVICES COMMITTEE MEETING: 2025-03-05: ITEM 5.2.4

NOTED

that the monthly report on By-Law Enforcement and Events Management for January 2025.

FOR FURTHER DETAILS CONTACT:

NAME	Joan Felix
POSITION	***Manager: Traffic and Law Enforcement Services***
DIRECTORATE	***Community and Protection Services***
CONTACT NUMBERS	***Ext 8441***
E-MAIL ADDRESS	***joan.felix@stellenbosch.gov.za***
REPORT DATE	

6.	**REPORTS SUBMITTED BY THE MUNICIPAL MANAGER**

NONE

7.	**NOTICES OF MOTIONS AND NOTICES OF QUESTIONS RECEIVED BY THE MUNICIPAL MANAGER**

NONE

8.	**URGENT MATTERS**

NONE

9.	**MATTERS TO BE CONSIDERED IN-COMMITTEE**

NONE

The meeting adjourned at 12:15.

CHAIRPERSON: ……

DATE: ……

Confirmed on …… with/without amendments

4.3	**REPORT/S BY THE DIRECTOR: COMMUNITY AND PROTECTIONS SERVICES RE OUTSTANDING RESOLUTIONS TAKEN AT PREVIOUS MEETINGS (3/4/3/5/2/2)**

NONE

5.	**REPORTS FROM PROTECTION SERVICES**

5.1	**NON-DELEGATED MATTERS**

NONE

5.2	**DELEGATED MATTERS**

5.2.1	**MONTHLY REPORT BY TRAFFIC SERVICES FOR FEBRUARY 2025**

Collaborator No: 782984
IDP KPA Ref No: Safest Valley
Meeting Date: 2 April 2025

1. SUBJECT: MONTHLY REPORT BY TRAFFIC SERVICES FOR FEBRUARY 2025

2. PURPOSE

To submit a monthly report to the Standing Committee on traffic-related enforcement and administrative performance of the department for the month of February 2025.

3. DELEGATED AUTHORITY

For the Portfolio Committee to note.

4. EXECUTIVE SUMMARY

The report provides an overview of traffic law enforcement activities such as vehicle checkpoints conducted, general enforcement in terms of the National Road Traffic Act, National Land Transport Act & parking/street By-Law, awareness campaigns, training (pre-primary-secondary and tertiary education), accident response, registration & licensing of vehicles, vehicle testing, driver & learner testing and prosecution of traffic offenses and income and expenditure report on income generated by the department.

5. RECOMMENDATION

that the monthly report by Traffic Services for the month of February 2025, be noted.

6. DISCUSSION / CONTENTS

6.1 Background

The core function of the Department of Traffic Services is to improve road safety by changing driver behaviour. The Department participates in the respective national and provincial road safety and crime prevention campaigns and co-ordinate actions with other law enforcement agencies such as the South African Police Services, and Western Cape Provincial Traffic Services within the Department of Transport.

The Department Traffic Service Stellenbosch strives within its capacity to achieve the objectives as set out in section 152 of the Constitution. “To promote a safe and healthy environment” for all citizens within the Greater Stellenbosch Municipal Area.

6.2 Discussion

Stellenbosch Traffic Services performs 3 functions on behalf of the Provincial Department of Transport, namely, Registration and licensing of vehicles, Vehicle Roadworthy tests and Driver/learner testing.

The monthly report entails an activity report which includes statistics on total accidents and its categories of injuries, number of learner and driver licenses issued/converted and other related driver authorization, roadworthy tests conducted and certificates issued, motor vehicle registrations, issue of duplicate registration certificates, annual license renewals, issue of temporary/special permits and allocation of registration numbers, total notices issued for parking, moving offences and speeding violations. Stellenbosch is well-known for hosting events and ideal location for film shooting. On a monthly basis the Stellenbosch Traffic Services provides assistance at these events which are listed in the report.

Staff members are deployed to increase road safety awareness by conducting campaigns and visiting crèches, primary and high schools colleges and the University. Law Enforcement Section has observed an increase on D.U.I arrest and improvement on other special operations.

The financial management report provides an overview of income generated by divisions as stated above, parking revenue, rental of parking bays, services provided by officers, film shoots, impoundment fees, issue of parking discs and request for data such as copies of accident reports. Further data is provided on Automatic Number-plate recognition operations, locations and income generated

6.3 Parking (Municipal Own Project)

The Municipality decided to manage parking on their own and this pilot project commenced from 1 October 2021. Positive results observed are there is growth of revenue earned by the Municipality.

The traffic operational plan is only made available and reported on after activities took place due to the confidential nature thereof

6.4 Financial Implications

As per the approved budget.

6.5 Legal Implications

All actions and functions performed are in line with applicable legislation.

6.6 Staff Implications

This report has no additional staff implications to the Municipality.

6.7 Previous / Relevant Council Resolutions

None

6.8 Risk Implications

The risk is addressed through the content of the report.

6.9 Comments from Senior Management

No comment requested.

6.9.1 *Municipal Manager*

Contents noted.

ANNEXURE A:

Annexure A: Traffic Services Monthly Report – February 2025

FOR FURTHER DETAILS, CONTACT:

NAME	**GARY BOSHOFF**
POSITION	***DIRECTOR***
DIRECTORATE	***COMMUNITY & PROTECTION SERVICES***
CONTACT NUMBERS	***021 – 8088410***
E-MAIL ADDRESS	***gary.boshoff@stellenbosch.gov.za***
REPORT DATE	

ANNEXURE A



MONTHLY REPORT:

FEBRUARY 2025

Traffic Services:

Community And Protection Services

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1. Activities Reporting 1

- Accidents Recorded
- Vehicle impounds
- License Section
- Motor Vehicle Registrations
- Special Operations and Law Enforcement

2. Financial Management Reporting 3

Income/ revenue

- Traffic fines income
- Motor Vehicle Registration
- Driver's license Section
- Parking (Municipal Project)
- Bloemhof Parking Income
- Stelcor Parking Income
- General Income

Payments / Expenditures

3. Total Jobs Created 4

4. Natis Blocks – Warrants 4

1. ACTIVITIES REPORTING

WCO24 ACCIDENTS RECORDED	TRAFFIC	WC024
	TOTALS	TOTALS
ACCIDENTS	**39**	**292**
Fatal Injuries	0	0
Serious injuries	2	0
Slight injuries	2	0
No injuries	32	261
Pedestrians Fatal	0	2
Pedestrians / Passenger Serious injuries	0	13
Pedestrians Slight injuries	3	16
VEHICLE IMPOUNDS		
Vehicle impounded released		1
Vehicle impounded		12
TOTAL		13
LICENSE SECTION		
Stellenbosch DLTC		
Application for Learner's Licence		421
Application for PrDP		147
Application for light motor-vehicle driving licence		214
Application for motor-cycle driving licence		9
Learners Applicants absent		11
Duplicate learner's licence		165
Issued Drivers Licence (Pass)		133
Issued Learners Licence (Pass)		107
Drivers Licence Test conducted Fail		115
Learner's licence Test conducted Fail		69
Drivers Licence Test conducted (Pass & Fail)		248
Learner's licence Test conducted (Pass & Fail)		176
Drivers Licence Applicants absent		11
Renewal of Drivers licence (Conversion)		826
Franschhoek DLTC		
Application for learner's licence		81
Applicants absent		8
Learner's licence Test conducted Fail		14
Issued Learners Licence (Pass)		64
Learner's licence Test conducted (Pass & Fail)		78

MOTOR VEHICLE REGISTRATION	
Duplicate registrations certificate	145
Registration only	1 225
Licensing and renewals	34 902
Temporary permits	13
Special permits	16
Motor Registration Information	0
Allocation of registration numbers	31
RTMC	3 382
Driver's License Levy	0
TOTAL TRANSACTIONS	39 714

SPECIAL OPERATIONS AND TRAFFIC LAW ENFORCEMENT	
Section 56 Fines Issued	8 968
Section 341 Fines Issued	4 336
Traffic Safety Awareness Session conducted	10
Speed Camera Cases (mobile, radar, digicam, robot, etc)	40 355
ANPR Interventions conducted	18
Public Transport Operations conducted	28
Drunken Driving Operations conducted	16
Traffic Law Enforcement VCPs	58
Drag Racing Operations	4
Warrants Operations	4
Warrants Executed	90
DUI Arrests	15
False documents	1
Other arrests	2
Fatal, Reckless and Negligent Driving Arrests	1
Driver Competency Test conducted – Council Vehicles	12
Impoundments	10
Illegal immigrants	6
No driving licence	0

2. FINANCIAL MANAGEMENT REPORTING

INCOME / REVENUE		
TRAFFIC FINES INCOME		
Fines Income & Speed camera digital, Fixed camera and RLV	R	2 896 825.00
TOTAL	**R**	**2 896 825.00**
MOTOR VEHICLE REGISTRATION		
Registration fees	R	320 598.60
Licensing's and renewals	R	3 438 811.50
Duplicate Registrations	R	19 041.00
Temporary permits	R	12 220.00
Special permits	R	1 088.00
Motor Registration Information	R	0
Drivers license Levy	R	0
RTMC	R	243 216.00
ALLOCATION FEES	R	1 550.00
TOTAL	**R**	**4 036 525.10**
DRIVERS LICENCE SECTION		
L/Licence (app. & iss.)	R	38 893.00
D/Licence (App & iss)	R	145 745.00
Professional Drivers Permit	R	11 760.00
Temporary Driving Licence	R	21 375.00
Duplicate Certificates	R	165.00
Renewal of card licences	R	115 640.00
TOTAL	**R**	**333 578.00**
PARKING (MUNICIPAL OWN PROJECT)	**R**	**495 029.00**
BLOEMHOF PARKING INCOME	**R**	**3 180.00**
STELKOR PARKING INCOME	**R**	**4 800.00**
TOTAL	**R**	**503 009.00**
GENERAL INCOME		
Hiring of parking bays	R	0
Impoundment fees	R	5 710.00
Info – Accident Bureau	R	3 795.00
Disabled Parking Discs	R	1 530.00
Escort Fees	R	1 760.00
Taxi Permits	R	420.00
TOTAL	**R**	**13 215.00**

PAYMENTS / EXPENDITURES		
Sheriff Account	R	0
Driving Licence Card Account Cost	R	115 640.00
WCP Government	R	3 022 778.88
RTMC	R	243 216.00
TMT Services & Supplies	R	1 792 677.29
TOTAL	**R**	**5 174 312.17**

3. TOTAL JOBS CREATED

EPWP POSITIONS	
Temporary Pointsmen	9
Gardener	2
Assistants	4
Parking Marshals	92
EPWP Temporarily Staff	**107**

4. NATIS BLOCK- WARRANTS

Admin Marks Loaded	575
Paid	R 239 050.00
Total Withdrawn	189

5.2.2	MONTHLY REPORT BY FIRE & DISASTER FOR FEBRUARY 2025

Collaborator No: 782986

IDP KPA Ref No: Safest Valley

Meeting Date: 2 April 2025

1. SUBJECT: MONTHLY REPORT FOR FEBRUARY 2025: FIRE & DISASTER

2. PURPOSE

To notify the Committee of the monthly activities **(Annexure A)** that was conducted by the Fire and Disaster services for February 2025.

3. DELEGATED AUTHORITY

For notification by the Portfolio Committee.

4. EXECUTIVE SUMMARY

To present the monthly activity report of the Fire and Disaster services for the month of February 2025 to the Committee for notification.

5. RECOMMENDATION

that the monthly report by Fire & Disaster for the month of February 2025, be noted.

6. DISCUSSION / CONTENTS

6.1 Background

Fire and disaster related activities and duties are executed in line with statutory requirements in terms of the Fire Services Act 99 of 1987 and the Disaster Management Act 57 of 2002 as well as all Council policies.

6.2 Discussion

The fire and disaster section reports to the Director Community and Protection Services. The section strives to keep the directorate and the Portfolio Committee informed of all activities and incidents through its monthly reports.

6.3 Financial Implications

As per the approved budget.

6.4 Legal Implications

All actions and functions performed in line with applicable legislation.

6.5 Staff Implications

This report has no additional staff implications to the municipality.

6.6 Previous / Relevant Council Resolutions

None

6.7 Risk Implications

The risks are addressed through the contents of the report.

6.8 Comments from Senior Management

No comment requested

6.8.1 Director: Infrastructure Services

No comments requested.

6.8.2 *Director: Planning and Economic Development*

No comments requested.

6.8.3 Director: Community and Protection Services

No comments requested.

6.8.4 Director: Strategic and Corporate Services

No comments requested.

6.8.5 Chief Financial Officer

No comments requested.

6.8.6 *Municipal Manager*

Contents noted.

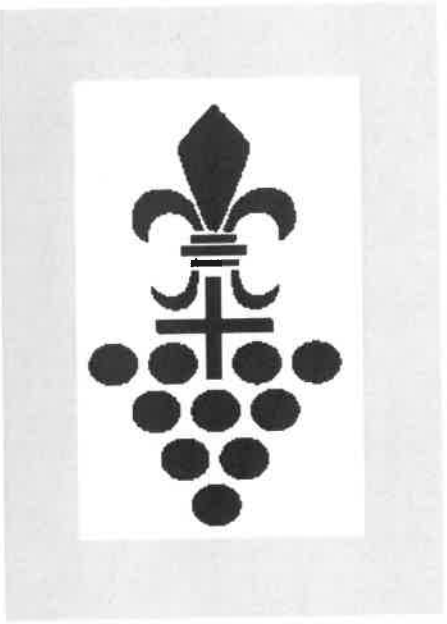
ANNEXURE

Annexure A: Fire and Disaster Monthly report for February 2025.

FOR FURTHER DETAILS CONTACT:

NAME	Wayne Smith
POSITION	***Manager: Fire Services and Disaster management***
DIRECTORATE	***Community and Protection Services***
CONTACT NUMBERS	***Ext 8771***
E-MAIL ADDRESS	***wayne.smith@stellenbosch.gov.za***
REPORT DATE	

ANNEXURE A



MONTHLY REPORT:

FEBRUARY 2025

FIRE AND RESCUE SERVICES

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9. Smoke alarms.....3 - 5
10. Inter-governmental relations.....6
11. Budget.....6
12. Incidents.....6
13. Work opportunities.....7



Drills

03/02/2025	MP3(Cafs)
07/02/2025	Rescue Equipment
11/02/2025	Operated Mp1 from open water
12/02/2025	MP3, Pumps
13/02/2025	High Angle
14/02/2025	Rescue Gear
17/02/2025	Ladders
18/02/2025	TL
20/02/2025	Mp3, Pumps
24/02/2025	Hoses
25/02/2025	Hose and hydrant
27/02/2025	Physical
28/02/2025	Rescue Tools

Tests

03/02/2025	Batteries Tyres
05/02/2025	Hoses
06/02/2025	SCBA
07/02/2025	Rescue Gear
10/02/2025	Batteries and Tyres
11/02/2025	Pump Tests
12/02/2025	Small Gear
13/02/2025	High Angle
14/02/2024	Rescue
17/02/2025	Batteries & Tyres
21/02/2025	Rescue Tools
24/02/2025	Batteries/ Tyres
26/02/2025	Ladders

Training and development

No external training was scheduled for January due to the peak fire season.

Familiarization tours

1. None

Fatalities

1. None

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

1. 17/02/2025 – Display @ La Motte crèche, Bosbou.
2. 28/02/2025 – Display @ Jessie Keet, Idasvalley

Fire readiness and preparedness test

Daily vehicle and appliance checks
Daily drills and lectures
Evacuation drills as scheduled
Regular awareness programs and visits to premises.
Periodical test of equipment
Maintenance of vehicles and appliances
Daily station work
Daily cleaning of stores
Daily water supply to various informal settlements
Hydrant inspections
Smoke detector installations



Extinguishing a vehicle fire

Fire Prevention activities

NAME	TOTAL
Rezoning	0
Building line encroachments	0
Departures	0
Inspections	90
Evacuation drills	1
Fire Certificates	17
Lectures	0
Population certificates	18
Smoke detectors installed	102
Hydrant inspections	30

Smoke Alarms

STELLENBOSCH FIRE & RESCUE SERVICE SMOKE ALARM INSTALLATIONS FEBRUARY 2025	
DATE	ADDRESS
	Azania, Kayamandi
24/02/2025	N Tabata, Azania
	F Qavana, 3907 Thubelitsha
	Z Mpandana, 1870 Azania
	Z Mpandana, 1870 Azania
	Z Mpandana, 1870 Azania
	K Ramahloko, 562 Azania
	Z Makalu, 3922 A
	Z Makalu, 3922 A
	A Mohamed, 3910 A
	S Synivane, azania 3940
	M Ayanda, Azania AZ 18
	S Sihlali, 9B Sesixhenthe Street
	X Gosa, 10298 Azania
	M Mavila, AZ134 Kayamandi
	A Jones, 3908 Azania
	N Father, 3939 New TRA Watergang
	L Mvakalisa, Azania 10192
	B Ndevu, Azania

	T Mostwane, AZ33
	S Fulephu, 3945B Watergang
	P Nxankia, AZ 498
25/02/2025	S Sikumba, 689 Kayamandi
	N Storm, 3778 Kayamansi
	S Sihwali, 19B Costaland
	A Vingwa, Nkanini 5786
	A Ntshoyi, F384 Kayamandi
	H Tetyana, 0527 Luyolo Street
	H Tetyana, 0527 Luyolo Street
	J Philander Zone O 524
	J Philander Zone O 524
	H Pieta, 0547 C Kayamandi
	D Nomila, N54 Kayamandi
	S Mcimbi, AZ 834
	M Jooste, Zone P4 9th Avenue
	N Vakamile, 105 Azania
	Y Nqayi, 3898a Watergang
	Y Nqayi, 3898a Watergang
	S Aibu, AZ Kayamandi
	N Ngemntu, Azania
	L Stuurman, 68389 Kayamandi
	M Hashibi, 711 AZ
	M Hashibi, 711 AZ
	E Tina, N97 8th Avenue Street
	M Magadani, Zone PO3 9th Avenue
	S Magadani, 001 Zone P 9th Avenue
	S Magadani, 001 Zone P 9th Avenue
	M Maxidane, AZ
	M Maxidane, AZ
	D Rooifontein, Zone O
	S Gavineshia, 750 Bassi Street
	L Magadani, 8th Avenue Zone P 3
	M Ngozi, P004 8th Avenue
	F Hweta, Kayamandi
	T Sikenaris, Po36 9th Avenue
26/02/2025	A Mpayipheli, AZ 911
	T Senteni, AZ914
	S Mrubata, AZ 907
	T Ntsunguzi, AZ 836
	A Mpayipheli, AZ 911
	T Ntsunguzi, AZ 836
	N Mbiza, B618 Nkanini

	W Ntsebezo, AZ 189
	N Kula, 801
	M Malgas, AZ 950
	M Ntshwanti, 965 Azania
	S Malgas, 944 Azania No 10
	Z Booi, Az 928
	S Bongiswa, 954 Azania
	N Msongelwa, 951 AZ
	P Nowepeyi, AZ 956
	N Simayile, AZ 927
	A Cayiya, AZ 953
	A Cayiya, AZ 953
	B Dalicuba, AZ 910
	P Motsoane, AZ 33
	A Tai Tai, 1898 Snake Valley
	A Tai Tai, 1898 Snake Valley
	A Tai Tai, 1898 Snake Valley
	A Tiyo, AZ 4041
	B Nakan, AC 613
	Y Meson, Az
	Z Mpeta, AZ 23i
	H Masibulelo, AZ 217
	M Faku, AZ69
	N Nkisi, AZ 141
	P Dalicuba, AZ
	Z Sindi, Az
	Z Sindi, Az
	O Bonga, AZ
	A Mtyhido, AZ 302
	N Zono, K261
	N Zono, K261
	S Mpambani, AZ 627
	N Mananga, AZ 54
	C Mahlobo, Azania 10100
	T Gwicana, AZ 299
	N Mngcango, AZ 1070
	S Magida, AZ 16
	S Kivi, AZ 10134
	Z Noyila, AZ
	Z Titsi, Az 366
	N Maqobolo, AZ 10235
	Total: 102

Inter-governmental relations

All municipalities within the Cape Winelands District Municipality have entered into an agreement with each other and with the Cape Winelands whereby assistance is reciprocally rendered in case of major fire incidents.

Budget

Progress on Capital projects for 2024/25 financial year				
Projects	**Value**	**Process**	**Funds Committed**	**Progress budget spent**
Jamestown fire station	R366 000	Tender	99%	Rest of funds to be verimented
Furniture, tool and equipment	R120 000	Tender	98%	
Rescue tools	R1 364 000	Tender	98%	
Specialised vehicle	R1931 986	Tender	100%	Delivery in June 2025

Incidents

1-28 February 2025						
VELD FIRES	**STRUCTURE FIRES**	**MVA**	**PVA**	**MEDICALS**	**WATER SUPPLY**	**NON EMERGENCY**
TOTAL: 193	TOTAL: 31	TOTAL: 14	TOTAL: 0	TOTAL: 24	TOTAL: 87	TOTAL: 4

Work opportunities created:

- 14 EPWP opportunities created within our disaster management and fire safety section from 1 July 2024 to 30 June 2025.

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



Fire fighters @ work

MONTHLY REPORT:

01-28 FEBRUARY 2025

DISASTER RISK MANAGEMENT

Department:
Protection Services

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DISASTER RISK MANAGEMENT SERVICES

SECTION 1

ADMINISTRATIVE TASK/ACTIVITIES:

Executive Summary – Disaster Management Overview

This monthly report provides a comprehensive overview of the disaster management activities, incidents, and exercises conducted during January 2025. The report highlights the key achievements, challenges, and recommendations for improvement.

1. INTEGRATED INSTITUTIONAL CAPACITY: - STAKEHOLDERS ENGAGEMENTS

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

1.1 STELLENBOSCH MUNICIPAL INTERNAL DEPARTMENTAL ROLE-PLAYERS/COLLABORATION

DMA	DISASTER MANAGEMENT ACT, NO. 57 OF 2002 AS AMENDED	STATUS	SCHEDULED MEETING	OUTCOMES
S3 (3.1)(3.2)	Municipal Disaster Management Committees To ensure coordinated and effective response to disasters.	Active	GIS Handheld Devices Presentation: Juniper Systems Friday, 07 February 2025 09h00 -11h00	GIS Special will engage with departments
			Greater Stellenbosch ECD's Friday, 07 February 2025 09h00 -11h00	Quarterly Engagement and Appreciation Certificates hand-over
			Events Committee Meeting Weekly Wednesday meetings	Coordinates Municipal Events No Medium risk or High-risk events re ported
			Social Cohesion Cluster Thursday, 27 February 2025 14h00-15h00	Quarterly Engagement on Safety issues

1.2 CAPE WINELANDS DISTRICT DISASTER MANAGEMENT MEETING

DMA	DISASTER MANAGEMENT ACT, NO. 57 OF 2002 AS AMENDED	STATUS	SCHEDULED MEETING	OUTCOMES
S43 (1)(2)(4)	To ensure the establishment of effective and efficient disaster management practices.	Active	None	None

1.3 STELLENBOSCH DISASTER MANAGEMENT ADVISORY FORUM MEETING

DMA	DISASTER MANAGEMENT ACT, NO. 57 OF 2002 AS AMENDED	STATUS	SCHEDULED MEETING	OUTCOMES
S51	Local Municipalities to form part of the advisory and may have their advisory forum.	Active	None	None

1.4 PROVINCIAL DISASTER MANAGEMENT CENTRE ENGAGEMENT

DMA	DISASTER MANAGEMENT ACT, NO. 57 OF 2002 AS AMENDED	STATUS	SCHEDULED MEETING	OUTCOMES
S5(3) S14	The Provincial Disaster Management Centre must establish a Provincial Disaster Management Advisory Forum.	Active	Monthly MDRG Project Task Team Thursday, 06 February 2025 09h00-12h00	Follow-up on allocated funded Municipalities and sites visit to Stellenbosch projects.
			SALGA JOINT EMCR and ESDM Provincial Working Group Tuesday, 11 February 2025 09h00 -15h00	Proposal to be tabled to SALGA National during INDABA Forum
			Western Cape Provincial Disaster Management Advisory Forum Thursday, 20 February 2025 10h00-14h00	Climate Change Engagement
			Rheinmetall Denel Munition Joint Planning Committee Friday, 21 February 2025	Quarterly Planning Meeting for Safety, Evacuation Simulation

			10h00-12h00	

1.5 OCCUPATIONAL HEALTH AND SAFETY REPORT

OHS ACT, NO. 85 OF 1993	DIRECTORATE OCUPATIONAL HEALTH AND SAFETY ACT, MUNICIPAL SYSTEM ACT, 32/2000	STATUS	SCHEDULED MEETING	OUTCOMES
85/1993	To ensure a safe and healthy work environment, educate and conscientize both the employer and employees as well as members of the public about the importance of their rights and responsibilities.	Active	quarterly	None
OHS ACT, NO. 85 OF 1993	**CENTRAL OCUPATIONAL HEALTH AND SAFETY ACT, MUNICIPAL SYSTEM ACT, 32/2000**	**STATUS**	**SCHEDULED MEETING**	**OUTCOMES**
S16(2)	Delegate certain functions and obligations to the Directors, to coordinate the O.H.S. programs such as injuries, emergency procedures and drills, service and work equipment, accidents and illness.	Active	quarterly	None

2. FINANCIAL MATTERS

EXPENDITURE TRENDS: - 01 – 28 FEBRUARY 2025

2.1 Inventory Consumed Monthly Expenditure: February 2025

Item Description	Allocated Amended Budget	Operational	*Available Budget*
Consumables: Standard Rates	R0.00	0.00	0.00
Consumable: Zero Rate - Petrol - Transport Asserts	R108 999.00	R29 263.66	R76 916.29

2.2 Operation Cost Monthly: Expenditure: February 2025

Item Description	Allocated Amended Budget	Operational	*Available Budget*
Domestic: Food and Beverages (Served)	R1 000.00	0.00	R1 000.00
Clothing: Uniform and Protective Clothing	R10 000.00	R9 556.31	R29.69
Licences: Motor Licence and Registrations	R4 613.00	0.00	R4 613.00

DISASTER MANAGEMENT FUNCTION: DISASTER RISK PREVENTION & REDUCTION

SECTION 2.

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

2. Risk Reduction Project:

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

Figure: Evacuation Simulation Exercises & Fire Safety awareness sessions conducted

Template for Reporting Evacuation Exercise/Simulation Activities for February 2024							
Date	**Location *(Institution or community activity)***	**Responsible Person & Contact details**	**Type of Activity *(Name of Institution or Community)***	**Total number of people who attended/reached**	**Gender (F/M)**	**Next Expected Evacuation Exercise/Simulation**	**Shortcomings (during drill/exercise)**
04-Feb	Dalubuhle Primary	L. Mbenenge 021-8763957	Evacuation drill/Simulation	198	F/M	Sept 2025	Safety Marshals to be skilled up
18-Feb	Kayamandi Clinic	Snr. S Mnisi 0218895061	Evacuation Simulation Exercise	92	F/M	Sept 2025	Escape signs and an assembly point

- Distribution of FireKillas to temporary relocated Units/Areas

Figure: Fire Extinguishers Device

Date	Area	Ward	Number of devices issued
18-Feb	Zone J, Bassie Str, Kayamandi	14	54
20-Feb	Jamestown	21	1

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

SECTION 3.

Date	Name and Type of activity *(School or community activity)*	Location *(Name of school or Community)*	Stakeholders involved *(Other departments/companies other than the implementing department)*	Total number of people who attended/reached	Gender *(F/M)*	Age group *(School learners, Youth, Adults)*	Proof of Evidence
26-Feb	Disaster Recovery Inspections	Zone J, Kayamandi	Fire victims	54	F/M	Adults	
27-Feb	Information table display	Stellenbosch Taxi Rank	Taxi Commuters	20-50	F/M	Youth/Adult	
28-Feb	Information table display	Klapmuts Mall	Shoprite Management and customers	50-100	F/M	All age	

DISASTER MANAGEMENT FUNCTION: DISASTER CONTROL & RESPONSE

SECTION 4.

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

4.1 Disaster Management Monthly Statistics: February 2025			
Respond to fire incidents within 14 minutes	**85%**	The number of 'displaced persons to whom the municipality delivered assistance:	**20**
The number of structural fires occurring in informal settlements:	**9**	Number of people in informal settlements affected by structural fires	**18**
Number of dwellings in informal settlements affected by structural fires	**15**	Number of people in formal settlements affected by structural fires	**21**
Number of structural fires occurring in the formal settlements	**7**		
Number of fire awareness sessions conducted	**02**		
Conduct disaster risk assessment in WCO24	**04**		
Number of smoke alarms installed	**102**		
Firekilla issued	**55**		

4.2 INCIDENT ASSESSMENT

- Incident Assessments have been conducted in all reported incidents and referred to the respective department for their respective roles.

Incident Information					Situational Overview				Response and Recovery Efforts			Cause and Contributing Factors	
Incident Name	Date	Time	Location	Type of Incident	People Affected			Damages Infrastructure	Response time	Response Agencies	Response efforts	Root Cause	Contributing factors
					people	Injuries	Fatalities						
Fire	15-Feb	11h45	Kayamandi	Shack fire	5	0	0	Yes	11:52	Fire, DM	Fire suppression	Unknown	Wood material
Fire	18-Feb	02h24	Kylemore	Structural Fire	0	0	0	Yes	02:35	Fire, DM	Fire Suppression	Electrical Wires	Asbestos roof
Fire	19-Feb	00h05	Jamestown	Shack fire	3	0	0	Yes	00:16	Fire, DM SAPS	Fire Suppression	Unknown	Wood material
Fire	19-Feb		Klapmuts	Shack fire	6	0	0	Yes		Fire, DM	Fire Suppression	Unknown	Wood material
Fire	20-Feb		Langrug	Shack	5	0	0	Yes		Fire, DM	Fire Suppression	Unknown	Wood material
Fire	22-Feb	09h28	Cloetesville	Shack	8	0	3	Yes	09:30	Fire DM, SAPS	Fire Suppression	Unknown	Wood material

4.3 Social Relief of Distress (SRD's)

Distribution of emergency housing kits to eligible survivors, temporary food packs, and crisis counselling were provided to victims of occurrences, i.e., fires, and storm surges.

Address	Type of structure		Number of victims	Relief Assistance				
	Formal	Informal		Food provision	SRD			Emergency kits
					Vanity packs	Blankets	matrasses	
F43 Luyolo Str, Strong yard.		X	1	Yes	1	1	1	1
Kloof Str, Cloetesville	X		7	Yes	7	7	7	1
Azania		X	1	Yes	1	1	1	1
Azania		X	3	Yes	3	3	3	2
F140 Luyolo Str, Strong yard		X	5	Yes	5	5	5	2
14 Jackson Str, Kylemore	X		0	No	0	0	0	0
Malgas Str, Klapmuts	X		1	No	0	0	0	0
Mountainview Jamestown		X	3	Yes	3	3	3	1
Weltervrede Klapmuts		X	6	No	0	0	0	0
Langrug		X	1	No	0	0	0	0
14 Chippendale Str C/VILLE	X		8	No	0	0	0	0
62 Gorridon Str, I/valley	x		6	No	0	0	0	0

STOCK RECEIVED TO OUR STORES

(Stellenbosch Municipal Housing Emergency Material)

01 February 2025 – 28 February 2025

Item Description	Stock at Store – 31 JAN'25	Stock Received – 01-28 Feb '25	Total at Stores 28 February 2025	Stock Issued 01-28 Feb 2025	Balance at Store 28 February 2025
Roof sheets (610 x 3m)	840	0	840	0	840
PURLINS (3.0m x 50x75mm)	672	0	672	0	672
Poles (3.0m x 76x76)	1048	0	1048	0	1048
DPC PLASTIC (15.0m)	56	0	56	0	56
3x Inch Nail (500g)	56	0	56	0	56
4x Inch Nail (500g)	56	0	56	0	56
Clout Nails (32 mm)	56	0	56	0	56
DPC PLASTIC ROOFCOVER	398	0	398	0	398

Summary stock update at Stores: 28 February 2025

IRON Sheets (610 x 3m)	PURLINS (15m x 50x75mm)	Poles (3.0m x76x76)	DPC PLASTIC (15.0m)	3 x Inch Nail (500g)	4 x Inch Nails (500g)	Clout Nails (32mm)	DPC ROOF FLOOD KIT
840 (56 x kits)	(87 x kits)	448 (56x kits)	56 (56 x kits)	56 (56 kits)	56 (56x kits)	56 (56x kits)	398 (398 x kits)

5.2.3	**MONTHLY REPORT ON BY-LAW ENFORCEMENT AND EVENTS MANAGEMENT FOR FEBRUARY 2025**

Collaborator No: 782985

IDP KPA Ref No: Safest Valley

Meeting Date: 2 April 2025

1. SUBJECT: MONTHLY REPORT ON BY LAW ENFORCEMENT AND EVENTS MANAGEMENT FOR FEBRUARY 2025

2. PURPOSE

To notify the Committee of the monthly activities of Law enforcement Services and Events Management for the Month of February 2025, as per **ANNEXURE A.**

3. DELEGATED AUTHORITY

For notification by the Portfolio committee.

4. EXECUTIVE SUMMARY

To present the monthly report of Law Enforcement and Events Management on activities for the month of February 2025.

5. RECOMMENDATION

that the monthly report on By-Law Enforcement and Events Management for February 2025, be noted.

6. DISCUSSION / CONTENTS

6.1 Background

Law Enforcement duties and Events Management functions are performed in line with the applicable legislations and municipal by laws, regulations and policies.

6.2 Discussion

The Law Enforcement Services and Events Management reports to the Director Community and Protection Services. The Department strives to keep the Directorate as well as the Portfolio Committee informed of all enforcement activities and incidents occurred through the monthly reporting.

6.3 Financial Implications

As per the approved budget.

6.4 Legal Implications

All actions and functions performed in line with applicable legislation.

6.5 Staff Implications

This report has no additional staff implications to the municipality.

6.6 Previous / Relevant Council Resolutions

None

6.7 Risk Implications

The risks are addressed through the contents of the report.

6.8 Comments from Senior Management

No comment requested.

6.8.1 Director: Community and Protection Services

No comment requested.

6.8.2 Municipal Manager

Contents noted.

ANNEXURES

Annexure A: Law Enforcement and Events Management Monthly Report for the Month of February 2025

FOR FURTHER DETAILS CONTACT:

NAME	Joan Felix
POSITION	***Manager: Traffic and Law Enforcement Services***
DIRECTORATE	***Community and Protection Services***
CONTACT NUMBERS	***Ext 8441***
E-MAIL ADDRESS	***joan.felix@stellenbosch.gov.za***
REPORT DATE	

ANNEXURE A

6.	**REPORTS SUBMITTED BY THE MUNICIPAL MANAGER**

NONE

7.	**NOTICES OF MOTIONS AND NOTICES OF QUESTIONS RECEIVED BY THE MUNICIPAL MANAGER**

NONE

8.	**URGENT MATTERS**

9.	**MATTERS TO BE CONSIDERED IN-COMMITTEE**

NONE