



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

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

2026-05-06

**NOTICE OF A  
PARKS, OPEN SPACES AND ENVIRONMENT  
COMMITTEE MEETING  
WEDNESDAY: 2026-05-06**

**TO** Cllr J Williams [Chairperson]

**COUNCILLORS** I De Taillefer  
M Nkopane

**Ex officio** Executive Mayor, Ald J Fasser

Notice is hereby given that a Parks, Open Spaces and Environment Committee meeting will be held on **Wednesday, 2026-05-06 at 15:00** via **MS TEAMS** to consider the items on the Agenda.

CLLR J WILLIAMS  
**CHAIRPERSON**

**A G E N D A**  
**PARKS, OPEN SPACES AND ENVIRONMENT**  
**COMMITTEE MEETING**  
**2026-05-06**

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|       | NONE                                                                                                                            |      |
| 10.   | CONSIDERATION OF URGENT MATTERS                                                                                                 |      |
|       |                                                                                                                                 |      |
| 11.   | MATTERS TO BE CONSIDERED IN-COMMITTEE                                                                                           |      |
|       | NONE                                                                                                                            |      |

|    |                     |
|----|---------------------|
| 1. | OPENING AND WELCOME |
|----|---------------------|

|    |                                            |
|----|--------------------------------------------|
| 2. | COMMUNICATION BY THE CHAIRPERSON (3/4/3/6) |
|----|--------------------------------------------|

|    |                                   |
|----|-----------------------------------|
| 3. | DISCLOSURE OF INTERESTS (3/6/2/2) |
|----|-----------------------------------|

|    |                                  |
|----|----------------------------------|
| 4. | APPLICATION FOR LEAVE OF ABSENCE |
|----|----------------------------------|

|    |                                           |
|----|-------------------------------------------|
| 5. | CONFIRMATION OF THE MINUTES (3/4/3/5/2/4) |
|----|-------------------------------------------|

The minutes of the Parks and Open Spaces Committee Meeting held on 2026-02-04 is attached as **APPENDIX 1**.

#### FOR CONFIRMATION

|    |                                                                                                                                  |
|----|----------------------------------------------------------------------------------------------------------------------------------|
| 6. | REPORT/S BY THE DIRECTOR: COMMUNITY AND PROTECTIONS SERVICES RE OUTSTANDING RESOLUTIONS TAKEN AT PREVIOUS MEETINGS (3/4/3/5/2/2) |
|----|----------------------------------------------------------------------------------------------------------------------------------|

NONE

# **APPENDIX 1**



**STELLENBOSCH**  
STELLENBOSCH • PNIEL • FRANSCHHOEK

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

2026-02-04

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## **MINUTES**

### **PARKS AND OPEN SPACES COMMITTEE MEETING**

**2026-02-04 AT 15:00**

**MINUTES**  
**PARKS, OPEN SPACES AND ENVIRONMENT**  
**COMMITTEE MEETING**  
**2026-02-04**

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| 4.    | APPLICATION FOR LEAVE OF ABSENCE                                                                                                |      |
| 5.    | CONFIRMATION OF MINUTES                                                                                                         |      |
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|       | NONE                                                                                                                            |      |
| 7.    | REPORTS FROM PARKS, OPEN SPACES AND ENVIRONMENT: (PC: J WILLIAMS)                                                               |      |
| 7.1   | NON-DELEGATED MATTERS                                                                                                           |      |
|       | NONE                                                                                                                            |      |
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| 7.2.2 | QUARTERLY REPORT: ENVIRONMENTAL MANAGEMENT (OCTOBER 2025 - DECEMBER 2025)                                                       | 4    |
| 8.    | REPORTS SUBMITTED BY THE MUNICIPAL MANAGER                                                                                      |      |
|       | NONE                                                                                                                            |      |
| 9.    | NOTICES OF MOTIONS AND NOTICES OF QUESTIONS RECEIVED BY THE MUNICIPAL MANAGER                                                   |      |
|       | NONE                                                                                                                            |      |
| 10.   | CONSIDERATION OF URGENT MATTERS                                                                                                 |      |
|       | NONE                                                                                                                            |      |
| 11.   | MATTERS TO BE CONSIDERED IN-COMMITTEE                                                                                           |      |
|       | NONE                                                                                                                            |      |

## MINUTES

PARKS, OPEN SPACES AND ENVIRONMENT  
COMMITTEE MEETING

2026-02-04

**PRESENT** Cllr J Williams [Chairperson]**COUNCILLORS** Cllr I De Taillefer (from 15:10)  
Cllr M Nkopane  
Cllr E Vermeulen**ALSO PRESENT** Cllr JC Macfarlane

\*\*\*\*\*

**OFFICIALS:** Director: Community and Protection Services (G Boshoff)  
Senior Manager: Community Services (A van der Merwe)  
Manager: Parks and Cemeteries (N Mohamed (Ms))  
Senior Admin Officer (T Samuels)

\*\*\*\*\*

|           |                            |
|-----------|----------------------------|
| <b>1.</b> | <b>OPENING AND WELCOME</b> |
|-----------|----------------------------|

The Chairperson, Cllr J Williams welcomed all present at the meeting and requested that a moment of silent reflection be observed.

|           |                                         |                  |
|-----------|-----------------------------------------|------------------|
| <b>2.</b> | <b>COMMUNICATION BY THE CHAIRPERSON</b> | <b>(3/4/3/6)</b> |
|-----------|-----------------------------------------|------------------|

- The Chairperson thanked the department (Team) for the beautification of the town, grass cutting and all duties performed within the WCO24 and requested the Director and Managers to convey the message to the staff.
- Employee of the month: The Chairperson requested that the Director, in future, send invites to the Portfolio Councillors.
- Tenders – On a question around the status of tenders, the Senior Manager: Community Services, Mr Van der Merwe responded that the Department experience challenges with the tender of alien clearing at the moment, but they are addressing this. The Manager: Parks and Cemeteries, Ms Nazeema Mohammed informed the Committee that the mowing tender was terminated last year.

|           |                                |                  |
|-----------|--------------------------------|------------------|
| <b>3.</b> | <b>DISCLOSURE OF INTERESTS</b> | <b>(3/6/2/2)</b> |
|-----------|--------------------------------|------------------|

NONE

|    |                                  |
|----|----------------------------------|
| 4. | APPLICATION FOR LEAVE OF ABSENCE |
|----|----------------------------------|

NONE

|    |                                           |
|----|-------------------------------------------|
| 5. | CONFIRMATION OF THE MINUTES (3/4/3/5/2/4) |
|----|-------------------------------------------|

The minutes of the Parks and Open Spaces Committee Meeting held on 2025-10-01 **were confirmed as correct without any changes.**

|    |                                                                                                                                  |
|----|----------------------------------------------------------------------------------------------------------------------------------|
| 6. | REPORT/S BY THE DIRECTOR: COMMUNITY AND PROTECTIONS SERVICES RE OUTSTANDING RESOLUTIONS TAKEN AT PREVIOUS MEETINGS (3/4/3/5/2/2) |
|----|----------------------------------------------------------------------------------------------------------------------------------|

NONE

|    |                                                                     |
|----|---------------------------------------------------------------------|
| 7. | PARKS, OPEN SPACES AND ENVIRONMENT COMMITTEE: [PC: CLLR J WILLIAMS] |
|----|---------------------------------------------------------------------|

|     |                       |
|-----|-----------------------|
| 7.1 | NON-DELEGATED MATTERS |
|-----|-----------------------|

NONE

|              |                                                                              |
|--------------|------------------------------------------------------------------------------|
| <b>7.2</b>   | <b>DELEGATED MATTERS</b>                                                     |
| <b>7.2.1</b> | <b>QUARTERLY REPORT: PARKS AND CEMETERIES (OCTOBER 2025 - DECEMBER 2025)</b> |

Collaborator No: 800168  
 IDP KPA Ref No: Good Governance and Compliance  
 Meeting Date: 4 February 2026

**1. SUBJECT: QUARTERLY REPORT: PARKS, AND CEMETERIES (OCTOBER 2025 - DECEMBER 2025)**

**2. PURPOSE**

To notify the Committee of the monthly activities (**Annexure A**) that was conducted by the Sections: Parks, and Cemeteries for October 2025 - December 2025.

**3. DELEGATED AUTHORITY**

For notification by the Portfolio Committee

**4. EXECUTIVE SUMMARY**

To present the monthly report of the Sections Parks, and Cemeteries for the month of October 2025 - December 2025 to the Committee for notification.

**PARKS, OPEN SPACES AND ENVIRONMENT SERVICES COMMITTEE: 2026-02-04:  
ITEM 7.2.1**

**NOTED**

the Quarterly Report: Parks and Cemeteries: October 2025 - December 2025.

**FOR FURTHER DETAILS CONTACT:**

|                        |                                                       |
|------------------------|-------------------------------------------------------|
| <b>NAME</b>            | <b>Albert Van der Merwe</b>                           |
| <b>POSITION</b>        | <b>Senior Manager: Community Services</b>             |
| <b>DIRECTORATE</b>     | <b>Community and Protection Services</b>              |
| <b>CONTACT NUMBERS</b> | <b>Ext 8165</b>                                       |
| <b>E-MAIL ADDRESS</b>  | <b><u>Albert.vandermerwe@ Stellenbosch.gov.za</u></b> |
| <b>REPORT DATE</b>     | <b>18 SEPTEMBER 2025</b>                              |

|       |                                                                              |
|-------|------------------------------------------------------------------------------|
| 7.2.2 | QUARTERLY REPORT: ENVIRONMENTAL MANAGEMENT<br>(OCTOBER 2025 - DECEMBER 2025) |
|-------|------------------------------------------------------------------------------|

Collaborator No:

IDP KPA Ref No:

Good Governance and Compliance

Meeting Date:

2 February 2026

**1. SUBJECT: QUARTERLY REPORT: ENVIRONMENTAL MANAGEMENT  
(OCTOBER 2025 - DECEMBER 2025)**

**2. PURPOSE**

To notify the Committee of the monthly activities (**Annexure A**) that was conducted by the Sections: Environmental Management for October 2025 - December 2025.

**3. DELEGATED AUTHORITY**

For notification by the Portfolio Committee.

**4. EXECUTIVE SUMMARY**

To present the monthly activity report of the Sections Environmental Management, for the month of October 2025 - December 2025 to the Committee for notification.

**PARKS, OPEN SPACES AND ENVIRONMENT SERVICES COMMITTEE: 2026-02-04:  
ITEM 7.2.2**

**NOTED**

the Quarterly Report: Environmental Management (October 2025 - December 2025).

**FOR FURTHER DETAILS CONTACT:**

|                        |                                                |
|------------------------|------------------------------------------------|
| <b>NAME</b>            | <b>Albert Van der Merwe</b>                    |
| <b>POSITION</b>        | <b>Senior Manager: Community Services</b>      |
| <b>DIRECTORATE</b>     | <b>Community and Protection Services</b>       |
| <b>CONTACT NUMBERS</b> | <b>Ext 8165</b>                                |
| <b>E-MAIL ADDRESS</b>  | <b>Albert.vandermerwe@ Stellenbosch.gov.za</b> |
| <b>REPORT DATE</b>     | <b>18 September 2025</b>                       |

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|           |                                                   |
|-----------|---------------------------------------------------|
| <b>8.</b> | <b>REPORTS SUBMITTED BY THE MUNICIPAL MANAGER</b> |
|-----------|---------------------------------------------------|

NONE

|           |                                                                                      |
|-----------|--------------------------------------------------------------------------------------|
| <b>9.</b> | <b>NOTICES OF MOTIONS AND NOTICES OF QUESTIONS RECEIVED BY THE MUNICIPAL MANAGER</b> |
|-----------|--------------------------------------------------------------------------------------|

NONE

|            |                       |
|------------|-----------------------|
| <b>10.</b> | <b>URGENT MATTERS</b> |
|------------|-----------------------|

NONE

|            |                                              |
|------------|----------------------------------------------|
| <b>11.</b> | <b>MATTERS TO BE CONSIDERED IN-COMMITTEE</b> |
|------------|----------------------------------------------|

NONE

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The meeting adjourned at 15:15.

**CHAIRPERSON:** .....

**DATE:** .....

**Confirmed on:** ..... **with / without amendments**

|              |                                                                                |
|--------------|--------------------------------------------------------------------------------|
| <b>7.</b>    | <b>PARKS, OPEN SPACES AND ENVIRONMENT COMMITTEE:<br/>[PC: CLLR J WILLIAMS]</b> |
| <b>7.1</b>   | <b>NON-DELEGATED MATTERS</b>                                                   |
| <b>7.1.1</b> | <b>RECOGNITION AWARD FOR STELLENBOSCH INITIATION FORUM</b>                     |

Collaborator No:

IDP KPA Ref No:

Meeting Date: 6 May 2026

**1. SUBJECT: RECOGNITION AWARD FOR STELLENBOSCH INITIATION FORUM**

**2. PURPOSE**

To provide an overview of the 2025 Summer Initiation School season conducted within the jurisdiction of Stellenbosch Municipality.

**3. DELEGATED AUTHORITY**

Council

**4. RECOMMENDATIONS**

It is recommended that:

- (a) the formal demarcation of the Calcutta Initiation Site within Calcutta Memorial Park be prioritised to support improved spatial planning and long-term sustainability;
- (b) all future site utilisation approvals continue to be processed through an inter-departmental municipal approach, ensuring:
  - (i) Regulatory compliance;
  - (ii) Effective monitoring and oversight; and
  - (iii) Enhanced health, safety, and environmental management.

The positive outcomes of the 2025 season demonstrate the value of structured planning, coordinated governance, and clear institutional roles.

**5. DISCUSSION / CONTENTS**

The Stellenbosch Initiation Forum represents both the AmaXhosa and Basotho/Hlubi cultural groups. However, during the 2025 season, only the AmaXhosa initiation program was conducted.

A structured and participatory consultation process was undertaken with relevant government stakeholders to support an inclusive and coordinated decision-making approach. The Western Cape Department of Cultural Affairs and Sport (DCAS), as the mandated provincial authority, provided oversight and ensured compliance with the **Customary Initiation Act (Act 2 of 2021)**.

In terms of Section 18 of the Act, municipalities may, upon request, make provisions for suitable land for initiation practices and may enter into agreements for the provision of municipal services.

Intergovernmental collaboration was effectively facilitated at provincial level, ensuring that all processes complied with legislative requirements. This collaborative approach contributed to a successful initiation season, with no fatalities reported.

## 5.1 Initiation Sites

### 5.1.1 Calcutta Initiation Site

In alignment with Section 18(2)(a) of the Customary Initiation Act, Stellenbosch Municipality made provision for the temporary use of municipal land for initiation purposes. Furthermore, in terms of Section 18(2)(b), the Municipality supported the site through the provision of essential municipal services.

The Calcutta initiation site was appropriately prepared in consultation with the Stellenbosch Initiation Forum. Municipal support included:

- 5.1.1.1 Installation of screened netting to ensure privacy;
- 5.1.1.2 Provision of JoJo water tanks;
- 5.1.1.3 Supply of firewood;
- 5.1.1.4 Assistance from the Fire Department with the controlled burning of structures upon completion.

These interventions ensured a well-managed and compliant environment. The season at this site concluded successfully with no reported challenges.

## 5.2 Recognition Award

The Stellenbosch Initiation Forum was awarded a Certificate of Appreciation by the Western Cape Provincial Coordinating Committee in recognition of its outstanding contribution to the 2025 Summer Initiation Season.

The award was presented at the Initiation Summer Season Feedback Session hosted by DCAS. This platform brings together key stakeholders to reflect on performance, challenges, and opportunities for improvement across the province.

This recognition highlights:

- 5.2.1 The Forum's commitment to safe and dignified initiation practices;
- 5.2.2 Strong collaboration between the Municipality and stakeholders;
- 5.2.3 A high standard of cultural governance and community engagement.

The award further reinforces the longstanding and constructive partnership between Stellenbosch Municipality and the Initiation Forum.

## **6. FINANCIAL IMPLICATIONS**

Not applicable.

## **7. LEGAL IMPLICATIONS**

Not Applicable.

## **8. STAFF IMPLICATIONS**

This report has no staff implications to the Municipality.

## **9. RISK IMPLICATIONS**

Not Applicable.

## **10. CONCLUSION**

The successful completion of the 2025 Summer Initiation Season represents a significant achievement for Stellenbosch Municipality, DCAS, and the Stellenbosch Initiation Forum.

Key highlights include:

- 10.1 Zero fatalities;
- 10.2 Strong intergovernmental coordination;
- 10.3 Effective service delivery and site management;
- 10.4 Recognition at provincial level.

These outcomes reflect the benefits of proactive planning and collaborative governance. The lessons learned will inform continuous improvement in future initiation seasons.

The Environmental Management Department remains committed to:

- 10.5 Supporting sustainable and well-managed initiation sites;
- 10.6 Strengthening partnerships with DCAS and the Initiation Forum;
- 10.7 Ensuring compliance with environmental, safety, and cultural standards.

This commitment aims to uphold the dignity and integrity of initiation practices while promoting responsible land use and environmental stewardship.

### **ANNEXURES**

Photo: Certificate of Recognition Award

### **FOR FURTHER DETAILS CONTACT:**

|                        |                                                                                                |
|------------------------|------------------------------------------------------------------------------------------------|
| <b>NAME</b>            | <b>Tammy Leibrandt</b>                                                                         |
| <b>POSITION</b>        | <b>Manager: Environmental Management</b>                                                       |
| <b>DIRECTORATE</b>     | <b>Community and Protection Services</b>                                                       |
| <b>CONTACT NUMBERS</b> | <b>021 808 8180</b>                                                                            |
| <b>E-MAIL ADDRESS</b>  | <a href="mailto:Tammy.leibrandt@ Stellenbosch.gov.za">Tammy.leibrandt@ Stellenbosch.gov.za</a> |
| <b>REPORT DATE</b>     | <b>18 March 2026</b>                                                                           |

# ANNEXURE



**AGENDA****PARKS, OPEN SPACES AND ENVIRONMENT  
COMMITTEE MEETING****2026-05-06**

|              |                                                                           |
|--------------|---------------------------------------------------------------------------|
| <b>7.2</b>   | <b>DELEGATED MATTERS</b>                                                  |
| <b>7.2.1</b> | <b>QUARTERLY REPORT: PARKS AND CEMETERIES (JANUARY 2026 - MARCH 2026)</b> |

Collaborator No:

IDP KPA Ref No:

Good Governance and Compliance

Meeting Date:

6 May 2026

**1. SUBJECT: QUARTERLY REPORT: PARKS, AND CEMETERIES (JANUARY 2026 - MARCH 2026)****2. PURPOSE**

To notify the Committee of the monthly activities (**Annexure A**) that was conducted by the Sections: Parks and Cemeteries for January 2026 - March 2026.

**3. DELEGATED AUTHORITY**

For notification by the Portfolio Committee

**4. EXECUTIVE SUMMARY**

To present the monthly report of the Sections Parks and Cemeteries for the month of January 2026 - March 2026 to the Committee for notification.

**5. RECOMMENDATION**

that the Quarterly Report: Parks and Cemeteries: January 2026 - March 2026, be noted.

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

The Section: Parks and Cemeteries specialises in maintaining all parks and cemeteries in the WCO24.

**6.2 Discussion**

The Parks and Cemeteries section consists of one Manager, two Superintendents: Parks, one Superintendent: Ornamental Horticulture and one Foreperson: Cemeteries. They are responsible for overseeing and coordination of maintaining public open spaces and parks. The management team is responsible for the management of operational expenditure as well as capital projects. This Section is also responsible for the management and utilisation of cemeteries.

**6.3 Financial Implications**

As per the approved budget.

**6.4 Legal Implications**

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

**6.5 Staff Implications**

This report has no staff implications to the Municipality.

**6.6 Previous / Relevant Council Resolutions**

None

**6.7 Risk Implications**

This report has no risk implications for the Municipality.

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

No comments

**6.8.2 Director: Planning and Economic Development**

No comments

**6.8.3 Director: Protection and Community Services**

No comments

**6.8.4 Director: Corporate Services**

No comments

**6.8.5 Chief Financial Officer**

No comments

**6.8.6 Municipal Manager**

No comments

**ANNEXURES**

Annexure A: Quarterly Report: Parks, and Cemeteries (January 2026 - March 2026)

**FOR FURTHER DETAILS CONTACT:**

|                        |                                                                                                             |
|------------------------|-------------------------------------------------------------------------------------------------------------|
| <b>NAME</b>            | <b>Albert Van der Merwe</b>                                                                                 |
| <b>POSITION</b>        | <b>Senior Manager: Community Services</b>                                                                   |
| <b>DIRECTORATE</b>     | <b>Community and Protection Services</b>                                                                    |
| <b>CONTACT NUMBERS</b> | <b>Ext 8165</b>                                                                                             |
| <b>E-MAIL ADDRESS</b>  | <b><a href="mailto:Albert.vandermerwe@ Stellenbosch.gov.za">Albert.vandermerwe@ Stellenbosch.gov.za</a></b> |
| <b>REPORT DATE</b>     | <b>18 SEPTEMBER 2025</b>                                                                                    |

# **ANNEXURE A**



**QUARTERLY REPORT  
FOR JANUARY 2026-  
MARCH 2026**

Parks & Cemeteries  
Section

**Community Services**

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# PARKS, ORNAMENTAL HORTICULTURE AND CEMETERIES

## 1. STAFF MATTERS

### 1.1 Staff Component: Parks Franschhoek, Dwarsrivier, Klapmuts

|   | Description                    | Totals | Comments                    |
|---|--------------------------------|--------|-----------------------------|
| a | No of permanent staff          | 7      |                             |
| b | No of vacancies                | 2      | Operator and General Worker |
| c | No of EPWP staff               | 11     |                             |
| d | No of staff on suspension      | 0      |                             |
| e | No of staff on Standby         | 6      |                             |
| f | No of staff working Overtime   | 5      |                             |
| g | No of staff IOD's              | 0      |                             |
| h | No of Long Service awards      | 0      |                             |
| i | No of staff resigned / retired | 0      |                             |

### 1.2 Staff Component: Parks Stellenbosch

|   | Description                    | Totals | Comments                                                                                                                                         |
|---|--------------------------------|--------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| a | No of permanent staff          | 32     |                                                                                                                                                  |
| b | No of vacancies                | 6      | Foreperson x 1, Driver Supervisor x 1, Operator x 2, General worker x 2(the approved notice for advertising has been sent to the HR Department). |
| c | No of EPWP staff               | 26     |                                                                                                                                                  |
| d | No of staff on suspension      | 0      |                                                                                                                                                  |
| e | No of staff on Standby         | 19     |                                                                                                                                                  |
| f | No of staff working Overtime   | 32     |                                                                                                                                                  |
| g | No of staff IOD's              | 1      |                                                                                                                                                  |
| h | No of Long Service awards      | 0      |                                                                                                                                                  |
| i | No of staff resigned / retired | 0      |                                                                                                                                                  |

### 1.3 Staff Component: Cemeteries

|   | Description               | Totals | Comments                                             |
|---|---------------------------|--------|------------------------------------------------------|
| a | No of permanent staff     | 14     |                                                      |
| b | No of vacancies           | 1      | Supervisor: Mr L. Williams is the acting Supervisor. |
| c | No of EPWP staff          | 9      |                                                      |
| d | No of staff on suspension | 0      |                                                      |

|   |                                |   |                                                                          |
|---|--------------------------------|---|--------------------------------------------------------------------------|
| e | No of staff on Standby         | 2 | Weekly                                                                   |
| f | No of staff working Overtime   |   |                                                                          |
| g | No of staff IOD's              | 1 | A General Worker got stung by bees and is currently receiving treatment. |
| h | No of Long Service awards      | 0 |                                                                          |
| i | No of staff resigned / retired | 0 |                                                                          |

#### 1.4 Staff Component: Ornamental Horticulture

|   | Description                    | Totals | Comments                                |
|---|--------------------------------|--------|-----------------------------------------|
| a | No of permanent staff          | 20     |                                         |
| b | No of vacancies                | 1      | General Worker                          |
| c | No of EPWP staff               | 16     |                                         |
| d | No of staff on suspension      | 0      |                                         |
| e | No of staff on Standby         | 5      |                                         |
| f | No of staff working Overtime   | 20     |                                         |
| g | No of staff IOD's              | 0      | Snake was removed from Nursery vehicle. |
| h | No of Long Service awards      | 0      |                                         |
| i | No of staff resigned / retired | 0      |                                         |

## 2. OPERATIONAL MATTERS

### 2.1 Facilities upgraded from 1 January 2026 – 31 March 2026

| Section                 | Description | Comments                                                                                                                                                                                                                                                                                                                                        |
|-------------------------|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Ornamental Horticulture | Nursery     | <p>Areas including tunnels and terraces have been cleaned.</p> <p>Plants in containers have been weeded. Decoration plants have been weeded. New stock arrived for Golf tournament; these were cared for, pruned and fertilized.</p> <p>Mulch was received from contractor this will be used to mulch beds on highways to assist with water</p> |

|                         |                                |                                                                                                                                                                                |
|-------------------------|--------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                         |                                | <p>preservations.</p> <p>Decoration plants have been weeded. New stock arrived for Montreux Jazz festival; Plants were cleaned and pruned in preparation for the festival.</p> |
| Ornamental Horticulture | Eerste River Gardens           | All beds were cleaned.                                                                                                                                                         |
| Ornamental Horticulture | Flowering Pots                 | All pots received foliar feed.                                                                                                                                                 |
| Ornamental Horticulture | Machinery                      | No machinery at the workshop.                                                                                                                                                  |
| Ornamental Horticulture | Vehicles                       | All vehicles were inspected. Vehicle CL 94105 was involved in a minor accident; all forms were completed and sent to the insurance department.                                 |
| Parks Stellenbosch      | BSM 118/25 Tree Pruning Tender | Received order number 58151 for stump grinding, corner of R44 & Fir Street. The work is completed.                                                                             |
| Parks Stellenbosch      | BSM 118/25 Tree Pruning Tender | Received order number 29012 for pruning and felling of non-oak trees in a POS behind William Street in Cloetesville. Supplier is on site.                                      |
| Parks Stellenbosch      | BSM 118/25 Tree Pruning Tender | Received order number 29010 for felling of oak trees in a POS Le Seur Street in Brandwhact.                                                                                    |
| Parks Stellenbosch      | BSM 118/25 Tree Pruning Tender | Loaded requisition number 53807 for pruning and felling of pine trees in Onderpapegaaiberg.                                                                                    |

|                    |                                |                                                                                                                                                                                                                         |
|--------------------|--------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Parks Stellenbosch | BSM 118/25 Tree Pruning Tender | Received order number 28630, 28646 & 28647 for the repairs of gym equipment in Longlands Park, Sering Park & Waboom Park. Supplier is on site.                                                                          |
| Cemeteries         | Maintenance at all cemeteries  | All operational tasks continue as normal.                                                                                                                                                                               |
| Cemeteries         | Groendal                       | Illegal dumping remains a challenge.                                                                                                                                                                                    |
| Cemeteries         | Franschhoek                    | Filled up collapsed graves.                                                                                                                                                                                             |
| Cemeteries         | Pniel                          | The walls were painted for the festive season.                                                                                                                                                                          |
| Cemeteries         | Jamestown                      | Vandalism took place on the 19 <sup>th</sup> of January 2026 – geyser pipes were cut off.<br><br>Toilet taps and stopcocks were stolen as well as the wash basins were damaged on the 22 <sup>nd</sup> of January 2026. |
| Cemeteries         | Calcutta                       | Phase2 commenced. Buildings Landscaping and ICT tender.                                                                                                                                                                 |
| Cemeteries         | Kylemore                       | None.                                                                                                                                                                                                                   |

### 3. CAPITAL PROJECTS

| Section                 | Tenders                                                | Comments                                                                                                      |
|-------------------------|--------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|
| Cemeteries              | BSM/Clear vu fencing. BSM 06/25                        | Entrance gate was installed. Jamestown Cemetery order received on 13 <sup>th</sup> March 2026 (R 211 971.84). |
| Cemeteries              | BSM 17/26                                              | Construction of Calcutta memorial Park (R 10 792 715.82)                                                      |
| Cemeteries              | BSM/Clear vu fencing. BSM 06/25                        | Calcutta memorial fencing (R 2 269 702.05).                                                                   |
| Ornamental Horticulture | BSM:88/24: Supply and Installation of Artificial Grass | Artificial grass ocess to rephas been installed on the                                                        |

|                         |                                                                                                    |                                                                                                                           |
|-------------------------|----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
|                         |                                                                                                    | R44. Beautification pots have been placed; all capital projects are completed.                                            |
| Ornamental Horticulture | BSM 106/25: Supply and Deliver indoor and outdoor plants and horticulture essentials.              | Active                                                                                                                    |
| Ornamental Horticulture | BSM 91/20: Garden Maintenance                                                                      | Active                                                                                                                    |
| Parks Franschhoek       | BSM 6/25: Supply and construction of various types of fences as and when needed till 30 June 2027. | Clear Vu installed at Parks Depot FHK. Fence projects in Garage-, Duthie -and Abie Parks will start in February 2026.     |
| Parks Franshhoek        | FQ 15/26: Supply and installation of Steel Play Equipment in Parks.                                | Installed and paid (2 items in Abie Park (Groendal W 1) and 1 Item in Kastaiing Park (Pniel W 3).                         |
| Parks Franschhoek       | BSM 87/24 Supply, installation and repair of Outdoor Gym equipment in Parks                        | Repaired all the outdoor Gym equipment.                                                                                   |
| Parks Stellenbosch      | FQ 96/26 Supply and Delivery of Blower Mowers.                                                     | Received order number 30635 and it is sent the Supplier to arrange delivery.                                              |
| Parks Stellenbosch      | BSM 103/24: Construction of a pathway in Longlands Park.                                           | Received order 27544 (R122 282,28). Supplier is on site. Work completed and invoice sent for payment.                     |
| Parks Stellenbosch      | FQ 16/26 Supply and Delivery 500L Watercart Trailer.                                               | Received order number 29488 R170 269.00 for 4 water trailers. The supplier is busy with the registration of the trailers. |

### 3.1 CAPITAL EXPENDITURE REPORT

| Projects                                                     | Fund | Original Budget<br>2025/2026 | Adjustments<br>Budget | Virements   | Amended<br>Budget | Planned<br>Expenditure | Actual<br>Expenditure | Shadows<br>(Orders) | Provisional Cost | Actuals +<br>Shadows &<br>Provisional | Balance<br>R | Actual<br>Exp<br>% | Commited<br>% | Universal Key<br>(Ukey) | OV Code          | Project<br>Code |
|--------------------------------------------------------------|------|------------------------------|-----------------------|-------------|-------------------|------------------------|-----------------------|---------------------|------------------|---------------------------------------|--------------|--------------------|---------------|-------------------------|------------------|-----------------|
| <b>Cemeteries</b>                                            |      | 48 820 550                   | 8 000 000             | -           | 56 820 551        | 41 097 429             | 31 929 650            | 15 468 975          | 5 594            | 47 404 219                            | 9 416 332    | 66,19%             | 83,43%        |                         |                  |                 |
| Calcutta Memorial Park                                       | CRR  | 38 020 072                   | 8 000 000             | -           | 46 020 073        | 30 296 951             | 21 129 172            | 15 468 975          | 5 594            | 36 603 741                            | 9 416 332    | 45,91%             | 79,54%        | 20220630077660          | O\000000 4000401 | PC_0252         |
| Calcutta Memorial Park                                       | IUDG | 10 800 478                   | -                     | -           | 10 800 478        | 10 800 478             | 10 800 478            | -                   | -                | 10 800 478                            | -            | 100,00%            | 100,00%       | 20220630077663          | O\000000 4000401 | PC_0252         |
| <b>Parks and Cemeteries</b>                                  |      | 4 031 963                    | 443 912               | -898 174,00 | 3 577 701         | 1 175 982              | 2 874 313             | 419 113             | -                | 3 293 426                             | 284 275      | 80,34%             | 92,05%        |                         |                  |                 |
| Beautification of Parks and Cemeteries                       | IUDG | 782 609                      | -                     | -           | 782 609           | -                      | 780 509               | -                   | -                | 780 509                               | 2 100        | 99,73%             | 99,73%        | 20250701027640          | O\000000 4000104 | PC_0256         |
| Beautification of Parks and Cemeteries                       | CRR  | 117 391                      | -                     | -           | 117 391           | -                      | 116 952               | -                   | -                | 116 952                               | 439          | 99,83%             | 99,83%        | 20250701027631          | O\000000 4000104 | PC_0256         |
| Fencing Parks and Gardens                                    | IUDG | 869 585                      | -                     | -649 859,00 | 219 706           | 219 706                | 219 706               | -                   | -                | 219 706                               | 0            | 100,00%            | 100,00%       | 20250701027114          | O\000000 4000104 | PC_0257         |
| Fencing Parks and Gardens                                    | CRR  | 130 435                      | -                     | -130 435,00 | -                 | -                      | -                     | -                   | -                | -                                     | -            | -                  | -             | 20250701027141          | O\000000 4000104 | PC_0257         |
| Fencing Parks and Gardens                                    | IUDG | -                            | -                     | -649 859,00 | 649 859           | 433 236                | 476 431               | 152 290             | -                | 628 721                               | 21 138       | 73,31%             | 96,75%        | 20251010022714          | O\000000 4000104 | PC_0257         |
| Fencing Parks and Gardens                                    | CRR  | -                            | -                     | -130 435,00 | 130 435           | 88 952                 | -                     | 32 033              | -                | 32 033                                | 98 402       | 0,00%              | 24,56%        | 20251010022842          | O\000000 4000104 | PC_0257         |
| Upgrading of Parks                                           | CRR  | 1 031 963                    | -                     | -           | 1 031 963         | 100 000                | 944 712               | 86 730              | -                | 1 031 442                             | 521          | 91,55%             | 99,95%        | 20250701027643          | O\000000 4000104 | PC_0265         |
| Vehicle Fleet Parks & Cemeteries                             | CRR  | 1 000 000                    | 443 912               | -898 174,00 | 545 738           | 236 088                | 236 088               | 148 060             | -                | 384 148                               | 161 590      | 43,26%             | 70,39%        | 20250701027117          | O\000000 4000104 | PC_0266         |
| Urban Greening Beautification Main Routes and Tourist Routes | CRR  | 100 000                      | -                     | -           | 100 000           | 100 000                | 99 915                | -                   | -                | 99 915                                | 85           | 99,92%             | 99,92%        | 20250701027637          | O\000000 4000104 | PC_0362         |
| <b>TOTAL - Capital</b>                                       |      | 642 490 175                  | -41 135 054           | -           | 594 994 274       | 376 744 094            | 251 481 411           | 177 477 160         | 8 716 474        |                                       |              | 42,27%             | 0,00%         |                         |                  |                 |

### 4. EVENTS

| Section                 | Events                    | Comments                                                                                                                                                                                                                                                                                                                                                                                                      |
|-------------------------|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Ornamental Horticulture | SA Open golf championship | SA Open golf championship took place on 26 March 2026 – 1 April 2026. 300 + plants were used during the event, including indoor and outdoor displays, terrariums, animal décor, bamboo braided pots and purpose-built artificial grass pots for large palms. The team watered the plants daily from 05:00 up until 07:00; as this was the only time they were allowed on the course before playing commenced. |
| Ornamental Horticulture | Montreux Jazz festival    | The Jazz Festival in Franschoek 27 <sup>th</sup> – 29 <sup>th</sup> March 2026. Set up was completed and a great event was delivered.<br>Title deeds hand over in Idasvalley 19 <sup>th</sup> March 2026. The Disability Awareness Workshop took place at the Townhall on 5 <sup>th</sup> March 2026.                                                                                                         |

## 5. TRAINING AND EDUCATION

| Section                 | Description                      | Comments                                                 |
|-------------------------|----------------------------------|----------------------------------------------------------|
| Ornamental Horticulture | Xhosa Training                   | Superintendent is attending this training.               |
| Parks & Cemeteries      | Xhosa Training                   | Parks and Cemeteries Manager is attending this training. |
| Parks Stellenbosch      | Supervisor Training              | One General Worker is attending this training.           |
| Parks Stellenbosch      | Refresher Digger Loader Training | Four Operators attended this training.                   |
| Parks Stellenbosch      | Digger Loader Training           | Two EPWP workers attended this training.                 |

## 6. COMPLAINTS

| Section                 | No of Complaints Received | Complaints Completed | No of complaints Open |
|-------------------------|---------------------------|----------------------|-----------------------|
| Parks Franschhoek       | 3                         | 3                    | 0                     |
| Parks Stellenbosch      | 27                        | 18                   | 9                     |
| Cemeteries              | 1                         | 1                    | 0                     |
| Ornamental Horticulture | 1                         | 1                    | 0                     |
| <b>Overall Total</b>    | <b>32</b>                 | <b>23</b>            | <b>9</b>              |

## 7. MEETINGS

| Section            | Meetings attended              | Date                                               | Comments                                                        |
|--------------------|--------------------------------|----------------------------------------------------|-----------------------------------------------------------------|
| All                | Section Superintendent meeting | 27 <sup>th</sup> and 28 <sup>th</sup> January 2026 |                                                                 |
| Parks Stellenbosch | Play Items Tender              |                                                    | Via Teams                                                       |
| Parks Stellenbosch | Site Meeting for Fencing       |                                                    | This meeting was held at Jamestown Cemetery.                    |
| Cemeteries         | Calcutta                       | 13 <sup>th</sup> of January 2026                   | Surveillance cameras meeting: Calcutta Memorial Park as well as |

|                         |               |                             |                                                       |
|-------------------------|---------------|-----------------------------|-------------------------------------------------------|
|                         |               |                             | Jamestown & Onder-Papegaaiberg Cemetery.              |
| All                     | OHS           | 3 <sup>rd</sup> March 2026  | OHS meeting took place at Devon Valley Landfill site. |
| All                     | OHS           | 19 <sup>th</sup> March 2026 | Directorate Central OHS meeting.                      |
| Ornamental Horticulture | Tender and FQ |                             | Concrete Pots and Ornamental Maintenance and Mowing.  |

## 8. TOTAL BURIALS

| 2025                             | 31 Jan    | 28 Feb    | 31 Mar    | 30 Apr | 31 May | 30 Jun | 31 Jul | 31 Aug | 30 Sept | 30 Oct | 30 Nov | 31 Dec | Total      | Average   |
|----------------------------------|-----------|-----------|-----------|--------|--------|--------|--------|--------|---------|--------|--------|--------|------------|-----------|
| Jamestown                        | 36        | 27        | 25        |        |        |        |        |        |         |        |        |        | 88         | 29,3      |
| Jamestown Children               | 2         | 0         | 1         |        |        |        |        |        |         |        |        |        | 3          | 1         |
| Jamestown Self -digging          | 1         | 0         | 2         |        |        |        |        |        |         |        |        |        | 3          | 1         |
| Onder Papegaaiberg               | 3         | 0         | 6         |        |        |        |        |        |         |        |        |        | 9          | 3         |
| Onder Papegaaiberg Self-digging  | 0         | 3         | 0         |        |        |        |        |        |         |        |        |        | 3          | 1         |
| Wemmershoek                      | 0         | 0         | 2         |        |        |        |        |        |         |        |        |        | 2          | 0,6       |
| Pniel                            | 0         | 0         | 0         |        |        |        |        |        |         |        |        |        | 0          | 0         |
| Pniel Self -digging              | 0         | 1         | 3         |        |        |        |        |        |         |        |        |        | 4          | 1,3       |
| Franschhoek                      | 1         | 2         | 0         |        |        |        |        |        |         |        |        |        | 3          | 1         |
| Franschhoek North self -digging  | 2         | 1         | 4         |        |        |        |        |        |         |        |        |        | 7          | 2,3       |
| Franschhoek South self-digging   | 10        | 7         | 4         |        |        |        |        |        |         |        |        |        | 21         | 7         |
| Pauper Burials                   | 1         | 0         | 3         |        |        |        |        |        |         |        |        |        | 4          | 1,3       |
| Covid -19 Burials                | 0         | 0         | 0         |        |        |        |        |        |         |        |        |        | 0          | 0         |
| <b>Total burials/Internments</b> | <b>56</b> | <b>41</b> | <b>50</b> |        |        |        |        |        |         |        |        |        | <b>147</b> | <b>49</b> |

## 9. INCOME

### CEMETERIES REVENUE

#### 9.1. Cemeteries

| 2025                    | Jan               | Feb               | March            | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total             | Average           |
|-------------------------|-------------------|-------------------|------------------|-------|-----|------|------|-----|------|-----|-----|-----|-------------------|-------------------|
| Jamestown               | R121731,00        | R82666,50         | R71776,66        |       |     |      |      |     |      |     |     |     | R276174,16        | R92058,05         |
| Jamestown Children      | R2934,00          | R0,00             | R1467,00         |       |     |      |      |     |      |     |     |     | R4401,00          | R1467,00          |
| Jamestown Self -digging | R0,00             | R0,00             | R1348,50         |       |     |      |      |     |      |     |     |     | R1348,50          | R449,50           |
| OnderPapegaalberg       | R6517,50          | R6558,00          | R7966,00         |       |     |      |      |     |      |     |     |     | R21041,50         | R7013,83          |
| Wemmershoek             | R0,00             | R0,00             | R807,50          |       |     |      |      |     |      |     |     |     | R807,50           | R269,16           |
| Pniel                   | R0,00             | R0,00             | R0,00            |       |     |      |      |     |      |     |     |     | R0,00             | R0,00             |
| Pniel Self -digging     | R0,00             | R313,50           | R0,00            |       |     |      |      |     |      |     |     |     | R313,50           | R104,50           |
| 66.10Franschhoek Self   | R8856,00          | R4608,00          | R0,00            |       |     |      |      |     |      |     |     |     | R13464,00         | R4488,00          |
| Franschhoek North       | R627,00           | R313,50           | R1434,50         |       |     |      |      |     |      |     |     |     | R2375,00          | R791,66           |
| Franschhoek South       | R15784,00         | R10815,50         | R3424,00         |       |     |      |      |     |      |     |     |     | R30023,50         | R10007,83         |
| Covid-19 Burials        | R0,00             | R0,00             | R0,00            |       |     |      |      |     |      |     |     |     | R0,00             | R0,00             |
| <b>Total Amount</b>     | <b>R156449,50</b> | <b>R105275,00</b> | <b>R88224,16</b> |       |     |      |      |     |      |     |     |     | <b>R349948,66</b> | <b>R116649,55</b> |

## 10. KPI (KEY PERFORMANCE): DEPARTMENT COMMUNITY SERVICES

| Ref   | Internal Ref / Indicator Code | Responsible Department                                   | KPI                                                                                                                               | Unit of Measurement                                                                                                                             | Jan-26 |                    |        |   |                     |                     | Feb-26 |                    |        |     |                     |                     | Mar-26 |                    |        |     |                             |                     | Overall Performance for January 2026 to March 2026 |        |   |
|-------|-------------------------------|----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------------------|--------|---|---------------------|---------------------|--------|--------------------|--------|-----|---------------------|---------------------|--------|--------------------|--------|-----|-----------------------------|---------------------|----------------------------------------------------|--------|---|
|       |                               |                                                          |                                                                                                                                   |                                                                                                                                                 | Target | Target Description | Actual | R | Performance Comment | Corrective Measures | Target | Target Description | Actual | R   | Performance Comment | Corrective Measures | Target | Target Description | Actual | R   | Performance Comment         | Corrective Measures | Target                                             | Actual | R |
| D4944 | D3666                         | Community and Protection Services - Parks and Cemeteries | Submission of quarterly reports of play parks to be developed and or upgraded to the Senior Manager: Community Services           | Number of quarterly reports submitted to the Senior Manager: Community Services of play parks to be developed and or upgraded by 31 May         | 1      |                    | 1      | G | KPI achieved        |                     | 0      |                    | 0      | N/A |                     |                     | 0      |                    | 0      | N/A |                             |                     | 1                                                  | 1      | G |
| D5616 | D3667                         | Community and Protection Services - Parks and Cemeteries | Submission of MSA Section 80 quarterly reports to the Senior Manager: Community Services                                          | Number of quarterly MSA Section 80 reports to the Senior Manager: Community Services                                                            | 1      |                    | 1      | G | KPI met             | N/A                 | 0      |                    | 0      | N/A |                     |                     | 0      |                    | 0      | N/A |                             |                     | 1                                                  | 1      | G |
| D5623 | D3668                         | Community and Protection Services - Parks and Cemeteries | Submission of comments on the monthly MFMA Section 71 reports to the Senior Manager: Financial Management Services                | Number of comments on the monthly MFMA Section 71 reports submitted to the Senior Manager: Financial Management Services                        | 1      |                    | 1      | G | KPI achieved        | N/A                 | 1      |                    | 1      | G   | KPI achieved        | N/A                 | 1      |                    | 1      | G   | Comments have been provided |                     | 3                                                  | 3      | G |
| D5725 | D3669                         | Community and Protection Services - Parks and Cemeteries | Submission of signed municipal fleet and inspection logbooks within ten working days after the previous month to Fleet Management | Percentage of signed municipal fleet and inspection logbooks submitted to the Fleet Management within ten working days after the previous month | 100%   |                    | 100%   | G | KPI achieved        | N/A                 | 100%   |                    | 100%   | G   | KPI achieved        | N/A                 | 100%   |                    | 100%   | G   | See attached                |                     | 100%                                               | 100%   | G |
| D5727 | D3672                         | Community and Protection Services - Parks and Cemeteries | Conduct mid-year performance evaluations with all identified personnel                                                            | Number of mid-year performance evaluations conducted with all identified personnel by 31 January                                                | 4      |                    | 4      | G | KPI achieved        | N/A                 | 0      |                    | 0      | N/A |                     |                     | 0      |                    | 0      | N/A |                             |                     | 4                                                  | 4      | G |

### Overall Summary of Results

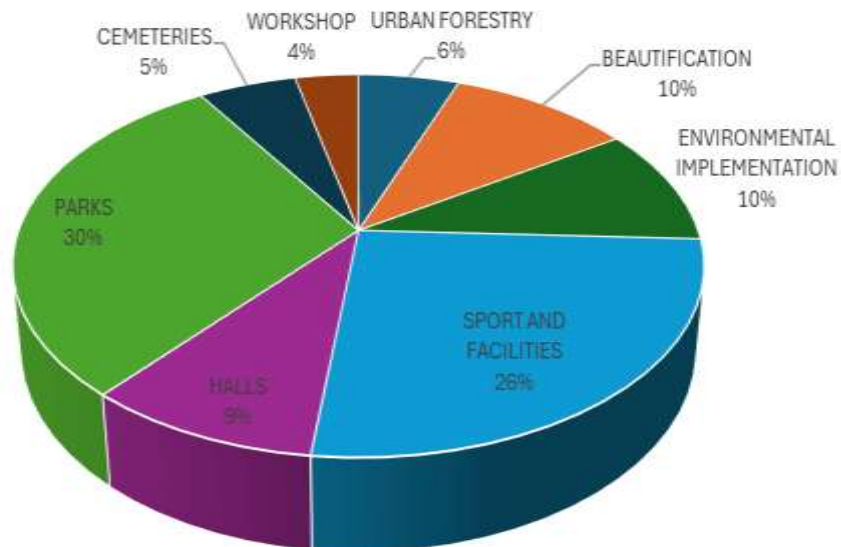
|             |                        |                                                         |    |
|-------------|------------------------|---------------------------------------------------------|----|
| N/A         | KPI Not Yet Applicable | KPIs with no targets or actuals in the selected period. | 4  |
| R           | KPI Not Met            | 0% <= Actual/Target <= 74.999%                          | 0  |
| O           | KPI Almost Met         | 75.000% <= Actual/Target <= 99.999%                     | 1  |
| G           | KPI Met                | Actual meets Target (Actual/Target = 100%)              | 8  |
| G2          | KPI Well Met           | 100.001% <= Actual/Target <= 149.999%                   | 1  |
| B           | KPI Extremely Well Met | 150.000% <= Actual/Target                               | 1  |
| N/A         | KPI Did Not Occur      | KPIs with a target which did not materialise            | 0  |
| Total KPIs: |                        |                                                         | 15 |

Report generated on 20 April 2026 at 15:26.

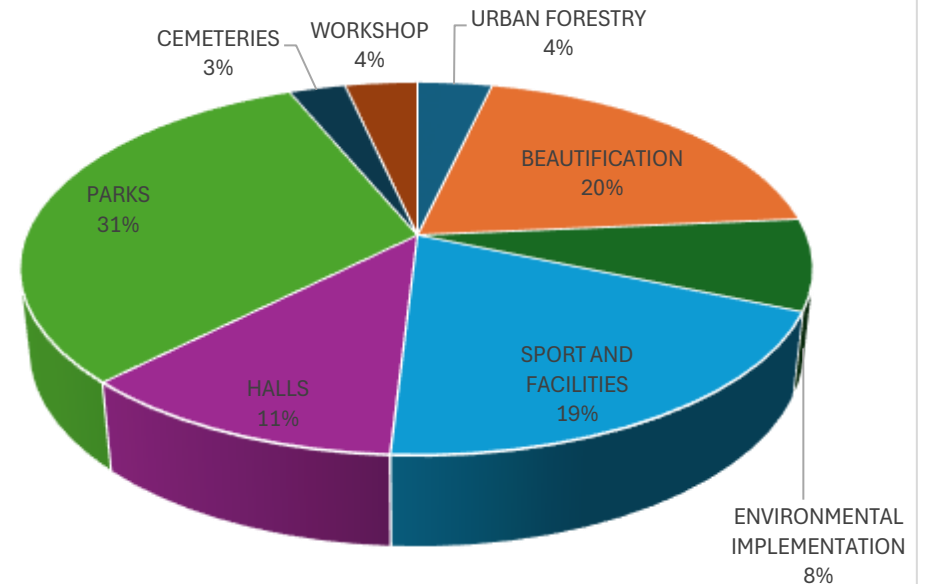
## 11. OVERTIME STATISTICS

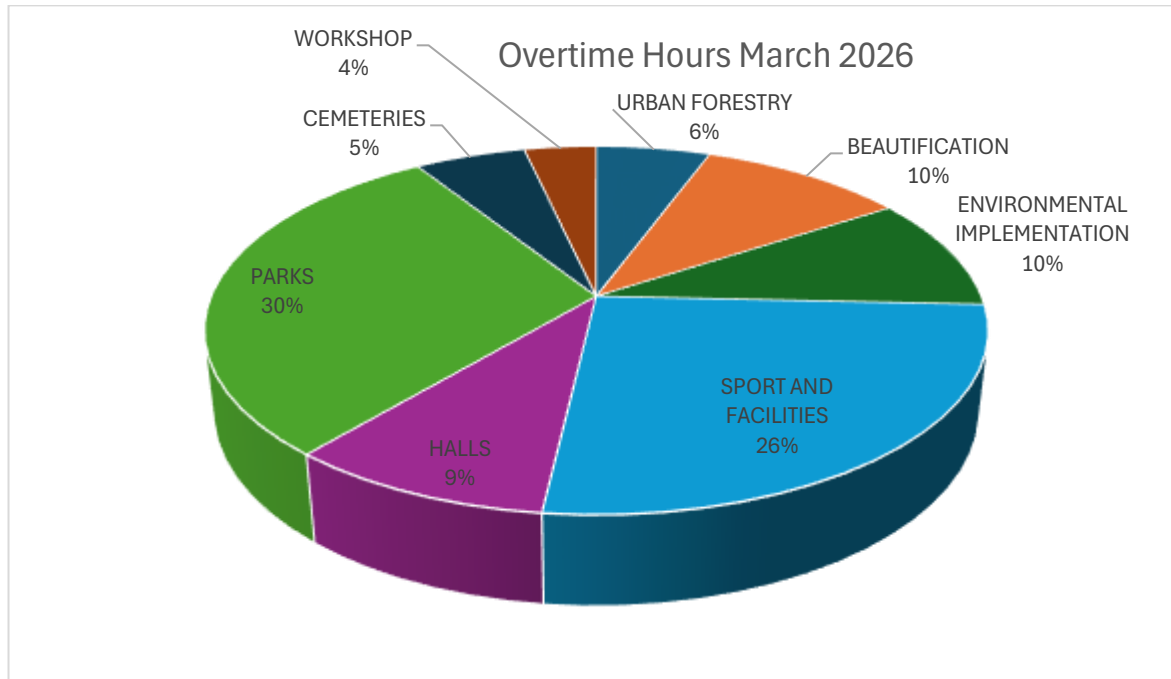
| OVERTIME & STANDBY HOURS WORKED | JAN         | FEB         | MAR            | APRIL | MAY | JUN | JUL | AUG | SEPT | OCT | NOV | DEC |
|---------------------------------|-------------|-------------|----------------|-------|-----|-----|-----|-----|------|-----|-----|-----|
| URBAN FORESTRY                  | 184         | 138         | 203            |       |     |     |     |     |      |     |     |     |
| BEAUTIFICATION                  | 333         | 765         | 1110           |       |     |     |     |     |      |     |     |     |
| ENVIRONMENTAL IMPLEMENTATION    | 325         | 303         | 257            |       |     |     |     |     |      |     |     |     |
| SPORT AND FACILITIES            | 854,4       | 744,5       | 1235           |       |     |     |     |     |      |     |     |     |
| HALLS                           | 305,5       | 439         | 746,75         |       |     |     |     |     |      |     |     |     |
| PARKS                           | 976         | 1203        | 1194           |       |     |     |     |     |      |     |     |     |
| CEMETERIES                      | 179         | 104,5       | 136,5          |       |     |     |     |     |      |     |     |     |
| WORKSHOP                        | 116         | 134         | 130            |       |     |     |     |     |      |     |     |     |
| <b>TOTAL</b>                    | <b>3273</b> | <b>3831</b> | <b>5012,25</b> |       |     |     |     |     |      |     |     |     |

Overtime Hours for January 2026



Overtime Hours February 2026





**AGENDA                      PARKS, OPEN SPACES AND ENVIRONMENT  
COMMITTEE MEETING**

|              |                                                                                                                                                  |
|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>7.2.2</b> | <b>QUARTERLY                      REPORT:                      ENVIRONMENTAL                      MANAGEMENT<br/>(JANUARY 2026 - MARCH 2026)</b> |
|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------|

Collaborator No:  
IDP KPA Ref No:                      Good Governance and Compliance  
Meeting Date:                      6 May 2026

**1.                      SUBJECT: QUARTERLY REPORT: ENVIRONMENTAL MANAGEMENT  
(JANUARY 2026 - MARCH 2026)**

**2.                      PURPOSE**

To notify the Committee of the monthly activities **(Annexure A)** that was conducted by the Sections: Environmental Management for January 2026 - March 2026.

**3.                      DELEGATED AUTHORITY**

For notification by the Portfolio Committee.

**4.                      EXECUTIVE SUMMARY**

To present the monthly activity report of the Sections Environmental Management, for the month of January 2026 - March 2026 to the Committee for notification.

**5.                      RECOMMENDATION**

that the Quarterly Report: Environmental Management (October 2025 - December 2025), be noted.

**6.                      DISCUSSION / CONTENTS**

**6.1                      Background**

The Section: Environmental Management specialises in maintaining all nature reserves, natural areas, wetlands, and picnic sites in the WC024.

**6.2                      Discussion**

The Environmental Management Section consists of one Manager and two Superintendents for the sub-sections, namely Environmental Planning, Environmental Management Implementation and Small Plant Maintenance. This section is responsible for the management of all horticultural and arboriculturally operations. This section is also responsible for the maintenance of the nature reserves, plantations, all municipal gardens, trees, air quality & noise pollution control, environmental planning, to manage the effective, efficient, and economical operation of small plant, minor repairs, and maintenance service to ensure the readily availability of Community's plant, machinery, and equipment.

**AGENDA                      PARKS, OPEN SPACES AND ENVIRONMENT  
COMMITTEE MEETING**

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**6.3        Financial Implications**

As per the approved budget.

**6.4        Legal Implications**

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

**6.5        Staff Implications**

This report has no staff implications to the Municipality.

**6.6        Previous / Relevant Council Resolutions**

None

**6.7        Risk Implications**

This report has no risk implications for the Municipality.

**6.8        Comments from Senior Management**

**6.8.1     Director: Infrastructure Services**

No comments

**6.8.2     Director: Planning and Economic Development**

No comments

**6.8.3     Director: Protection and Community Services**

No comments

**6.8.4     Director: Corporate Services**

No comments

**6.8.5     Chief Financial Officer**

No comments

**6.8.6     Municipal Manager**

No comments

**ANNEXURES**

Annexure A: Quarterly Report: Environmental Management (January 2026 - March 2026)

**FOR FURTHER DETAILS CONTACT:**

|                        |                                                |
|------------------------|------------------------------------------------|
| <b>NAME</b>            | <b>Albert Van der Merwe</b>                    |
| <b>POSITION</b>        | <b>Senior Manager: Community Services</b>      |
| <b>DIRECTORATE</b>     | <b>Community and Protection Services</b>       |
| <b>CONTACT NUMBERS</b> | <b>Ext 8165</b>                                |
| <b>E-MAIL ADDRESS</b>  | <b>Albert.vandermerwe@ Stellenbosch.gov.za</b> |
| <b>REPORT DATE</b>     | <b>18 September 2025</b>                       |

# **ANNEXURE A**



**QUARTERLY REPORT  
FOR  
JANUARY, FEBRUARY,  
MARCH 2026**

**ENVIRONMENTAL  
MANAGEMENT  
SECTION**

**DEPARTMENT  
COMMUNITY  
SERVICES**

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**7. KPI'S FOR JULY-SEPTEMBER 2025: ENVIRONMENTAL MANAGEMENT**

**8. HUMAN RESOURCES: ENVIRONMENTAL MANAGEMENT**

## **1. URBAN FORESTRY SUB-SECTION**

### **1.1 General**

Trees are managed according to the guiding principles of the Tree Management Policy to ensure they remain a vital part of Stellenbosch's asset base. Trees provide important social, economic, and environmental benefits. These benefits contribute to a healthy and enriching environment.

The core principles guiding tree management are sustainability and preservation. Through these practices, the Town aims to achieve zero net loss of tree canopy cover. Strategic planting initiatives will also be used to significantly increase urban forest cover.

All activities will align with established best practices in urban forest management and maintenance. Strong emphasis is placed on building the skills and competencies of municipal staff and service providers involved in tree care and urban greening.

In addition to planned maintenance, reactive work is carried out in response to service requests or complaints. These are submitted through the municipal Customer Care Portal. All tree-related activities are guided by the Tree Management Policy.

For strategic effectiveness, planning operations also consider IDP requests. Community priorities are used to guide and prioritise planned work.

### **1.2 Highlights and Achievements**

The tree pruning, felling and stump-grinding and root-cutting tender has been successfully applied to meet service delivery standards in quarter 3.

The Municipality has entered into Public, Private Partnership with interest stakeholders from Stellenbosch who generously donate funds to purchase a tree, select a spot and Plant an Oak to replace the dead and dying Oaks in Town. Thus far 9 trees has been planted and our aim is to plant 40 trees by May 2026.



### 1.3 Urban Forestry Operations

#### 1.3.1 Maintenance of Trees

Tree maintenance is conducted as per the Annual Plan of Operation in municipal wards. This includes tree pruning, felling, stump-grinding, basin maintenance and decompaction, root barrier installation. The table below depicts the outputs for the month.

| Complaints                                  | Number of complaints for Quarter 3 |
|---------------------------------------------|------------------------------------|
| Total:                                      | 67                                 |
| Completed                                   | 25                                 |
| Outstanding                                 | 6                                  |
| Service request allocated to Contractor     | 2                                  |
| Service request allocated to Internal Team  | 4                                  |
| Informal settlements                        | 3                                  |
| Parks section                               | 5                                  |
| Sports section                              | 0                                  |
| Inspection to be conducted                  | 11                                 |
| Private Property                            | 6                                  |
| Cape Winelands District                     | 3                                  |
| Housing                                     | 2                                  |
| Owner to submit tree felling application    | 0                                  |
| Tree felling application under verification | 0                                  |

#### 1.3.2 Watering Programme

##### 1.3.1.1 Watering Programme Constraints and Implementation

The implementation of the tree watering programme in Stellenbosch has been significantly constrained due to ongoing water restrictions. These restrictions have limited the ability to execute the programme as planned. In addition, challenges were encountered in accessing operational municipal boreholes, further impacting water availability.

Consequently, the watering of trees was adversely affected during the period from late January through February and March 2026. This interruption posed a risk to the successful establishment and survival of newly planted trees.

##### 1.3.1.2. Watering Programme Structure

In order to mitigate these challenges and support effective tree establishment, the watering programme has been structured into two sub-programmes based on tree age.

##### 1.3.1.3. Trees Younger than Years

A seasonal watering schedule has been developed for trees younger than three years, with a focus on the summer and autumn months when water demand is highest. Each tree will receive approximately 100 liters of water per week to ensure adequate soil moisture for root establishment and growth.

A detailed watering schedule will be implemented and may be adjusted as required, taking into account prevailing weather conditions, soil moisture levels, and water availability.

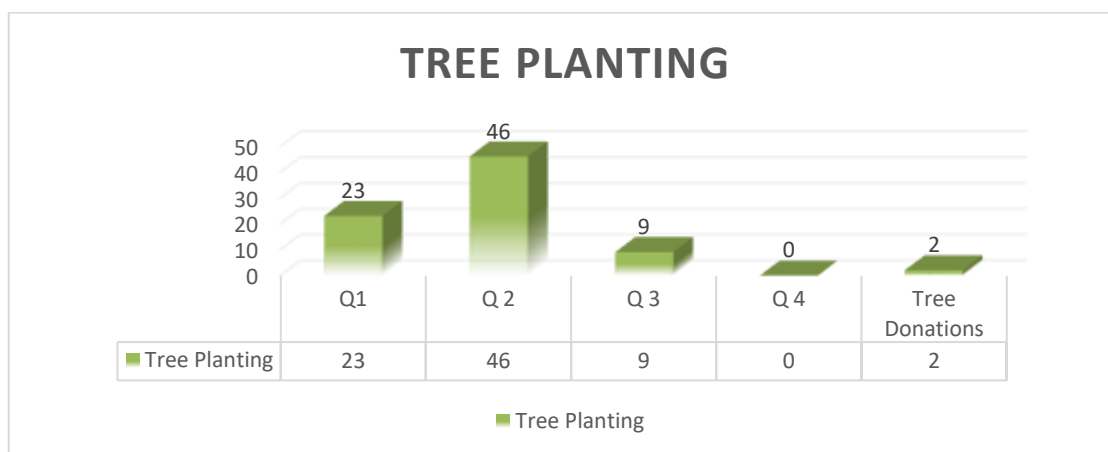
#### 1.3.1.4. Trees Older Than Three Years

Trees older than three years will be watered on an as-needed basis. This approach is based on the understanding that more established trees have greater resilience to variable moisture conditions.

Watering will therefore be dependent on prevailing climatic conditions and will only be undertaken when necessary to prevent undue stress to the trees.

#### 1.3.3 Integrated Greening and Tree Planting Programmes

Stellenbosch's integrated greening and tree planting programmes support the planting of new trees through both replacement planting and blanking. This programme is now sphere headed with a PPP project called Plant an Oak. Tree replacements are dependant on the wayleave application outcomes to protect underground services.



#### Wayleave Applications in relation to tree planting

There were 12 wayleave applications in January, February, and March.

| Locations        | Approval | Refusal  | Pending   |
|------------------|----------|----------|-----------|
| Ryneveldt street | 0        |          | 2         |
| Plein Street     | 0        |          | 2         |
| Church street    | 0        | 1        | 5         |
| Andringa street  | 0        |          | 3         |
| <b>TOTAL:</b>    | <b>0</b> | <b>1</b> | <b>12</b> |

#### 1.4 Public, Private Partnerships (PPP)

| NAME OF STAKEHOLDER                                           | MOU/AGREEMENT COMPLETED     | COMMENT |
|---------------------------------------------------------------|-----------------------------|---------|
| Depart of Forestry, Fisheries and Agriculture and Environment | Intergovernmental agreement | Active  |
| Friends of the Arboretum                                      | MOU                         | Active  |
| Stellenbosch Botanical Gardens                                | MOU                         | Active  |

## 1.5 Occupational Health and Safety

### 1.5.1 Injury On Duty

None reported.

## 1.6 Extended Public Works Programme (EPWP)

The sub-section has a EPWP programme called: Urban Forestry which comprises of 10 EPWP Workers from different wards within WCO24.

| LOCATION     | NUMBER OF EPWP'S |
|--------------|------------------|
| Kayamandi    | 6                |
| Vlottenburg  | 1                |
| Idas Vally   | 1                |
| Cloetesville | 1                |

## 2. ENVIRONMENTAL IMPLEMENTATION

### 2.1 General

The sub-section is responsible for the management of nature reserves and other natural areas. The implementation of operational activities is guided by the approved management plans of the respective nature reserves and conservation areas.

Execution of these activities is dependent on the availability of budgetary resources. It is therefore imperative to consider the financial context within which these plans are implemented, as this directly influences the scope, timing, and extent of operational interventions.

### 2.2 Highlights and Achievements

The Assistant Superintendent post for Rivers and Municipal Properties was advertised, and appointment was made to the applicant.

The Stellenbosch Initiation Forum was awarded a Certificate of Appreciation by the Western Cape Provincial Coordinating Committee in recognition of its outstanding contribution to the 2025 Summer Initiation Season. The award was presented at the Initiation Summer Season Feedback Session hosted by DCAS. This platform brings together key stakeholders to reflect on performance, challenges, and opportunities for improvement across the province.

This recognition highlights:

- The Forum's commitment to safe and dignified initiation practices
- Strong collaboration between the Municipality and stakeholders
- A high standard of cultural governance and community engagement

The award further reinforces the longstanding and constructive partnership between Stellenbosch Municipality and the Initiation Forum.

### 2.3 Environmental Implementation operations

The sub-section functions according to operational plans in relation to the following Key Performance Areas (KPI's):

**a) Alien Invasive Species Clearing (De-bushing)**

Alien invasive species clearing was undertaken across various natural areas as part of ongoing ecological management efforts. The work was executed by both internal teams and an appointed external service provider contracted under Tender BSM: 35/25.

A total area of 42.3 hectares was cleared in Louwsbos, while 25.8 hectares was cleared in Brandwacht. These interventions contribute to the restoration of natural ecosystems and the reduction of invasive species proliferation within the managed areas.

**b) Biodiversity and River Maintenance**

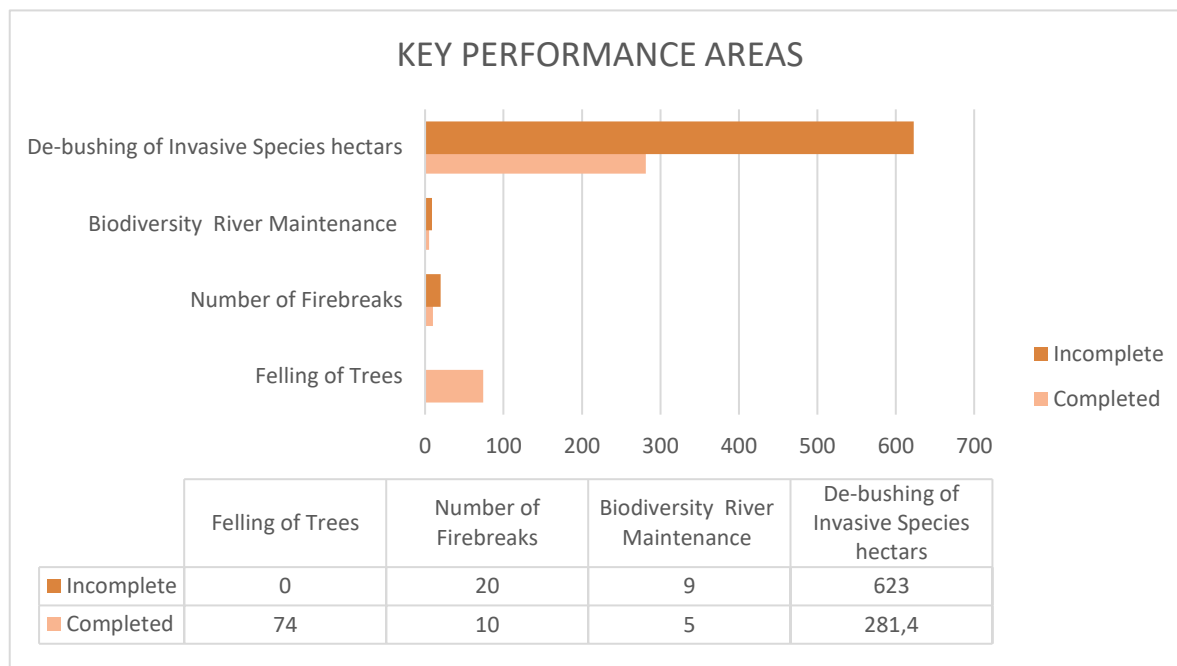
Biodiversity and river maintenance is conducted as and when required across all municipal wards.

**c) Initiation Schools**

Monthly meetings are held with the Stellenbosch Initiation forum to ensure effective communication.

**e) Firebreak Maintenance**

Firebreak maintenance is conducted before and during the summer season to mitigate the risk of wildfires.

**2.4 Capital and Operational Expenditure for FY 25/26**

Capital Project: Furniture, Tools & Equipment: Environmental Management, successfully spend the budget for FY 25/26 Month.

| CAPITAL PROJECT                                       | ALLOCATION COMMENT                                     | EXPENDITURE % |
|-------------------------------------------------------|--------------------------------------------------------|---------------|
| Furniture Tools & Equipment: Environmental Management | Tools were procured for the operations to be conducted | 81,24%        |

The operational budget for Environmental Implementation as per the MSCOA description is Commonage and Plantations. This Ukey that is used for all operational work is: Forestry Contractors

| OPERATIONAL PROJECT         | ALLOCATION COMMENT                       | EXPENDITURE % |
|-----------------------------|------------------------------------------|---------------|
| TENDER BSM 35/25 and 118/25 | De-bushing of invasive species and trees | 98%           |

## **2.5 Public, Private Partnerships (PPP)**

| NAME OF STAKEHOLDER            | MOU/AGREEMENT STATUS         | COMMENT                          |
|--------------------------------|------------------------------|----------------------------------|
| StellCare                      | Under review                 | Riverbank Clearing of vegetation |
| MTO                            | Singed and approved          | Prescribed Burns in Jonkershoek  |
| STF                            | Under review                 | Maintaining Trails               |
| Ida's Valley Community Trails  | Under review                 | Maintaining Trails               |
| The Cape Leopard Trust         | Mont Rochelle Nature Reserve | Leopard survey 2025              |
| Stellenbosch Botanical Gardens | Approved                     | Biodiversity Research            |

## **2.6 Occupational Health and Safety**

None reported in the Q3.

## **2.7 Educational and Awareness**

No educational and awareness training was conducted.

## **2.8 Extended Public Works Project (EPWP)**

The sub-section has a EPWP programme called: Biodiversity Management which comprises of 9 EPWP Workers from different wards within WCO24.

| WARDS           | NUMBER OF EPWP's |
|-----------------|------------------|
| Ward18          | 2                |
| Ward 13,14 & 15 | 6                |
| Ward 20         | 1                |

## **3. ENVIRONMENTAL PLANNING**

### **3.1 Status of Management Plans / Policy Documents / By-Laws**

| Project          | Progress                         | Date of Completion |
|------------------|----------------------------------|--------------------|
| Management Plans | Jan Marais NR EMP being revised. | End of June 2026   |

|                                                    | SEMF being revised.                                                |                                                                                     | End of<br>December<br>2026 |
|----------------------------------------------------|--------------------------------------------------------------------|-------------------------------------------------------------------------------------|----------------------------|
| Title                                              | Approval Date                                                      | Status                                                                              |                            |
| Stell. Environmental Man. Framework                | Council Jun 2019                                                   | Revision in 2026.                                                                   | Dec 2026                   |
| Stell. Municipality Invasive Alien Plant Man. Plan | Council Jul 2017 (Rev. 1).<br>Council Nov 2022 (Rev. 2/<br>update) | Reviewed (5-year) document<br>approved by Council. Next<br>action required in 2026. | Dec 2027                   |
| Stell. Municipality Air Quality Man. Plan          | Council Aug 2018<br><br>Council Nov 2022                           | Reviewed (5-year) document<br>approved by Council. Next<br>action required in 2026. | Dec 2026                   |
| Nature Areas By-Law                                | Promulgated Jul 2025                                               | No action required.                                                                 |                            |
| Stell. Municipality Air Quality By-Law             | Promulgated Feb 2019                                               | No action required.                                                                 |                            |
| Stell. Municipality Integrated Fire Man. Plan      | Council Sept 2019                                                  | No action required. Revision<br>in 2029.                                            | Dec 2029                   |
| Noise Control Policy                               | Council Mar 2018                                                   | No action required.                                                                 |                            |
| Papegaaiberg Nature Reserve EMP                    | Council 2026                                                       | Reviewed (5-year) document<br>approved by Council. Next<br>action required in 2031. | Feb 2031                   |
| Jan Marais Park EMP                                |                                                                    | Draft                                                                               | June 2026                  |
| Paradyskloof Nature Area EMP                       | Council May 2019                                                   | No action required. Revision<br>in 2029.                                            | Dec 2029                   |
| Mont Rochelle Nature Reserve EMP                   | Council Feb 2022                                                   | No action required. Revision<br>in 2026.                                            | Dec 2027                   |
| Idas Valley / Botmaskop Nature Area EMP            |                                                                    | No action required. Revision<br>in 2028.                                            | Dec 2028                   |

### 3.3 Land Use / Building Control Submissions

| Planning Official | Application_Land Use | Application_Building Control    | Date      | Number |
|-------------------|----------------------|---------------------------------|-----------|--------|
| Monray Lourens    |                      | BP8090/2025 – Klein Champagne   | 6 January | 1      |
| Monray Lourens    |                      | BP8268/2025 – De Balke Hotel    | 8 January | 1      |
| Monray Lourens    |                      | BP8196/2025 – Storage Structure | 9 January | 1      |
| Alicia Ncanywa    |                      | BP8192/2025 – Botmaskop Estate  | 9 January | 1      |
| Abdullah Julius   |                      | BP8194/2025 – Botmaskop Estate  | 9 January | 1      |
| Abdullah Julius   |                      | BP8190/2025 – Botmaskop Estate  | 9 January | 1      |
| Abdullah Julius   |                      | BP8181/2025 – Botmaskop Estate  | 9 January | 1      |

|                   |  |                                 |            |           |
|-------------------|--|---------------------------------|------------|-----------|
| Abdullah Julius   |  | BP8173/2025 – Botmaskop Estate  | 9 January  | 1         |
| Abdullah Julius   |  | BP8188/2025 – Botmaskop Estate  | 9 January  | 1         |
| Abdullah Julius   |  | BP8185/2025 – Botmaskop Estate  | 9 January  | 1         |
| Abdullah Julius   |  | BP8183/2025 – Botmaskop Estate  | 9 January  | 1         |
| Hilton Daniels    |  | BP6543/2025 - Storage           | 12 January | 1         |
| Donnadene Nicolas |  | BP6186/2025 – Welgev. Clubhouse | 13 January | 1         |
| Babalwa Nkonzo    |  | BP7842/2025 - Store             | 15 January | 1         |
| Monray Lourens    |  | BP8196/2025                     | 15 January | 1         |
| Monray Lourens    |  | BP8139/2025 – Shed/Various      | 21 January | 1         |
| Monray Lourens    |  | BP8166/2025 – Dwelling          | 21 January | 1         |
| Hilton Daniels    |  | BP6543/2025 - Storage           | 21 January | 1         |
| Hilton Daniels    |  | BP8002/2025 - Stables           | 27 January | 1         |
| Monray Lourens    |  | BP8131/2025 - Cellar            | 27 January | 1         |
| <b>Total:</b>     |  |                                 |            | <b>20</b> |

| Planning Official  | Application_Land Use               | Application_Building Control   | Date        | Number   |
|--------------------|------------------------------------|--------------------------------|-------------|----------|
| Hilton Daniels     |                                    | BP8187/2025 – Botmaskop Estate | 4 February  | 1        |
| Nicole Katts       | Farm 1541 - Zorgvliet Padel Courts |                                | 5 February  | 1        |
| Dillon Williams    |                                    | Farm 2/513 – Blaauwklippen Rd  | 11 February | 1        |
| Bulelwa Mdoda      | Farm 1411 – La Ferme               |                                | 12 February | 1        |
| Hilton Daniels     |                                    | BP7688/2025                    | 13 February | 1        |
| Nolusindiso Momoti | Erf 72, Kylemore                   |                                | 18 February | 1        |
| Alicia Ncanywa     |                                    | BP7842/2025                    | 19 February | 1        |
| Monray Lourens     |                                    | BP8314/2026 – Redwood estate   | 24 February | 1        |
| Monray Lourens     |                                    | BP8482/2026                    | 26 February | 1        |
| <b>Total:</b>      |                                    |                                |             | <b>9</b> |

| Planning Official | Application_Land Use | Application_Building Control | Date     | Number |
|-------------------|----------------------|------------------------------|----------|--------|
| Hilton Daniels    |                      | BP8285/2026 – Cell Tower     | 10 March | 1      |

|                    |                               |                                  |          |          |
|--------------------|-------------------------------|----------------------------------|----------|----------|
|                    | Consent Use Farm 1730 - Solar |                                  | 10 March | 1        |
| Hilton Daniels     |                               | BP8181/2025 – Botmaskop Dwelling | 10 March | 1        |
| Nolusindiso Momoti | Consent Use Farm 1565         |                                  | 10 March | 1        |
| Hilton Daniels     |                               | BP8385/2026 – Boundary Fence     | 12 March | 1        |
| Hilton Daniels     |                               | BP7784/2025                      | 17 March | 1        |
| Hilton Daniels     |                               | BP8660/2026                      | 25 March | 1        |
| <b>Total:</b>      |                               |                                  |          | <b>7</b> |

### 3.4 GIS Assistance Provided

| Official Assisted | Matter                           | Date       | Number   |
|-------------------|----------------------------------|------------|----------|
| Tammy Leibrandt   | River Park Firebreak Management  | 5 January  | 1        |
| Wendi Mhlauli     | Louwsbos Alien Clearing          | 8 January  | 1        |
| Albert vd Merwe   | Idas Valley Erven                | 26 January | 1        |
| Dione Swarts      | Cemetery Sizes for Grass Catting | 28 January | 1        |
| <b>Total:</b>     |                                  |            | <b>4</b> |

| Official Assisted | Matter                           | Date        | Number   |
|-------------------|----------------------------------|-------------|----------|
| Tammy Leibrandt   | Mentoor Estate, Pniel, ownership | 4 February  | 1        |
| Albert vd Merwe   | Erf 721, Pniel                   | 9 February  | 1        |
| Tammy Leibrandt   | Brandwacht Fence                 | 10 February | 1        |
| <b>Total:</b>     |                                  |             | <b>3</b> |

| Official Assisted | Matter                   | Date     | Number   |
|-------------------|--------------------------|----------|----------|
| Fire Services     | Louwsbos Controlled Burn | 17 March | 1        |
| Tammy Leibrandt   | Johannesdal Location     | 25 March | 1        |
| <b>Total:</b>     |                          |          | <b>2</b> |

**3.5 Noise Control:****January 2026**

| Area              | Number   |
|-------------------|----------|
| Stellenbosch      | 7        |
| Franschhoek       | 1        |
| Klapmuts          | 0        |
| Jamestown         | 0        |
| Pniel             | 0        |
| Groot Drakenstein | 1        |
| Kylemore          | 0        |
| Farms             | 0        |
| <b>Total:</b>     | <b>8</b> |

**February 2026**

| Area              | Number    |
|-------------------|-----------|
| Stellenbosch      | 8         |
| Franschhoek       | 1         |
| Klapmuts          | 2         |
| Jamestown         | 0         |
| Pniel             | 1         |
| Groot Drakenstein | 3         |
| Kylemore          | 0         |
| Farms             | 0         |
| <b>Total:</b>     | <b>15</b> |

**March 2026**

| Area              | Number    |
|-------------------|-----------|
| Stellenbosch      | 10        |
| Franschhoek       | 0         |
| Klapmuts          | 0         |
| Jamestown         | 0         |
| Pniel             | 0         |
| Groot Drakenstein | 1         |
| Kylemore          | 0         |
| Farms             | 0         |
| <b>Total:</b>     | <b>11</b> |

Further to the above, the following information in respect of current cases being investigated:

**January 2026**

| Complaint                                     | Progress                                                                                                                                                                                    | Date of Completion | Comments                                                                                                                                                                                                                                                                                                                 |
|-----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Limberlost Strawberry farm, air cannon noise. | Various inspections were carried out in the vicinity of the strawberry farm and adjacent properties and smallholdings.<br><br>X 5 "air cannons" are installed at Limberlost strawberry farm | On-going           | <ul style="list-style-type: none"> <li>2<sup>nd</sup> Court appearance was on 3<sup>rd</sup> November 2025.</li> <li>High Court Order was issued to discontinue the use of the "air cannons" until land use approval is obtained.</li> <li>Matter therefore postponed to 23 February 2026 for plea and trial.</li> </ul> |

|                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                              |          |                                                                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                                                   | scarring bird and other pets from eating or damaging strawberries.                                                                                                                                                           |          |                                                                                                                                                                                                                                                             |
| Extractor fan noise: Terra Restaurant, 107 Dorp Street Hotel, Stellenbosch.<br><br><u>Complainant:</u><br>Sonia Fourie a tenant inside the hotel                                                                                                                  | Noise level inspection carried out on 21 October 2025 at 19h30 revealed that a disturbing noise is caused.                                                                                                                   | On-going | <ul style="list-style-type: none"> <li>- Modifications were installed to the extractor fan.</li> <li>- Compliance inspection pending.</li> </ul>                                                                                                            |
| Music Noise complaint emanating from Station Pub Franschoek over weekends.<br><br><u>Complainant:</u><br>Mr. Michael McNaught                                                                                                                                     | Issued written warning to owner, Mr Bruce Bradfort. Request for an updated Noise Management Plan and to have the sound limiter re-set so as to comply with the requirements and noise control measures installed previously. | On-going | <ul style="list-style-type: none"> <li>- No further complaints received.</li> <li>- Considered closed.</li> </ul>                                                                                                                                           |
| Religious Noise complaints<br><br>Loud music and amplified singing by the church and other tenants using the church premises taking place during the week every Sunday and some Saturday's.<br><br><u>Allege Offender:</u><br>VGK Church, Idasvalley Stellenbosch | Issued noise nuisance notice to the VGK Church on 20 November 2025.<br><br>Awaiting feedback from the church to discuss the way forward.                                                                                     | On-going | <p>Matter discussed with Adv Tammy Lendore, Public Prosecutor at the Stellenbosch Municipal Court.</p> <p>Adv Lendore have taken the matter up with district leaders of the VGK Congregation in Cape Town.</p> <p>Awaiting the outcome of such meeting.</p> |
| Loud music and singing complaint emanating from a registered music studio in Jan Fiskaal Road, Onder Pappagaaiberg, Stellenbosch, Erf No. 3718SB.                                                                                                                 | Matter referred to land use to ascertain if land use rights are in place.                                                                                                                                                    | On-going | <ul style="list-style-type: none"> <li>- Follow-up inspection pending.</li> </ul>                                                                                                                                                                           |
| Generator noise complaints received on 17 Dec 25.<br><br><u>Medic Clinic De Boord:</u>                                                                                                                                                                            | Complaint was addressed to Noise Control Regulations PN200/2013                                                                                                                                                              | On-going | <ul style="list-style-type: none"> <li>- Abatement notice served.</li> <li>- Cease Order Notice served.</li> </ul>                                                                                                                                          |

|                                                                                                                                                                   |                                                                                                                                                                      |          |                                                                                                                                                                                                                                                                                    |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Complaints about loud music and anti-social behaviour from neighbours living at 2 Jooste Street, Kylemore, Stellenbosch                                           | Issued noise nuisance warning notice.                                                                                                                                | On-going | <ul style="list-style-type: none"> <li>- The anti-social element of the complaint was forwarded to Law Enforcement to address.</li> </ul>                                                                                                                                          |
| Harvesting noise complaints: Rustenburg Farm 294, Raithby, Stellenbosch                                                                                           | Contacted the farm manager at Rustenburg farm to have the Noise Impact Assessment completed as agreed upon.                                                          | On-going | <ul style="list-style-type: none"> <li>- Awaiting feedback from Mr Werner Geldenhuys concerning the request.</li> </ul>                                                                                                                                                            |
| Industrial noise complaints as a result of activities at Cabrico, Devonbosch Stellenbosch.<br><br>Complainants: Business owners inside the Devonbosch Development | Have met with a few business owners at the Devonbosch Development site. Owners requested information about the EIA that was done and conditions ito noise, dust etc. | On-going | <ul style="list-style-type: none"> <li>- Dust related complaints are to be addressed ito the Western Cape Noise Control Regulations 2013 and Dust related complaints ito the Stellenbosch Municipality Air Quality Legislation.</li> <li>- Further inspections pending.</li> </ul> |

**February 2026**

| Complaint                                                                                                                              | Progress                                                                                                                                                                                                                                                                                   | Date of Completion | Comments                                                                                                                                                                         |
|----------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Limberlost Strawberry farm, air cannon noise.                                                                                          | <p>The matter is currently in front of the Courts. The 1<sup>st</sup> Court appearance date scheduled for 16 Feb 26 was postponed.</p> <p>Currently awaiting new dates after consultation with the defending Council, the PP &amp; the Magistrate at the Stellenbosch Municipal Court.</p> | On-going           | <ul style="list-style-type: none"> <li>- Awaiting the new court appearance dates.</li> </ul>                                                                                     |
| Religious Noise complaints emanating from the VGK Church, Idasvalley Stellenbosch, every Sunday as week as during mid-week activities. | Case docket has been submitted to court for possible prosecution.                                                                                                                                                                                                                          | On-going           | Adv Tammy Lendore, Public Prosecutor convened with the Elders of the Church. The PP allow them time (one month) to address the concerns and provide a report on the way forward. |

|                                                                                                                                                                   |                                                                                                                                                                                                                    |           |                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Loud music and singing complaint emanating from a registered music studio in Jan Fiskaal Road, Onder Pappagaaiberg, Stellenbosch, Erf No. 3718SB.                 | Matter referred to land use to ascertain if land use rights are in place.                                                                                                                                          | On-going  | <ul style="list-style-type: none"> <li>- Follow-up inspection pending.</li> </ul>                                                                                                                                                                                                                                                                                                                           |
| Generator noise complaints received on 17 Dec 25.<br><u>Medic Clinic De Boord:</u>                                                                                | Complaint was addressed to Noise Control Regulations PN200/2013                                                                                                                                                    | On-going  | <ul style="list-style-type: none"> <li>- Requested complainant to submit an affidavit.</li> <li>- Complainants refuse to adhere to such order.</li> <li>- Medi-clinic undertook and is busy installing additional sound proofing.</li> <li>- Follow-up inspections pending.</li> </ul>                                                                                                                      |
| Harvesting noise complaints: Rustenburg Farm 294, Raithby, Stellenbosch                                                                                           | Contacted the farm manager at Rustenburg farm to have the Noise Impact Assessment completed as agreed upon.                                                                                                        | On-going  | <ul style="list-style-type: none"> <li>- Awaiting feedback from Mr Werner Geldenhuys concerning the request.</li> <li>- Request a new Noise Impact Study to be done – not yet finalised.</li> </ul>                                                                                                                                                                                                         |
| Industrial noise complaints as a result of activities at Cabrico, Devonbosch Stellenbosch.<br><br>Complainants: Business owners inside the Devonbosch Development | Have met with a few business owners at the Devonbosch Development site. Owners requested information about the EIA that was done and conditions to noise, dust etc.                                                | On-going  | <ul style="list-style-type: none"> <li>- Dust related complaints are to be addressed to the Western Cape Noise Control Regulations 2013 and Dust related complaints to the Stellenbosch Municipality Air Quality Legislation.</li> <li>- Provided relevant information and possible enforcement mechanism that are to be taken. No further complaints or enquiries, matter is considered closed.</li> </ul> |
| Complaints concerning or during public open air music festivals that are being held at Morgenhof Wine Estate, Stellenbosch                                        | Feedback was provided to the various affected residents. Noise mitigations measures were put in place during all open-air festivals and noise measurements were carried out every time complaints were registered. | 26 Feb 26 | <ul style="list-style-type: none"> <li>- Affected residents were satisfied with the intervention and that their complaints were attended to satisfactorily.</li> <li>- Considered closed.</li> </ul>                                                                                                                                                                                                        |
| Complaints concerning loud music emanating from the Klappmuts Hotel.                                                                                              | Noise inspection carried out on Saturday, 07 Feb 2026 between 23h00 revealed the following:                                                                                                                        | 26 Feb 26 | <ul style="list-style-type: none"> <li>- No further complaints received.</li> <li>- Instructed the manager to keep entrance doors closed when music is played inside.</li> <li>- Considered closed.</li> </ul>                                                                                                                                                                                              |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                          |           |                                                                                                                                                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Music was not audible from outside complainants' home ±100 meters from the Hotel.                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                             |
| Complaints concerning loud music and people noise emanating from Nu-Bar, Plein Street, Stellenbosch.                                                                                                                                                                                                                                                                                                                                                  | Noise inspection was carried out on Friday, 13 Feb at 22h30. Requested the owner to reduced music volumes and closed entrance doors as well as the emergency escape doors leading the back facing the complainants.      | 26 Feb 26 | <ul style="list-style-type: none"> <li>- No further complaints received.</li> <li>- Considered closed.</li> </ul>                                                                                                                                                                                                                           |
| Complaints from the Two Rivers Property Owners Association (POA) concerning the Love Island Film Shoot taking place on Portion 9 of the Two Rivers Farm, Wemmershoek.<br><br>Complaints relates to: <u>Loud music</u> during film activities, noise caused by <u>drones</u> during filming, noise caused by <u>taxis</u> transporting staff to and from the venue, <u>dust</u> <u>nuisance</u> and <u>illumination</u> caused by lighting on the set. | Noise level inspections were carried out on Monday, 23 Feb during the grand finale shoot of the Love Island series.<br><br>The inspection took place around the parameters of the film activities from 22h00 till 00h30. | On-going  | <ul style="list-style-type: none"> <li>- Data gathered during the inspection will be processed and a noise level report will be generated.</li> <li>- The land use and zoning component of the complaint was forwarded to the Land Use Inspector Mr Gregory De Vries.</li> <li>- Feedback and way forward will be provided asap.</li> </ul> |

**March 2026**

| Complaint                                     | Progress                                                                                                                                                                                                                                                 | Date of Completion | Comments                                 |
|-----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------------------------------|
| Limberlost Strawberry farm, air cannon noise. | <p>The matter is currently in front of the Courts. The 1<sup>st</sup> Court appearance date scheduled for 16 Feb 26 was postponed.</p> <p>Currently awaiting new dates after consultation with the defending Council, the PP &amp; the Magistrate at</p> | On-going           | Awaiting the new court appearance dates. |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                          |             |                                                                                                                                                                                                                                                                                                                        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                       | the Stellenbosch Municipal Court.                                                                                                                                                                                        |             |                                                                                                                                                                                                                                                                                                                        |
| Religious Noise complaints emanating from the VGK Church, Idasvalley Stellenbosch, every Sunday as well as during mid-week activities.                                                                                                                                                                                                                                                                                                                | Case docket has been submitted to court for possible prosecution.                                                                                                                                                        | On-going    | Renewed complaints received and discussed with the PP. Matter will now be placed on a Court Role for possible prosecution.                                                                                                                                                                                             |
| Loud music and singing complaint emanating from a registered music studio in Jan Fiskaal Road, Onder Pappagaaiberg, Stellenbosch, Erf No. 3718SB.                                                                                                                                                                                                                                                                                                     | Matter referred to land use to ascertain if land use rights are in place.                                                                                                                                                | On-going    | <ul style="list-style-type: none"> <li>- Noise level inspections were conducted.</li> <li>- The therapeutic classes were found to be a disturbing noise.</li> <li>- Compliance notice was issued. Follow-up inspection pending.</li> </ul>                                                                             |
| Generator noise complaints received on 17 Dec 25.<br><u>Medic Clinic De Boord:</u>                                                                                                                                                                                                                                                                                                                                                                    | Complaint was addressed to Noise Control Regulations PN200/2013                                                                                                                                                          | On-going    | <ul style="list-style-type: none"> <li>- Requested complainant to submit an affidavit.</li> <li>- Complainants refuse to adhere to such order.</li> <li>- Medi-clinic undertook and is busy installing additional sound proofing.</li> <li>- Follow-up inspections pending.</li> </ul>                                 |
| Complaints from the Two Rivers Property Owners Association (POA) concerning the Love Island Film Shoot taking place on Portion 9 of the Two Rivers Farm, Wemmershoek.<br><br>Complaints relates to: <u>Loud music</u> during film activities, noise caused by <u>drones</u> during filming, noise caused by <u>taxis</u> transporting staff to and from the venue, <u>dust</u> <u>nuisance</u> and <u>illumination</u> caused by lighting on the set. | Noise level inspections were carried out on Monday, 23 Feb during the grand finale shoot of the Love Island series.<br><br>The inspection took place around the parameters of the film activities from 22h00 till 00h30. | On-going    | <ul style="list-style-type: none"> <li>- Data gathered during the inspection will be processed and a noise level report will be generated.</li> <li>- Result of the inspection revealed that no nuisance nor a disturbing noise were caused during the extreme filming event.</li> <li>- Considered closed.</li> </ul> |
| Complaint about loud music emanating from Lanzerac Hotel, Stellenbosch.                                                                                                                                                                                                                                                                                                                                                                               | Matter were investigated thoroughly. According to the events manager a wedding celebration was held in the garden area of the hotel. A live band were performing.                                                        | 27 March 26 | <ul style="list-style-type: none"> <li>- Issued a firm warning to refrain from hosting live bands outside the approved function venue.</li> <li>- Lanzerac Hotel undertook to comply. Matter closed</li> </ul>                                                                                                         |

|                                                                                                                              |                                                                                                                                                                                                                           |             |                                                                                                                                                                                                                                                                                                                              |
|------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mechanical ventilation equipment noise emanating from the IPIC Shopping Centre in Die Boord Stellenbosch.                    | Noise inspections were carried out during the night from 23:00 to 01:00 on Thursday, 10 March 2026. The mechanical ventilation equipment was found to be causing a disturbing noise.                                      | On-going    | <ul style="list-style-type: none"> <li>- Issued a Compliance notice.</li> <li>- IPIC Centre management were given 14-days to respond on the notice issued.</li> <li>- Follow-up inspections to be conducted when the 14-day notice period ended.</li> </ul>                                                                  |
| Mechanical ventilation equipment noise emanating from the Valerieda Shopping Centre, Kriegerville, Stellenbosch.             | Noise inspections were carried out during the night from 23:00 to 01:00 on Thursday, 19 March 2026. The mechanical ventilation equipment was found to be causing a disturbing noise.                                      | On-going    | <ul style="list-style-type: none"> <li>- Issued a Compliance notice.</li> <li>- The Valerieda Centre management were given 14-days to respond on the notice issued.</li> <li>- Follow-up inspections to be conducted when the 14-day notice period ended.</li> </ul>                                                         |
| Complaints about loud music emanating from D`Treka during weekends.                                                          | Inspection were carried out on Friday 13 March 2026. Premises re-opened under new management recently.                                                                                                                    | On-going    | <ul style="list-style-type: none"> <li>- No land use approval is in place.</li> <li>- No entertainment business license is in place.</li> <li>- Manager were issued a notice ito NCR 2013.</li> <li>- Matter referred to land use for possible land use contraventions.</li> <li>- Follow-up inspections pending.</li> </ul> |
| Complaints reported via Law Enforcement command centre about nighttime delivery noise at Mediclinic Die Boord, Stellenbosch. | Matter discussed with the hospital manager, Mr Regardo Scholtz. Mr Scholtz reported that the matter were handled internally. Internal disciplinary procedures were engaged into with the identified guilty staff members. | 27 March 26 | <ul style="list-style-type: none"> <li>- Provided feedback to the complainant via the Law Enforcement command centre.</li> <li>- Considered closed.</li> </ul>                                                                                                                                                               |

### 3.6 Air Quality Control:

#### January 2026

| Complaints                                                                                                             | Progress                                                                                                    |           |                                                                                                                                                                                                 |
|------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Dust nuisance complaints as a result of the dam filling by trucks at the Nature reserve in Omega Street, Stellenbosch. | Request for suitable dust control measures be implemented.<br><br>To be monitored as the project developed. | 19 Dec 25 | <ul style="list-style-type: none"> <li>- Directive for unauthorised activity issued by Department of Environmental Affairs &amp; Development Planning.</li> <li>- Considered closed.</li> </ul> |

#### February 2026

| Complaints                                                                                                                              | Progress                                                                                                                                                                                                                                                                             |           |                                                                                                                                                                                                                                                                                               |
|-----------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Dust nuisance complaints registered because of vehicle movement on Two Rivers Farm where the "Love Island" film shoot are taking place. | Inspection carried out during the day on Monday, 23 Feb 26 revealed the following:<br><br>No dust nuisance exist because vehicles are using a tar road in and out of the farm.                                                                                                       | 26 Feb 26 | <ul style="list-style-type: none"> <li>- Considered closed.</li> </ul>                                                                                                                                                                                                                        |
| Smoke related complaints received emanating from the chimney of the Terra Restaurant, Dorp Street, Stellenbosch.                        | An inspection was carried at Terra Restaurant on Friday, 13 Feb during the day.<br><br>Terra Restaurant are using a wood fired oven to prepare meat and pizzas resulting in smoke being discharge through the extraction system that discharges smoke at back where residents stays. | 26 Feb 26 | <ul style="list-style-type: none"> <li>- Smoke is only visible for ≤2minutes when wood is being lightened up.</li> <li>- Instructed the owner to terminate the exhaust outlet of the extraction system toward the side of their building.</li> <li>- Follow-up inspection pending.</li> </ul> |
| Complaint about dark smoke emanating from an open peace of land in next to Johannesdal close to Pniel.                                  | Matter was investigated. Vagrants were burning tyres and other debris to get hold of the copper wires.                                                                                                                                                                               | 26 Feb 26 | <ul style="list-style-type: none"> <li>- Matter reported to fire department (Yoland Scholtz) and Law Enforcement (PI Barnies) who attended and address the activity.</li> <li>- Considered closed.</li> </ul>                                                                                 |

**March 2026**

| Complaints                                                                                                                                                                                                                                         | Progress                                                                                                                                                                                                                       |             |                                                                                                                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>A request from National DFFE (Mr Mabasa) to investigate CHEMVULC.</p> <p>CHEMVULC is a lead manufacturing plant located in Linton Street, Blankenburg, Stellenbosch that operates illegally without an Atmospheric Emissions License (AEL).</p> | <p>AEL is a district a function and responsibility under the Air Quality Act</p> <p>Matter as therefore discussed and referred to Mr Marius Engelbrecht District Air Quality Officer Cape Winelands District Municipality.</p> | 27 March 26 | Considered closed.                                                                                                                                                               |
| <p>Complaint about food odours emanating from Fantastic Food Court, 134 Bird Street, Stellenbosch.</p>                                                                                                                                             | <p>An inspection on Thursday 26 March 2026 revealed the following:</p> <ul style="list-style-type: none"> <li>- The filters of the kitchen extractor fan are clogged with grease and not in full working condition.</li> </ul> | On-going    | <p>Issued an instruction to clean the extract fan filters and use the extractor fan every time when cooking and frying is taking place.</p> <p>Follow-up inspection pending.</p> |

**3.7 Noise Exemptions**

| Date            | Type of Event                          | Location                                  |
|-----------------|----------------------------------------|-------------------------------------------|
| 23 January 2026 | Prestige Champions Cup                 | Rhenish Girls High, Stellenbosch          |
| 24 January 2026 | Prestige Champions Cup                 | Rhenish Girls High, Stellenbosch          |
| 25 January 2026 | Prestige Champions Cup                 | Rhenish Girls High, Stellenbosch          |
| 23 January 2026 | Stellenbosch Primary Athletics         | Markotter Sport Complex                   |
| 24 January 2026 | Trail fun Bellevue                     | Bellevue Wine Estate, Stellenbosch        |
| 22 January 2026 | Eikestad Interhouse Athletics          | Markotter Sport Complex                   |
| 25 January 2026 | Dorp Street Sunday Market              | Dorp Street, Stellenbosch                 |
| 22 January 2026 | AF Louw Interhouse Athletics           | Cloetesville Sports Grounds, Stellenbosch |
| 26 January 2026 | SU Registration                        | Coetzenberg Centre, Stellenbosch          |
| 31 January 2026 | Stellenbosch Primary Schools Athletics | Coetzenburg Athletic Stadium              |
| Date            | Type of Event                          | Location                                  |

|                  |                                                 |                                                             |
|------------------|-------------------------------------------------|-------------------------------------------------------------|
| 03 February 2026 | Stellenbosch Traditional High Schools Athletics | Coetzenburg Stadium, Stellenbosch                           |
| 02 February 2026 | Winelands Senior League Gala                    | Coetzenburg Outdoor Pool, Stellenbosch                      |
| 08 February 2026 | Dorp Street, Sunday Market                      | Dorp Street, Stellenbosch                                   |
| 06 February 2026 | Kusasa Fund Raiser 2026                         | Bridge House School Theathre                                |
| 05 February 2026 | Newcomers Athletics 2026                        | Coetzenburg Athletics Stadium, Stellenbosch                 |
| 06 February 2026 | Pniel Sevens                                    | Pniel Sports Grounds, Stellenbosch                          |
| 07 February 2026 | Pniel Sevens                                    | Pniel Sports Grounds, Stellenbosch                          |
| 07 February 2026 | Vensters 2026                                   | Coetzenburg Stellenbosch                                    |
| 07 February 2026 | Trailfun Middelviei                             | Middelviei Wine Estate, Stellenbosch                        |
| 07 February 2026 | Zoid Psalms Music Concert                       | NG Church Franschoek                                        |
| 09 February 2026 | The Art Department                              | Stellenbosch Town Hall                                      |
| 11 February 2026 | The Art Department                              | Stellenbosch Town Hall                                      |
| 12 February 2026 | Franschoek Chamber Music Festival               | NG Church Franschoek                                        |
| 13 February 2026 | Franschoek Chamber Music Festival               | NG Church Franschoek                                        |
| 14 February 2026 | Franschoek Chamber Music Festival               | NG Church Franschoek                                        |
| 14 February 2026 | Titan OCR                                       | Avontuur Wine Estate, R44 Somerset West                     |
| 12 February 2026 | Top 5 Athletics                                 | Coetzenburg Staduim, Stellenbosch                           |
| 13 February 2026 | Simonsig Met 2026                               | Simonsig Men`s Residence                                    |
| 18 February 2026 | Bethway Premiership Stellenbosch                | Danie Craven Staduim, Stellenbosch                          |
| 20 February 2026 | Ohar – a Family Picnic and Concert              | Somerset College, Somerset West                             |
| 20 February 2026 | Franschoek Tribute Evening                      | Bridge House School. Stellenbosch                           |
| 21 February 2026 | Devonbosch Mile 2026                            | Devonbosch, Stellenbosch                                    |
| 21 February 2026 | Versus 21km Road Run Party                      | Welgevallen Road, Coetzenburg, Stellenbosch                 |
| 21 February 2026 | Trailfun Kanu                                   | Kanu Wine Estate, Stellenbosch                              |
| 22 February 2026 | Dorp Street, Sunday Market                      | Dorp Street, Stellenbosch                                   |
| 23 February 2026 | FNB Varsity Cup                                 | Danie Craven Stadium Stellenbosch                           |
| 26 February 2026 | 115 <sup>th</sup> Investec SA Open Championship | Stellenbosch Golf Club                                      |
| <b>Date</b>      | <b>Type of Event</b>                            | <b>Location</b>                                             |
| 01 March 2026    | Sunshine Harvest Market                         | Helderberg Male Residence, Piet Retief Street, Stellenbosch |
| 01 March 2026    | WC DH #2 AND National DH#2                      | Jonkershoek, Kyle Gifford, Stellenbosch                     |
| 06 March 2026    | Varsity Women's Cup                             | Coetzenburg, Stellenbosch                                   |
| 07 March 2026    | Traifun Neethling Hof                           | Neethling Hof Wine Estate, Stellenbosch                     |
| 07 March 2026    | Carry6Packer Music Festival                     | Wilgerhof Men's Residence Quad                              |
| 07 March 2026    | HMSB Lang Tafel                                 | HMS Sport Centre and School Grounds                         |
| 07 March 2026    | Western Cape Championship                       | Coetzenburg Athletics                                       |
| 05-07 March 2026 | Small Wedding at La Cle Villas                  | La Cle Villas, Franschoek                                   |
| 09 March 2026    | FNB Varsity Cup                                 | Danie Craven Stadium, Stellenbosch                          |
| 11 March 2026    | Songo Info Champions Race                       | Khayamandi Sports Centre                                    |
| 12 March 2026    | Campus Rugby League                             | Danie Craven Coetzenburg, Stellenbosch                      |
| 13 March 2026    | PRG VS HT Dros day Rugby Day                    | Markotter                                                   |
| 13 March 2026    | Betway Premiership Stell FC vs TS Galaxy FC     | Danie Craven Stadium, Stellenbosch                          |

|                  |                                             |                                                        |
|------------------|---------------------------------------------|--------------------------------------------------------|
| 18 March 2026    | Eikestad Rugby Day                          | Markotter Sports Grounds                               |
| 20-22 March 2026 | Absa Cape Epic                              | Coetzenburg, Stellenbosch                              |
| 23 March 2026    | FNB Varsity Cup                             | Danie Craven Stadium, Stellenbosch                     |
| 28-30 March 2026 | Boschendal Trail Run Event                  | R310 Main Road, Pniel and Groot Drakenstein            |
| 21 March 2026    | Classic Kaleidoscope                        | Stellenbosch Town Hall                                 |
| 28 March 2026    | Colour Run and Mini Market                  | P.C. Petersen Primary * & Old Bethlehem Farm, Kylemore |
| 23-26 March 2026 | Stellenbosch University Graduation Ceremony | Stellenbosch University; Coetzenburg Centre            |
| 22 March 2026    | Harvest Trail run                           | Knorhoek Wine Estate                                   |
| 28-29 March 2026 | Horse Riding Show                           | Stellenbosch District Riding Club                      |
| 20 March 2026    | PRG VS Affie's Hockey Day                   | Coetzenburg Hockey Astro                               |
| 21 March 2026    | Meet The Makers – Wine & Chill Festival     | Banhoek Chilli Farm, Groot Drakenstein                 |
| 21 March 2026    | Darkfest Mountain View Farm                 | Mountain View Farm                                     |
| 21 March 2026    | Darkfest                                    | Mountain View Farm                                     |
| 21 March 2026    | Traifun Devonbosch                          | Devonbosch Wine Estate, Stellenbosch                   |
| 21 March 2026    | Tussen Boom en Bosch                        | Farm No 487                                            |
| 27 March 2026    | Montreux Jazz Festival Franschoek           | Franschoek Monument, Franschoek                        |
| 28 March 2026    | Church Bazaar                               | Pniel Church Grounds                                   |
| 28 March 2026    | Titan OCR                                   | Cape Joy Uitspan Farm, Route 44, Klappmuts             |

#### **WORKGROUPS / STANDING MEETINGS:**

Representatives from the department participate regularly and actively in the following working groups:

- De Zalze SMA Trust Meeting
- Municipal Outreach Project (MOP) – DEADP
- Greater Cape Town Water Fund
- Western Cape Air Quality Officer Forum
- Western Cape Noise Control Forum
- GIS Forum

#### **4. Small Plant Maintenance Workshop**

##### **4.1 General**

The Workshop supports all sections under the Department of Community Services by ensuring the wellbeing and operational readiness of fleet vehicles, machinery, and equipment. This is achieved through routine servicing, prompt response to breakdowns, and conducting vehicle monthly inspections to maintain safety, reliability, and efficiency of assets.

##### **4.2 Highlights and Achievements**

- 4.2.1 Successfully procured vehicles to support all sections within the Department of Community Services, enhancing service delivery and operational efficiency.
- 4.2.2 Coordinated the hiring out of the digger loader and chipper within the department to ensure all sections have access to essential equipment for their daily operations.
- 4.2.3 Assisted Manager in facilitating inter-departmental training sessions on the use of the grab truck, improving staff competency and equipment handling.

- 4.2.4 Workshop is branching interdepartmental. We are also doing vehicle inspection and maintenance for Community Development Department led by Manager Michelle Aalbers.

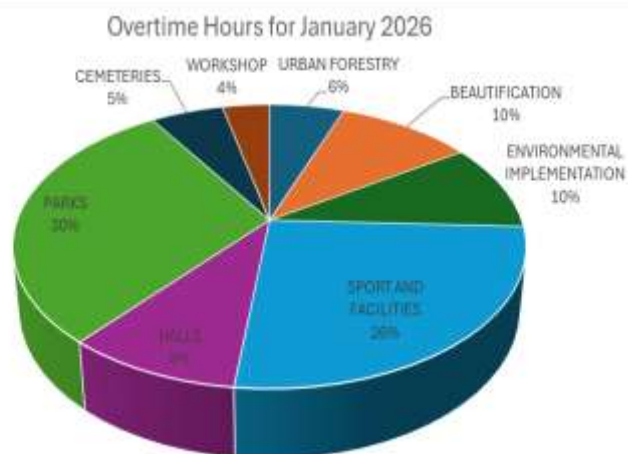
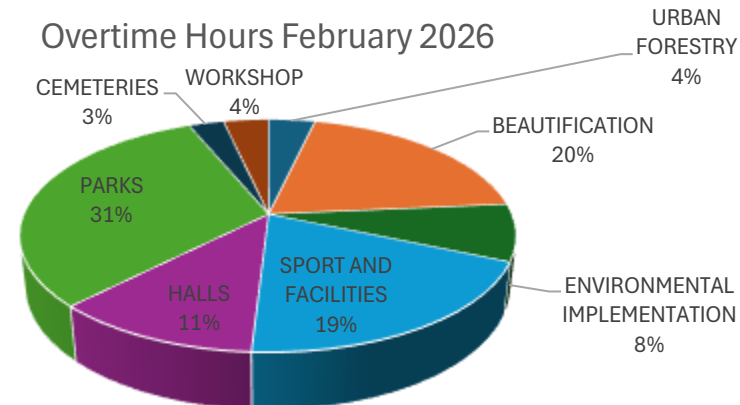
### **4.3 Small Plant Maintenance workshop operations**

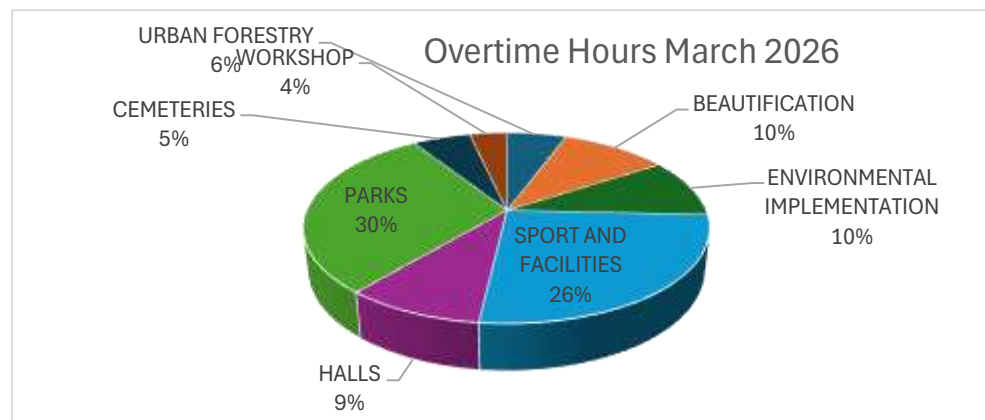
The sub-section functions according to operational plans in relation to the following key performance areas:

- 4.3.1 Attending to maintenance and repairs,
- 4.3.2 Diagnosing and resolving plant/machinery issues,
- 4.3.3 Projecting vehicle maintenance schedules with the use of RT46 WesBank tender

## 5. Overtime Statistics for Community Services

| OVERTIME & STANDBY HOURS WORKED | JAN         | FEB         | MAR            | APRIL | MAY | JUN | JUL | AUG | SEPT | OCT | NOV | DEC |
|---------------------------------|-------------|-------------|----------------|-------|-----|-----|-----|-----|------|-----|-----|-----|
| URBAN FORESTRY                  | 184         | 138         | 203            |       |     |     |     |     |      |     |     |     |
| BEAUTIFICATION                  | 333         | 765         | 1110           |       |     |     |     |     |      |     |     |     |
| ENVIRONMENTAL IMPLEMENTATION    | 325         | 303         | 257            |       |     |     |     |     |      |     |     |     |
| SPORT AND FACILITIES            | 854,4       | 744,5       | 1235           |       |     |     |     |     |      |     |     |     |
| HALLS                           | 305,5       | 439         | 746,75         |       |     |     |     |     |      |     |     |     |
| PARKS                           | 976         | 1203        | 1194           |       |     |     |     |     |      |     |     |     |
| CEMETERIES                      | 179         | 104,5       | 136,5          |       |     |     |     |     |      |     |     |     |
| WORKSHOP                        | 116         | 134         | 130            |       |     |     |     |     |      |     |     |     |
| <b>TOTAL</b>                    | <b>3273</b> | <b>3831</b> | <b>5012,25</b> |       |     |     |     |     |      |     |     |     |





## 6. Capital Expenditure : Environmental Management : January, February and March 202

|                                                        |     |                  |                |          |                  |                |                |                |               |                  |                |               |               |                |
|--------------------------------------------------------|-----|------------------|----------------|----------|------------------|----------------|----------------|----------------|---------------|------------------|----------------|---------------|---------------|----------------|
| <b>Environmental Management: Implementation</b>        |     | <b>1 250 000</b> | <b>500 000</b> | <b>-</b> | <b>1 750 000</b> | <b>250 000</b> | <b>202 764</b> | <b>901 778</b> | <b>13 391</b> | <b>1 117 933</b> | <b>632 067</b> | <b>11.59%</b> | <b>63.88%</b> |                |
| Furniture, Tools & Equipment: Environmental Management | CRR | 150 000          | -              | -        | 150 000          | 150 000        | 143 957        | 3 208          | -             | 147 165          | 2 835          | 95.97%        | 98.11%        | 20230621063328 |
| Furniture, Tools & Equipment: Air and Noise Control    | CRR | 100 000          | -              | -        | 100 000          | 100 000        | 56 109         | -              | 13 391        | 69 500           | 30 500         | 56.11%        | 69.50%        | 20250701027449 |
| Fencing : Urban Forestry                               | CRR | 1 000 000        | 500 000        | -        | 1 500 000        | -              | 2 698          | 898 570        | -             | 901 268          | 598 732        | 0.18%         | 60.08%        | 20250701027634 |

## 7. KPI'S for January, February and March 2026: Environmental Management

Ignite

Assist

SDBIP Assist: - Manage - Report

View

Update

Edit

Create

Approve

RAG Review

Assurance

Departmental SDBIP

The Lower SDBIP

Projects

Finance

VTD Graphs

2025/26 >> Manage >> View >> Departmental SDBIP

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Filter: SDBIP: 2025/26 Who: Manager - Environmental Management What: All When: March 2026 Display: List Columns

| Ref   | Internal Ref / Indicator Code | Responsible Department                                       | Responsible Owner                  | KPI                                                                                                                               | Unit of Measurement                                                                                                                             | Source of Evidence                                                                  | Top Layer KPI | Target Type | Calculation Type | Original Annual Target | Revised Annual Target | Performance KPA                                                     | Performance Standard                                                                                                                     | February 2026 |        |    |        | March 2026* |         |    |        | April 2026 |        |    |        |   |
|-------|-------------------------------|--------------------------------------------------------------|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|---------------|-------------|------------------|------------------------|-----------------------|---------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|---------------|--------|----|--------|-------------|---------|----|--------|------------|--------|----|--------|---|
|       |                               |                                                              |                                    |                                                                                                                                   |                                                                                                                                                 |                                                                                     |               |             |                  |                        |                       |                                                                     |                                                                                                                                          | Target        | Actual | R  | Status | Target      | Actual  | R  | Status | Target     | Actual | R  | Status |   |
| D4829 | D3523                         | Community and Protection Services - Environmental Management | Manager - Environmental Management | Spend the Environmental Management approved Capital Budget                                                                        | Percentage of approved Capital Budget of the Environmental Management actually spent by 30 June                                                 | Report from Finance System                                                          |               | Percentage  | Carry Over       | 90 %                   | 90 %                  | Environmental Management - 2 - Financial Duties                     | 90% of the approved Capital Budget of the Environmental Management actually spent by 30 June                                             | 0 %           | 0 %    | NA | ⊖      | 60 %        | 11.33 % | R  | ⊖      | 0 %        | 0 %    | NA | ⊖      | ⓘ |
| D4830 | D3524                         | Community and Protection Services - Environmental Management | Manager - Environmental Management | Capital spending committed on the financial management system                                                                     | Percentage the approved Capital Budget committed by on the financial system by 31 March (30% by September, 65% by December and 90% by March)    | Report from Finance System                                                          |               | Percentage  | Carry Over       | 90 %                   | 90 %                  | Environmental Planning - 2 - Financial Management                   | 90% of the approved Capital Budget committed by on the financial system by 31 March (30% by September, 60% by December and 90% by March) | 0 %           | 0 %    | NA | ⊖      | 90 %        | 63.12 % | R  | ⊖      | 0 %        | 0 %    | NA | ⊖      | ⓘ |
| D4831 | D3526                         | Community and Protection Services - Environmental Management | Manager - Environmental Management | Submission of detailed procurement needs for all operational projects to the Supply Chain Management (SCM) Department             | Number of quarterly detailed procurement needs submitted to SCM 10 days before start of the quarter                                             | Detailed procurement needs for operational projects submitted to the SCM Department |               | Number      | Accumulative     | 4                      | 4                     | Environmental Management - 7 - Management                           | Quarterly detailed procurement needs submitted to SCM 10 days before start of the quarter                                                | 0             | 0      | NA | ⊖      | 1           | 1       | C  | ⊕      | 0          | 0      | NA | ⊖      | ⓘ |
| D4832 | D3527                         | Community and Protection Services - Environmental Management | Manager - Environmental Management | Attendance of Quarterly Occupational Health and Safety meetings                                                                   | Number of quarterly OHS meetings attended by the Manager or seconded                                                                            | Attendance register                                                                 |               | Number      | Accumulative     | 4                      | 4                     | Environmental Management - 5 - Occupational Health and Safety (OHS) | Quarterly OHS meetings attended by the Manager or seconded                                                                               | 0             | 0      | NA | ⊖      | 1           | 1       | C  | ⊕      | 0          | 0      | NA | ⊖      | ⓘ |
| D4939 | D3639                         | Community and Protection Services - Environmental Management | Manager - Environmental Management | Submission of signed municipal fleet and inspection logbooks within ten working days after the previous month to Fleet Management | Percentage of signed municipal fleet and inspection logbooks submitted to the Fleet Management within ten working days after the previous month | Proof of submission to the Fleet Management                                         |               | Percentage  | Stand-Alone      | 100 %                  | 100 %                 | Environmental Management - 1 - Asset Management                     | 100% signed municipal fleet and inspections logbooks submitted to the Fleet Management within ten working days after the previous month  | 100 %         | 0 %    | R  | ⊖      | 100 %       | 100 %   | C  | ⊕      | 100 %      | 100 %  | C  | ⊕      | ⓘ |
| D4940 | D3660                         | Community and Protection Services - Environmental Management | Manager - Environmental Management | Clearing of alien vegetation                                                                                                      | Number of hectares of alien vegetation cleared by 30 June                                                                                       | Inspection reports/maps                                                             |               | Number      | Accumulative     | 200                    | 200                   | Environmental Management - 6 - Functional Duties                    | 200 Hectares of alien vegetation cleared by 30 June                                                                                      | 0             | 0      | NA | ⊖      | 0           | 0       | NA | ⊖      | 0          | 0      | NA | ⊖      | ⓘ |
| D4943 | D3665                         | Community and Protection Services - Environmental Management | Manager - Environmental Management | Maintenance of fire breaks                                                                                                        | Number of fire breaks maintained by 30 June                                                                                                     | Inspection reports / maps                                                           |               | Number      | Carry Over       | 5                      | 9                     | Environmental Management - 8 - Functional Duties                    | 9 Fire breaks maintained by 30 June                                                                                                      | 0             | 0      | NA | ⊖      | 0           | 0       | NA | ⊖      | 0          | 0      | NA | ⊖      | ⓘ |
| D5221 | D3111                         | Community and Protection Services - Environmental Management | Manager - Environmental Management | Submit a list of SOPs to be developed or reviewed to the Senior Manager: Community Services                                       | Number lists of SOPs to be developed or review submitted to the Senior Manager: Community Services by 31 July                                   | Proof of submission to the Senior Manager: Community Services                       |               | Number      | Carry Over       | 1                      | 1                     | Environmental Planning - 1 - Management                             | 1 list of SOPs to be developed or review submitted to the Senior Manager: Community Services by 31 July                                  | 0             | 0      | NA | ⊖      | 0           | 0       | NA | ⊖      | 0          | 0      | NA | ⊖      | ⓘ |

**AGENDA                      PARKS, OPEN SPACES AND ENVIRONMENT  
COMMITTEE MEETING**

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|           |                                                   |
|-----------|---------------------------------------------------|
| <b>8.</b> | <b>REPORTS SUBMITTED BY THE MUNICIPAL MANAGER</b> |
|-----------|---------------------------------------------------|

NONE

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|-----------|------------------------------------------------------------------------------------------|
| <b>9.</b> | <b>NOTICES OF MOTIONS AND NOTICES OF QUESTIONS RECEIVED BY<br/>THE MUNICIPAL MANAGER</b> |
|-----------|------------------------------------------------------------------------------------------|

NONE

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|------------|-----------------------|
| <b>10.</b> | <b>URGENT MATTERS</b> |
|------------|-----------------------|

|            |                                              |
|------------|----------------------------------------------|
| <b>11.</b> | <b>MATTERS TO BE CONSIDERED IN-COMMITTEE</b> |
|------------|----------------------------------------------|

NONE