



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

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

2026-02-04

**THIS IS A PERMANENT DOCUMENT
PLEASE RETAIN AS IT WILL NOT BE REDISTRIBUTED**

MINUTES

PARKS AND OPEN SPACES COMMITTEE MEETING

2026-02-04 AT 15:00

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

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE
1.	OPENING AND WELCOME	
2.	COMMUNICATION BY THE CHAIRPERSON	
3.	DISCLOSURE OF INTERESTS	
4.	APPLICATION FOR LEAVE OF ABSENCE	
5.	CONFIRMATION OF MINUTES	
5.1	The minutes of the Parks and Open Spaces Committee Meeting held on 2025-10-01 FOR CONFIRMATION	2
6.	REPORT/S BY THE DIRECTOR: COMMUNITY DEVELOPMENT AND COMMUNITY SERVICES RE OUTSTANDING RESOLUTIONS TAKEN AT PREVIOUS MEETINGS	
	NONE	
7.	REPORTS FROM PARKS, OPEN SPACES AND ENVIRONMENT: (PC: J WILLIAMS)	
7.1	NON-DELEGATED MATTERS	
	NONE	
7.2	DELEGATED MATTERS	
7.2.1	QUARTERLY REPORT: PARKS AND CEMETERIES (OCTOBER 2025 -DECEMBER 2025)	3
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	

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)

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

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

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

- 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.

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

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

7.2	DELEGATED MATTERS
7.2.1	QUARTERLY REPORT: PARKS AND CEMETERIES (OCTOBER 2025 - DECEMBER 2025)

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:

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

7.2.2	QUARTERLY REPORT: ENVIRONMENTAL MANAGEMENT (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:

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

8.	REPORTS SUBMITTED BY THE MUNICIPAL MANAGER
----	--

NONE

9.	NOTICES OF MOTIONS AND NOTICES OF QUESTIONS RECEIVED BY THE MUNICIPAL MANAGER
----	---

NONE

10.	URGENT MATTERS
-----	----------------

NONE

11.	MATTERS TO BE CONSIDERED IN-COMMITTEE
-----	---------------------------------------

NONE

The meeting adjourned at 15:15.

CHAIRPERSON:

DATE:

Confirmed on: with / without amendments