



# SUPPLEMENTARY AGENDA

## COMMUNITY SERVICES COMMITTEE MEETING Wednesday, 16 November 2022

ITEM NO	SUBJECT	PAGE
6.6	LIBRARY INFRASTRUCTURE: DAMSEMBOS SATELLITE	2
6.7	EXECUTION LIST : COMMUNITY SERVICES COMMITTEE MEETING	5
7.	CLOSURE	9

6.6

**C06/11/22 LIBRARY INFRASTRUCTURE: DAMSEMBOS SATELLITE**

**REPORT FROM DIRECTOR: COMMUNITY SERVICES**

**PURPOSE OF THE REPORT**

To present to Council a proposal to convert the Caretaker's house on the Damsebos sports field premises into a satellite library.

**BACKGROUND**

The establishment of a library was enumerated as one of the priorities of ward 3 in the previous term of council. This matter was again brought to the attention of Council in all the previous Community Services Committee meetings of the current Council's term.

**DISCUSSION**

The provincial norms and standards stipulate that any new library building established as envisaged in the norms and standards should be built at a minimum distance of at least a three (3) kilometre radius from an existing library.

The norms and standards also provide for the establishment of a satellite library service where a community is too small or too close to the nearest library to justify the establishment of a formal library. A satellite library is operated by staff from the nearest library with material allocated from this library. The Municipality may apply for direct affiliation of the satellite to the Provincial Library Services; as has happened with the Rudolf Balie Library; where the costs of establishing a standalone library within a three kilometre radius can be justified.

**LEGAL IMPLICATIONS**

- i) The Constitution of the Republic of South Africa, Schedule 5, and part A: Stipulates that libraries other than national libraries are functional areas of exclusive provincial competence.
- ii) The Norms & Standards for libraries in the Western Cape (2018) stipulate the minimum size of library building that is essential in order to serve the community optimally.
- iii) The **Prevention of Illegal Eviction from and Unlawful Occupation of Land Act (PIE)**, 1998: An eviction notice issued to the employee to vacate the premises by mid-January 2023.

**FINANCIAL IMPLICATIONS**

- i) That the amount of R97, 043.00 is allocated to the repairs and maintenance vote and can be utilised to start the process of converting the house into a satellite library.

RECOMMENDATION OF THE ACTING MUNICIPAL MANAGER

- [a] That Council notes the report.
- [b] That Council approves that the amount of R97, 043.00 is allocated to the repairs and maintenance vote and can be utilised to start the process of converting the house into a satellite library.
- [c] That additional funding for shelving and other capital items such as furniture be allocated in the adjustments budget.

File Number: 9/1/2/5

Execution: DIRECTOR: COMMUNITY SERVICES  
MANAGER: LIBRARIES

COMMUNITY SERVICE COMMITTEE MEETING  
 SUPPLEMENTARY AGENDA  
 16 NOVEMBER 2022

KNYSNA MUNICIPALITY - GENERAL LEDGER - General ENQUIRY (igl012.p)igl012.p Ver 4.34 (User Code xf)

Account: 335154227555 Year: 2022 Buildings

Vote Number: 54 SEDGEFIELD View Linked Vehicles

	-----1022/2023-----		-----2021/2022-----		-----2020/2021-----	
	AMOUNT	BUDGET	AMOUNT	BUDGET	AMOUNT	BUDGET
Balance B/Forward	0.00		0.00		0.00	
Prev YearEnd Trans	0.00		0.00		0.00	
JUL	0.00	6577	0.00	0	0.00	0
AUG	0.00	2712	0.00	0	0.00	0
SEP	9500.00	12472	0.00	0	262.30	262
OCT	0.00	3469	0.00	0	0.00	0
NOV	18390.00	11237	0.00	0	0.00	0
DEC	0.00	9342	0.00	0	0.00	0
JAN	0.00	20645	0.00	0	0.00	0
FEB	0.00	1280	0.00	0	0.00	0
MAR	0.00	24180	0.00	0	0.00	0
APR	0.00	29271	0.00	0	32130.00	0
MAY	0.00	34363	0.00	0	0.00	0
JUN	0.00	39453	0.00	0	9044.12	42548
13th Month Trans	0.00		0.00		0.00	
Commitments:	70067.00					
TOTAL:	97957.00	195000	0.00	0	41436.42	42810
AVAIL BUDGET:	97043.00					

Enquiry Options: A - Account Balances Report Enquire < Previous Next > Documents Close

Enter data or press ESC to end.

6.7

EXECUTION LIST: COMMUNITY SERVICES COMMITTEE MEETING

COMMUNITY SERVICE COMMITTEE MEETING  
SUPPLEMENTARY AGENDA  
16 NOVEMBER 2022

<b>EXECUTION LIST : COMMUNITY SERVICES COMMITTEE MEETING</b>			
<b>24 AUGUST 2022</b>			
<b>C04/08/22     <u>CUSTOMARY INITIATION FORUMS: THE ROLE OF THE MUNICIPALITY</u></b>			
<b>RESOLUTIONS TO BE ACTIONED</b>	<b>OFFICIAL(S)</b>	<b>STATUS OF EXECUTION</b>	<b>DUE DATE</b>
<p style="text-align: center;"><u>UNANIMOUSLY RECOMMENDED</u></p> <p>[a] That Council notes the report;</p> <p>[b] That the Acting Municipal Manager be authorised to interact with the relevant Provincial Department and the local customary Initiation Forum regarding the conclusion of a cooperation agreement;</p> <p>[c] That an item with the proposed cooperation agreement mentioned above be tabled before Council for the ratification of the agreement; and</p> <p>[d] That the relevant provincial department be invited to a council workshop to discuss the cultural initiation act with special emphasis on the role of local government.</p>	Dir : Comm	The Department has been in discussion with the relevant Provincial Department. They have confirmed attendance as soon as a council workshop date is confirmed.	To be confirmed with the Speaker's Office
<b>C0508/22     <u>COUNCILLOR SAFETY AND SECURITY: STANDARD OPERATING PROCEDURE</u></b>			
<b>RESOLUTIONS TO BE ACTIONED</b>	<b>OFFICIAL(S)</b>	<b>STATUS OF EXECUTION</b>	<b>DUE DATE</b>
<p style="text-align: center;"><u>UNANIMOUSLY RECOMMENDED</u></p> <p>[a] That the report from the Director Community Services be noted;</p>	Dir : Comm		

COMMUNITY SERVICE COMMITTEE MEETING  
SUPPLEMENTARY AGENDA  
16 NOVEMBER 2022

<p>[b] That it be noted that the attached Councillor Safety and Security Standard Operating Procedure was discussed during the Councillor Workshop held on 7 June 2022; and</p> <p>[c] That the item be reviewed and taken to a workshop that will be arranged by the Speaker; and possibly the presentation be given by a specialist in the field.</p>		<p>The first Draft SOP was received on 09 November 2022. Acting Manager: Public Safety has made some recommendations to be added to the SOP. Upon receipt of the amended version, it will be tabled at the next council workshop.</p>	<p>To be confirmed with the Speaker's Office</p>
<p><b>C06/08/22     <u>PROGRAMME IMPLEMENTATION PLAN FOR 2022/2023 SOCIAL DEVELOPMENT &amp; SPECIAL PROGRAMMES COMBINED REPORT</u></b></p>			
<p style="text-align: center;"><b>RESOLUTIONS TO BE ACTIONED</b></p> <p style="text-align: center;"><u>UNANIMOUSLY RECOMMENDED</u></p>	<p style="text-align: center;"><b>OFFICIAL(S)</b></p>	<p style="text-align: center;"><b>STATUS OF EXECUTION</b></p>	<p style="text-align: center;"><b>DUE DATE</b></p>
<p>[a] That the implementation plan for proposed programmes to be implemented by the Social Development &amp; Special programmes, be noted; and</p> <p>[b] That the Director Community Services prepare a report on dismissed Law Enforcement officials and present to the next Community Services Committee meeting.</p>	<p style="text-align: center;">Dir : Comm</p>	<p>The Directorate Corporate Services to submit such detailed report on this matter, as the disciplinary process resides with them. To be tabled at the next available opportunity.</p>	<p style="text-align: center;">Next round of Section 80 meetings</p>
<p><b>C07/08/22     <u>COMMUNITY SERVICES : QUARTERLY REPORT FOR THE PERIOD APRIL 2022 TO JUNE 2022</u></b></p>			
<p style="text-align: center;"><b>RESOLUTIONS TO BE ACTIONED</b></p> <p style="text-align: center;"><u>UNANIMOUSLY RESOLVED</u></p>	<p style="text-align: center;"><b>OFFICIAL(S)</b></p>	<p style="text-align: center;"><b>STATUS OF EXECUTION</b></p>	<p style="text-align: center;"><b>DUE DATE</b></p>
<p>[a] That the Community Services Quarterly Report for the period April 2022 to June 2022, be submitted to the next Community Services</p>	<p style="text-align: center;">Dir : Comm</p>		

COMMUNITY SERVICE COMMITTEE MEETING  
SUPPLEMENTARY AGENDA  
16 NOVEMBER 2022

	Committee meeting.			
[b]	That there is a structure in ward 3 opposite the Chris Hani Hall which can be visited to see if it is suitable for the establishment of a Library.		Report submitted to the Section80 detailing the way forward. Several meetings were held with the Ward Councilor to discuss the matter.	See supplementary item
[c]	That an item be tabled for the next Community Services Committee meeting regarding the status of conditional grant employees.		Report submitted to S80 regarding the status of conditional grant funded employees.	Ongoing until finalised
C08/08/22 <u>STATUS OF SATELLITE STATION IN KHAYALETHU</u>				
<b>RESOLUTIONS TO BE ACTIONED</b>		<b>OFFICIAL(S)</b>	<b>STATUS OF EXECUTION</b>	<b>DUE DATE</b>
<u>UNANIMOUSLY RECOMMENDED</u>				
[a]	That Council notes the report from the Director: Community Services; and	Dir : Comm	A section of the building on Erf 6817 will be converted into a suitable fire station.	Ongoing until finalised
[b]	That Council approves the utilisation of Erf 6774 at the corner of Chungwa and Tyityityi Streets to build a fire station.		A RFQ for architectural design and project monitoring was advertised. A building contractor will be appointed once the building plans have been designed.	



**7. Closure**

**-oOo-**