

KNYSNA LOCAL MUNICIPALITY

Notice is hereby given of a

COMMUNITY SERVICES COMMITTEE MEETING

which will be held on

Tuesday, 21 April 2026
at

09:00

in the Council Chamber
to consider the following items

MUNICIPAL OFFICES
KNYSNA

DR. RICHARD MARTIN
ACTING MUNICIPAL MANAGER

A G E N D A

Chairperson: Cllr P Petros
Members: Cllr B Charlie
Cllr L Nohana
Cllr M Gericke
Cllr A Van Schalkwyk
Cllr C Vanston
Cllr R Arends

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A G E N D A

1. Opening and Welcome

2. Attendance (as per attendance register)
 - 2.1 Members: Present
 - 2.2 Members: Absent with Leave
 - 2.3 Members: Absent Without Leave
 - 2.4 Other Councillors Present
 - 2.5 Officials Present
 - 2.6 Members of the Audit Committee Present
 - 2.7 Members of the Public Present

3. Noting the Provisions of Schedule 1 (Code of Conduct for Councillors) of the Local Government Municipal System Act, 32 of 2000 and Code for Ethical Leadership as adopted by the Council.

4. **MINUTES OF THE PREVIOUS MEETING**

4.1 **COMMUNITY SERVICES COMMITTEE MEETING: 17 FEBUARY 2026**

RECOMMENDATION

That the minutes of the Community Services Committee meeting held on 17 February 2026, be confirmed.

KNYSNA LOCAL MUNICIPALITY

MINUTES

of a meeting of the

COMMUNITY SERVICES COMMITTEE

held in the Council Chamber on

Tuesday, 17 February 2026

at

09:20

1. Opening and Welcoming

The Chairperson opened the meeting and also welcomed Councillors and officials that are present in the meeting.

2. Attendance of Members:

2.1 Members Present

Cllr P Petros (Chairperson)
Cllr R Arends
Cllr B Charlie)
Cllr M Gericke
Cllr L Nohana (On Teams)
Cllr C Vanston (On Teams)
Cllr A Van Schalkwyk (On Teams)

2.2 Members Absent with leave

None

2.3 Members Absent without leave

None

2.4. Other Councillors Present

Cllr K Andrews (joined on teams)
Cllr L Nohana (joined on teams)
Cllr S Sabbagh (from 09:52)
Cllr N Louw (from 09:22)
Cllr A Tsengwa
Cllr M Khumelwana
Cllr L Davids

2.5 Officials Present

Martin, R	Acting Municipal Manager
Douglas, J	Director: Community Services
Botha, C	Acting Director Corporate Services
Herwels, L	Environmental Health Practitioner
Frans, X	Manager: Libraries
Salmons, N	Acting Manager: Solid Waste
Davidson, M	Acting Traffic Chief
Baatjies, L	Social Development Officer
Kalani, J	Manager: Public Participation Unit
Lakay, J	Head: Council Committees and Councillor Support
Xibiya, N	Senior Clerk: Committee Officer

2.6 Members of the Audit Committee Present

The meeting was live streamed on Youtube.

2.7 Members of the Public Present

The meeting was live streamed on Youtube.

3. **NOTING THE PROVISIONS OF SCHEDULE 1 (CODE OF CONDUCT FOR COUNCILLORS) OF THE LOCAL GOVERNMENT MUNICIPAL SYSTEMS ACT, 32 OF 2000 AND CODE FOR ETHICAL LEADERSHIP AS ADOPTED BY COUNCIL**

RESOLVED

- [a] That the Noting the Provisions of Schedule 1 (Code of Conduct for Councillors) of the Local Government Municipal Systems act, 32 of 2000 and Code for Ethical Leadership as adopted by Council be noted; and
- [b] That it be noted that no Councillor declared any interest in any matter on the agenda.

3.1 **PRESENTATION: TRANSET PROPERTIES BY MR. A MC VITTY**

UNANIMOUSLY RESOLVED

That the presentation from Transet Properties by Mr A Mc Vitty and Mr M Hatchuel, be noted.

4. **MINUTES OF THE PREVIOUS MEETING**

4.1 **COMMUNITY SERVICES COMMITTEE MEETING: 5 NOVEMBER 2026**

RESOLVED

That the minutes of the Community Services Committee meeting held on 5 November 2026, be confirmed.

5. **MATTERS SUBMITTED BY THE ACTING MUNICIPAL MANAGER**

C01/12/26 **REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES FOR: OCTOBER 2025, NOVEMBER 2025 AND DECEMBER 2025**

UNANIMOUSLY RESOLVED

That the Report on Municipal Health and Environmental Services for October 2025, November 2025 and November 2025, be noted.

File Number: 9/1/2/5

Execution: Director: Community Services

C02/02/26 SOLID WASTE MANAGEMENT UNIT REPORT - FEBRUARY 2026

UNANIMOUSLY RESOLVED

That the Solid Waste Management Unit report for February 2026, be noted.

Execution: Director: Community Services

At 12:00 the Director Mr J Douglas and Ms Salmons, Acting Manager : solid Wasteleft the meeting to attend another urgent meeting. The Chaiperson adjourned the meeting and advised that the meeting will continue on Wednesday, 18 February 2026 at 14:00.

CLOSURE

The Chairperson thanked everybody present for their contribution and the meeting adjourned at 12:00.

Approved

.....
Chairperson: Cllr P Petros

.....
Date

-oOo-

4.2 **COMMUNITY SERVICES COMMITTEE MEETING CONTINUATION: 25
FEBUARY 2026**

RECOMMENDATION

That the minutes of the Community Services Committee meeting held on 25 February 2026, be confirmed.

KNYSNA LOCAL MUNICIPALITY

MINUTES

of a meeting of the

COMMUNITY SERVICES COMMITTEE

held in the Council Chamber on

Wednesday, 25 February 2026

at

14:05

1. Opening and Welcoming

The Chairperson opened the meeting and also welcomed Councillors and officials that are present in the meeting.

2. Attendance of Members:

2.1 Members Present

Cllr P Petros (Chairperson)
Cllr M Gericke
Cllr B Charlie (*from 14:07*)
Cllr A Van Schalkwyk (*from 14:25*)
Cllr R Arends (*joined on teams*)

2.2 Members Absent with leave

None

2.3 Members Absent without leave

Cllr C Vanston

2.4. Other Councilor's Present

Cllr N Louw (*joined (on teams)*)
Cllr A Tsengwa (*from 14:43*)
Cllr M Khumelwana (*from 14:25*)
Cllr L Nohana (*joined on teams*)

2.5 Officials Present

Martin, R	Acting :Municipal Manager
Botha, C	Acting Director: Corporate Services
Douglas, J	Director: Community Services
Frans, X	Manager: Libraries
Sigula, S	Acting Manager: Social Development
Baatjies, L	Social Development Officer
Davison, M	Acting Traffic Chief
Bezuidenhout, I	Chief Fire
Van Wyk, I	Manager Parks
Hofhuis, K	Administrative Assistant : Council Support
Lakay, J	Head: Council Committees and Councillor Support
Xibiya, N	Senior Clerk: Committee Officer

2.6 Members of the Audit Committee Present

The meeting was live streamed on Youtube.

2.7 Members of the Public Present

The meeting was live streamed on Youtube.

3. **NOTING THE PROVISIONS OF SCHEDULE 1 (CODE OF CONDUCT FOR COUNCILLORS) OF THE LOCAL GOVERNMENT MUNICIPAL SYSTEMS ACT, 32 OF 2000 AND CODE FOR ETHICAL LEADERSHIP AS ADOPTED BY COUNCIL**

RESOLVED

- [a] That the Noting the Provisions of Schedule 1 (Code of Conduct for Councillors) of the Local Government Municipal Systems act, 32 of 2000 and Code for Ethical Leadership as adopted by Council be noted; and
- [b] That it be noted that no Councillor declared any interest in any matter on the agenda.

4. **MATTERS SUBMITTED BY THE ACTING MUNICIPAL MANAGER**

The chairperson continued the meeting from item C03/0/26,

**C03/02/26 PUBLIC SAFETY MONTHLY REPORT DECEMBER 2025-
JANUARY 2026**

UNANIMOUSLY RESOLVED

That the report on the Public Safety Monthly Report December 2025 - January 2026 from the Director Community Services be noted.

Execution: Director: Community Services

C04/02/26 RELOCATION OF DRIVERS LICENSE TESTING GROUNDS

UNANIMOUSLY RECOMMENDED

- [a] That Council notes the report on the relocation of the Drivers Testing Station,
- [b] That council approves the relocation of the drivers test grounds to a portion of Loerie Park Sportsground playing area.

File Number: 9/2/5

Execution: Director: Community Services

C05/02/26 REPORT OF THE LIBRARIES OCTOBER TO DECEMBER 2026

UNANIMOUSLY RESOLVED

That the report of the libraries for October to December 2025, be noted.

File Number: 9/1/2/5

Execution: Director Community Services
Manager Libraries

**C06/02/26 GREATER KNYSNA MUNICIPAL DISASTER MANAGEMENT PLAN
2025/206**

UNANIMOUSLY RECOMMENDED

[a] That the amendment made in the Greater Knysna Municipal Disaster Plan on pages, 7,8 and 15 be noted; and

[b] That the Greater Knysna Municipal Disaster Plan 2025/2026 approved by council,

File Number: 9/1/2/5

Execution: Director Community Services

**C07/02/26 FIRE SERVICE MONTHLY REPORTS (OCTOBER 2025 –
DECEMBER 2025)**

UNANIMOUSLY RESOLVED

That the monthly Fire Service reports for the period October, November and December 2025, be noted.

File Number: 9/1/2/5

Execution: Director: Community Services

C08/02/26 LIFESAVING FUNCTION UPDATE

UNANIMOUSLY RECOMMENDED

That the monthly Fire Service reports for the period October, November and December 2025, be noted.

File Number: 9/1/2/5

Execution: Director: Community Services

C09/02/26 SOCIAL DEVELOPMENT SECTION MONTHLY REPORT

UNANIMOUSLY RESOLVED

That Council notes the report on the programmes for the department
Social development & Special programmes.

File Number: 9/2/5

Execution: Director: Community Services

Manager: Social Development and Special

Programmes

6. CLOSURE

The Chairperson thanked everybody present for their contribution and the meeting
terminated at 15:15.

Approved

.....
Chairperson: Cllr P Petros

.....
Date

-oOo-

5. MATTERS SUBMITTED BY THE ACTING MUNICIPAL MANAGER

5.1

C01/04/26	PROPOSAL FOR THE DEVELOPMENT OF A CREMATORIUM THROUGH A PUBLIC - PRIVATE PARTNERSHIP (PPP)
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REPORT FROM DIRECTOR: COMMUNITY SERVICES [PARKS AND RECREATION]

PURPOSE OF THE REPORT

The purpose of this report is to present a proposal for the establishment of a crematorium within the municipality through a Public-Private Partnership (PPP). The report aims to outline the need for such a facility, evaluate its potential benefits, identify legal and financial considerations, and provide recommendations for Council's consideration.

BACKGROUND AND DISCUSSION

The demand for cremation services has steadily increased due to changing cultural preferences, land constraints, and cost considerations associated with traditional burials. Currently, residents may be required to travel long distances to access cremation facilities, resulting in inconvenience and additional financial burden.

A PPP model offers an opportunity for the municipality to collaborate with a private sector partner who can provide expertise, capital investment, and operational capacity. Under such an arrangement, the municipality may provide land, regulatory support, and oversight, while the private partner undertakes the design, construction, and operation of the crematorium.

This model reduces the financial and operational burden on the municipality while ensuring that essential services are expanded in a sustainable and efficient manner. The establishment of a crematorium within the municipality is expected to yield several community benefits:

- **Improved Access to Services:** Residents will have access to cremation services within proximity, reducing travel time and associated costs.
- **Cost-Effective Alternative:** Cremation is generally more affordable than traditional burial, making it accessible to a wider segment of the population.
- **Land Conservation:** Cremation reduces the demand for cemetery space, addressing land scarcity challenges.
- **Economic Opportunities:** The project may create local employment during both construction and operational phases.
- **Environmental Considerations:** Modern cremation technologies can be designed to meet environmental standards, minimizing emissions and land use impact.

LEGAL REQUIREMENTS

The implementation of this project will need to comply with all applicable legislation and regulatory frameworks, including:

- Municipal legislation governing Public-Private Partnerships.
- Environmental regulations, including environmental impact assessments (EIA).
- Health and safety standards related to crematorium operations.
- Zoning and land-use planning requirements.

Legal agreements must clearly define the roles, responsibilities, risk allocation, and performance standards of both parties.

FINANCIAL IMPLICATIONS

The PPP model significantly reduces the upfront capital expenditure required from the municipality. Financial considerations include:

- **Capital Investment:** Primarily by the private partner.
- **Revenue Model:** Income may be generated through service fees, with a possible revenue-sharing agreement benefiting the municipality.
- **Operational Costs:** Managed by the private partner, subject to agreed service standards.
- **Municipal Contributions:** May include land provision, infrastructure support, or partial funding depending on the agreement.

RECOMMENDATIONS OF THE ACTING MUNICIPAL MANAGER

- [a] That the Report on the Proposal for the development of a crematorium through a Public - Private Partnership (PPP), be noted;
- [b] That Council authorises the exploration of a Public-Private Partnership model for the development and operation of the facility;
- [c] That Council request the relevant municipal departments to identify suitable land and ensure compliance with zoning requirements; and
- [d] That Council supports the building of a crematorium at the Hunters Home Cemetery.

File Number: 9/1/2/5

Execution: Director: Community Services

KNYSNA CREMATORIUM

1



7 April 2026

Knysna Crematorium Proposal

2

- Establishment of a modern, environmentally compliant crematorium (A first in South Africa)
- Location: Knysna, Western Cape
- Prepared for Municipal Approval

CREMSA KNYSNA TEAM

3

SHAUN WATSON

- Knysna Resident, property Investor and Develop (Relocated from Stellenbosch January 2026)
- Recently acquired Beacon House, Knysna Heads
- Founder of one of Largest Bridging Finance Companies in SA
- Founding member of BFSA (Bridging Association of South Africa)
- Retail Center's in Limpopo (6 in total)
- Affordable Housing Developments
 - Tzaneen (311 Houses - Limpopo)
 - Middelburg and Witbank (2 000 houses - Mpumalanga)
- Coin Security Building (13 in total)
- 4 400 houses in Pta West
- 218 Houses in Eerste River (Western Cape)
- 128 Unit Residential development in KZN
- Lodge in Timbavati (Limpopo)

CREMSA KNYSNA TEAM

4

JOHAN ROUSSEAU

- 40 Years experience in the Funeral industry value chain (93 business units)
- FIRA CHAIRMAN (Funeral Industry Reformed Association)
- Founder of FIRA4LIFE & Johan Rousseau Consulting
- Instrumental to the initiation of the following, nl:
 - Regulator (Headhunted by Gauteng Government)
 - Ombudsman,
 - Law Reform Commission
 - Implementation Agency
 - Business unit
- Consultant for major research companies, smme's, corporate business and various Government agencies all related to the funeral industry value chain
- Assisted with drafting training modules for Service Seta (Funeral industry)
- Assisted with development of the 1st private cemetery/crematorium in S.A (Fourways)
- Assisted COGTA and SALGA - Presenting solutions on gaps and challenges

CREMSA KNYSNA TEAM

4

JOHAN ROUSSEAU

- 40 Years experience in the Funeral industry value chain (93 business units)
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- Consultant for major research companies, smme's, corporate business and various Government agencies all related to the funeral industry value chain
- Assisted with drafting training modules for Service Seta (Funeral industry)
- Assisted with development of the 1st private cemetery/crematorium in S.A (Fourways)
- Assisted COGTA and SALGA - Presenting solutions on gaps and challenges

Executive Summary

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- Growing demand for cremation services
- Sustainable alternative to burial
- Economically viable and community-focused

Rationale

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- Limited burial space
- Rising funeral costs
- Environmental considerations
- Changing cultural preferences, placing strong emphasis on public education

Objectives

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- Establish a licensed crematorium
- Provide affordable services
- Ensure legal compliance
- Creation of a multitude of jobs within the value chain, aligned to crematoriums

Site Selection

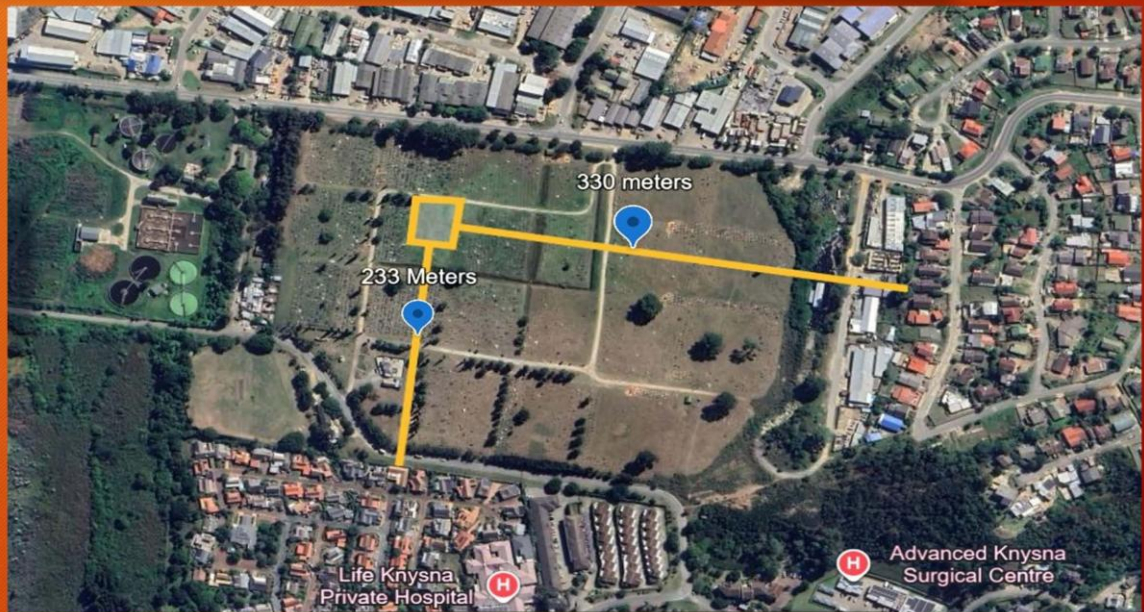
8

Suitable premises within the Knysna Cementry has been identified which has the following factors, nl:

- Land size: Approx 1,5 ha
- Zoned appropriately
- Accessible location
- +- 250m away from dense residential areas
- Infrastructure availability

Site Selection (Knysna - existing graveyard)

9



Regulatory Framework

10

- SPLUMA & LUPA compliance
- Environmental Authorization (EIA)
- Air Emissions Licence
- Municipal approvals
- Application for exemption of 500m (NEMA act)

Environmental Compliance

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- Emission control technology
- Air quality monitoring
- Sustainable design
- Reduced land use impact
- Gas tanks will be placed underground - Health and safety compliance

CHAPEL, CREMATORIUM & MORTUARY STORAGE FACILITY

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SPECIFICATIONS OF THE INFRASTRUCTURE

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A) Chapel (250 - 350 sqm)

- 100 Seater with gathering / catering service

B) Crematorium (500 sqm)

- 2 Furnaces (optional 3rd)
- Humans, Pets & Medical Waste

C) Mortuary (100 sqm), private post-mortems

- +- 50 deceased
- 24-hour standby room / sleeping quarters

D) Parking (+-1500 sqm)

TOTAL: +- 2 500 SQM

FURNACE EMISSIONS REPORT

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TABLE 1
TH Cremator No1
Emissions Monitoring 24th August 2021
Total Particulate Matter & Hydrogen Chloride Sampling

	Test 1 24 August 2021 10:28-11:28	Test 2 24 August 2021 12:46-13:46	Test 3 24 August 2021 15:06-16:06	Average	Requirement to PG5/2 (2012)
Total Particulate Matter - g/h	46.97 ± 4.55	53.70 ± 5.00	58.97 ± 5.65	53.22	<120
Hydrogen Chloride - g/h	77.99 ± 4.89	45.74 ± 3.53	36.62 ± 2.99	53.45	<300
Carbon Monoxide - g/h	10.11 ± 0.51	3.97 ± 0.20	2.30 ± 0.12	5.46	<150
Organic Compounds - g/h	0.16 ± 0.01	0.02 ± 0.00	0.01 ± 0.00	0.06	<20
Flue Oxygen - %v/v dry	16.66 ± 0.10	17.74 ± 0.10	18.12 ± 0.10	17.51	
Flue Moisture - %v/v	6.4 ± 0.6	5.9 ± 0.6	5.8 ± 0.6	6.1	
- %w/w	4.1 ± 0.4	3.8 ± 0.4	3.7 ± 0.4	3.9	
Flue Temperature - Deg C	382 ± 2	352 ± 2	363 ± 2	366	
Volumetric Flow - Nm ³ /h dry	3462 ± 69	2904 ± 58	3244 ± 65	3203	

Note 1: All uncertainties (±) are calculated to a 95% confidence interval
 Uncertainties estimated using the procedure suggested in the STA Quality Guidance Note QGN001-01

INTERNATIONAL STANDARD FURNACE- INSTALLATION KNYSNA

15

- Country of manufacturing:
- Cost / oven:

Germany / France & USA
R12mil



Community Engagement

16

- Public participation process
- Stakeholder consultations
- Cultural / religious sensitivity
- Transparency

Financial Overview

17

- CAPEX investment of approximately R50m by CREMSA
- Revenue from cremation and auxiliary services
- Long-term sustainability

PPP PROPOSAL WITH MUNICIPALITY

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OPTION 1

- Revenue share per service provided

OPTION 2

- Rental income “linked” to Gross Profit

OPTION 3

- Lease of land

Implementation Timeline

19

- Feasibility: 3 months
- Approvals: 6-12 months
- Construction: 6-9 months
- Commissioning: 2-3 months

REQUEST FROM MUNICIPALITY

20

- 1) Approval for the construction of the following infrastructure, nl:
 - Chapel
 - Catering services
 - Crematorium
 - Mortuary (cold room facilities) Approval by Dept of Health
 - Parking
- 2) Operating License (24 hours) - Humans, Pets, Medical waste
- 3) Approval of exemption - facility is less than prescribed 500 m within the NEMA act

Conclusion

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- Environmentally responsible solution
- Meets growing demand
- Supports municipal planning goals
- Request for approval and licensing to contribute to the priorities of Knysna.

It's a well-known fact that the approval of the license would support local communities, Southern & Western Cape and inland serving as an overflow unit of deceased that could not be cremated timeously at existing crematoriums in Cape Town, Worcester and George, resulting in higher costs (stakeholders therefore need to travel from Cape Town to Dispatch and Port Elizabeth)

CONTACT DETAILS

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- Office 012 - 007 3061
- Email: johanr@fira.org.za / info@fira.org.za
- Website: www.fira.org.za

5.2

C02/04/26	PUBLIC SAFETY MONTHLY REPORT FEBRUARY 2026 – MARCH 2026
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REPORT FROM THE DIRECTOR COMMUNITY SERVICES

PURPOSE OF THE REPORT

The purpose of the report is to inform council on the daily operations of the Public Safety Department for the period February 2026 until March 2026.

BACKGROUND AND DISCUSSION

The Public Safety Department consists of 2 sections, the Traffic Department and Law Enforcement Sections. These sections are primarily responsible for ensuring the safety of residents and visitors alike within the Greater Knysna Municipal Area. The other section includes the Motor Vehicle Registrations and Driver's License sections.

TRAFFIC DEPARTMENT

The Traffic Department are primarily responsible for vehicular and pedestrian safety and the enforcement of the National Road Traffic Management Act(NRTA) 93 of 1996 within the boundaries of the Greater Knysna Municipal Area. This section includes Motor Vehicle Registration and the Drivers License centre that operates from the Customer Care Building. The traffic department has a staff component of a Vacant Manager Public Safety, Vacant Chief Traffic Officer, 1 Senior Superintendent as well as 11 Traffic Officers. They are authorized to issue Section 56 and section 341 notices. Point Duty are done on a daily basis at various points.

The following operational functions were undertaken for the reporting period;

Staff Meetings	: once a month
Boat Escorts	: four within the reporting period
VCP stop and check	: once a day across the GKMA
Roadblockbus	: 4 times
Summons served	: Only when the roadblock bus operating
Summonses issued	: Daily: Sect. 56 & Sect. 341
Complaints	: If and when required
Traffic Controll	: On a daily basis
Speed Adjudications	: On a daily basis

Public Transport Operations:

Roadworthiness	: On a daily basis
Overloading	: On a daily basis
Operating License	: On a daily basis
Illegal Taxi's	: Daily monitorin

Dangerous Goods Vehicles stopped : 2 to 3 Operations per month with the Fire Department

Events held in Feb/ March 2026:

Knysna African Arts festival
St Patricks Music Festival
Mayoral Rugby Tournament
Barefoot Buffalo
Knysna Heads Marathon

Approved marches held in Feb/ March 2026:

Epilepsy Big Awareness Walk
Sedgefield Scouts SA Parade
Women With Passion Faith Walk
Best Future Student Learning Walk

THE LEGAL PROCEDURES AND ADMINISTRATION SECTION IS RESPONSIBLE FOR THE FOLLOWING:

Function is to ensure that the adjudication of fines is properly and effectively dealt with in terms of prescribed legislation. All fines issued by Traffic Officers, Traffic Wardens and Law Enforcement are dealt with by the back-office personnel. The more fines are issued, the more data capturing and the higher the workload. They provide a crucial service to the Court Section in terms of administration.

This section is also responsible for processing of fines issued by the Provincial Traffic department as the Municipality recognises the income generated from Provincial fines as part of the AFS. The Provincial Traffic Department, due to its high case loads increased court days from Wednesday to Wednesdays and Thursdays weekly with an average of 150 cases per court roll. The processing of these cases are done via the Public Safety Back office.

MOTOR VEHICLE REGISTRATIONS & DRIVERS LICENSE

The Motor Vehicle Registrations and Drivers License Section is responsible for the administration and issuing of Learners, Drivers and Motor Vehicle registrations as the delegated authority by the Western Cape Department of Mobility and National Road Traffic Management Corporation (RTMC). This section also generates income from these related transactions and a summary thereof for the reporting period. We are currently using 5 of our Traffic Officers as Examiners for Driving Licenses on a rotation base to test and do learners licenses as and when required. The latter part has a major impact on services rendered by the current 10 Traffic Officers.

OPERATING LICENSES:

Knysna have about more than 300 taxis and 30 e – Hailing / Metered taxi operators. This is an ongoing service to the taxi industry to assist operators with the renewal of existing licenses, applications for temporary licenses, additional authority, charter services and scholar services etc.

The Provincial Regulatory Entity (PRE) made it a requirement that all transactions be made online and that the same officers should be delegated to taxi transactions in order to curb confusion, corruption and for continuity.

Officers Jacobs and Van Rensburg who were already assisting with public transport applications went on training by the Provincial Regulatory Entity in dealing with online taxi transactions.

LAW ENFORCEMENT SECTION

The Law Enforcement is responsible for the enforcement of Municipal By-Laws and ensuring public peace and safety within the Greater Knysna Municipal Area. The section has a staff capacity of 10 Law Enforcement Officers. Law Enforcement officials also has the delegated authority to issue section 341 notices for by-law infringements daily.

RECOMMENDATION OF THE ACTING MUNICIPAL MANAGER

That the report on the Public Safety Monthly Report for the period February 2026 until March 2026 from the Director Community Services be noted.

File Number: 9/1/2/5

Execution: Director: Community Services

5.3

C03/04/26 LIMITED BUDGET ALLOCATION FOR THE PARKS AND RECREATION DEPARTMENT DURING THE 2025/2026 FINANCIAL YEAR ADJUSTMENTS BUDGET PROCESS

REPORT FROM DIRECTOR: COMMUNITY SERVICES [PARKS AND RECREATION]

PURPOSE OF THE REPORT

The purpose of the report is to inform Council of the “Limited Budget” allocation for the Parks and Recreation Department during the 2025/26 FY Adjustment Budget Process. Parks and Recreation department hereby request for the approval of additional funding.

BACKGROUND AND DISCUSSION

The Department Parks and Recreation is responsible for the upkeep and maintenance of all Public Open Spaces, Recreational Areas and Public Amenities. The department has been on the backbone for the past three financial years when it comes to adjustment budget allocations.

Core functions of the Parks & Recreation Section currently include:

DESCRIPTION/FUNCTION	COMMENTS	POSSIBLE RISKS
Grass cutting	1 x cutting cycle left for May 2026. Currently grass gets cut every 2 nd month, which is not operationally feasible.	Increase in pricing due to long grass in certain areas. Cutting will only start in the new financial year.
Tree cutting/maintenance	Will only continue in the new FY. Internal staff will attend to urgent complaints/request.	Increase in overdue complaints/request, with a backlog. We run the risk of trees which can damage property, or even loss of life.
Bush clearing	Will only continue in the new FY. Internal staff will attend to urgent complaints/request.	Increase in overdue complaints/request, with a backlog.
Public amenities (Board walks, stairs, recreational areas etc.)	Repairs and Maintenance will only continue in the new FY. No internal artisan team to deal with defects.	Possible injuries and 3 rd party claims against the Municipality. Recent High Court case: Lutzen vs Knysna Municipality (injury at the Heads Viewpoint).
Community Halls	Repairs and Maintenance will only continue in the new FY. No internal artisan team to deal with defects.	Possibility of limited meetings or public engagements due to possible breakages.

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Sports Field Building and Facilities.	Repairs and Maintenance will only continue in the new FY. No internal artisan team to deal with defects. We are currently experiencing major challenges with flood lights on playing surfaces, ablution facilities etc.	Possibility of sporting events that cannot be hosted at these facilities.
Buffelskop Caravan Park	Repairs and Maintenance will only continue in the new FY. No internal artisan team to deal with defects.	Campers will move to private camp sites where proper services. Loss of revenue.
R&M on Parks Fleet	Repairs and Maintenance will only continue in the new FY.	Limited fleet may hamper service delivery, due to a delay in response time.
R&M on Small Plant Equipment	Repairs and Maintenance will only continue in the new FY.	Limited plant and equipment may hamper service delivery, due to a delay in response time.

With the overflow of requests and complaints from the community at present and the current stance of our budget, we are therefore unable to respond to all the complaints/requests.

FINANCIAL IMPLICATIONS

Budget figures at present

Exp Description	Original Budget 2025/26	Adjustment Budget Allocated	Spent to date	Available budget
Cemeteries:				
Burial Services	R 30 000,00	R 14 234,94	R 15 765,06	R 14 234,94
Maintenance of Buildings and Facilities	R 100 000,00	R 2 840,00	R 101 010,17	R 1 407,83
Alien Vegetation Control (Grass cutting of R50 000 incl.)	R 200 000,00	R 2 873,34	R 201 422,88	R 1 196,12
Sports Facilities:				
Maintenance of Buildings and Facilities	R 700 000,00	R 50 429,19	R 698 517,96	R 51 850,04
Sports and Recreation	R 700 000,00	R 30 965,71	R 730 216,72	R 4,25
Community Halls:				
Maintenance of Buildings and Facilities	R 150 000,00	-R 1 042,47	R 149 741,47	-R 1 042,47

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Maintenance of Buildings and Facilities	R 75 000,00	-R 1 042,47	R 149 741,47	R 20 161,03
Maintenance of Buildings and Facilities	R 75 000,00	R 36,13	R 74 960,87	R 39,13
Maintenance of Buildings and Facilities	R 75 000,00	R 0,13	R 74 999,87	R 0,13
Maintenance of Buildings and Facilities	R 75 000,00	R 595,42	R 74 404,58	R 595,42
Maintenance of Buildings and Facilities	R 75 000,00	R 157,18	R 74 842,82	R 157,18
Maintenance of Buildings and Facilities	R 75 000,00	R 139,39	R 74 860,61	R 139,39
Maintenance of Buildings and Facilities	R 5 000,00	R 141,84	R 4 858,16	R 141,84
Parks & Recreation:				
Clearing and Grass Cutting Services (2) Include ward 1	R 300 000,00	R 485,61	R 299 514,39	R 485,61
Clearing and Grass Cutting Services (3)	R 300 000,00	R -	R 300 000,00	-
Clearing and Grass Cutting Services (4)	R 300 000,00	R 6 001,88	R 309 005,62	-R 9 005,62
Clearing and Grass Cutting Services (5)	R 300 000,00	R 0,26	R 299 999,74	R 0,26
Clearing and Grass Cutting Services (6)	R 300 000,00	R -	R 300 000,00	-
Clearing and Grass Cutting Services (7)	R 300 000,00	R -	R 300 000,00	-
Clearing and Grass Cutting Services (8)	R 300 000,00	R -	R 328 000,00	-R 28 000,00
Clearing and Grass Cutting Services (9)	R 300 000,00	R -	R 308 000,00	-R 8 000,00
Clearing and Grass Cutting Services (10)	R 300 000,00	R 0,44	R 299 999,56	R 0,44
Clearing and Grass Cutting Services (11)	R 300 000,00	R 21,74	R 299 978,26	R 21,74
Maintenance of Buildings and Facilities (Buffelskop Caravan Park)	R 250 000,00	-R 12 285,24	R 254 871,53	-R 4 871,53
Clearing and Grass Cutting Services (Tree maintenance)	R 400 000,00	R -	R 400 000,00	-
Forestry (Parks Program)	R 400 000,00	R 0,23	R 399 999,77	R 0,23
Hakea Eradication (Bush Clearing)	R 450 000,00	R 40 455,13	R 504 278,87	-R 13 984,87
Alien Vegetation	R 400 000,00	R 4 035,87	R 397 684,93	R 2 315,07
Fleet maintenance	R 500 000.00	-	R 456306.31	R 43 693.69

RELEVANT LEGISLATION

- Constitution of the Republic of South Africa, 1996 (Section 156(1)(a))

- Public Finance Management Act, 1999 (Act No. 1 of 1999 *as amended*).
- Local Government Municipal Finance Management Act, 56 of 2003 (Section 67)

RECOMMENDATIONS OF THE ACTING MUNICIPAL MANAGER

- [a] That the report on the core functions of Parks and Recreation Department, be noted,
- [b] That the limited budget allocation during the 2025/2026 financial year adjustment budget process be noted, and
- [c] That the request for the approval of additional funding be approved.

File Number: 9/1/2/5

Execution: Director: Community Services

5.4

C04/04/26 REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES FOR JANUARY TO MARCH 2026

**REPORT FROM EXECUTIVE MANAGER: COMMUNITY SERVICES (NTHABELENG
RAISA-MLANDU): CHIEF MUNICIPAL HEALTH (JP MC CARTHY) KNYSNA OFFICE**

PURPOSE OF THE REPORT

To inform the committee in regard to the Key Performance Areas and main functions of the Municipal Health Section and to inform the committee on activities performed by Environmental Health Practitioners for the month of January 2026.

BACKGROUND / DISCUSSION

The Garden Route District Municipality is a municipality in terms of the Municipal Systems Act of 2000. According to Section 84(1) (l) of the Municipal Structures Act, Act 117 of 1998, one of the core functions of a district municipality is Municipal Health Services. Section 24 of the Constitution of the Republic of South Africa entrenches the right of all citizens to live in an environment that is not harmful to their health and well-being. Section 1 of the National Health Act, 2003 (Act 61 of 2003), defines municipal health services and Section 83 clearly stipulates the responsibilities of municipalities in the performance of such services.

In order to fulfil its constitutional and legal obligations, the Garden Route District Municipality Municipal Health Services fulfils its mandate through highly qualified and skilled environmental health practitioners (EHPs). They provide and facilitate comprehensive, pro-active and need-related services to ensure a safe, healthy and clean environment, thereby preventing and eliminating sources of disease. Environmental Health comprises those aspects of human health, including quality of life, that are determined by physical, chemical, biological, social and psycho-social factors in the environment. It also refers to the theory and practice of assessing, correcting, controlling and preventing factors in the environment that can adversely affect the health of present and future generations. Environmental health services are services that implement environmental policies through monitoring and controlling, which improve environmental parameters and encourage the use of environmentally friendly and healthy technologies and behaviour's. (These definitions are in line with the definitions of the World Health Organization). Controlling and monitoring also play a leading role in suggesting and developing new policy areas.

THE ROLE AND FUNCTION OF THE MUNICIPAL HEALTH SERVICES.
Health Surveillance of Premises

Residential, business and public premises are regularly monitored to ensure that there are no health nuisances. This is done to ensure compliance with the applicable legislation, the principles of Agenda 21 and the "Healthy Cities" approach, and the minimization of any detrimental environmental health risk.

Key Performance Areas

- ❖ Chemical Safety.
- ❖ Disposal of the dead.
- ❖ Environmental Pollution Control.
- ❖ Food Control.
- ❖ Health Surveillance of Premises.
- ❖ Surveillance and Prevention of Communicable Diseases.
- ❖ Vector Control/Monitoring.
- ❖ Waste Management.
- ❖ Water Quality Monitoring.
- ❖ Administration-general

Main Functions

- ❖ Monitoring of water reticulation
- ❖ Protection of water sources by enforcement of laws and regulations.
- ❖ Introduction of corrective and preventative actions.
- ❖ Implementation of Health and Hygiene Awareness.
- ❖ Control of Food Premises by issuing Compliance Certificates to Food Premises.
- ❖ Ensure that food is safe and healthy for human consumption by the enforcement of Laws and Regulations.
- ❖ The monitoring of the storage, treatment, collection, handling and disposal of the various categories of waste.
- ❖ The identification, monitoring and evaluation of health risks, nuisances and hazards.
- ❖ The promotion of health and hygiene aimed at preventing the incidence of environmental conditions that will result in contagious diseases.
- ❖ Monitoring, identification, evaluation to ensure the prevention of vectors.
- ❖ The identification, evaluation, monitoring and prevention of the pollution of soil, water and air.
- ❖ Monitoring of cemeteries, crematoriums and other facilities for the disposal of corpses.
- ❖ The monitoring, identification, evaluation and prevention of risks relating to chemicals hazardous to humans

INFORMATION BOX	ABBREVIATIONS
Comply	C
Non-compliance	NC
Health & Hygiene education	H&H
Notice of Non-Compliance	Non
Final Notice of Non-Compliance	F.Non
Follow-up sample	F.u S
Fine/ Prohibition	F/P

A. FOOD CONTROL

Chemical food sampling

Sample information				Remedial actions					
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	Results
Edible ice	1	1	-	-	-	-	-	-	
Yogurt	1	1	-	-	-	-	-	-	

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Edible ice	1	1	-	-	-	-	-		
Yogurt	1	1	-	-	-	-	-		
Energy drink	1	1	-	-	-	-	-		
Chips	1	0	1	1	1	1	1		
Comments: Non-compliant product exceeding prescribed colorants parameters Applicable food premises instructed remove product from shelves.									

Bacteriological food sampling

Sample Type	No of Samples	C	N/C	H & H	Non	F.No n	F.u S	F/P	Results
Milk	1	1	0	-	-	-	-	-	
Cheese	1	1	0	-	-	-	-	-	
Sushi	1	1	0	-	-	-	-	-	
Bottled Water	1	1	0	-	-	-	-	-	
Comments: All samples complied									

B. INSPECTION OF FOOD PREMISES

Formal & Informal food premises

Inspection information				Remedial actions			
Premises type	No of premises inspected	C	N/C	H & H	Non	F.Non	F/P
Formal Food premises	24	21	3	3	3	1	
Spaza shops	6	3	3	3	3	-	
Informal Food premises	0	0	0	-	-	-	
Dairy farms	4	4	0	-	-	-	
Comments:							

C. CERTIFICATE OF ACCEPTABILITY

No	Business Name	Owner Name	Collab No	Reference no
1.	Nina's Poffertjes (Food trailer)	Gerhardus Stephanus van Wyk	46956224	0235902526
2.	Builders Express Knysna	Reshma Bagwandim	46929969	0235642526
3.	Gummy Bears Educare	Mercia van Rooyen	46986191	0235732526
4.	Snenjongo Daycare	Pheliswa Matutu	46988379	0235552526
5.	Roley Poley's	Roland Rhode	46982508	0236052526
6.	Tentation Devine Products	Paul Westergreen	46993265	0236062526
7.	Crispy Hub	Sandton Jantjies	47003353	0235712526

D. HEALTH SURVEILLANCE OF PREMISES

Inspections were performed at the following premises:

Inspection information				Remedial actions			
Premises type	No of premises inspected	C	N/C	H & H	Non	F.Non	F/P
Public Toilets	5	3	2	2	2	-	-
Tobacco Premises	31	25	6	6	6	-	-
Vector control	34	28	6	6	6	-	-
Labeling of food stuffs	13	13	0	-	-	-	-
Early childhood development centre's creche)	36	29	7	7	7	2	
Educational institutions (schools)	4	4	-	-	-	-	
Illegal dumping	6	0	6	6	6	6	
Informal settlements	3	0	3	3	3	-	-

Comments:

- Health and Hygiene awareness sessions presented at creche's , schools regarding the current water crises.
- Current identified illegal dumping sites constitutes a public health nuisance and has a severe detrimental impact on the surrounding environment.
- The current rodent infestation within Knysna CBD is a cause of growing concern from a public health perspective.
- Drastic measures must be implemented without delay by the Knysna Municipality to address the current challenge.

E. WATER QUALITY MONITORING

DRINKING WATER

Water Service Authority Reservoirs

Sample information									Results
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	
Knysna	3	1	2	-	-	-	-	-	Coliform> 70 Coliforms>50
Brenton	1	1	0	-	-	-	-	-	
Rheenendal	1	1	0	-	-	-	-	-	
Sedgefield	1	1	0	-	-	-	-	-	
Karatara	1	1	0	-	-	-	-	-	
Buffalo Bay	1	1	0	-	-	-	-	-	

Comment:

- Water samples of potable water from water service authority were procured during the current water crises.
- Follow up sample to be taken at non-compliant sample site.

Non-Water Service Authority

Sample information									Results
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	
Borehole	2	2	0	-	-	-	-	-	
Reservoir PG Bison Sedgefield	1	0	1	-	-	-	-	-	Coliforms>1210 E.coli>58
Watertruck	1	0	1	1	1	1			Coliform present 50
Comment: • Water samples were taken from various identified secondary water sources to identify water quality. • Sampling of identified water sources will be continuous.									

RECREATIONAL WATERS

Sample information				Remedial actions					Results (Ecoli/100 ml)
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	
1. The Heads	1	1	0	-	-	-	-	-	
2. Green hole	1	1	0	-	-	-	-	-	
3. Bigia	1	0	1	-	-	-	-	-	E.coli > 3000
4. Bollard Bay	1	1	0	-	-	-	-	-	
5. Bongani	1	0	1	-	-	-	-	-	E.coli > 15000
6. Costa Sarda	1	0	1	-	-	-	-	-	E.coli > 2500
7. Queen Street	1	1	0	-	-	-	-	-	E.coli > 360
8. Long Street	1	0	1	-	-	-	-	-	E.coli > 15000
9. Train Station	1	0	1	-	-	-	-	-	E.coli > 1300
10. Kada	1	0	1	-	-	-	-	-	E.coli > 1500
11. Salt River	1	0	1	-	-	-	-	-	E.coli > 15000
12. Lake Brenton	1	1	0	-	-	-	-	-	
13. Crabs Creek	1	1	0	-	-	-	-	-	
14. Belvidere	1	1	0	-	-	-	-	-	

Comments:

- The land based pathogenic water pollution entering the estuary is a cause of dire concern from an environmental health perspective.

Additional Recreational Sample

	Additional Recreational Sample information									
	Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	Results
	Swartvlei	1	1	0	-	-	-	-	-	

River Water

Sample information									
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	Results
Comment: No samples were taken									

FINAL EFFLUENT – WASTE WATER TREATMENT WORKS

Municipal

Sample information				Remedial actions				
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	RESULT
Knysna	1	0	1	-	-	-	-	Faecal coliforms > 300
Comments: Follow up sample to be taken								

Private

Sample information				Remedial actions				
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P
None	0	-	-	-	-	-	-	-

Government

Sample information				Remedial actions				
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P
None	0	-	-	-	-	-	-	-
Comments:								

Sample information				Remedial actions					
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	Results
			0	-	-	-	-	-	

Comments:	
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ACHIEVEMENTS – JANUARY 2026

- Bacteriological food sampling of identified food premises.
- Bacteriological water sampling of potable water sources and reservoirs.
- Recreational water sampling of the Knysna estuary.
- Health and Hygiene awareness sessions regarding the current water crises conducted at creche's, schools and other public gathering places.
- Rodent control awareness sessions undertaken at numerous food premises and public gathering places (malls, shopping centres)

ACTION PLANS – FEBRUARY 2026

- Recreational water sampling of the Knysna estuary.
- Bacteriological food sampling of identified food premises
- Bacteriological water sampling of potable water sources and reservoirs (including non-water service authority premises)
- Bacteriological sampling from final effluent at waste water sewage plants
- Health surveillance of identified premises in the Sedgefield rural areas
- Spaza shop blitz in collaboration with Knysna S.A.P.S. and Knysna Municipality in the Rheenendal /Keurhoek area.



REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES FOR FEBRUARY 2026

REPORT FROM EXECUTIVE MANAGER: COMMUNITY SERVICES (NTHABELENG RAISA-MLANDU): CHIEF MUNICIPAL HEALTH (JP MC CARTHY) KNYSNA OFFICE

PURPOSE OF THE REPORT

To inform the committee in regard to the Key Performance Areas and main functions of the Municipal Health Section and to inform the committee on activities performed by Environmental Health Practitioners for the month of February 2026.

BACKGROUND / DISCUSSION

The Garden Route District Municipality is a municipality in terms of the Municipal Systems Act of 2000. According to Section 84(1) (l) of the Municipal Structures Act, Act 117 of 1998, one of the core functions of a district municipality is Municipal Health Services. Section 24 of the Constitution of the Republic of South Africa entrenches the right of all citizens to live in an environment that is not harmful to their health and well-being. Section 1 of the National Health Act, 2003 (Act 61 of 2003), defines municipal health services and Section 83 clearly stipulates the responsibilities of municipalities in the performance of such services.

To fulfil its constitutional and legal obligations, the Garden Route District Municipality Municipal Health Services fulfils its mandate through highly qualified and skilled environmental health practitioners (EHPs). They provide and facilitate comprehensive, pro-active and need-related services to ensure a safe, healthy and clean environment, thereby preventing and eliminating sources of disease. Environmental Health comprises those aspects of human health, including quality of life, that are determined by physical, chemical, biological, social and psycho-social factors in the environment. It also refers to the theory and practice of assessing, correcting, controlling and preventing factors in the environment that can adversely affect the health of present and future generations. Environmental health services are services that implement environmental policies through monitoring and controlling, which improve environmental parameters and encourage the use of environmentally friendly and healthy technologies and behaviours. (These definitions are in line with the definitions of the World Health Organization). Controlling and monitoring also play a leading role in suggesting and developing new policy areas.

THE ROLE AND FUNCTION OF THE MUNICIPAL HEALTH SERVICES.

Health Surveillance of Premises

Residential, business and public premises are regularly monitored to ensure that there are no health nuisances. This is done to ensure compliance with the applicable legislation, the principles of Agenda 21 and the "Healthy Cities" approach, and the minimization of any detrimental environmental health risk.

Key Performance Areas

- ❖ Chemical Safety.
- ❖ Disposal of the dead.
- ❖ Environmental Pollution Control.
- ❖ Food Control.
- ❖ Health Surveillance of Premises.
- ❖ Surveillance and Prevention of Communicable Diseases.
- ❖ Vector Control/Monitoring.
- ❖ Waste Management.
- ❖ Water Quality Monitoring.
- ❖ Administration-general

Main Functions

- ❖ Monitoring water reticulation
- ❖ Protection of water sources by enforcement of laws and regulations.
- ❖ Introduction of corrective and preventative actions.
- ❖ Implementation of Health and Hygiene Awareness.
- ❖ Control of Food Premises by issuing Compliance Certificates to Food Premises.
- ❖ Ensure that food is safe and healthy for human consumption by the enforcement of Laws and Regulations.
- ❖ The monitoring of the storage, treatment, collection, handling and disposal of the various categories of waste.
- ❖ The identification, monitoring and evaluation of health risks, nuisances and hazards.
- ❖ The promotion of health and hygiene is aimed at preventing the incidence of environmental conditions that will result in contagious diseases.
- ❖ Monitoring, identification, evaluation to ensure the prevention of vectors.
- ❖ The identification, evaluation, monitoring and prevention of the pollution of soil, water and air.
- ❖ Monitoring of cemeteries, crematoriums and other facilities for the disposal of corpses.
- ❖ The monitoring, identification, evaluation and prevention of risks relating to chemicals hazardous to humans

INFORMATION BOX	ABBREVIATIONS
Comply	C
Non-compliance	NC
Health & Hygiene education	H&H
Notice of Non-Compliance	Non
Final Notice of Non-Compliance	F.Non
Follow-up sample	F.u S
Fine/ Prohibition	F/P

B. FOOD CONTROL

Chemical food sampling

Sample information				Remedial actions					Results
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	

Comments: - Chemical food samples procured at various food premises (including Wholesaler premises distributing products to spaza shops within the Greater Knysna area). - Results pending	
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Bacteriological food sampling

Sample Type	No of Samples	C	N/C	H & H	Non	F.No n	F.u S	F/P	Results
Yoghurt	1	1	0	-	-	-	-	-	
Vetkoek	1	1	0	-	-	-	-	-	
Cheese	1	1	0	-	-	-	-	-	
Feta	1	1	0	-	-	-	-	-	
Milk	1	0	1	-	-	-	-	-	Coliforms > 570 E. coli > 160

Comments: Follow up sample to be taken at non-compliant premises Health and hygiene intervention undertaken.

B. INSPECTION OF FOOD PREMISES

Formal & Informal food premises

Inspection information				Remedial actions			
Premises type	No of premises inspected	C	N/C	H & H	Non	F.Non	F/P
Formal Food premises	23	18	5	5	5	-	-
Spaza shops	32	16	16	16	16	2	1
Informal Food premises	1	1	0	-	-	-	-

Comments: - Collaborative Spaza shop “blitz” undertaken in the Rheenendal / Keurhoek area - All sectoral role players to enforce their respective mandates. - The formalization of the informal food traders currently operating in the Qolweni area, as well as the Knysna CBD Taxi rank, must be collaboratively addressed as a matter of extreme urgency. - The lack of basic services in terms of water availability and refuse removal currently constitutes a public health nuisance to all the traders, as well as their customers.
--

C. CERTIFICATE OF ACCEPTABILITY

No	Business Name	Owner Name	Collab No	Reference no
1.	Kwik spar	Daniel Jansen van Vuurnen	47093932	0233122425

2.	Evergreen Eats Pty Ltd T/A Village Cafe	Wade Lees	47089440	0235752526
3.	The Rex Hotel	Zandalee Kemp	47089426	0236202526
4.	Johnny 2 Spaza Shop	Hailu Sankuru Mekengo	47072647	0238772425
5.	Less Price	Abukar Samir	47066019	0236212520
6.	Marsha Botha	Marsha Botha	47056067	0236242526
7.	Anna's Private Kitchen	Annelise Stein	47042831	0236152526
8.	The Sushi Kitchen	Melissa Vos	47099352	0236322526
9.	Amble Ridge Care	Paolo De Grandis	47102784	0235822526
10.	Game Knysna	Pontsho Lepaku	47102825	0236042526
11.	Bakd Bakery Pty Ltd	Pauli Coetsee Botha	47117593	0236362526

D. HEALTH SURVEILLANCE OF PREMISES

Inspections were performed at the following premises:

Inspection information				Remedial actions			
Premises type	No of premises inspected	C	N/C	H & H	Non	F.Non	F/P
Public Toilets	4	2	2	2	2	-	-
Tobacco Premises	24	23	1	1	1	-	-
Vector control	30	19	11	11	11	-	-
Labeling of food stuffs	25	24	1	1	1	-	-
Early childhood development centre's creche)	11	10	1	1	1	-	
Educational institutions (schools)	4	4	0	-	-	-	
Illegal dumping	3	0	3	3	3	-	
Informal settlements	3	1	2	2	2		-

Comments:

- Health and Hygiene awareness sessions presented at creche's, schools and the public regarding the current water crises.
- Current identified illegal dumping sites constitutes a public health nuisance and has a severe detrimental impact on the surrounding environment.
- The current rodent infestation within Knysna CBD is a cause of growing concern from a public health perspective.
- Drastic measures must be implemented without delay by the Knysna Municipality to address the current challenge.

E. WATER QUALITY MONITORING

DRINKING WATER

Water Service Authority Reservoirs

Sample information									Results
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	
Bigia spring	1	1	0	-	-	-	-	-	
Knysna	1	1	0	-	-	-	-	-	
Sedgefield	1	1	0	-	-	-	-	-	
Comment: - All samples complied. - Water samples of potable water from water service authority were procured during the current water crises.									

Non-Water Service Authority

Sample information									Results
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	
Watertruck	3	2	1	1	1	-	1		12 Coliforms
Comment: - Water samples were taken from various identified secondary water sources to identify water quality. - Sampling of identified water sources will be continuous.									

RECREATIONAL WATERS

Sample information				Remedial actions						Results (Ecoli/100 ml)
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P		
15. The Heads	1	1	0	-	-	-	-	-	-	
16. Green hole	1	1	0	-	-	-	-	-	-	
17. Bigia	1	0	1	-	-	-	-	-	-	E.coli > 2100
18. Bollard Bay	1	0	1	-	-	-	-	-	-	E.coli > 620
19. Bongani	1	0	1	-	-	-	-	-	-	E.coli > 7000
20. Costa Sarda	1	0	1	-	-	-	-	-	-	E.coli > 1500
21. Queen Street	1	0	1	-	-	-	-	-	-	E.coli > 11000
22. Long Street	1	0	1	-	-	-	-	-	-	E.coli > 17000
23. Train Station	1	0	1	-	-	-	-	-	-	E.coli > 67000
24. Kada	1	0	1	-	-	-	-	-	-	E.coli > 2200

25. Salt River	1	0	1	-	-	-	-	-	E.coli > 20000
26. Lake Brenton	1	1	0	-	-	-	-	-	
27. Crabs Creek	1	1	0	-	-	-	-	-	
28. Belvidere	1	1	0	-	-	-	-	-	
Comments: - The most recent results are a cause of dire concern from an environmental health perspective. - The land-based pollution entering the estuary must be addressed by the Knysna Municipality as a matter of urgency.									•

FINAL EFFLUENT – WASTEWATER TREATMENT WORKS

Municipal

Sample information				Remedial actions				RESULT
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	
Knysna	1	1	0	-	-	-	-	
Comments:								

ACHIEVEMENTS – FEBRUARY 2026

- Bacteriological food sampling of identified food premises.
- Chemical food sampling of identified food premises.
- Bacteriological water sampling of potable water sources and reservoirs.
- Recreational water sampling of the Knysna estuary.
- Collaborative spaza shop “blitz” in the Rheenendal /Keurhoek area
- Health and Hygiene awareness sessions regarding the current water crises conducted at creche’s, schools and other public gathering places.
- Rodent control awareness sessions undertaken at numerous food premises and public gathering places (malls, shopping centres)

ACTION PLANS – MARCH 2026

- Recreational water sampling of the Knysna estuary.
- Bacteriological food sampling of identified food premises
- Bacteriological water sampling of potable water sources and reservoirs (including non-water service authority premises)
- Bacteriological sampling from final effluent at wastewater sewage plants
- Health and Hygiene awareness sessions regarding the annual Initiation season at various identified venues within the Knysna Northern areas

REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES FOR MARCH 2026

REPORT FROM EXECUTIVE MANAGER: COMMUNITY SERVICES (NTHABELENG RAISA-MLANDU): CHIEF MUNICIPAL HEALTH (JP MC CARTHY) KNYSNA OFFICE

PURPOSE OF THE REPORT

To inform the committee in regard to the Key Performance Areas and main functions of the Municipal Health Section and to inform the committee on activities performed by Environmental Health Practitioners for the month of March 2026.

BACKGROUND / DISCUSSION

The Garden Route District Municipality is a municipality in terms of the Municipal Systems Act of 2000. According to Section 84(1) (l) of the Municipal Structures Act, Act 117 of 1998, one of the core functions of a district municipality is Municipal Health Services. Section 24 of the Constitution of the Republic of South Africa entrenches the right of all citizens to live in an environment that is not harmful to their health and well-being. Section 1 of the National Health Act, 2003 (Act 61 of 2003), defines municipal health services and Section 83 clearly stipulates the responsibilities of municipalities in the performance of such services.

To fulfil its constitutional and legal obligations, the Garden Route District Municipality Municipal Health Services fulfils its mandate through highly qualified and skilled environmental health practitioners (EHPs). They provide and facilitate comprehensive, pro-active and need-related services to ensure a safe, healthy and clean environment, thereby preventing and eliminating sources of disease. Environmental Health comprises those aspects of human health, including quality of life, that are determined by physical, chemical, biological, social and psycho-social factors in the environment. It also refers to the theory and practice of assessing, correcting, controlling and preventing factors in the environment that can adversely affect the health of present and future generations. Environmental health services are services that implement environmental policies through monitoring and controlling, which improve environmental parameters and encourage the use of environmentally friendly and healthy technologies and behaviours. (These definitions are in line with the definitions of the World Health Organization). Controlling and monitoring also play a leading role in suggesting and developing new policy areas.

THE ROLE AND FUNCTION OF THE MUNICIPAL HEALTH SERVICES.

Health Surveillance of Premises

Residential, business and public premises are regularly monitored to ensure that there are no health nuisances. This is done to ensure compliance with the applicable legislation, the principles of Agenda 21 and the "Healthy Cities" approach, and the minimization of any detrimental environmental health risk.

Key Performance Areas

- ❖ Chemical Safety.
- ❖ Disposal of the dead.
- ❖ Environmental Pollution Control.
- ❖ Food Control.
- ❖ Health Surveillance of Premises.
- ❖ Surveillance and Prevention of Communicable Diseases.
- ❖ Vector Control/Monitoring.
- ❖ Waste Management.
- ❖ Water Quality Monitoring.
- ❖ Administration-general

Main Functions

- ❖ Monitoring water reticulation
- ❖ Protection of water sources by enforcement of laws and regulations.
- ❖ Introduction of corrective and preventative actions.
- ❖ Implementation of Health and Hygiene Awareness.
- ❖ Control of Food Premises by issuing Compliance Certificates to Food Premises.
- ❖ Ensure that food is safe and healthy for human consumption by the enforcement of Laws and Regulations.
- ❖ The monitoring of the storage, treatment, collection, handling and disposal of the various categories of waste.
- ❖ The identification, monitoring and evaluation of health risks, nuisances and hazards.
- ❖ The promotion of health and hygiene is aimed at preventing the incidence of environmental conditions that will result in contagious diseases.
- ❖ Monitoring, identification, evaluation to ensure the prevention of vectors.
- ❖ The identification, evaluation, monitoring and prevention of the pollution of soil, water and air.
- ❖ Monitoring of cemeteries, crematoriums and other facilities for the disposal of corpses.
- ❖ The monitoring, identification, evaluation and prevention of risks relating to chemicals hazardous to humans

INFORMATION BOX	ABBREVIATIONS
Comply	C
Non-compliance	NC
Health & Hygiene education	H&H
Notice of Non-Compliance	Non
Final Notice of Non-Compliance	F.Non
Follow-up sample	F.u S
Fine/ Prohibition	F/P

C. FOOD CONTROL

Chemical food sampling

Sample information				Remedial actions					Results
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	

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Braai spice	1	1	0	-	-	-	-	-	
Herb spice	1	1	0	-	-	-	-	-	
Coconut biscuit	1	1	0	-	-	-	-	-	
Milk biscuit	1	1	0	-	-	-	-	-	
Marshmallow sweet	1	1	0	-	-	-	-	-	
Tomato chips	1	0	1	1	1	1		1	Colorants exceeded
Comments: - Chemical food samples procured at various food premises (including Wholesaler premises distributing products to spaza shops within the Greater Knysna area). - Non-compliant product – supplier notified, corrective actions to address non-compliance.									

Bacteriological food sampling

Sample Type	No of Samples	C	N/C	H & H	Non	F.No n	F.u S	F/P	Results
Cheese	2	2	0	-	-	-	-	-	
Milk	1	1	0	-	-	-	-	-	
Chicken	1	1	0	-	-	-	-	-	
Red Vienna	1	1	0	-	-	-	-	-	
Comments: All samples complied.									

B. INSPECTION OF FOOD PREMISES

Formal & Informal food premises

Inspection information				Remedial actions			
Premises type	No of premises inspected	C	N/C	H & H	Non	F.Non	F/P
Formal Food premises	33	27	6	6	6	-	-
Spaza shops	26	20	6	6	6	1	-
Informal Food premises	24	24	0	0	0	0	-
Comments: - The formalization of the informal food traders currently operating in the Qolweni area, as well as the Knysna CBD Taxi rank, must be collaboratively addressed as a matter of extreme urgency. - The lack of basic services in terms of water availability and refuse removal currently constitutes a public health nuisance to all the traders, as well as their customers. - Health related inspections and surveillance of all informal food stalls during the Italian Festival.							

C. CERTIFICATE OF ACCEPTABILITY

No	Business Name	Owner Name	Collab No	Reference no
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1.	Gelato Infinito Pty Ltd	Pauli Coetsee Botha	47243438	0236562526
2.	Bobby Family Butchery	Haitou Huang	47212991	0236532526
3.	Ambrose Trading Pty Ltd	Careth Olivier	47217194	0236512526
4.	9 Horizons Bush Camp	Casper Badenhorst	47170034	0236472526
5.	HR & Sons Trading T/A Fish Co	Polash Hamid	47208805	0236502526
6.	Dezign-A-Store cc T/A Total Knysna	Guy Clift	47191614	0236492526
7.	Bumbel Beez Daycare	Angelique Bowie	47171350	0236222526
8.	Ishca Beverages Pty Ltd	Hendrik Bester	47117625	0236262526
9.	Malombo General Dealer	Veronica Mahlako Mphego	47158469	0236422526
10.	Mr. Price Group Knysna	Valencia Everts	47148597	0236352526

D. HEALTH SURVEILLANCE OF PREMISES

Inspections were performed at the following premises:

Inspection information				Remedial actions			
Premises type	No of premises inspected	C	N/C	H & H	Non	F.Non	F/P
Public Toilets	5	3	2	2	2	-	-
Tobacco Premises	37	37	0	-	-	-	-
Vector control	72	65	7	7	7	-	-
Labeling of food stuffs	42	40	2	2	2	-	-
Early childhood development centre's creche)	11	5	6	6	6	-	1
Educational institutions (schools)	1	1	0	-	-	-	
Illegal dumping	3	0	3	3	3	-	
Informal settlements	3	0	3	3	3		-

Comments:

- The increased presence of illegal informal settlements populated by destitute persons, within the outskirts of Knysna CBD must be addressed as a matter of urgency
- The establishment of a homeless shelter to accommodate the above-mentioned persons must be undertaken without any further delay.
- Current identified illegal dumping sites within the various communities constitutes a public health nuisance and has a severe detrimental impact on the surrounding environment.
- The current rodent infestation within Knysna CBD is a cause of growing concern from a public health perspective.
- Drastic measures must be implemented without delay by the Knysna Municipality to address the above-mentioned current challenges.

E. WATER QUALITY MONITORING

DRINKING WATER

Water Service Authority

Sample information									Results
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	
Hornlee	1	0	1	-	-	-	-	-	Coliforms> 20 E. coli > 1
Knysna CBD	1	1	0	-	-	-	-	-	
Buffalo Bay	1	0	1	-	-	-	-	-	E. coli > 1
Karatara	1	1	0	-	-	-	-	-	
Sedgefield	1	1	0	-	-	-	-	-	
Rheenendal	1	1	0	-	-	-	-	-	
Comment: - The non-compliant bacteriological status of potable water supplied to the affected communities is a cause of concern. - Follow up sampling to be conducted.									

Non-Water Service Authority

Sample information									Results
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	
Private dwelling	1	1	0	-	-	-	-	-	
Comment:									

RECREATIONAL WATERS

Sample information					Remedial actions				
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	Results (Ecoli/100 ml)
29. The Heads	1	1	0	-	-	-	-	-	
30. Green hole	1	1	0	-	-	-	-	-	
31. Bigia	1	0	1	-	-	-	-	-	E. coli > 700
32. Bollard Bay	1	1	0	-	-	-	-	-	
33. Bongani	1	0	1	-	-	-	-	-	E. coli > 5800
34. Costa Sarda	1	0	1	-	-	-	-	-	E. coli > 9300
35. Queen Street	1	0	1	-	-	-	-	-	E. coli > 800

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36. Long Street	1	0	1	-	-	-	-	-	E. coli > 5700
37. Train Station	1	0	1	-	-	-	-	-	E. coli > 35600
38. Kada	1	0	1	-	-	-	-	-	E. coli > 900
39. Salt River	1	0	1	-	-	-	-	-	E. coli > 45600
40. Lake Brenton	1	1	0	-	-	-	-	-	
41. Crabs Creek	1	1	0	-	-	-	-	-	
42. Belvidere	1	1	0	-	-	-	-	-	
Comments: - The most recent results are a cause of dire concern from an environmental health perspective. - The land-based pollution entering the estuary must be addressed by the Knysna Municipality as a matter of urgency.									

FINAL EFFLUENT – WASTEWATER TREATMENT WORKS

Municipal

Sample information				Remedial actions				RESULT
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	
Rheenendal	1	0	1	-	-	-	-	Faecal coliforms > 1700
Sedgefield	1	0	1	-	-	-	-	Faecal coliforms > 15000
Karatarra	1	1	0	-	-	-	-	
Knysna	1	0	1	-	-	-	-	Faecal coliforms > 1200 E. coli > 1200
Comments: The non-compliance status of final effluent from the Water treatment plants to be addressed by the relevant Directorate.								

ACHIEVEMENTS – MARCH 2026

- Bacteriological food sampling of identified food premises.
- Chemical food sampling of identified food premises.
- Bacteriological water sampling of potable water sources and reservoirs.
- Recreational water sampling of the Knysna estuary.
- Rodent control awareness sessions undertaken at numerous food premises and public gathering places (malls, shopping centres)
- Health related inspections and surveillance of all informal food stalls during the Italian Festival.

ACTION PLANS – APRIL 2026

- Recreational water sampling of the Knysna estuary.
- Bacteriological food sampling of identified food premises
- Bacteriological water sampling of potable water sources and reservoirs (including non-water service authority premises)
- Bacteriological follow up sampling from final effluent at wastewater sewage plants
- Collaborative spaza shop blitz within the Northern areas
- Health and Hygiene awareness sessions regarding the annual Initiation season at various identified venues within the Knysna Northern areas

For further information please contact James McCarthy, Chief Municipal Health - Knysna (Garden Route), at phone number (044) 382-7214 or email at James@gardenroute.gov.za

RECOMMENDATION OF THE ACTING MUNICIPAL MANAGER

That Council notes the report on Municipal Health and Environmental Services for: January 2026, February 2026 and March 2026

File Number: 9/1/2/5
Execution: Director Community Services

5.5

C05/04/26 REPORT OF THE LIBRARIES JANUARY TO FEBRUARY 2026
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REPORT FROM THE DIRECTOR Community Services

PURPOSE OF THE REPORT

To report on the performance of the libraries during the period under review.

BACKGROUND & DISCUSSION

The report includes the monthly activities of each cluster of libraries and the extent to which the library section could meet the targets as set out in the approved SDBIP.

FINANCIAL IMPLICATIONS

None

RECOMMENDATION OF THE ACTING MUNICIPAL MANAGER

That Council notes the report of the libraries for the period January to February 2026.

Annexure A:

Performance of the libraries for the period of January to February 2026.

File Number: 9/1/2/5
Execution: Director: Community Services
Manager: Libraries

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SOCIAL SERVICES PORTFOLIO S80 MEETING
DIRECTORATE: COMMUNITY SERVICES

DEPARTMENTAL REPORT: LIBRARIES & MUSEUMS
MONTHLY REPORT: JANUARY – FEBRUARY 2026

Incl: Detailed reports as Annexure; Policies to be developed and draft policies attached as Annexure; Issues to be brought to the attention of the committee attached as Annexure

SDBIP REPORT:

INDICATOR CODE	OBJECTIVE	KPI	Unit of Measurement	ANNUAL TARGET	QUARTER 2 TARGET	ACHIEVED/ NOT ACHIEVED	EXPLANATION	REASONS FOR NON-ACHIEVEMENT	REMEDIAL ACTION	CUSTODIAN
D78	Creating and strengthening reading habits in children at an early age	Stakeholder engagement: Book exchange transactions	Number of book exchange transactions implemented	240	60	Achieved	106 Book exchange transactions implemented during the period.	N/A	N/A	Libraries & Museums Manager
D79	Creating and strengthening reading habits in children at an early age	Implement school and pre-school outreach programmes	Number of story reading sessions implemented.	144	36	Achieved	320 story reading sessions were implemented during the period under review.	N/A	N/A	Libraries & Museums Manager
00	Provide access to computers & and the internet to local enterprises, schools, associations and other interest groups.	Establishment of computers and internet facilities at all libraries	Number of patrons accessing computers and the internet at library service points.	6000	1500	Achieved	6353 users registered to use the computers and internet during the period	N/A	N/A	Libraries & Museums Manager
D80	Marketing of library material & services.	Establish displays & exhibitions to market library material & services	Number of exhibitions or displays established.	144	36	Achieved	46 exhibitions / displays were established to promote the utilisation of the library and library material.	N/A	N/A	Libraries & Museums Manager

KNYSNA LIBRARIES ROUTINE TASKS
MONTHLY REPORT:
JANUARY TO FEBRUARY 2026

EXTENSION SERVICES

	TOTAL	Town	H/le	Masi	L.Isi	Rhee	Sedg	Smuts	Karat	Kha S	R Balie	FV	B/hill
Volume circulation Study material	15 552	10	42	1862	0	55	8526	720	4	3477	846	0	10
No of computer users	6 353	1 120	313	561	8	195	1149	403	78	2202	322	0	2
No of participants in outreach programs	3 782	213	520	302	126	132	402	401	62	1401	222	0	1
No suitcase libraries: Crèches & O/A homes	163	12	36	10	8	14	26	18	3	30	8	0	1
Library exhibitions held	50	8	6	8	3	6	7	1	4	3	4	0	0

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CIRCULATION STATISTICS

	TOTAL	Town	H/le	Masi	L.Isl	Rhee	Sedg	Smuts	Karat	Kha S	R Balie	FV	B/hill
Books circulated	29 098	5765	4805	1862	3086	1244	7406	629	540	2762	846	6	147
Browses	2 347	53	280	600	16	22	305	55	255	301	397	3	60
Audio-visual circulation	340	11	0	0	30	0	299	0	0	0	0	0	0
New members	196	73	21	17	4	7	21	12	2	28	11	0	0
Total Junior	13 582	3271	2553	1379	78	1067	421	625	91	2566	1373	6	152
Total Adult	16 539	5992	2577	668	419	604	2412	576	340	2333	445	2	171
Members dropped	12	0	0	0		0	2	0	0	0	0	10	0

EDUCATION SUPPORT

	TOTAL	Town	H/lee	Masif	L.Isle	Rheen	Sedg	Smuts	Karat	Kha S	R Balie	FV	B/hill
Staff to Schools	300	0	14	846	0	12	8	3	4	12	0	0	1
Class visits to Libraries	462	7	8	397	0	8	2	6	0	33	0	0	1

PHOTOCOPIES

	TOTAL	Town	H/lee	Masif	L.Isle	Rheen	Sedg	Smuts	Karat	Kha S	R Balie	FV	B/hill
Study	10 996	2009	1800	3361	50	69	369	15	465	155	2697	0	6
Libraries Official	1 885	50	195	340	150	10	65	12	271	502	280	0	10
Duds	421	24	31	160	15	33	0	7	29	22	100	0	0

USER ACTIVITIES & MARKETING

	TOTAL	Town	H/lee	Masif	L.Isle	Rheen	Sedg	Smuts	Kar	Khay	R.Balie	FV	B/hill
Phone Transactions	694	112	65	160	70	12	102	5	27	65	76	0	0
Reference searches	584	66	74	34	84	69	77	15	0	155	10	0	0
Display/Exhibitions	63	8	6	8	6	4	9	1	4	12	4	0	1

COLLECTION CONTROL

	TOTAL	Town	H/lee	Masif	L.Isle	Rheen	Sedg	Smuts	Karat	Kha S	R Balie	FV	B/hill
Total Stock	128634	39614	10341	12179	7403	9148	21818	5931	5899	7537	6499	2265	0
Library material outstanding	643	319	66	87	0	8	77	0	4	22	60	0	0
Library material recovered	212	6	22	40	0	6	26	0	52	11	49	0	0
Active blacklist	799	319	88	20	168	6	32	113	39	0	14	0	0

COMMUNITY SERVICES COMMITTEE MEETING
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COLLECTION CONTROL

	TOTAL	Town	H/lee	Masi	L/Isle	Rheen	Sedg	Smuts	Karat	Kha S	R Balie	FV	B/hill
New books	0	0	0	0	0	0	0	0	0	0	0	0	0
Weeding	491	0	80	0	0	105	51	22	0	33	0	0	200
Own stock accessioned	158	69	4	0	30	0	55	0	0	0	0	0	0

INCOME/REVENUE

	TOTAL	Town	H/lee	Masi	L/Isle	Rhee	Sedg	Smut	Karat	Kha	R Balie	Brackenhill
Fines paid	R6 412.6	R3200.00	R360.00	R117.20	R183.70	R119.00	R1837.80	R82.60	R5.60	308.00	R198.70	R0
Hall bookings	R1 904	R 0	0	R1904.00	R0	R0	R0	R0	0	0	R0.00	R0
Photocopies	R17 327	R 2409.60	R420	R4171.00	R 60.00	R62.00	R4499.50	R408.00	R233	R1714	R3236.90	R113.00
Printing from computer	R6 700	R125.60	R0	R3721.60	R37.00	R0	R0	R381.60	R232	R508.00	R1694.20	R0
GRAND TOTAL	R32 343.6	R 5 735.2	R760	R9913.8	R280.7	R181.00	R6 336.5	R872.2	R470.6	R2 530	R5129.8	R113.00

LIBRARY HIGHLIGHTS

KNYSNA & LEISURE ISLAND

January 2026

- January 2026, the library continued its community outreach program through visits to Ambleridge Retirement Village and Hunters Village Retirement Village. Ambleridge Retirement Village was visited on a scheduled basis every second Wednesday from 10:00 am to 12:00 pm, while Hunters Village Retirement Village was visited on Thursdays between 10:00 am and 12:00 pm.
- A total of four outreach visits were completed during the month. These visits supported ongoing access to library resources for retirement village residents and contributed to community engagement, social inclusion, and wellbeing among older adults.
- Displays on **Ask LIBBY**
- Accessioned stock that are donated were 8 for the month of January 2026.

February 2026:

- In February 2026, the library continued its community outreach program through visits to Ambleridge Retirement Village and Hunters Village Retirement Village. Ambleridge Retirement Village was visited on a scheduled basis every second Wednesday from 10:00 am to 12:00 pm, while Hunters Village Retirement Village was visited on Thursdays between 10:00 am and 12:00 pm.
- A total of four outreach visits were completed during the month. These visits supported ongoing access to library resources for retirement village residents and contributed to community engagement, social inclusion, and wellbeing among older adults

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- Displays on **Love Letters to Literature** and **Magic Animal Friends**.
- Accessioned stock that are donated were six for the month of November.
- There was a monthly tea for the community organised by the friends of the library.



KHAYALETHU & DAMSEBOS

Develop the fundamentals of literacy for lifelong learning especially for the disadvantage learners.

Target Group 2-10 Years

Output – Our sessions provide a magical gateway for children into the world of fantasy and creativity. Beyond the surface,

- story times offer many benefits shaping young minds and fostering a sense of community togetherness.
- Creating and strengthening reading habits in children at an early age
- Attending these sessions allows children to interact with their peers in a structured yet informal setting. Group activities and shared experiences during story times help children learn essential social skills like taking turns, active listening, and respectful communication



2. Information workshop with Preschool Principals and Khayaletu Community Youth

Providing teachers with clear directives on the library expectations of achieving the expected levels of performance.

Collaborative Strategic, engaging approaches that makes the reading comprehension learning process more enjoyable, while also fostering motivation and self-confidence in reading in the learners.

Developing youth with focus on empowering young people through active participation in program design, mentorship, and skill development, transforming libraries into community hubs for education and safe engagement.

- Moving beyond passive participation, libraries are engaging teens in planning and decision-making for programs, using teen leadership councils and councils to build ownership and relevant skills.



3. Library Week to the Khayaletu Clinic

Collaborations between public and hospital libraries can provide reading and entertainment materials to patients, extending services beyond purely scientific or clinical resources.

- Partnerships bridge gaps in access to information and resources, particularly for underserved or rural populations.
- Joint initiatives lead to shared resources, increased community outreach, and better-coordinated data

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World read Aloud Day with our Preschool kids

Target Group 2-10 Years

Output – To enhance early literacy and support families by offering traveling book collections, in-classroom story times, and specialized educator resources.

We visit our preschools to present themed story times, singing, and activities to children and childcare providers.



Display

Our book displays, themed exhibitions are designed to highlight collections, promote literacy, and foster community engagement. They serve educational, cultural, and informational purposes, and attract new users and encourage the public to make use of our educational resources in the library.



RHEENENDAL & KARATARA

In January 2026 the community and members of the library were welcome with a new year exhibition with a library orientation session held focusing in recruiting new members.

February: World read aloud day was held in February to bring awareness to the importance of reading and developing a reading culture in our communities, among our children



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MASIFUNDE & RUDOLF BALIE



Sharing information with all Library users and non-library users on how to apply for the library card.

Celebration World Read Aloud Day promoting storytelling, reading together and sharing stories to each other in the community. Awareness display on World Read aloud and Concordia Primary School join Us on this Day to Read aloud together.

Library Space

Library a safe place for learners to read, learn and grow, the library space is used for Reading, Study area and Fun Activities. Awareness about Water to all our Library Use

HORNLEE & BRACKENHILL

January

Back to school is an annual highlight in Hornlee library
We embark on an orientation journey to schools where we highlight library membership and library rules.
We usually try and bring the message across in story reading sessions and role play.

January brings about new ideas for the new year and how we can make the library more inviting.
We try to bring awareness on social ills, community challenges and successes through our Library's exhibitions and displays.

February

During the month of February the love for libraries, books and reading were emphasised.
Starting and sustained a relationship with reading and the love for books were displayed in Hornlee Library.
Loving reading will enhance your overall focus, you will learn more words (vocabulary building), and you will understand daily conversation better.

SEDGEFIELD, FAIRVIEW & SMUTSVILLE

World read Aloud Day with our Preschool kids

Target Group 2-10 Years

Output – To enhance early literacy and support families by offering traveling book collections, in-classroom story times, and specialized educator resources.
We visit our preschools to present themed story times, singing, and activities to children and childcare providers.



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Display

Our book displays, themed exhibitions are designed to highlight collections, promote literacy, and foster community engagement. They serve educational, cultural, and informational purposes, and attract new users and encourage the public to make use of our educational resources in the library.



COMPILED BY: Xola Frans

Manager: Libraries & Museums

5.6

C06/04/26 THE YEARBEYOND PROGRAMME

REPORT FROM DIRECTOR: COMMUNITY SERVICES

PURPOSE OF THE REPORT

To inform Council about the Western Cape Government's (WCG) YearBeyond programme which provides work opportunities to the local youth.

BACKGROUND & DISCUSSION

YearBeyond is a youth service programme run by WCG aimed at providing 18 – 25 year olds a first work experience. At the same time as providing this work experience YearBeyond's uniqueness is that it invests in the personal and professional development of the youth and supports them to transition into the world of work at the end of the experience.

The YearBeyond programme is implemented using a partnership model; in this case the libraries. The libraries host the YeBoneers (youth), provide them with work experience and release them to be part of the personal and professional training programme which includes a one week orientation programme and approximately two days of training per month.

The training is provided by a mentor who is usually not the same person as the site manager but a coach/ trainer who works with and supports the youth. YearBeyond has a learner management system and this will be used to provide some of the support virtually. However, YeBoneers will still need to convene from time to time for face to face training.

All YeBoneers on the programme need to have a cell phone which is used to access TeamPact, an app that tracks attendance using a three-point verification system of geolocation, time stamp and photo. This app then generates the sheets for stipend payments.

The Librarian in charge of each site signs off on the sheets.

YearBeyond stipend timesheets run from the 20th of the month to the 19th of the following month. There is then a short window to verify the data before processing stipends. A stipend of R155.00 per day is paid. It is a no pitch no pay programme. Stipends are paid via the Community Chest who also conclude a memorandum of agreement with the Yeboneer. There is no employment contract between the host, in our case the municipality, and the Yeboneer. At the end of the six to eight months of funding, the youth are tracked to see who progressed into studies or work.

YeBoneers distributed to the libraries as follows: 2026/27 financial year	
NAME OF LIBRARY	
Sedgefield	3
Smutsville	2
Fairview	1
Karatara	2
Rheenendal	2

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Masifunde	6
Knysna	6
Leisure Island	0
Hornlee	6
Brackenhill	2
Khayaletu	5
Damsebos	2
Rudolf Balie	2
Total	41

FINANCIAL IMPLICATIONS

- [a] None accruing to Knysna Municipality
[b] Stipends R155.00 per day paid to each Yeboneer by the Community Chest.

LEGAL IMPLICATIONS

None: Yeboneers conclude contracts with the Community Chest

RECOMMENDATION OF THE ACTING MUNICIPAL MANAGER

That the Yearbeyond Programme, be noted.

File Number: 9/1/2/5
Execution: Director: Community Services
Manager: Libraries

5.7

C07/04/26 REPORT: YOUTH & SPORT DESK FOR THE MONTH FEBRUARY & MARCH 2026

REPORT FROM THE DIRECTOR COMMUNITY SERVICES

SPORT DEVELOPMENT

Sport and Recreation is a vital development tool to maximise social development through the provision of facilities and programmes for all member of society, especially that of the youth. Investment into sport and youth development programmes can facilitate personal, social and economic benefit. Sport & recreation activities are a very effective vehicle for social cohesion and integration of communities across the spectrum of society. Departmental goals are to maximize access, development and excellence at all levels of participation in sport and recreation. Through our Higher Performance programme, we assist athletes financially to be able to perform at various levels in all fields of sport. The players listed below is an indication of the sport excellence in Knysna. All these players will participate in their respective sport codes during the months of February and March 2026.

Eden Cycling	SELECTION
Damon Terblance – 25 years old from 7de -Laan, Dam-se-Bos	The Eden awards took place during February, and he has been honored as Sportsman of the Year for 2025 by the Eden Sport Council
During 2025, through the Higher Performance Development programme the youth & sport desk have proudly supported Damon in competing at provincial, national, and international levels. His achievements are nothing short of extraordinary: • Represented South Africa at the UCI Mountain Bike World Championship, finishing 68th overall against the world's elite. • Secured to compete at the African Continental Championship, placing 14th in XCO and 18th in XCC. • Won the Exxaro Category at the prestigious Absa Cape Epic. • Achieved 2nd place at the Western Cape XCO.	

RUGBY

Lucian Pekeur	Male and female Rugby player were selected for the SWD Team competing in the Touch Rugby Nationals Championship in Durban.
Peyton Grootboom	
Shaundre Pegram	
Peter Muller	
Reagon Fredericks	
Ekleshia Leo	
Amey Harker	
Rucharn Petersen	
Keegan Bennie	
Gaylon Williams	
Ronaldinho Hunter	
Nico Jaftha	

Adrian Konstable	
Cassidy Theodore	
Renaldo van Rooyen	
Lwando Qoso	

CRICKET

Pirates United Cricket Club	Pirates United Cricket Club placed as runners up in the SWD Promotion League. Financial aid were provided to Cavaliers Cricket Club for the development of female cricket.
Cavaliers Cricket Club	

NETBALL

Chelita van Niekerk	Male and female netball players selected to take part in the Western Cape Netball Championship 2026.
Hilmary Stuurman	
Roxshaan Dirk	
Tameeka Dirk	
Andrea October	
Henno Beukes	
Raymondo Titus	

TABLE TENNIS

Cassie Stevens	Primary School athletes selected in the South African National Table Tennis Championship
Jae-Leigh Hoffman	
Taylor Ruiters	

GENERAL

Rheenendal Primary	Transport aid to the group of Learners selected to take part in the USCA National Championship in Saldanha Bay in the West Coast.
The Mayor Sport Tournament: Rugby	The Rugby tournament was held during February with 11 teams competing.
The Mayor Sport Tournament: Netball	The Netball tournament was held during March and over the easter weekend in April with overall of 36 teams competing in the following division: mini-junior (9 -13 years); juniors (14-17 years); senior female (18+) and male (open division).
The Mayor Sport tournament	More sport festival will be held in various sport codes during the new budget year such as soccer, boxing, cricket, running and the Golden games which make provision for elderly indigenous sport.

YOUTH DESK

Name of Programme	Description	Budget Allocation	Current Status
Drivers License Programme	Annual Learnership Programme which consist of 10 driver license practical	R75 000 Programme participant total of 30 learners	30 Participant from across the different wards were selected and their training have started during

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	lesson and traffic administration fees (excluding payment of license to the successful candidates.		October 2025. The programme concluded at the end of March with only 11 of the participants passing.
Ecentre in Rheenendal	The youthdesk in collaboration with Department of Local Government have applied for funding for an Ecentre for Rheenendal. The proposed Ecentre will be located at the premises of the old Youth centre (opposite the Community Hall)	The project will be funded by Department of the Premier Office in partnership with Municipal Youthdesk and Library Business Corner (Cape Access)	The Ecentre is completed and it have been agreed to open for March as a pilot run to ensure all operations are in order before the official launch which will be held in May 2026. Two appointments from Rheenendal have been made as Centre and Development Manager funded by Library Business Corner (Cape Access.
Youth Centre, Erf 6817 (Khayaletu Housing Offices Building)	A need exist in this geographical area of Knysna for a construction of a Youth Advisory Centre. The identified site is Erf 6817, a portion of the Khayaletu Housing offices building.	Funded by Denron Group mines as part of their social responsibility to renovate the offices into Youth centre offices, IT Room and Game room.	The property is in a dreadful state since our last site visits with Denron. The roofing is busy collapsing inside, the fencing is completely destroyed. Denron indicated that they will assist with the interior renovation but cannot cover the cost of the roof and state of the building. The cost of repairs to the building is an estimated amount of 240k and Property section had indicated that they do not have the funding to cover the cost. This have caused Denron to withdraw from the project, since we cannot find an alternative building.

Name of Programme	Description	Budget	Current Status
Adhoc Programmes in collaboration with external stakeholders	Programmes with internal departments & external stakeholders	Pending on the requested and budget available.	Ongoing
Youth day – June 2026	Public Holiday	To be confirmed.	Youthdesk will have internal disussion on a theme based on the budget available. More comprehensive report will be submitted to the next S80.

RECOMMENDATION OF THE ACTING MUNICIPAL MANAGER

That Council notes the report on the programmes for the department's youth and sport for the months of February and March 2026.

File Number: 9/1/2/5

Execution: Director: Community Services

Manager: Social Development & Special Programmes

5.8

C08/04/26 FIRE SERVICE MONTHLY REPORTS (JANUARY 2026 – MARCH 2026)

REPORT FROM THE DIRECTOR: COMMUNITY SERVICES

PURPOSE OF THE REPORT

To provide a report to Council on the Fire Services operations and performance for a three-month period, January 2026, February 2026 and March 2026.

BACKGROUND

This report provides an overview of Fire Services operations and performance for January 2026 to March 2026, covering activities in both the Knysna and Sedgefield areas. It includes information on human resources, community engagement, staff training, incident response, and performance against service delivery targets as outlined in the Service Delivery and Budget Implementation Plan (SDBIP) and relevant fire safety legislation.

Month: January 2026

1. HUMAN RESOURCES

LEAVE				
Station	Knysna		Sedgefield	
Type	Total number of staff	Total number of days	Total number of staff	Total number of days
ANNUAL	19	62	11	32
SICK	1	2	0	0
FAM. RESP.	1	4	1	4
IOD	0	0	0	0
LIGHT DUTY	0	0	0	0
MATERNITY	0	0	0	0
SPECIAL	0	0	0	0
UNPAID	0	0	0	0
TOIL	0	0	0	0

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TOTAL	21	68	12	36
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PROMOTIONS		
Position	Knysna	Sedgefield
	0	0
Total	0	

APPOINTMENTS		
Position	Knysna	Sedgefield
	0	0
Total	0	

STAFF TRAINING INTERVENTIONS		
Course	Knysna	Sedgefield
None	0	0
Total	0	

COMMUNITY TRAINING INTERVENTIONS		
Course	Knysna	Sedgefield
1. Door to Door	2	1
2. Fire extinguisher	2	0
3. Awareness	7	1
Total	11	02

TOTAL NUMBER OF CALLS FOR THE MONTH

Fire Calls				Special Service Calls			
Category	Knysna	Sedgefield	Combined	Category	Knysna	Sedgefield	Combined
Residential Formal	1	0	1	Medical	0	5	5
Residential Informal	6	1	7	Trauma	0	0	0
Bush/Grass/Rubbish	63	8	71	MVA Trauma	18	0	18
Storage	0	0	0	Miscellaneous Snake Removals	106	31	137
Institutional	0	0	0	Hazmat	0	0	0
Public Assembly	0	0	0	Code Calls	0	0	0
Transport Private	1	1	2	False Alarms	0	0	0
Transport Commercial	0	0	0	Drowning	0	0	0
Industry	0	0	0	Other	2	0	2
Commercial	0	0	0				
Other	39	2	41				
False Alarms	1	1	2				
Total	111	13	124	Total	126	36	162

2. SDBIP INDICATOR

Indicator		Knysna	Sedgefield	Total
1	Fire Hydrant Maintenance (min 10 per month)	65	29	94
2	Community Visits to Fire Stations	0	0	0
3	Visits to community and schools (min 4 per month)	11	2	13
4	Fire safety risk inspections (min 10 per month)	Fire Safety Section		39
5	Fire safety non-compliance notices issued	Fire Safety Section		0
6	Flammable substance licence inspections	Fire Safety Section		3
7	Events meetings attended	Fire Safety Section		0
8	Events approved	Fire Safety Section		0
9	Dangerous goods vehicle inspections (min 4 per month)	Fire Safety Section		9
10	Burn Permits Issued	0	0	0
11	Notifications on overgrown properties	2	1	3
12	Overgrown properties cleaned	0	1	1
13	Fire breaks created (Min 2 per year)	0	0	0
14	Fire breaks maintained	0	0	0
15	Building Plans Scrutiny	Fire Safety Section		28
16	Response time for non-emergency call out Monthly target = max 4 hours turn out time per call	10 min	10 min	100%
17	Response time for emergency call out Monthly target = max 13 minutes call out time per call	3 min	3 min	100%
18	Station staffed 24 hours (Monthly target = 100%)	100%	100%	100%
19	Loss Of Lives (cause – motor vehicle accident)	1	0	1
20	Fire Practice and training: Staff	1	3	4

SDBIP

KPI	UNIT OF MEASUREMENT	PERFORMANCE STANDARD	Target	Actual
Compliance with hazardous substances legislation (Dangerous goods)	CHAPTER 11: TRANSPORTATION OF DANGEROUS GOODS 71. Dangerous goods certificate (1) The operator of a vehicle designated for the transportation of dangerous goods may not operate such a vehicle in the jurisdiction of the controlling authority, unless he has obtained dangerous goods certificate issued by a Fire Brigade Service in terms of the National Road Traffic Act. (2) An operator of a vehicle mentioned in subsection (1), must submit an application to the controlling authority as prescribed in Schedule 1 (K) of this by-law. (3) The controlling authority may request additional information from the applicant. (4) The controlling authority must refuse to issue the dangerous goods certificate if a vehicle does not comply with (whichever is applicable to the vehicle) the requirements of SANS 10087: Part 4, SANS 10089: Part 1, SANS 10230, SANS 1398. SANS 1518, and where the controlling authority is of the opinion that the non-compliance of a vehicle can be remedied, he must instruct an operator of a vehicle in writing to take all reasonable steps to remedy the defaults prior to the use of the vehicle in accordance with subsection (1) as well as the dangerous goods certificate. (5) A dangerous goods certificate must be renewed annually on or before the date as indicated on the dangerous goods	Minimum of 1 Roadblock per month in conjunction with Municipal, Provincial Traffic Department or South African Police Services.	5	11

	certificate or whenever major maintenance or repairs have been performed on the vehicle. (6) If at any time, the controlling authority becomes aware that the usage of a vehicle is not in accordance with the dangerous goods certificate, he must act in terms of section 5(2) or section 6 and section 7 of this by-law. (7) A consignor may not supply a flammable substance to an operator of a vehicle mentioned in subsection (1), unless the operator is in possession of a valid dangerous goods certificate issued by the controlling authority. (8) A consignee may not receive a flammable substance from an operator of a vehicle mentioned in subsection (1), unless the operator meets the requirement in subsection (7). (9) A dangerous goods certificate is valid only: (a) for the vehicle for which it was issued; (b) for the state of the vehicle at the time of issue; and (c) for the quantities stated on the certificate. (10) The dangerous goods certificate must be available in the vehicle mentioned in subsection (1) for inspection at all times. (11) The controlling authority must keep records of all vehicles in respect of which a dangerous goods certificate has been issued, amended and renewed.			
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Response times are within the SANS 10090 Table 2 guidelines	Risk category	Maximum call receipt and turn-out time Minutes	Maximum appliance travel time Minutes	Maximum attendance time Minutes	100 % of responses to be within the allotted times, however distances must be considered for actual arrival time at incident.	100%	100%
	A	3	5	8			
	B	3	7	10			
	C	3	10	13			
	D	3	20	23			
	E	Within requirement of appropriate risk category					
Monitor vehicle availability and equipment based through two inspections per day	The Daily Vehicle Inspection List is drawn up to ensure that all aspects of the emergency vehicle are checked.				Check list Two inspections per day	100%	100%
Complaints addressed regarding cleaning of private erven posing a fire hazard within 10 days	Percentage of Complaints addressed are measured within the first ten days from when the complaint was received by the Fire Service. When Funds need to be used the Supply chain Management Policy is adhered to.				Complaints to be addressed within 10 days	100%	100%
Monthly fire hydrants inspections	Fire Hydrants are inspected, Tested, Cleaned, and new paint markings are completed within the regions by operational fire staff.				At least 10 inspection per month per Region, Regions	10	94

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according to schedule		Knysna / Sedgefield		
Enhancement of fire prevention through awareness and education sessions and projects	Fire and Life Safety Awareness is carried out within the regions and communities, to inform and educate the schools and communities of fire safety and how to ensure their personal safety within different situations and to educate on prevention measures to safeguard the communities against fire. This takes place in the form of School Visits, fire Extinguisher Training at businesses, schools and in the communities. It also includes taking part in public awareness programmes with other organisations such as SAPS, Community Based Projects and Non-Governmental Organizations. These sessions are carried out by the Operational Fire Staff.	A minimum of 4 per month	04	13
Monthly operational fire safety risk inspections at buildings and businesses	Businesses and Buildings are inspected to ensure compliance with the SANS 0400, 10090, 10087, 10089, 10083 as well as	Minimum of 10 inspections per month	10	39
Review and approved building plans by Fire Department on first submission	Percentage of building plans reviewed and approved by Fire Department on first submission Depending on complexity of the plan to be scrutinised. Plans scrutinised in conjunction with relevant legislation. Note that on some occasions consultations take place with effected parties.	Within 10 days were permitted due to complexity of the submitted plan.	100%	100%

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within 10 days				
Staff attending training courses within the budget (Internal and External)	<u>Internal:</u> Listed in the SANS 10090 as continuation training, Conducted by senior staff members on station level at least one occasion per week, per platoon. <u>External:</u> When training is made available through recognised Training Institutions, and there is funding available, then external training is attended. Number of training programs for staff – Fire	At least one training session per month	Internal 1 External 0	Internal 3 External 0

Summary of formal and informal structural fire occurrences during - January 2026.

Ward	Number of structures partially/fully destroyed	
	Formal	Informal
1		1
2	1	
4		3
7		1
8		1
Total	1	7

During the month of January 2026, a total of seven (7) informal structures were destroyed by fire incidents and one (1) formal structure partially damaged across five (5) wards within the municipality. The incidents listed in the above table highlight the ongoing risk of fire outbreaks within informal settlements, where densely built structures, unsafe electrical connections and the use of open flames for cooking and lighting are common contributing factors.

To reduce the occurrence of such fires, the Fire Service implemented several proactive prevention measures during the reporting period. A total of thirteen (13) fire safety awareness campaigns were conducted, including door-to-door visit, particularly in the evenings when most residents are home. These engagements focused on educating community members about the dangers of illegal electricity connections, proper handling of flammable materials, the importance of maintaining clear escape routes, and how to respond effectively in case of a fire emergency. The overall aim of these initiatives is to reduce the frequency and impact of structural fires, protect lives, and preserve property within vulnerable communities.

Month: February 2026

1. HUMAN RESOURCES

LEAVE				
Station	Knysna		Sedgefield	
Type	Total number of staff	Total number of days	Total number of staff	Total number of days
ANNUAL	11	32	11	26
SICK	2	6	0	0
FAM. RESP.	0	0	0	0
IOD	0	0	0	0
LIGHT DUTY	0	0	0	0
MATERNITY	0	0	0	0
SPECIAL(STUDY)	1	2	0	0
UNPAID	0	0	0	0
TOIL	0	0	0	0
TOTAL	15	44	11	26

PROMOTIONS		
Position	Knysna	Sedgefield
	0	0
Total	0	

APPOINTMENTS		
Position	Knysna	Sedgefield
	0	0
Total	0	

STAFF TRAINING INTERVENTIONS		
Course	Knysna	Sedgefield
Incident Management	3	0
Total	3	

COMMUNITY TRAINING INTERVENTIONS		
Course	Knysna	Sedgefield
Door to Door	1	3
Fire extinguisher	2	0
Awareness	12	4
Evacuation drills	2	0
Total	17	7

TOTAL NUMBER OF CALLS FOR THE MONTH							
Fire Calls				Special Service Calls			
Category	Knysna	Sedgefield	Combined	Category	Knysna	Sedgefield	Combined
Residential Formal	1	1	2	Medical	1	5	6
Residential Informal	1	1	2	Trauma	1	1	2
Bush/Grass/Rubbish	34	5	39	MVA Trauma	8	7	15
Storage	0	0	0	Miscellaneous Snake Removals	67	25	92
Institutional	0	0	0	Hazmat	0	0	0
Public Assembly	0	0	0	Code Calls	0	0	0
Transport Private	0	0	0	False Alarms	0	0	0
Transport Commercial	0	1	1	Drowning	0	0	0
Industry	0	0	0	Other	1	0	1
Commercial	0	0	0				
Other	8	1	9				
False Alarms	2	1	3				
Total	47	9	56	Total	78	38	116

2. SDBIP INDICATOR

Indicator		Knysna	Sedgefield	Total
1	Fire Hydrant Maintenance (min 10 per month)	59	30	89
2	Community Visits to Fire Stations	1	2	3
3	Visits to community and schools (min 4 per month)	16	5	21
4	Fire safety risk inspections (min 10 per month)	Fire Safety Section		52
5	Fire safety non-compliance notices issued	Fire Safety Section		0
6	Flammable substance licence inspections	Fire Safety Section		1
7	Events meetings attended	Fire Safety Section		0
8	Events approved	Fire Safety Section		0
9	Dangerous goods vehicle inspections (min 4 per month)	Fire Safety Section		7
10	Burn Permits Issued	0	0	0
11	Notifications on overgrown properties	1	2	3
12	Overgrown properties cleaned	1	1	2
13	Fire breaks created (Min 2 per year)	0	0	0
14	Fire breaks maintained	0	0	0
15	Building Plans Scrutiny	Fire Safety Section		42
16	Response time for non-emergency call out Monthly target = max 4 hours turn out time per call	10 min	10 min	100%
17	Response time for emergency call out Monthly target = max 13 minutes call out time per call	3 min	3 min	100%
18	Station staffed 24 hours (Monthly target = 100%)	100%	100%	100%
19	Loss Of Lives	0	0	0
20	Fire Practice and training: Staff	1	1	2

SDBIP

KPI	UNIT OF MEASUREMENT	PERFORMANCE STANDARD	Target	Actual
Compliance with hazardous substances legislation (Dangerous goods)	CHAPTER 11: TRANSPORTATION OF DANGEROUS GOODS 71. Dangerous goods certificate (1) The operator of a vehicle designated for the transportation of dangerous goods may not operate such a vehicle in the jurisdiction of the controlling authority, unless he has obtained dangerous goods certificate issued by a Fire Brigade Service in terms of the National Road Traffic Act. (2) An operator of a vehicle mentioned in subsection (1), must submit an application to the controlling authority as prescribed in Schedule 1 (K) of this by-law. (3) The controlling authority may request additional information from the applicant. (4) The controlling authority must refuse to issue the dangerous goods certificate if a vehicle does not comply with (whichever is applicable to the vehicle) the requirements of SANS 10087: Part 4, SANS 10089: Part 1, SANS 10230, SANS 1398. SANS 1518, and where the controlling authority is of the opinion that the non-compliance of a vehicle can be remedied, he must instruct an operator of a vehicle in writing to take all reasonable steps to remedy the defaults prior to the use of the vehicle in accordance with subsection (1) as well as the dangerous goods certificate. (5) A dangerous goods certificate must be renewed annually on or before the date as indicated on the dangerous goods certificate or whenever major maintenance or repairs have been performed on the vehicle. (6) If at any time, the controlling authority becomes aware that the usage of a vehicle is not in accordance with the dangerous goods certificate, he must act in terms of section 5(2) or section 6 and section 7 of this by-law. (7) A consignor may not supply a flammable substance to an operator of a	Minimum of 1 Roadblock per month in conjunction with Municipal, Provincial Traffic Department or South African Police Services.	5	7

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	vehicle mentioned in subsection (1), unless the operator is in possession of a valid dangerous goods certificate issued by the controlling authority. (8) A consignee may not receive a flammable substance from an operator of a vehicle mentioned in subsection (1), unless the operator meets the requirement in subsection (7). (9) A dangerous goods certificate is valid only: (a) for the vehicle for which it was issued; (b) for the state of the vehicle at the time of issue; and (c) for the quantities stated on the certificate. (10) The dangerous goods certificate must be available in the vehicle mentioned in subsection (1) for inspection at all times. (11) The controlling authority must keep records of all vehicles in respect of which a dangerous goods certificate has been issued, amended and renewed.																											
Response times are within the SANS 10090 Table 2 guidelines	<table><tr><th>Risk category</th><th>Maximum call receipt and turn-out time Minutes</th><th>Maximum appliance travel time Minutes</th><th>Maximum attendance time Minutes</th></tr><tr><td>A</td><td>3</td><td>5</td><td>8</td></tr><tr><td>B</td><td>3</td><td>7</td><td>10</td></tr><tr><td>C</td><td>3</td><td>10</td><td>13</td></tr><tr><td>D</td><td>3</td><td>20</td><td>23</td></tr><tr><td>E</td><td colspan="3">Within requirement of appropriate risk category</td></tr></table>	Risk category	Maximum call receipt and turn-out time Minutes	Maximum appliance travel time Minutes	Maximum attendance time Minutes	A	3	5	8	B	3	7	10	C	3	10	13	D	3	20	23	E	Within requirement of appropriate risk category			100 % of responses to be within the allotted times, however distances must be considered for actual arrival time at incident.	100%	100%
Risk category	Maximum call receipt and turn-out time Minutes	Maximum appliance travel time Minutes	Maximum attendance time Minutes																									
A	3	5	8																									
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D	3	20	23																									
E	Within requirement of appropriate risk category																											
Monitor vehicle availability and equipment based through two	The Daily Vehicle Inspection List is drawn up to ensure that all aspects of the emergency vehicle are checked.			Check list Two inspections per day	100%	100%																						

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inspections per day				
Complaints addressed regarding cleaning of private erven posing a fire hazard within 10 days	Percentage of Complaints addressed are measured within the first ten days from when the complaint was received by the Fire Service. When Funds need to be used the Supply chain Management Policy is adhered to.	Complaints to be addressed within 10 days	100%	100%
Monthly fire hydrants inspections according to schedule	Fire Hydrants are inspected, Tested, Cleaned, and new paint markings are completed within the regions by operational fire staff.	At least 10 inspection per month per Region, Regions Knysna / Sedgefield	10	89
Enhancement of fire prevention through awareness and education sessions and projects	Fire and Life Safety Awareness is carried out within the regions and communities, to inform and educate the schools and communities of fire safety and how to ensure their personal safety within different situations and to educate on prevention measures to safeguard the communities against fire. This takes place in the form of School Visits, fire Extinguisher Training at businesses, schools and in the communities. It also includes taking part in public awareness programmes with other organisations such as SAPS, Community Based Projects and Non-Governmental Organizations. These sessions are carried out by the Operational Fire Staff.	A minimum of 4 per month	04	24
Monthly operational fire safety risk inspections at buildings and businesses	Businesses and Buildings are inspected to ensure compliance with the SANS 0400, 10090, 10087, 10089, 10083 as well as	Minimum of 10 inspections per month	10	52
Review and approved building plans by Fire Department on first submission	Percentage of building plans reviewed and approved by Fire Department on first submission Depending on complexity of the plan to be scrutinised. Plans scrutinised in conjunction with relevant legislation. Note	Within 10 days were permitted due to complexity of the submitted plan.	100%	100%

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within 10 days	that on some occasions consultations take place with effected parties.			
Staff attending training courses within the budget (Internal and External	<u>Internal:</u> Listed in the SANS 10090 as continuation training, Conducted by senior staff members on station level at least one occasion per week, per platoon. <u>External:</u> When training is made available through recognised Training Institutions, and there is funding available, then external training is attended. Number of training programs for staff – Fire	At least one training session per month	Internal 1 External 1	Internal 1 External 0

Summary of formal and informal structural fire occurrences - February 2026.

During February 2026, a total of four (4) structural fire incidents were recorded across various wards, resulting in two informal structures being destroyed and two formal structures partially damaged.

Ward	Number of structures partially/fully destroyed	
	Formal	Informal
1	0	1
2	1	
3	0	1
6	1	
Total	2	2

Although the number of incidents recorded during the reporting period was relatively low compared to previous months, the impact on affected households remains significant, particularly in informal settlements where residents are more vulnerable to fire-related risks. The destruction of informal dwellings led to displacement of occupants and loss of personal belongings, while damage to formal structures required repair and posed temporary safety concerns.

Preliminary assessments indicate that common contributing factors to these incidents may include unsafe electrical connections, open flames used for cooking or heating and the close proximity of structures, which allows fires to spread rapidly.

The Fire Service continues to prioritize fire prevention and community awareness through targeted education campaigns, routine inspections where possible and collaboration with local stakeholders. Emphasis remains on promoting safe practices, early detection and prompt reporting of fire incidents.

Ongoing efforts are essential to further reduce the occurrence of structural fires, minimize damage and enhance the safety and resilience of communities within the municipality.

Month: March 2026

1. HUMAN RESOURCES

LEAVE				
Station	Knysna		Sedgefield	
Type	Total number of staff	Total number of days	Total number of staff	Total number of days
ANNUAL	17	50	9	28
SICK	3	6	0	0
FAM. RESP.	0	0	0	0
IOD	0	0	0	0
LIGHT DUTY	0	0	0	0
MATERNITY	0	0	0	0
SPECIAL	0	0	0	0
UNPAID	0	0	0	0
TOIL	0	0	0	0
TOTAL	20	56	9	28

PROMOTIONS		
Position	Knysna	Sedgefield
	0	0
Total	0	

APPOINTMENTS		
Position	Knysna	Sedgefield
	0	0
Total	0	

STAFF TRAINING INTERVENTIONS		
Course	Knysna	Sedgefield
Working on heights	8	0

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Total	8	

COMMUNITY TRAINING INTERVENTIONS		
Course	Knysna	Sedgefield
1. Door to Door	1	1
2. Fire extinguisher	2	0
3. Awareness	13	1
4. Evacuation drills	0	0
Total	16	2

TOTAL NUMBER OF CALLS FOR THE MONTH							
Fire Calls				Special Service Calls			
Category	Knysna	Sedgefield	Combined	Category	Knysna	Sedgefield	Combined
Residential Formal	1	0	1	Medical	0	0	0
Residential Informal	7	2	9	Trauma	0	0	0
Bush/Grass/Rubbish	44	7	51	MVA Trauma	13	2	15
Storage	0	0	0	Miscellaneous Snake Removals	35	10	45
Institutional	0	0	0	Hazmat	0	0	0
Public Assembly	0	0	0	Code Calls	0	0	0
Transport Private	0	0	0	False Alarms	0	0	0
Transport Commercial	0	0	0	Drowning	0	0	0
Industry	0	0	0	Other	0	0	0
Commercial	0	0	0				
Other	7	2	9				
False Alarms	1	0	1				
Total	60	11	71	Total	48	12	60

5. SDBIP INDICATOR

Indicator		Knysna	Sedgefield	Total
1	Fire Hydrant Maintenance (min 10 per month)	40	29	69
2	Community Visits to Fire Stations	1	0	1
3	Visits to community and schools (min 4 per month)	15	2	17
4	Fire safety risk inspections (min 10 per month)	Fire Safety Section		41
5	Fire safety non-compliance notices issued	Fire Safety Section		0
6	Flammable substance licence inspections	Fire Safety Section		7
7	Events meetings attended	Fire Safety Section		3
8	Events approved	Fire Safety Section		2
9	Dangerous goods vehicle inspections (min 4 per month)	Fire Safety Section		8
10	Burn Permits Issued	1	0	0
11	Notifications on overgrown properties	1	0	1
12	Overgrown properties cleaned	0	0	0
13	Fire breaks created (Min 2 per year)	0	0	0
14	Fire breaks maintained	0	0	0
15	Building Plans Scrutiny	Fire Safety Section		12
16	Response time for non-emergency call out Monthly target = max 4 hours turn out time per call	10 min	10 min	100%
17	Response time for emergency call out Monthly target = max 13 minutes call out time per call	3 min	3 min	100%
18	Station staffed 24 hours (Monthly target = 100%)	100%	100%	100%
19	Loss Of Lives	0	0	0
20	Fire Practice and training: Staff	1	1	2

SDBIP

KPI	UNIT OF MEASUREMENT	PERFORMANCE STANDARD	Target	Actual
Compliance with hazardous substances legislation (Dangerous goods)	CHAPTER 11: TRANSPORTATION OF DANGEROUS GOODS 71. Dangerous goods certificate (1) The operator of a vehicle designated for the transportation of dangerous goods may not operate such a vehicle in the jurisdiction of the controlling authority, unless he has obtained dangerous goods certificate issued by a Fire Brigade Service in terms of the National Road Traffic Act. (2) An operator of a vehicle mentioned in subsection (1), must submit an application to the controlling authority as prescribed in Schedule 1 (K) of this by-law. (3) The controlling authority may request additional information from the applicant. (4) The controlling authority must refuse to issue the dangerous goods certificate if a vehicle does not comply with (whichever is applicable to the vehicle) the requirements of SANS 10087: Part 4, SANS 10089: Part 1, SANS 10230, SANS 1398. SANS 1518, and where the controlling authority is of the opinion that the non-compliance of a vehicle can be remedied, he must instruct an operator of a vehicle in writing to take all reasonable steps to remedy the defaults prior to the use of the vehicle in accordance with subsection (1) as well as the dangerous goods certificate.	Minimum of 1 Roadblock per month in conjunction with Municipal, Provincial Traffic Department or South African Police Services.	5	08

	(5) A dangerous goods certificate must be renewed annually on or before the date as indicated on the dangerous goods certificate or whenever major maintenance or repairs have been performed on the vehicle. (6) If at any time, the controlling authority becomes aware that the usage of a vehicle is not in accordance with the dangerous goods certificate, he must act in terms of section 5(2) or section 6 and section 7 of this by-law. (7) A consignor may not supply a flammable substance to an operator of a vehicle mentioned in subsection (1), unless the operator is in possession of a valid dangerous goods certificate issued by the controlling authority. (8) A consignee may not receive a flammable substance from an operator of a vehicle mentioned in subsection (1), unless the operator meets the requirement in subsection (7). (9) A dangerous goods certificate is valid only: (a) for the vehicle for which it was issued; (b) for the state of the vehicle at the time of issue; and (c) for the quantities stated on the certificate. (10) The dangerous goods certificate must be available in the vehicle mentioned in subsection (1) for inspection at all times. (11) The controlling authority must keep records of all vehicles in respect of which a			
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	dangerous goods certificate has been issued, amended and renewed.						
Response times are within the SANS 10090 Table 2 guidelines	Risk category	Maximum call receipt and turn-out time Minutes	Maximum appliance travel time Minutes	Maximum attendance time Minutes	100 % of responses to be within the allotted times, however distances must be considered for actual arrival time at incident.	100%	100%
	A	3	5	8			
	B	3	7	10			
	C	3	10	13			
	D	3	20	23			
	E	Within requirement of appropriate risk category					
Monitor vehicle availability and equipment based through two inspections per day	The Daily Vehicle Inspection List is drawn up to ensure that all aspects of the emergency vehicle are checked.				Check list Two inspections per day	100%	100%
Complaints addressed regarding cleaning of private erven posing a fire	Percentage of Complaints addressed are measured within the first ten days from when the complaint was received by the Fire Service. When Funds need to be used the Supply chain Management Policy is adhered to.				Complaints to be addressed within 10 days	100%	100%

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hazard within 10 days				
Monthly fire hydrants inspections according to schedule	Fire Hydrants are inspected, Tested, Cleaned, and new paint markings are completed within the regions by operational fire staff.	At least 10 inspection per month per Region, Regions Knysna / Sedgefield	10	69
Enhancement of fire prevention through awareness and education sessions and projects	Fire and Life Safety Awareness is carried out within the regions and communities, to inform and educate the schools and communities of fire safety and how to ensure their personal safety within different situations and to educate on prevention measures to safeguard the communities against fire. This takes place in the form of School Visits, fire Extinguisher Training at businesses, schools and in the communities. It also includes taking part in public awareness programmes with other organisations such as SAPS, Community Based Projects and Non-Governmental Organizations. These sessions are carried out by the Operational Fire Staff.	A minimum of 4 per month	04	18
Monthly operational fire safety risk inspections at buildings	Businesses and Buildings are inspected to ensure compliance with the SANS 0400, 10090, 10087, 10089, 10083 as well as	Minimum of 10 inspections per month	10	48

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and businesses				
Review and approved building plans by Fire Department on first submission within 10 days	Percentage of building plans reviewed and approved by Fire Department on first submission Depending on complexity of the plan to be scrutinised. Plans scrutinised in conjunction with relevant legislation. Note that on some occasions consultations take place with effected parties.	Within 10 days were permitted due to complexity of the submitted plan.	100%	100%
Staff attending training courses within the budget (Internal and External	<u>Internal:</u> Listed in the SANS 10090 as continuation training, Conducted by senior staff members on station level at least one occasion per week, per platoon. <u>External:</u> When training is made available through recognised Training Institutions, and there is funding available, then external training is attended. Number of training programs for staff – Fire	At least one training session per month	Internal 1 External	Internal 1 External 0

Summary of formal and informal structural fire occurrences – March 2026.

Ward	Number of structures partially/fully destroyed	
	<u>Formal</u>	<u>Informal</u>
1	0	2
3	0	1
4	0	4
8	0	2
10	1 – vehicle on fire in garage	0
Total	1	9

During March 2026, a total of nine informal structures were destroyed and the garage of one formal structure was damaged as a result of a vehicle fire across five (5) wards within the municipality. The incidents listed in the table above underscore the ongoing risk of fire outbreaks in informal settlements, where densely built structures, unsafe electrical

connections and the use of open flames for cooking and lighting are common contributing factors.

To reduce the occurrence of such fires, the Fire Service implemented several proactive prevention measures during the reporting period. A total of 18 fire safety awareness campaigns were conducted, including door-to-door visit, particularly in the evenings when most residents are home. These engagements focused on educating community members about the dangers of illegal electricity connections, proper handling of flammable materials, the importance of maintaining clear escape routes, and how to respond effectively in case of a fire emergency. The overall aim of these initiatives is to reduce the frequency and impact of structural fires, protect lives, and preserve property within vulnerable communities.

RECOMMENDATION OF THE ACTING MUNICIPAL MANAGER

That the monthly Fire Service reports for the period January 2026, February 2026 and March 2026, be noted.

File Number: 9/1/2/5

Execution: Director: Community Services

6. **CLOSURE**

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