

KNYSNA LOCAL MUNICIPALITY

Notice is hereby given of a
COMMUNITY SERVICES COMMITTEE MEETING

which will be held on

Tuesday, 21 July 2026
at

09:00

in the Council Chamber
to consider the following items

MUNICIPAL OFFICES
KNYSNA

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

TABLE OF CONTENTS

1.	OPENING AND WELCOME	3
2.	ATTENDANCE:	3
2.1	MEMBERS: PRESENT	3
2.2	MEMBERS: ABSENT WITH LEAVE	3
2.3	MEMBERS: ABSENT WITHOUT LEAVE	3
2.4	Other Councilor's Present	3
2.5	Officials Present	3
2.6	Members of the Audit Committee Present	3
2.7	Members of the Public Present	3
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	3
3.A	PRESENTATION: KNYSNA ANIMAL WELFARE	
4.	CONFIRMATION OF THE MINUTES	
4.1	MINUTES OF PREVIOUS MEETING: 21 APRIL 2026	4
5.	MATTERS SUBMITTED BY THE ACTING MUNICIPAL MANAGER	
5.1	DEPARTMENTAL REPORT: SOCIAL DEVELOPMENT & SPECIAL PROGRAMMES FOR THE MONTHS OF MAY & JUNE 2026	11
5.2	REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES FOR APRIL 2026 TO JUNE 2026	24
5.3	TREE CUTTING IN GREATER KNYSNA MUNICIPAL AREA	74
5.4	REPORT OF THE PARKS & RECREATION DEPARTMENT MARCH TO MAY 2026	78
5.5	DIRECTORATE COMMUNITY SERVICES – FIRE SERVICES PROCUREMENT OF TWO LIGHT SINGLE CAB 4X4 FIREFIGHTING VEHICLES AND UTILITY VEHICLE	80
5.6	GRASS CUTTING DURING THE 2025/2026 FINANCIAL YEAR	84
5.7	FEEDBACK REPORT ON THE INCLEMENT WEATHER: 4 MAY – 13 MAY 2026	86
5.8	PUBLIC SAFETY MONTHLY REPORT MAY 2026-JUNE 2026	100
5.9	FUNDING REQUEST FOR VARIOUS LIBRARY PROJECTS	108
5.10	SOLID WASTE MANAGEMENT UNIT REPORT - JULY 2026	111
5.11	FIRE SERVICE MONTHLY REPORTS (APRIL 2026 – JUNE 2026)	122
5.12	REPORT OF THE LIBRARIES APRIL TO JUNE 2026	147
6.	CLOSURE	162

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.
 - 3.A **PRESENTATION:** Knysna Animal Welfare

4. **MINUTES OF THE PREVIOUS MEETING**

4.1 **COMMUNITY SERVICES COMMITTEE MEETING: 21 APRIL 2026**

RECOMMENDATION

That the minutes of the Community Services Committee meeting held on 21 April 2026, be confirmed.

KNYSNA LOCAL MUNICIPALITY

MINUTES

of a meeting of the

COMMUNITY SERVICES COMMITTEE

held in the Council Chamber on

Tuesday, 21 April 2026

at

09:00

1. Opening and Welcoming

SILENT PRAYER

The Chairperson asked for 5 minutes of silent prayer to open the meeting.

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 M Gericke
Cllr A Van Schalkwyk
Cllr B Charlie (from 09:32)
Cllr L Nohana (On Teams)
Cllr C Vanston (from 11:30)

2.2 Members Absent with leave

None

2.3 Members Absent without leave

None

2.4. Other Councillors Present

Cllr N Louw
Cllr M Khumelwana
Cllr R Kakora
Cllr A Tsengwa (from 09:05)

2.5 Officials Present

Martin, R	Acting Municipal Manager
Douglas, J	Director: Community Services
Dunywa, A	Director: Planning and Development
Botha, C	Manager: Administration
Van Wyk, I	Manager: Parks
Frans, X	Manager: Libraries
Michaels, M	Manager: Expenditure
Salmons, N	Acting Manager: Solid Waste
Oktober, J	Acting :Traffic Chief
Spies, M	Acting: Fire Chief
Baatjies, L	Social Development Officer
Sigula, S	Social Development Officer
Ketile, A	Principal Lab Technician
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. **MINUTES OF THE PREVIOUS MEETING**

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

RESOLVED

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

4.2 **COMMUNITY SERVICES COMMITTEE MEETING: 26 FEBRUARY 2026**

RESOLVED

That the minutes of the Community Services Committee meeting held on 26 February 2026, be confirmed.

5. MATTERS SUBMITTED BY THE ACTING MUNICIPAL MANAGER

AT 09:20 – 10:23 MR S WATSON AND MR J ROUSSEAU GAVE A PRESENTATION REGARDING KNYSNA CREMATORIUM.

C01/04/26 PROPOSAL FOR THE DEVELOPMENT OF A CREMATORIUM THROUGH A PUBLIC - PRIVATE PARTNERSHIP (PPP)

UNANIMOUSLY RECOMMENDED

- [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

Body break at 10:26 until 10:37

C02/04/26 PUBLIC SAFETY MONTHLY REPORT FEBRUARY 2026 – MARCH 2026

UNANIMOUSLY RECOMMENDED

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

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

UNANIMOUSLY RECOMMENDED

- [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.

- [d] That a feedback report on the amount of funding re-prioritised for grass cutting and maintenance at the Hornlee Community Hall be submitted to next Community Services Committee meeting, for consideration.

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

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

UNANIMOUSLY RECOMMENDED

- [a] That Council notes the report on Municipal Health and Environmental Services for: January 2026, February 2026 and March 2026.
- [b] That the Directorates Community Services and Infrastructure Services compile a clear action plan with the recommendations made by the Garden Route District Municipality, for implementation.

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

C05/04/26 **REPORT OF THE LIBRARIES JANUARY TO FEBRUARY 2026**

UNANIMOUSLY RESOLVED

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

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

C06/04/26 **THE YEARBEYOND PROGRAMME**

UNANIMOUSLY RECOMMENDED

That the Yearbeyond Programme, be noted.

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

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

UNANIMOUSLY RECOMMENDED

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

- [b] That an action and costing plan be compiled on what is required to repairing of all netball field and that inputs with regard to a youth advisor stationed in Karatara be submitted to the next Community Services meeting, for consideration.

File Number: 9/1/2/5

Execution: Director: Community Services

Manager: Social Development & Special Programmes

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

UNANIMOUSLY RESOLVED

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

C09/04/26 SOLID WASTE MANAGEMENT UNIT MONTHLY REPORT - APRIL 2026

UNANIMOUSLY RESOLVED

That Council notes the report on the solid waste unit.

File Number:

Execution: Director: Community Services

6. CLOSURE

The Chairperson on thanked everybody present for their contribution and the meeting terminated at 13:45.

Approved

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Chairperson: Cllr P Petros

.....
Date

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5. MATTERS SUBMITTED BY THE ACTING MUNICIPAL MANAGER

5.1

C01/07/26	DEPARTMENTAL REPORT: SOCIAL DEVELOPMENT & SPECIAL PROGRAMMES FOR THE MONTHS OF MAY & JUNE 2026
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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 May – June 2026.

RUGBY

Jordan van Rooyen	These male players were selected for Eden Team & Craven week tournament for u/13 and u16. 39 Women rugby players affiliated with Titans Rugby Women Club from Knysna from the ages u18 and u19 were also selected for Eden Teams participating in the Western Cape Championship.
Bismarck du Plessis	
Deniquen Oelf	
L-shaan Titus	
Titans Rugby Women Academy	

HOCKEY

Kaden Jacobs	Knysna hockey players have done great this year with a large group of scholars from u/13 -u16 being selected in the age group for the Eden Team to represent the district on provincial and national level. The youth & sport desk made contribution to all the players toward their expenses.
Shameeqa Stroebe	
Ruth Davis	
Bunono Nosilele	
Alessandro Madeirra	
Buhle Tobey	
Cazlyn Prinsloo	
Lamila Mnkangala	
Ffion Mentoer	
Abdullah Omar	
Reece Pietersen	
Phelo Mgudwa	
Soso Ngudlwa	
Erin Terblanche	

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

Ava Muller	
Connor Philander	
Carter Philander	
Khazima Tyhulu	
Mila Sixolo	
Jade Gellant	
Yonda Mwandla	
Hannanke Taljaard	
Candice Voorslag	
Jayden Booysen	
Mathlogonolo Nkoana	
Caleb Olivier	
Ashley Mthetwa	

Gymnastics

Mikayla Redfern	Assistance to attend the Western Cape Gymnastic Championship.

NETBALL

Aviwe Nkuzo	Assistance toward Knysna based netball players for Eden Team and Western Cape Team selectively. Knysna local umpires also received assistance for their selection in the officiating team for both tournaments.
Chioma Tagbu	
Portia Ngetu	
Lynn Kayster	
Jade Gelant	
Shady Leigh Kleinhans	
Anneeqa Loxton	
Desiree vd Westhuizen	
Emma Lee	
Zaybonecia Jacobs	

Biathlon

Ruan Share	Assistance to attend the Western Cape Biathle Championship for u15.
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GENERAL

Saint Savant	Assistance to two dancers who will be competing at the international level in Disney. Chioma Tagbo and Fiah Bella
Transport assistance	Several assistances in aid of transport to league matches of teams competing in regional leagues.

YOUTH DESK

Name of Programme	Description	Budget Allocation	Current Status
Drivers License Programme	Annual Learnership Programme which consist of 10 driver license practical lesson and traffic administration fees (excluding payment of license to the successful candidates.	R75 000 Programme participant total of 30 learners	Completed 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 fundiing 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 Busines Corner (Cape Acces)	Completed. The centre have been in operations since, The official launch of the Ecentre was done on 10 June 2026, opened by the Executive Mayor Clr Matika with oversight from the Premier of the Western Cape, Mr. Alan Winde.
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 responsibilty in partnership with the municipal Youthdesk to renovate the offices into Youth centre offices, IT Room and Activity room.	In progress Due to the adverse conditions weather during the month of May, this project was delayed. Site visit was completed by 12 June 2026 between Denron, Properties section and Youthdesk to finalise the roles and responsibilitie. The municipality is responsibe for the following repairs:

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

Youth Centre, Erf 6817 (Khayaletu Housing Offices Building)			• Fencing repairs ; removal of asbestos and replacement of the roof (Youthdesk) • The contractor for the fencing started, 29 June 2026. • The order for the carpentry work was released to the contractor on 29 June 2026. • The asbestos RFQ in progress, waiting further instruction by SCM 29 June 2026. • Interior Ceiling, doors, plumbing and electrical work to be done (Properties section) • Properties indicated all work will be processed in the new financial year. • Denron will be responsible for the
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COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

			interior design of the computer training room and the activity rooms. Including all installation relevant to set up of these centre. The municipality is also responsible for the appointment of staff to operate the centre on a daily basis. However no provision have been made on the 2026/2027 budget for youth advisors personnel.
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 - 16 June 2026. Due to the school exams, this event was scheduled for 27 June 2026 from 12h00 - 21h00. This year marks 50 years since the Soweto uprising in 1976. The event was in the form of Music Festival, hosted by the Executive	Adjustment was made based on internal savings. The expenditure was towards: • Stage & Audio setup (R157 500) • Coordination of artist (local and external) (R143 815) • Transport of youth from all wards. (R47 200)	Completed. The programmes consist of national recognised and local artists as follows: External artist x 3 - Chesrea Megan - Nia Pearl - Luda G Local Artist x 22 (solo and group performances) MC – Vuyani Stuurman Dj Migo Sameighkay and Panacea Sphe Dee Dream Chasers

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

	Mayor and organised by the municipal youth desk with assistance from other internal department. The event well attended by the public in general and limited transport was included from all wards.	• Medical assistance (R26 000) • Event Liability Insurance (R2 800) • Fencing (R48 000) Total cost R425 315	Job Madeshi, Amp & Trippe O Siyadumisa Mini Flow Willy Geezy Hustler Knaked Sonwabisa R Kingdom 044 Goats Geo Mihle Enoch Dj Abo Pampie King Beats Mufasa Dj Zotic
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SOCIAL DEVELOPMENT & SPECIAL PROGRAMMES			
Programme	Date	Description	Current Status/Way forward
Gender Links/Sunrise campaign: Human Rights Awareness Campaign	11th June 2026	Successful Human Rights awareness campaign, presented by Gender Links and Knysna social development section were conducted on the 11th of June 2026 at Hornlee Civic. This program was attended by 30 women included youth from Rheenendal of Knysna Association for Person with Disabilities (KAPPD) to inform them about recruitment process for the Gender Links program. The program was also attended and hosted by the current Gender Links participants. This gave the participants the opportunity to gain public speech and organizational skills. The youth of KAPPD were also part of the entertainment of the day. The program highlights: Journey of the Sunrise Campaign (Winner of Start-up Business Category). Guest Speaker of SAPS (Victim Empowerment Program) Parliament Public Education on Human Rights- Small Enterprise Development and Finance Agency – provided information for start-up businesses. Social Worker from KAPPD (Speak on Disability Rights as Human Rights).	Social Development Officer to attend 2-day Train-the Trainer workshop on Human Rights and LED official from the 21st to the 23rd July in Johannesburg.

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

		The aim of the program was to promote awareness on human rights issues and empower women to break the cycle of financial dependency by staying in abusive relationships.	
Early Childhood Development	2nd July 2026	The Western Cape Government Department of Local Government in partnership with the Department of Social Development (DSD), the National Development Agency (NDA) and the Knysna Municipality hosted an institutional capacity building (ICB) training for NPOs' (non-profit organisations). The event was well attended by all the NPO's who received all the requirements to ensure they stay compliant.	Ongoing support to be provided to The National Development Agency (NDA) to roll out additional trainings. Provide assist to facilitate the availability of the E-centre for ECD's to have access to a computer. Annual Engagement by Department of Education will conduct a Roadshow on the 2nd of July 2026 with all funded and unfunded ECD's in terms of requirements, safety of children, compliance issues etc. Provide the ECD's with needed material and municipal assistance to secure their buildings as part of Disaster relief efforts during the severe inclement weather conditions.

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

Elderly Program	Local Golden Games	Elderly Awareness Abuse Day were celebrated on the 15th of June 2026 at the Hornlee Civic in partnership with Community Police Forum, SAPS, Department of Social Development and Blue Ribbon Bakary. Department of Social Development emphasis Elderly Rights and motivate the elderly to stay active and attend the Elderly Service Centre Clubs. Blue Ribbon Bakary spoilt the elderly with a blanket, soup and bread. The annual Local Golden Games was on the 18th of June 2026 at Loeriepark Sport Complex. The Local Golden Games hosted by Knysna Elderly Forum in partnership with relevant stakeholders. The elderly service centre clubs included Vermont, Masibonisane and Itemba. The Executive Mayor, Mr. Thando Matika delivered the keynote address, commending the seniors for their participants and resilience. The Municipality handed over new sport equipment to elderly service centres to help sustain and grow their weekly activities. The day kicked off with health screenings for all participants, the sport day included 100m and 200m races for men and ladies, duck walk, passing of the ball, ball pass and kick, ruby ball throw and jukskei and dress-up activities. Volunteers from Safe Hum and Elderly Service Centre from Plettenberg Bay kept things running smoothly, supporting participants and cheering every race and field event. Total of 80 elderly people from the Greater Knysna Municipal Area attended this event.	The Provincial Golden Games will be on the 20th Augustus 2026 in George. The National Golden Games will be during October month, in the Free State.
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COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

Disability Forum		The protective workshop services still ongoing in Rheenendal, include therapeutic services, protective workshop services, handmade projects and sewing in partnership with Knysna Association for Persons with Physical Disabilities (KAPPD). The Disability and Elderly Forum have been established in Rheenendal, this provide a platform to enhance inclusiveness, share their experiences, challenges and to be part of the decision-making process.	The Disabled youth are implanting a gardening project and teaching dance classes, held potjiekos gathering for Youth Day.
Disaster Management Centre (Humanitarian Relief)	4th May-13th May	This Section assisted with the Humanitarian Cluster ensuring that people at the halls are assessment and cared. WhatsApp group for humanitarian relief were formed included by volunteers, private people and non-profit organiations (Soup Kitchen), Department of Local Government and Community Police Forum etc. (Full Report SCO 01/05/26: Declaration of the Greater Knysna Municipal Area as a Local State of Disaster due to severe inclement weather)	Continue humanitarian support to affected areas with the assistance of Redcross and Integrated Human Settlements section.

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

Women's Day Planning	9th August 2026	This section will commemorate National Women's Day by hosting a celebratory and empowerment event for 330 women from Knysna wards and across South Africa. The event will focus on awareness of Gender-Based Violence, Substance abuse and Spiritual Motivation, with direct access to legal, police, health, and support services while providing access to support services through stakeholder information tables. Programme Focus Areas: The programme will address 3 key social issues through address, engagement, and entertainment.: 1. Gender-Based Violence-Keynote address and "Speak Out" session. 2. Substance Abuse-Awareness and referral information. 3. Spiritual Motivation-Inspirational addresses promote healing and resilience. 4. Know your Rights & Safety-Legal and policing information. 5. Local Entertainment-Cultural performances by local women artists/groups. 6. Stakeholder Participation: Information tables will be hosted to provide direct access to services and support like RAP, SAPS, NPA, KADC, health screenings and FAMSA. Role and Responsibilities: Knysna Municipality: Event Coordination; venue logistics, transport for ward beneficiaries, catering for beneficiaries, municipal manpower support.	Confirm budget allocation for transport, catering and equipment. Finalise programme and confirm speakers. Formal invitations to stakeholders to conduct a stakeholder meeting. Formal communication to social media and ward councillors.
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COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

		Women of Worth (NGO): Programme coordination, Speaker liaison, volunteer mobilization. Stakeholders: Provide trained staff, materials, and referral pathways on the day. Intended Outcomes: 1. Create a safe space for women to engage on GBVF and substance abuse. 2. Link 330 women to legal, policing, health, and psychosocial support services on site. 3. Strengthen “Speak Out” against GBVF through NPA, SAPS, FAMSA, and GCIS messaging. 4. Build a coordinated referral network between Municipality, NGOS and Government Departments.	
Temporarily Homeless Shelter at vacant flats		This section is ready to do preparation for the temporary homeless shelter in terms of mattresses, bunk beds, sanitary packs, blankets, lockers for personal belongings etc. Stakeholder Engagement meetings need to be finalized in terms of roles and responsibilities with Government Department, Non-profit organizations CBO/FBO's, security and safety sector etc.	The flats (next to dog unit) have been identified as temporary shelter for the homeless. The item served at Council meeting on 11 June 2026 and the advert for Public Participation have been placed .

RECOMMENDATION OF THE ACTING MUNICIPAL MANAGER

That Council notes the departmental report on the programmes for Social development & Special Programmes for May and June 2026.

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

5.2

C02/07/26	REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES FOR APRIL 2026 TO JUNE 2026
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REPORT FROM THE DIRECTOR COMMUNITY SERVICES

PURPOSE OF THE REPORT

- For Council to note and comment on the reports from Garden Route District Municipality

PREVIOUS RESOLUTIONS

BACKGROUND

DISCUSSION



REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES FOR APRIL 2026

04 MAY 2026

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

PURPOSE OF THE REPORT

To inform the committee about 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 April 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

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
Dried Fruit	1	-	-	-	-	-	-	-	Results pending
Spicy Tomato Crunchy Chips	1	0	1	-	-	-	-	-	Exceeding colorant

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

Mango flavored drink	1	1	0	-	-	-	-	-	
Coconut flavored biscuit	1	1	0	-	-	-	-	-	
Crispy biscuit	1	1	0	-	-	-	-	-	
Comments: - Non-compliant chips product reported to National Department of Health – Food control - Distributor informed regarding non-compliance, remove product form shelves.									

Bacteriological food sampling

Sample Type	No of Samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	Results
Oysters	1	1	0	-	-	-	-	-	
Milk	3	3	0	-	-	-	-	-	
Cheese	1	1	0	-	-	-	-	-	
Plain Yogurt	2	2	0	-	-	-	-	-	
Bottled Water	2	1	1	-	-	-	-	-	Coliforms present
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	31	28	3	3	3	1	-
Spaza shops	13	10	3	3	3	-	-

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

Informal Food premises	4	3	1	1	1	-	-
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 Simola Hill climb event.							

C. CERTIFICATE OF ACCEPTABILITY

No	Business Name	Owner Name	Collab No	Reference no
1.	Vida E Caffé Knysna Mobile Trailer	Khanyile Nzukuma	46964145	0236032526
2.	Little Amora Daycare	Francis Japtha	47320388	0236372526
3.	Happy Kidz Daycare	Cikizwa Hazel Vumendlini	47310591	0236272526
4.	Astron Energy N2 Knysna Freshstop	Nicola Van Niekerk	47306416	0236692526
5.	Wandy's Tuck Shop	Yoliswa Mjoli	47364541	0236812526
6.	Fabulous Fish Knysna	Mukbul Hossain	47364512	0236542526
7.	Cavalera Smash Burgers	Ewan Edwards	47379909	0236862526
8.	Coffeetown	Henry Meyer	47384845	0236662526
9.	Old School Biltong	Paul Botha	47384845	0236572526
10.	Mane By The Sea	Jack Lester	47406815	0236892526
11.	Amanzi Boutique Hotel	Simon Gerald Pemberton	47406797	0236672526

D. HEALTH SURVEILLANCE OF PREMISES

Inspections were performed at the following premises:

Inspection information	Remedial actions
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COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

Premises type	No of premises inspected	C	N/C	H & H	Non	F.Non	F/P
Public Toilets	2	0	2	2	2	-	-
Tobacco Premises	17	16	1	1	1	-	-
Vector control	46	37	9	9	9	3	-
Labeling of food stuffs	16	15	1	1	1	-	-
Early childhood development Centre's(creche)	15	11	4	4	4	-	-
Educational institutions (schools)	3	3	0	-	-	-	-
Illegal dumping	2	0	2	2	2	-	-
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 informal settlement adjacent to the Waste Transfer station must be addressed as a matter of extreme urgency.
- The current above-mentioned situation constitutes an environmental health nuisance to the surrounding businesses, as well as the occupants themselves.
- The establishment of a homeless shelter to accommodate the above-mentioned persons must be undertaken without any further delay.
- The free roaming animals within all communities must be addressed by the relevant Municipal department.
- The current situation constitutes an environmental health nuisance and safety hazard to transport users.
- 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

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

Sample information									Results
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	
Buffelskop caravan park	1	1	0	-	-	-	-	-	
Rheenendal	1	1	0	-	-	-	-	-	
Bigia	1	1	0	-	-	-		-	
Sedgefield	1	1	0	-	-	-	-	-	
Karatara	1	1	0	-	-	-	-	-	
Hornlee	1	0	1	-	-	-	-	-	Coliforms >35
Knysna	1	1	0	-	-	-	-	-	

Comment:

- The non-compliant bacteriological status of potable water supplied to the affected community of Hornlee is a cause of concern.
- Follow up sampling to be conducted.

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)
1. The Heads	1	1	0	-	-	-	-	-	
2. Green hole	1	1	0	-	-	-	-	-	
3. Bigia	1	1	0	-	-	-	-	-	
4. Bollard Bay	1	1	0	-	-	-	-	-	
5. Bongani	1	0	1	-	-	-	-	-	E. Coli>22500
6. Costa Sarda	1	0	1	-	-	-	-	-	E. Coli>1300
7. Queen Street	1	0	1	-	-	-	-	-	E. Coli>8500
8. Long Street	1	0	1	-	-	-	-	-	E. Coli>17700
9. Train Station	1	0	1	-	-	-	-	-	E. Coli>99000

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

10. Kada	1	0	1	-	-	-	-	-	E. Coli>5200
11. Salt River	1	0	1	-	-	-	-	-	E. Coli>1250
12. Lake Brenton	1	1	0	-	-	-	-	-	
13. Crabs Creek	1	1	0	-	-	-	-	-	
14. Belvidere	1	0	1	-	-	-	-	-	E. Coli>720
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				
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	RESULT
Knysna	1	1	0	-	-	-	-	
Comments: All samples complied.								

Swabs

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

ACHIEVEMENTS – APRIL 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.
- Annual initiation (Ulwelukho) community health and hygiene outreach sessions in the areas of Bongani, Khayaalethu and Damsebos/Nekkies.
- Health related inspections and surveillance of all informal food stalls during the Simola Hill climb.

ACTION PLANS – MAY 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

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

Yours faithfully,

(pp) M STRATU

MUNICIPAL MANAGER



REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES FOR may 2026

01 JUNE 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 about 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 May 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: No samples were taken									

Bacteriological food sampling

Sample Type	No of Samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	Results
Feta cheese	1	0	1	-	-	-	-	-	Coliforms>650
Fish	1	1	0	-	-	-	-	-	
Plain Yoghurt	1	1	0	-	-	-	-	-	
Milk	1	1	0	-	-	-	-	-	

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

Chicken Mayo	1	1	0	-	-	-	-	-	
Coleslaw	1	1	0	-	-	-	-	-	
Oysters	1	1	0	-	-	-	-	-	
Sushi	1	1	0	-	-	-	-	-	
Cheese	1	1	0	-	-	-	-	-	
Comments: - Health and Hygiene education presented at non-compliant food premises - Follow up sample to be taken									

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	46	22	24	24	24	2	-
Spaza shops	36	22	14	14	14	-	-
Informal Food premises	47	46	1	1	1	-	-

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 Simola Hill climb event.
- Collaborative spaza shop blitz to be undertaken in the Northern areas.

C. CERTIFICATE OF ACCEPTABILITY

No	Business Name	Owner Name	Collab No	Reference no
1.	Duck @ Chilli	Wayne Morgan Marais	47453891	0237032526
2.	Greenfield Cash Store	Merago Fikru Abera	47416130	0236992526

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

3.	KAPD	Neil Weber	47465207	0237092526
4.	Freshline Seafood & Steakhouse	Ronal Basil Pocock	47468111	0237112526
5.	The Eastford Co, T/A Garden Rooot Nursery	Gina van Deventer	47482917	0237122526
6.	The Box Boys	Hendri Labuschagne	47487343	0237102526
7.	Bandits	Victor Ventre	47496459	0237132526
8.	Born To Care	Emma Madabane	47496623	0235432526

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	4	1	1	1	-	-
Tobacco Premises	42	36	6	6	6	-	-
Vector control	66	54	12	12	12	-	-
Labeling of food stuffs	44	41	3	3	3	-	-
Early childhood development Centre's(creche)	11	2	9	9	9	1	-
Educational institutions (schools)	2	2	0	-	-	-	-
Illegal dumping	4	0	4	4	4	-	-
Informal settlements	5	0	5	5	5	-	-
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 informal settlement adjacent to the Waste Transfer station must be addressed as a matter of extreme urgency.
- The establishment of a homeless shelter to accommodate the above-mentioned persons must be undertaken without any further delay.
- The increased prevalence of illegal informal settlement building activities within the Bigia catchment in Hornlee and the detrimental impact on the environmental health status must be addressed by the Knysna Municipality.
- The free roaming animals within all communities must be addressed by the relevant Municipal department.
- The current situation constitutes an environmental health nuisance and safety hazard to transport users.
- 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									
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	Results
Hornlee	1	1	0	-	-	-	-	-	
Sedgefield	1	1	0	-	-	-	-	-	
Karatara	1	1	0	-	-	-	-	-	
Knysna	1	1	0	-	-	-	-	-	
Rheenendal	1	1	0	-	-	-	-	-	
Buffalo Bay	1	1	0	-	-	-	-	-	
Comment:									
• All samples complied									

RECREATIONAL WATERS

Sample information		Remedial actions
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COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	Results (Ecoli/100 ml)
15. The Heads	1	1	0	-	-	-	-	-	
16. Green hole	1	0	1	-	-	-	-	-	E. coli > 2500
17. Bigia	1	1	0	-	-	-	-	-	
18. Bollard Bay	1	1	0	-	-	-	-	-	
19. Bongani	1	0	1	-	-	-	-	-	E. coli > 19500
20. Costa Sarda	1	0	1	-	-	-	-	-	E. coli > 15000
21. Queen Street	1	0	1	-	-	-	-	-	E. coli > 7800
22. Long Street	1	0	1	-	-	-	-	-	E. coli > 10600
23. Train Station	1	0	1	-	-	-	-	-	E. coli > 5200
24. Kada	1	0	1	-	-	-	-	-	E. coli > 2400
25. Salt River	1	0	1	-	-	-	-	-	E. coli > 900
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
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COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	RESULT
Knysna	2	1	1	-	-	-	-	Faecal Coliforms>15000
Comments: Concern regarding the quality of final effluent being disposed into the Knysna estuary.								

Swabs

Sample information				Remedial actions				
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P
				-	-	-	-	-
Comments: No swabs samples taken.								

ACHIEVEMENTS – MAY 2026

- Bacteriological food sampling of identified food premises.
- Bacteriological water sampling of potable water sources and reservoirs.
- Recreational water sampling of the Knysna estuary.
- Annual initiation (Ulwelukho) community health and hygiene outreach sessions in the areas of Bongani, Khayaletu and Damsebos/Nekkies.
- Health related inspections and surveillance of all informal food stalls during the Simola Hill climb.

ACTION PLANS – JUNE 2026

- Recreational water sampling of the Knysna estuary.
- Bacteriological food sampling of identified food premises
- Bacteriological water sampling of potable water sources and reservoirs
- Bacteriological follow up sampling from final effluent at wastewater sewage plants
- Collaborative spaza shop blitz within the Northern areas
- Pre Oyster festival monitoring of all related food premises and venues

- Surveillance and inspections of creche's in the 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



REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES FOR June 2026

03 JULY 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 about 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 June 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) (I) 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					
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	Results
Comments: No samples were taken									

Bacteriological food sampling

Sample Type	No of Samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	Results
Coastal Oysters	3	3	0	-	-	-	-	-	
Comments: All samples complied.									

B. INSPECTION OF FOOD PREMISES

Formal & Informal food premises

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

Inspection information				Remedial actions			
Premises type	No of premises inspected	C	N/C	H & H	Non	F.Non	F/P
Formal Food premises	29	18	11	11	11	0	-
Spaza shops	17	9	8	8	8	0	-
Informal Food premises	3	2	1	1	1	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 Oyster festival Hotspots. - Collaborative spaza shop blitz to be undertaken in the Northern areas.							

C. CERTIFICATE OF ACCEPTABILITY

No	Business Name	Owner Name	Collab No	Reference no
1.	The Chili Guy	Mercia Alerts	47532973	0237222526
2.	Iree Royal Shop	Hailu Sankuro Mekengo	47548678	0237272526
3.	Sibongulwazi Day Care	Siphokazi Busuku	47530365	0237072526
4.	LLO Cash Store	Aberham Shifa Silka	47537864	0236012526
5.	Kanonko 2 Spaza Shop	Teshemo Fiker Akako	47521307	0237232526
6.	Kanonkop 1 Spaza shop	Teshemo Fiker Akako	47521315	0237242526
7.	Humpty Dumpty	Vanessa Phillips	47512256	0236962526
8.	Abba's Kitchen	Msa Khan	47537175	0237332526
9.	Brimont Cakes and Catering	Karla van den Berg	47574523	0236852526

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

10.	Blue Shop Spaza Shop	Osman Hassan Abdi	47573165	0237302526
11.	Montecello	Anita Van Rensburg	47589717	0237002526
12.	Wildside Oak Trailer	Charlene Turpin	47589757	0237382526
13.	Two Jamies	Jamie & Jamie	47590670	0237392526
14.	On A Roll (Trailer)	Craig Horn	47592710	0237372526

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	1	0	1	-	-	-	-
Tobacco Premises	16	14	2	2	2	-	-
Vector control	21	17	4			-	-
Labeling of food stuffs	18	16	2	2	2	-	-
Early childhood development Centre's(creche)	3	2	1	1	1	-	-
Educational institutions (schools)	0	0	0	-	-	-	-
Illegal dumping	1	0	1	-	-	-	-
Informal settlements	2	0	2	-	-	-	-

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 informal settlement adjacent to the Waste Transfer station must be addressed as a matter of extreme urgency.
- The establishment of a homeless shelter to accommodate the above-mentioned persons must be undertaken without any further delay.

- The increased prevalence of illegal informal settlement building activities within the Bigia catchment in Hornlee and the detrimental impact on the environmental health status must be addressed by the Knysna Municipality.
- The free roaming animals within all communities must be addressed by the relevant Municipal department.
- The current situation constitutes an environmental health nuisance and safety hazard to transport users.
- 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	
Knysna	1	1	0	-	-	-	-	-	
Hornlee	1	1	0	-	-	-	-	-	
Rheenendal	1	1	0	-	-	-	-	-	
Sedgefield	1	1	0	-	-	-	-	-	
Buffelskop	1	1	0	-	-	-	-	-	
Karatara	1	1	0	-	-	-	-	-	
Comment:									
• All samples complied									

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	
29. The Heads	1	1	0	-	-	-	-	-	
30. Green hole	1	0	1	-	-	-	-	-	E. coli > 890

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

31. Bollard Bay	1	1	0	-	-	-	-	-	
32. Long Street	1	0	1	-	-	-	-	-	E. coli > 3100
33. Train Station	1	0	1	-	-	-	-	-	E. coli > 9800
Comments: 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				
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	RESULT
Knysna	1	0	1	-	-	-	-	Faecal Coliforms > 12900
Comments: Concern regarding the quality of final effluent being disposed into the Knysna estuary.								

Swabs

Sample information				Remedial actions				
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P
				-	-	-	-	-
Comments: No swabs samples taken.								

ACHIEVEMENTS – JUNE 2026

- Bacteriological food sampling of identified food premises.
- Bacteriological water sampling of potable water sources and reservoirs.
- Recreational water sampling of the Knysna estuary.

- Annual initiation (Ulwalukho) community health and hygiene outreach sessions and monitoring of sites in collaboration with Department of Cultural Affairs.
- World Environment day and World food safety day was jointly celebrated with an outreach and health and hygiene education at the informal settlement adjacent the transfer station
- Pre-Oyster festival monitoring of related food premises and venues.

ACTION PLANS – JULY 2026

- Recreational water sampling of the Knysna estuary.
- Bacteriological food sampling of identified food premises
- Bacteriological water sampling of potable water sources and reservoirs
- Bacteriological follow up sampling from final effluent at wastewater sewage plants
- Collaborative spaza shop blitz within the Northern areas
- Monitoring of Oyster festival events and related food premises.
- Health surveillance of premises utilized for accommodation of foreigners.

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

FINANCIAL IMPLICATIONS

RELEVANT LEGISLATION

RECOMMENDATION OF THE ACTING MUNICIPAL MANAGER

That Council notes the report on Municipal Health and Environmental Services for: April 2026 to June 2026.

Delegated to the committee to resolve. (G.1.3)

APPENDIX / ADDENDUM

ANNEXURE 1: REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES FOR APRIL 2026

ANNEXURE 2: REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES
FOR MAY 2026

ANNEXURE 3: REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES
FOR JUNE 2026

File Number: 9/1/2/5

Execution: Director: Community Services



REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES FOR APRIL 2026

04 MAY 2026

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

PURPOSE OF THE REPORT

To inform the committee about 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 April 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, proactive 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

A. 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	
Dried Fruit	1	-	-	-	-	-	-	-	Results pending
Spicy Tomato Crunchy Chips	1	0	1	-	-	-	-	-	Exceeding colorant
Mango flavored drink	1	1	0	-	-	-	-	-	
Coconut flavored biscuit	1	1	0	-	-	-	-	-	
Crispy biscuit	1	1	0	-	-	-	-	-	
Comments: - Non-compliant chips product reported to National Department of Health – Food control - Distributor informed regarding non-compliance, remove product form shelves.									

Bacteriological food sampling

Sample Type	No of Samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	Results
Oysters	1	1	0	-	-	-	-	-	
Milk	3	3	0	-	-	-	-	-	
Cheese	1	1	0	-	-	-	-	-	
Plain Yogurt	2	2	0	-	-	-	-	-	
Bottled Water	2	1	1	-	-	-	-	-	Coliforms present

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	31	28	3	3	3	1	-
Spaza shops	13	10	3	3	3	-	-
Informal Food premises	4	3	1	1	1	-	-

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 Simola Hill climb event.

C. CERTIFICATE OF ACCEPTABILITY

No	Business Name	Owner Name	Collab No	Reference no
1.	Vida E Caffé Knysna Mobile Trailer	Khanyile Nzukuma	46964145	0236032526
2.	Little Amora Daycare	Francis Japtha	47320388	0236372526
3.	Happy Kidz Daycare	Cikizwa Hazel Vumendlini	47310591	0236272526
4.	Astron Energy N2 Knysna Freshstop	Nicola Van Niekerk	47306416	0236692526
5.	Wandy's Tuck Shop	Yoliswa Mjoli	47364541	0236812526
6.	Fabulous Fish Knysna	Mukbul Hossain	47364512	0236542526
7.	Cavalera Smash Burgers	Ewan Edwards	47379909	0236862526
8.	Coffeetown	Henry Meyer	47384845	0236662526
9.	Old School Biltong	Paul Botha	47384845	0236572526
10.	Mane By The Sea	Jack Lester	47406815	0236892526
11.	Amanzi Boutique Hotel	Simon Gerald Pemberton	47406797	0236672526

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	2	0	2	2	2	-	-
Tobacco Premises	17	16	1	1	1	-	-
Vector control	46	37	9	9	9	3	-
Labeling of food stuffs	16	15	1	1	1	-	-
Early childhood development Centre's (creche)	15	11	4	4	4	-	-
Educational institutions (schools)	3	3	0	-	-	-	-
Illegal dumping	2	0	2	2	2	-	-
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 informal settlement adjacent to the Waste Transfer station must be addressed as a matter of extreme urgency.
- The current above-mentioned situation constitutes an environmental health nuisance to the surrounding businesses, as well as the occupants themselves.
- The establishment of a homeless shelter to accommodate the above-mentioned persons must be undertaken without any further delay.
- The free roaming animals within all communities must be addressed by the relevant Municipal department.
- The current situation constitutes an environmental health nuisance and safety hazard to transport users.
- 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	
Buffelskop caravan park	1	1	0	-	-	-	-	-	
Rheenendal	1	1	0	-	-	-	-	-	
Bigia	1	1	0	-	-	-	-	-	
Sedgefield	1	1	0	-	-	-	-	-	
Karatara	1	1	0	-	-	-	-	-	
Hornlee	1	0	1	-	-	-	-	-	Coliforms >35
Knysna	1	1	0	-	-	-	-	-	
Comment: - The non-compliant bacteriological status of potable water supplied to the affected community of Hornlee is a cause of concern. - Follow up sampling to be conducted.									

RECREATIONAL WATERS

Sample information				Remedial actions					Results (E.coli/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	1	0	-	-	-	-	-	
4. Bollard Bay	1	1	0	-	-	-	-	-	
5. Bongani	1	0	1	-	-	-	-	-	E. Coli>22500
6. Costa Sarda	1	0	1	-	-	-	-	-	E. Coli>1300
7. Queen Street	1	0	1	-	-	-	-	-	E. Coli>8500
8. Long Street	1	0	1	-	-	-	-	-	E. Coli>17700
9. Train Station	1	0	1	-	-	-	-	-	E. Coli>99000
10. Kada	1	0	1	-	-	-	-	-	E. Coli>5200
11. Salt River	1	0	1	-	-	-	-	-	E. Coli>1250
12. Lake Brenton	1	1	0	-	-	-	-	-	

13. Crabs Creek	1	1	0	-	-	-	-	-	
14. Belvidere	1	0	1	-	-	-	-	-	E. Coli>720
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				
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	RESULT
Knysna	1	1	0	-	-	-	-	
Comments: All samples complied.								

Swabs

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

ACHIEVEMENTS – APRIL 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.
- Annual initiation (Ulwakho) community health and hygiene outreach sessions in the areas of Bongani, Khayaletu and Damsebos/Nekkies.
- Health related inspections and surveillance of all informal food stalls during the Simola Hill climb.

ACTION PLANS – MAY 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

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

Yours faithfully,

**(pp) M STRATU
MUNICIPAL MANAGER**



REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES FOR MAY 2026

01 JUNE 2026

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

PURPOSE OF THE REPORT

To inform the committee about 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 May 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, proactive 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

A. 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: No samples were taken									

Bacteriological food sampling

Sample Type	No of Samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	Results
Feta cheese	1	0	1	-	-	-	-	-	Coliforms>650
Fish	1	1	0	-	-	-	-	-	
Plain Yoghurt	1	1	0	-	-	-	-	-	
Milk	1	1	0	-	-	-	-	-	
Chicken Mayo	1	1	0	-	-	-	-	-	
Coleslaw	1	1	0	-	-	-	-	-	
Oysters	1	1	0	-	-	-	-	-	
Sushi	1	1	0	-	-	-	-	-	
Cheese	1	1	0	-	-	-	-	-	
Comments: - Health and Hygiene education presented at non-compliant food premises - Follow up sample to be taken									

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	46	22	24	24	24	2	-
Spaza shops	36	22	14	14	14	-	-
Informal Food premises	47	46	1	1	1	-	-
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 Simola Hill climb event. - Collaborative spaza shop blitz to be undertaken in the Northern areas.							

C. CERTIFICATE OF ACCEPTABILITY

No	Business Name	Owner Name	Collab No	Reference no
1.	Duck @ Chilli	Wayne Morgan Marais	47453891	0237032526
2.	Greenfield Cash Store	Merago Fikru Abera	47416130	0236992526
3.	KAPD	Neil Weber	47465207	0237092526
4.	Freshline Seafood & Steakhouse	Ronal Basil Pocock	47468111	0237112526
5.	The Eastford Co, T/A Garden Rooot Nursery	Gina van Deventer	47482917	0237122526
6.	The Box Boys	Hendri Labuschagne	47487343	0237102526
7.	Bandits	Victor Ventre	47496459	0237132526
8.	Born To Care	Emma Madabane	47496623	0235432526

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	4	1	1	1	-	-
Tobacco Premises	42	36	6	6	6	-	-

Vector control	66	54	12	12	12	-	-
Labeling of food stuffs	44	41	3	3	3	-	-
Early childhood development Centre's(creche)	11	2	9	9	9	1	-
Educational institutions (schools)	2	2	0	-	-	-	-
Illegal dumping	4	0	4	4	4	-	-
Informal settlements	5	0	5	5	5	-	-

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 informal settlement adjacent to the Waste Transfer station must be addressed as a matter of extreme urgency.
- The establishment of a homeless shelter to accommodate the above-mentioned persons must be undertaken without any further delay.
- The increased prevalence of illegal informal settlement building activities within the Bigia catchment in Hornlee and the detrimental impact on the environmental health status must be addressed by the Knysna Municipality.
- The free roaming animals within all communities must be addressed by the relevant Municipal department.
- The current situation constitutes an environmental health nuisance and safety hazard to transport users.
- 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	1	0	-	-	-	-	-	

Sedgefield	1	1	0	-	-	-	-	-	
Karatara	1	1	0	-	-	-	-	-	
Knysna	1	1	0	-	-	-	-	-	
Rheenendal	1	1	0	-	-	-	-	-	
Buffalo Bay	1	1	0	-	-	-	-	-	

Comment:

- All samples complied

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 (E.coli/100 ml)
1. The Heads	1	1	0	-	-	-	-	-	
2. Green hole	1	0	1	-	-	-	-	-	E. coli > 2500
3. Bigia	1	1	0	-	-	-	-	-	
4. Bollard Bay	1	1	0	-	-	-	-	-	
5. Bongani	1	0	1	-	-	-	-	-	E. coli > 19500
6. Costa Sarda	1	0	1	-	-	-	-	-	E. coli > 15000
7. Queen Street	1	0	1	-	-	-	-	-	E. coli > 7800
8. Long Street	1	0	1	-	-	-	-	-	E. coli > 10600
9. Train Station	1	0	1	-	-	-	-	-	E. coli > 5200
10. Kada	1	0	1	-	-	-	-	-	E. coli > 2400
11. Salt River	1	0	1	-	-	-	-	-	E. coli > 900
12. Lake Brenton	1	1	0	-	-	-	-	-	
13. Crabs Creek	1	1	0	-	-	-	-	-	
14. 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				
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	RESULT
Knysna	2	1	1	-	-	-	-	Faecal Coliforms>15000
Comments: Concern regarding the quality of final effluent being disposed into the Knysna estuary.								

Swabs

Sample information				Remedial actions				
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P
				-	-	-	-	-
Comments: No swabs samples taken.								

ACHIEVEMENTS – MAY 2026

- Bacteriological food sampling of identified food premises.
- Bacteriological water sampling of potable water sources and reservoirs.
- Recreational water sampling of the Knysna estuary.
- Annual initiation (Ulwalukho) community health and hygiene outreach sessions in the areas of Bongani, Khayaletu and Damsebos/Nekkies.
- Health related inspections and surveillance of all informal food stalls during the Simola Hill climb.

ACTION PLANS – JUNE 2026

- Recreational water sampling of the Knysna estuary.
- Bacteriological food sampling of identified food premises
- Bacteriological water sampling of potable water sources and reservoirs
- Bacteriological follow up sampling from final effluent at wastewater sewage plants

- Collaborative spaza shop blitz within the Northern areas
- Pre Oyster festival monitoring of all related food premises and venues
- Surveillance and inspections of creche's in the 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



REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES FOR JUNE 2026

03 JULY 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 about 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 June 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, proactive 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

A. 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: No samples were taken									

Bacteriological food sampling

Sample Type	No of Samples	C	N/C	H & H	Non	F.Non	F.u S	F/P	Results
Coastal Oysters	3	3	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	29	18	11	11	11	0	-
Spaza shops	17	9	8	8	8	0	-
Informal Food premises	3	2	1	1	1	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 Oyster festival Hotspots.
- Collaborative spaza shop blitz to be undertaken in the Northern areas.

C. CERTIFICATE OF ACCEPTABILITY

No	Business Name	Owner Name	Collab No	Reference no
1.	The Chili Guy	Mercia Alerts	47532973	0237222526
2.	Iree Royal Shop	Hailu Sankuro Mekengo	47548678	0237272526
3.	Sibongulwazi Day Care	Siphokazi Busuku	47530365	0237072526
4.	LLO Cash Store	Aberham Shifa Silka	47537864	0236012526
5.	Kanonko 2 Spaza Shop	Teshemo Fiker Akako	47521307	0237232526
6.	Kanonkop 1 Spaza shop	Teshemo Fiker Akako	47521315	0237242526
7.	Humpty Dumpty	Vanessa Phillips	47512256	0236962526
8.	Abba's Kitchen	Msa Khan	47537175	0237332526
9.	Brimont Cakes and Catering	Karla van den Berg	47574523	0236852526
10.	Blue Shop Spaza Shop	Osman Hassan Abdi	47573165	0237302526
11.	Montecello	Anita Van Rensburg	47589717	0237002526
12.	Wildside Oak Trailer	Charlene Turpin	47589757	0237382526
13.	Two Jamies	Jamie & Jamie	47590670	0237392526
14.	On A Roll (Trailer)	Craig Horn	47592710	0237372526

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	1	0	1	-	-	-	-
Tobacco Premises	16	14	2	2	2	-	-
Vector control	21	17	4			-	-
Labeling of food stuffs	18	16	2	2	2	-	-

Early childhood development Centre's(creche)	3	2	1	1	1	-	-
Educational institutions (schools)	0	0	0	-	-	-	-
Illegal dumping	1	0	1	-	-	-	-
Informal settlements	2	0	2	-	-	-	-

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 informal settlement adjacent to the Waste Transfer station must be addressed as a matter of extreme urgency.
- The establishment of a homeless shelter to accommodate the above-mentioned persons must be undertaken without any further delay.
- The increased prevalence of illegal informal settlement building activities within the Bigia catchment in Hornlee and the detrimental impact on the environmental health status must be addressed by the Knysna Municipality.
- The free roaming animals within all communities must be addressed by the relevant Municipal department.
- The current situation constitutes an environmental health nuisance and safety hazard to transport users.
- 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	
Knysna	1	1	0	-	-	-	-	-	
Hornlee	1	1	0	-	-	-	-	-	
Rheenendal	1	1	0	-	-	-	-	-	
Sedgefield	1	1	0	-	-	-	-	-	

Buffelskop	1	1	0	-	-	-	-	-	
Karatara	1	1	0	-	-	-	-	-	
Comment:									
All samples complied									

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)
1. The Heads	1	1	0	-	-	-	-	-	
2. Green hole	1	0	1	-	-	-	-	-	E. coli > 890
3. Bollard Bay	1	1	0	-	-	-	-	-	
4. Long Street	1	0	1	-	-	-	-	-	E. coli > 3100
5. Train Station	1	0	1	-	-	-	-	-	E. coli > 9800
Comments:									
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				
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	RESULT
Knysna	1	0	1	-	-	-	-	Faecal Coliforms > 12900
Comments:								
Concern regarding the quality of final effluent being disposed into the Knysna estuary.								

Swabs

Sample information				Remedial actions				
Sample point	No of samples	C	N/C	H & H	Non	F.Non	F.u S	F/P
				-	-	-	-	-
Comments:								
No swabs samples taken.								

ACHIEVEMENTS – JUNE 2026

- Bacteriological food sampling of identified food premises.
- Bacteriological water sampling of potable water sources and reservoirs.
- Recreational water sampling of the Knysna estuary.
- Annual initiation (Ulwelukho) community health and hygiene outreach sessions and monitoring of sites in collaboration with Department of Cultural Affairs.
- World Environment day and Word food safety day was jointly celebrated with an outreach and health and hygiene education at the informal settlement adjacent the transfer station
- Pre-Oyster festival monitoring of related food premises and venues.

ACTION PLANS – JULY 2026

- Recreational water sampling of the Knysna estuary.
- Bacteriological food sampling of identified food premises
- Bacteriological water sampling of potable water sources and reservoirs
- Bacteriological follow up sampling from final effluent at wastewater sewage plants
- Collaborative spaza shop blitz within the Northern areas
- Monitoring of Oyster festival events and related food premises.
- Health surveillance of premises utilized for accommodation of foreigners.

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

5.3

C03/07/26 TREE CUTTING IN GREATER KNYSNA MUNICIPAL AREA

REPORT FROM DIRECTOR: COMMUNITY SERVICES [PARKS AND RECREATION]

PURPOSE OF THE REPORT

The purpose of the report is to inform Council on the tree cutting in Greater Knysna Municipal Area

BACKGROUND AND DISCUSSION

The Greater Knysna municipal area has experienced persistent adverse weather conditions including heavy rainfall, strong winds, flooding and widespread infrastructure disruptions since Tuesday, 5 May 2026. The severe weather, driven by successive cold fronts and cut-off low pressure systems affecting the Western Cape and Garden Route, has had a significant impact on communities, municipal services and critical infrastructure.

Parks department received an influx of requests for the cutting of trees which caused major damage all over our municipal area. With the shortage of chainsaw operators within the department had we contacted contractors via our EOI tender to assist with the cutting down of trees.

The recent severe weather conditions, including strong winds and heavy rainfall, resulted in widespread tree failures throughout the municipal area. The falling trees caused significant damage to municipal infrastructure, private property, and public spaces, while also creating safety risks for residents and road users.

1. DAMAGES EXPERIENCED

The damages reported because of fallen trees include, but are not limited to, the following:

- Obstruction of public roads and access routes;
- Damage to municipal sidewalks, fencing, and public infrastructure;
- Damage to electrical infrastructure and interruption of services in certain areas;
- Damage to private property, including boundary walls, roofs, vehicles and loss of life.
- Damage to public open spaces and recreational facilities;
- Blocked stormwater systems caused by tree debris;
- Safety hazards posed to pedestrians and motorists; and
- Temporary disruption of municipal operations and emergency response activities.

- Municipal teams responded to incidents across all wards to remove dangerous trees, clear roads, and minimise further risks to the public.

2. RESPONSE ACTIONS TAKEN

The Parks and Recreation Section, together with other municipal departments, undertook the following actions:

- Emergency removal of fallen trees and branches;
- Clearing of roads and public areas;
- Assessment of dangerous and unstable trees;
- Coordination with relevant departments regarding infrastructure damage; and
- Ongoing monitoring of high-risk areas.

3. CHALLENGES EXPERIENCED

The municipality experienced operational challenges due to the high number of incidents reported simultaneously across all wards, including:

- Limited resources and equipment capacity;
- Difficult weather conditions during response operations;
- Accessibility challenges in certain areas; and
- High demand for emergency response services.

Due to budgetary constraints, we could not continue with our initial list of requests for the removal of trees, below find the tree cutting list for phase 1:

WARD	AREA
1	Charles te Water
1	3431 Luthango Street, Smutsville (Opposite field)
1	Beverly Hills (Top side - In cul-des-ac)
2	20 Akker Lane, Karatara
3	KM21, Kaalkol
3	2259 Nekkies West, Kaalkol
3	Hlalani, Next to N2 (New Apostolic Church)
3	254 Nekkies 0649755515
4	Love Corner, Ward 4
4	Concordia Rd, White Location (Container)
4	50 Nyibiba Stree, White Location
5	Barnard Street, Rheenendal
5	Geelhout Street, Rheenendal
5	14 Protea Street, Rheenendal
6	Seeperdjie Street Hornlee
6	Sunridge Street, Hornlee

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

6	Hunters Home Cemetery
6	658 Hamilton Street
6	202 Shamrock Street
6	219 Shamrock Street
7	Bongani (Compound)
7	KZ 242 Kanonkop 0633454305
7	E229 Uniondale Rd
7	CE256 Concordia
8	Mbombo Street, Joodsekamp
8	Kanonkop (Dam)
8	Concordia (Rosie)
8	Concordia CW438
8	Rosemore, Joodsekamp
8	Concordia (Backyard)
9	14 Thornley Road, Leisure Island
9	11 Crescent, Leisure Island
9	10 Meeu Street
9	Corner of Andrew and Disa Hill Close (collab)
9	25 Strydom Street Boundary (collab)
10	23 Concordia Road/ Lellieskloof
10	Long Street and Main Street
10	2 Hill Street, Town
10	2 Hill Street, Town
10	149 Old Cape Road, Paradise (collab)
11	1206 Frederick Street, Hornlee (Palm tree)
11	21 Hall Street, Hornlee
11	8553 Botha Street, Hornlee
11	982 Alexander Street, Hornlee
11	4 Hall Street, Hornlee
11	1091 Botha Street, Hornlee
11	976 Kalender Street
11	976 Kalender Street
11	19 Mountain View, Hornlee

FINANCIAL IMPLICATIONS

R920 445. 22 (phase 1)

RELEVANT LEGISLATION

Constitution of the Republic of South Africa, 1996.

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

That the report to inform Council on the tree cutting in Greater Knysna Municipal Area be noted.

5.4

C04/07/26	REPORT OF THE PARKS & RECREATION DEPARTMENT MARCH TO MAY 2026
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REPORT FROM THE DIRECTOR COMMUNITY SERVICES
PURPOSE OF THE REPORT

To report on the performance of the Parks & Recreation during the period under review.

BACKGROUND & DISCUSSION

The report includes the monthly activities of each section within the department, to 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 Parks and Recreation Department March to May 2026.

ANNEXURE A:

Performance of the Parks & Recreation department for the period of March until May 2026.

File Number: 9/1/2/5
Execution: Director Community Services
Manager Parks & Recreation

Knysna Municipality
2025-2026: Departmental KPI Report

Responsible Department	Strategic Objective	KPI	Unit of Measurement	Responsible Owner	Mar-26			Apr-26			May-26			Overall Performance for March 2026 to May 2026		
					Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
Community Services - Parks & Recreation	To promote a safe and healthy environment through the protection of our natural resources	Report on the monthly maintenance of all municipal gardens	Twelve Garden Maintenance Reports for the financial year	Manager: Parks & Recreation	1	1	G	1	1	G	1	1	G	3	3	G
Community Services - Parks & Recreation	To promote a safe and healthy environment through the protection of our natural resources	Report on the monthly routine maintenance of all sport facilities	Twelve Sportsfield Maintenance Report for the financial year	Manager: Parks & Recreation	1	1	G	1	1	G	1	1	G	3	3	G
Community Services - Parks & Recreation	To promote a safe and healthy environment through the protection of our natural resources	Monthly reporting on the in-house maintenance of mowing cycles per ward in the Greater Knysna Municipal Area	Twelve reports on the percentage of mowing cycles maintained	Manager: Parks & Recreation	1	1	G	1	1	G	1	1	G	3	3	G
Community Services - Parks & Recreation	To promote a safe and healthy environment through the protection of our natural resources	Quarterly reporting on the external maintenance of mowing cycles per ward in the Greater Knysna Municipal Area	Four reports on the percentage of mowing cycles maintained	Manager: Parks & Recreation	1	1	G	0	0	N/A	0	0	N/A	1	1	G

Overall Summary of Results

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	0
R	KPI Not Met	0% <= Actual/Target <= 74.999%	0
G	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	4
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
N/A	KPI Did Not Occur	KPIs with a target which did not materialise	0
NU	KPI Not Yet Updated	KPIs which have not yet been updated	0
UR	KPI Under Review	KPIs which have been rejected by a Reviewer	0
Total KPIs:			4

Report generated on 30 June 2026 at 10:13.

5.5

C05/07/26	DIRECTORATE COMMUNITY SERVICES – FIRE SERVICES PROCUREMENT OF TWO LIGHT SINGLE CAB 4X4 FIREFIGHTING VEHICLES AND UTILITY VEHICLE
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REPORT FROM THE DIRECTOR/MANAGER: COMMUNITY SERVICES

PURPOSE OF THE REPORT

The purpose is to inform Council about the successful procurement of two fire engines and one utility vehicle during the fiscal year 2025/2026. This initiative aims to enhance emergency response capabilities in the Rheenendal and Greater Knysna areas, thereby improving community safety and firefighting readiness.

BACKGROUND

The procurement of the first fire engine originated from a decision by the ward councillor, ward committee and the local community to repurpose the R2,000,000 budget initially allocated for establishing a satellite fire station. This decision was made due to the time-consuming town planning challenges, including rezoning, which delayed the establishment of the station. The immediate need to improve emergency response times in the Rheenendal area necessitated this course of action, with the fire engine providing critical frontline firefighting capacity while town planning matters are being resolved.

The second fire engine was financed through a combination of grant funding amounting to R1,072,000 allocated by the Western Cape Government and co-funding of R1,000,000 from the Municipality. This vehicle is intended to enhance firefighting and emergency services in the Greater Knysna Area, addressing the increasing risk of fires and other fire-related emergencies.

The third utility replace was procured to replace the Nissan Hardbody, registration number CX 13574 which reached its lifespan. This vehicle was financed entirely through municipal funds. The vehicle will be used for the maintenance of fire hydrants, conducting fire safety inspections and transporting firefighters to training sessions outside the Greater Knysna Municipal Area.

DISCUSSION

Following a competitive tender process, Ramcom Truck and Load Bodies was awarded the contract as the successful bidder, submitted a bid for R3 999 358.01 for two light single cab 4x4 firefighting vehicles. The amount excludes tools and equipment, as the allocated budget was only sufficient for the procurement of the two fire engines. However, after identifying savings of R454,471.00 in project costs, it is proposed that a contract variation be approved to include essential tools and equipment. This will ensure both firefighting vehicles are delivered fully equipped and operational.

One vehicle will be deployed to the Rheenendal area to provide immediate emergency response capabilities, while the second fire engine and the utility vehicle will be stationed in Knysna to strengthen firefighting readiness and support in that region. Furthermore, to ensure a well-equipped firefighting service in Rheenendal, nine (9) reservist firefighters need to be appointed. They will be appointed on a contract basis with the implementation of a three-platoon shift system operating on a 24-hour shift cycle. The utility vehicle a Nissan Navara 2.5D EX MT 4x4 DC, was procured through the National Treasury Transversal Tender (RT57)

priced at R578 867.10. This vehicle was delivered on 08 May 2026 by Nissan South Africa. Procuring through the RT57 provided a quicker procurement process and ensure cost efficiency. The addition of these firefighting vehicles represents a significant improvement to the existing fleet, providing enhanced operational capacity and flexibility. The new fire engines are designed to improve frontline fire suppression efforts, provide better access and mobility across varied terrain and reduce response times within the Greater Knysna Municipal Area. Similarly, the utility vehicle will facilitate critical fire safety functions including fire hydrant maintenance, inspections and the transportation of firefighters to and from training outside the municipal area. Collectively, these assets will strengthen emergency response capabilities and support the sustainability and effectiveness of fire services in the region.

FINANCIAL IMPLICATIONS

Two fire engines - R3 999 358.01
Tools and equipment - R256 596.60
Utility vehicle – R578 867.10

RELEVANT LEGISLATION

Constitution of the Republic of South Africa, 1996.
Fire Brigade Services Act, No. 99 of 1987.
Municipal Finance Management Act, No.56 of 2003.
SANS 10090: Community Protection against Fire.

RECOMMENDATION OF THE ACTING MUNICIPAL MANAGER

That Council notes the successful procurement and deployment of two light single cab 4x4 firefighting vehicles and the utility vehicle as set out in this report.

APPENDIX / ADDENDUM

Final product – two light single cab firefighting vehicles



Utility Vehicle



5.6

C06/07/26 GRASS CUTTING DURING THE 2025/2026 FINANCIAL YEAR

REPORT FROM DIRECTOR: COMMUNITY SERVICES [PARKS AND RECREATION]

PURPOSE OF THE REPORT

The purpose of this report is to inform Council of the grass cutting cycles implemented by the Parks Department during the 2025/2026 financial year, the operational challenges experienced due to limited budget allocations, and the impact of these constraints on service delivery and contracted service providers.

BACKGROUND AND DISCUSSION

The Parks Department is responsible for the maintenance of municipal parks, open spaces, road verges, and other public areas to ensure a safe, clean, and aesthetically pleasing environment for residents and visitors. During the 2025/2026 financial year, the Department experienced significant budgetary constraints that affected its ability to maintain the established grass cutting programme. Owing to the limited operational budget available, it became necessary to revise the grass cutting schedule from a monthly cycle to a bi-monthly cycle, resulting in grass being cut every second month.

While this measure enabled the Department to continue providing grass cutting services within the available financial resources, it also presented several operational challenges. Extended grass growth between maintenance cycles led to increased public complaints, reduced aesthetic standards in certain areas, and additional pressure on maintenance teams to restore overgrown sites.

Furthermore, appointed service providers raised concerns regarding the monthly expenditure incurred in executing the work. Contractors indicated that the longer intervals between cutting cycles resulted in denser vegetation requiring additional labour, equipment usage, fuel consumption, and extended operating hours to complete the work. These increased operational costs placed financial strain on service providers while they remained bound by the existing contractual rates.

Despite these challenges, the Parks Department continued to prioritise high-visibility areas, public facilities, and locations identified as posing safety risks, while striving to ensure equitable service delivery across the municipality within the available budget.

FINANCIAL IMPLICATIONS

The implementation of a bi-monthly grass cutting cycle was a direct consequence of the limited budget allocated for parks maintenance during the 2025/2026 financial year.

Although the revised maintenance schedule assisted the Department in remaining within its approved budget, the reduction in cutting frequency contributed to increased maintenance demands when grass cutting was undertaken. Service providers reported higher operational costs associated with each cutting cycle, including increased fuel consumption, labour requirements, equipment wear and tear, and disposal of larger volumes of cut vegetation.

The financial constraints experienced during the reporting period demonstrate the need for adequate budget allocations to support sustainable grass cutting programmes and to maintain acceptable service delivery standards across municipal public open spaces.

Grass Cutting Budget Allocations				
Ward	Expenditure per month	Expenditure for 6 cycles	Allocated budget 2025/26	New Allocated budget 2026/27
1	R25 000,00	R150 000,00	R0,00	R0,00
2	R28 000,00	R168 000,00	R300 000,00	R288 833,00
3	R30 000,00	R180 000,00	R300 000,00	R228 887,00
4A	R25 000,00	R150 000,00	R300 000,00	R430 525,00
4B	R20 000,00	R120 000,00		
5A	R35 000,00	R210 000,00	R300 000,00	R474 122,00
5B	R35 000,00	R241 500,00		
6A	R30 000,00	R180 000,00	R300 000,00	R414 176,00
6B	R40 250,00	R241 500,00		
7A	R28 000,00	R168 000,00	R300 000,00	R414 176,00
7B	R28 000,00	R168 000,00		
8	R28 000,00	R168 000,00	R300 000,00	R229 074,00
9A	R28 000,00	R168 000,00	R300 000,00	R414 176,00
9B	R28 000,00	R168 000,00		
10A	R49 999,99	R299 999,99	R300 000,00	R414 176,00
10B	R35 000,00	R210 000,00		
11	R35 000,00	R210 000,00	R300 000,00	R326 981,00

LEGISLATIVE FRAMEWORK

Constitution of the Republic of South Africa, 1996

Local Government: Municipal Systems Act, 2000 (Act 32 of 2000)

Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003)

RECOMMENDATIONS FROM ACTING THE MUNICIPAL MANAGER

- [a] That Council notes the grass cutting cycles implemented by the Parks Department during the 2025/2026 financial year.
- [b] That Council notes that, due to limited budget allocations, the Department implemented a bi-monthly grass cutting cycle whereby grass was cut every second month.
- [c] That Council notes the operational and financial challenges experienced by the Department and contracted service providers as a result of the reduced maintenance frequency.
- [d] That Council considers the need for increased budget allocations for parks maintenance in future financial years to improve grass cutting frequencies and maintain acceptable service delivery standards.

5.7

C07/07/26	FEEDBACK REPORT ON THE INCLEMENT WEATHER: 4 MAY – 13 MAY 2026
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REPORT FROM THE DIRECTOR COMMUNITY SERVICES

PURPOSE OF THE REPORT

To inform the council of the departmental operational feedback with regards to the inclement weather which affected the municipality from 4 May - 13 May 2026.

1. BACKGROUND

Ahead of the storm, the Garden Route District Disaster Management Centre issued a weather warning. The response team was placed on standby, and known hotspots were inspected and cleared as a preventive measure. The storm reached the municipal area on the evening of 4 May 2026, bringing widespread rainfall and flooding. On 5 May 2026, a Joint Operations Centre (JOC) was established.

Conditions peaked on 6 May 2026, with certain areas recorded more than 180 mm of rain within 12 hours, together with intense winds. About sixty trees were uprooted or sustained major branch damage, including several mature/heritage trees, and flooding most severely affected low-lying residential areas and informal settlements.

2. DEPARTMENTAL FEEDBACK ON THE CLEANING UP OPERATIONS:

2.1 PROPERTIES & INSURANCE SECTION:

- Storm damage to the roof structure of the Sedgefield Fire Station resulted in rain entering the female bedroom, damaging the ceiling, cornice, beds, and mattresses;
- Strong winds blew off the roof ridding the Municipal Stores, resulting in the ceilings becoming loose;
- Storm damage to the roof structure of the Knysna Fire Station resulting in rain entering the control room, damaging the ceiling;
- Storm damage to the roof structure of the Knysna Tennis Club Hall resulted in damage to the ceiling;
- Storm damage to the roof structure of the Municipal Finance Building (Knysna Town Hall) resulted in damage to the ceiling;
- Storm damage occurred when a tree fell on the fence, and the gate at the Protea Terrace flats was damaged by the storm and rain; and
- Storm damage to the roof of the Ward Councilor office and Rheenendal E-Centre in Rheenendal.

Financial Implications Properties section

- Knysna Town Hall = R 7 000 we sealed the broken roof sheets and replaced ceiling boards;
- Ward Councilor office and Rheenendal E-Centre in Rheenendal = R 64 542 we replaced the roof sheets.

Other damages assessments are included in the Insurance services report attached as Annexure A.

2.2 INFRASTRUCTURE (ROAD & STORMWATER)

During the reporting period, the section responded to 150 stormwater flooding incidents. Due to staff shortages, internal teams worked overtime and were supported by temporary workers who assisted with post-flood clean-up operations. The clean-up efforts focused primarily on major arterial routes, access roads to residential suburbs, and informal settlements.

Blocked stormwater drains, culverts, crossings, and channels were cleared using both manual and mechanical methods, while damaged gravel roads were restored with the assistance of a hired grader. Road closures were implemented in the CBD and Hornlee following landslip incidents. These affected sites are currently under investigation, and recommendations for remedial works are awaited from the professional team.

The section also assisted with the filling and distribution of sandbags in response to requests received through the Fire Station.

EXPENDITURE

The below expenditure was funded by internal votes

HIRED COMBINATION TRUCK	37 875
HIRED GRADER UNIT	56 250
STANDBY & OVERTIME (MAY + JUNE)	909 755,84
TOTAL	1 003 880,84

2.3 HUMANATARIAN RELIEF

- The NG Church in town hosted 60 + homeless and displaced people, they assisted with 200 blankets and provided food for Loerie Park complex.
- NGO's, Churches and GOTG, Afriforum, GKBC, Al-Imdaad Foundation, Redcross. Shoprite, Food forward SA, Community Chest and members of community assisting us with humanitarian relief. 35 Mattresses were provided by Knysna High School and 20matrasse were sponsored by Knysna Rotary.
- Masifunde Library was available for displaced people from ward 8 and a total of 75+ people were accommodated and assisted by Gift of the Givers with hot meals. Municipal social development section provided blankets and hygiene packs.
- Ward 4 victims were placed at the Methodist Church in White Location 128+ people were assisted by various welfare and government organizations and GOTG
- Ward 3 affected families were placed in Chris Hani Hall and various stakeholders assisted with the necessary meals and social relief supplies.

- Hornlee area the Soup kitchen in Agter Street, Hornlee served 110 people daily during the during of the inclement weather with hot meals during power outages. Ingredients supplied by Redcross.
- Most of the people were seeking shelter at the soup kitchen in the community due to the power outages in Rheenendal; the soup kitchen was supported by Red Cross in providing them with soup ingredients. Knysna Municipality provided also food parcels and blankets and transported by Department of Local Government.
- Due to the power outages assistance with meals was provided by Masithandane. Mobile toilets were provided at Smutsville community hall.
- Sedgfield hall, 12 homeless people were accommodated and assisted by the ward councilor.
- Communication breakdown of the outlined towns like Karatara, Fairleigh, Kraaibosch, Berg valley and road closures hampered social relief. However, supplies were distributed when roads became accessible.
- Department of Social Development assessed a total of 307 people in Knysna which were affected by the floods in terms of houses being partially fully damaged. These assessments were combined and filter in collaboration with the housing assessment reports.

Sandbags & Gunplast Distribution:

- A total of 9 000 sandbags were purchased, recorded as per orders generated.
- A total of 3 500 gunplast pieces were distributed, recorded as per orders generated.
- The department experience challenges in the distribution of the supplies due to high demand of request. Stock was difficult to purchase due to no stock available at several stores.
- However, the department continue with the distribution of supplies on the backlogs received from the list received from councillor and fire department.
- The Director Community services office is keeping a database on the distribution per ward, which is available for reference check if required.

Food Parcels & Social Relief Report

- Redcross also received 150 food parcels from Old Mutual Bank.
- The integrated assessment list compiled by Human settlements were used to filter the recipients in order of priorities.
- Distribution of the food parcels were conducted by Redcross Knysna in collaboration with municipal social development section and started in Ward 3 on 24 June 2026. Due to community unrest with the distribution of food parcels and the safety of the officials, Redcross withdraw from distribution from the halls and only affected beneficiaries were contacted telephonically to collect directly from Redcross Knysna offices.

2.3 Electrical department

Feedback Report attached as *Annexure B*.

2.4 Parks & Recreation

90 Fallen trees were removed in the Greater Knysna Area.

RECOMMENDATIONS OF THE ACTING MUNICIPAL MANAGER

That Council takes cognisance of the departmental feedback on the clean-up operations from the floods which occurred from 4 - 13 May 2026.

APPENDIX / ADDENDUM

Annexure A: Insurance Services Report

Annexure B: Electrical Feedback report.

Execution: Director: Community Services

Introduction

The recent severe flooding across Knysna and Surgefield has caused extensive damage to electrical infrastructure, disrupting power supply to residential, commercial, and public facilities. This report provides a detailed account of the damages observed, categorized by location and type of infrastructure affected. The aim is to document the extent of the destruction, highlight the risks posed to public safety and service continuity, and establish a foundation for prioritizing restoration efforts.

Preliminary estimates indicate that the **total cost of repairs and restoration will amount to approximately R12,000,000**, reflecting the scale and complexity of the damage.

Background

Knysna and Surgefield are serviced by a network of substations, transformers, kiosks, poles, and overhead lines that form the backbone of the local electricity distribution system. The flooding event, characterized by heavy rainfall and rising water levels, overwhelmed this infrastructure. Substations were submerged, transformers destroyed, poles knocked down, and overhead lines compromised by falling trees and structural failures. In addition, kiosks and service connections were burnt or damaged, further complicating restoration efforts.

The affected areas include both urban centers and rural feeders, meaning the impact is widespread and touches critical facilities such as schools, estates, and residential neighborhoods. The damage not only interrupts electricity supply but also creates hazardous conditions, including exposed live conductors, burnt equipment, and unstable poles. The scale of destruction underscores the vulnerability of electrical infrastructure to extreme weather events and highlights the urgent need for resilient design and disaster preparedness in future planning.

Mode of Assessment

The assessment was conducted through **visual inspections** carried out by field teams immediately after floodwaters receded. Teams documented physical destruction, burnt equipment, collapsed poles, and submerged substations. Observations were supplemented with photographic evidence where available. This report reflects direct on-site findings rather than technical diagnostics, which will follow during the restoration phase to confirm the full extent of internal equipment damage.

Surgefield

- **Fynboskruin, above Sedgelinks:**
 - 11kV O/H Line

- 11m pole broke off, line falling over, conductor damaged
- Additional observation: line falling over (photographic evidence)



- **Ruigtevlei, Karawater Road (just after Karawater):**
 - 11kV O/H Line
 - 2 × 11m poles broken off
 - Stays damaged, insulators broken, conductor damaged
 - A-frames damaged, cross arms damaged, fuse carriages damaged
 - 3 other poles pulled over
 - Transformer damaged



- **Tiptol Street, Sedgefield:**

- LV O/H Line
- Tree fell over, damaged overhead conductors & streetlight feeder
- Lines broken



- **A101, Skoolgaatjie, Smutsville:**

- Roof came off, damaged service connection and readybord



- **SP49, Slangepark, Smutsville:**

- Roof came off, damaged service connection and readybord

- **Yellowwood Road, Ruigtevlei (next to New Carbon):**
 - 11kV O/H Line
 - Tree fell on line, broke 11m pole, damaged overhead conductor
- **Hertzog Street, Island, Sedgefield:**
 - LV O/H Line
 - Tree fell on overhead lines
 - Broken conductor, damaged service connections & streetlight feeder



- **West Feeder N2 (just before Eagles Nest):**
 - 11kV O/H Line
 - Tree fell on overhead line, damaged gooseneck and conductor
- **West Feeder, Beth-El Farm:**
 - 11kV O/H Line
 - Branches fell on overhead lines, damaged insulators and jumpers
- **Trails End:**
 - LV O/H Line
 - Tree damaged overhead conductor
- **Cloudnine, Karawater/Ruigtevlei Feeder (on top of hill):**
 - 11kV O/H Line
 - Tree fell on overhead line, broke 11m pole, damaged conductors, A-frames, insulators, and stays
 - 6 poles binding wire loose, A-frames lines affected



- **Karawater/Ruigtevlei Feeder (Karatara Road, past Dutch builder):**
 - 11kV O/H Line
 - Trees fell over lines, broke conductor, damaged insulators and cross arms
 - 8 poles of A-frames affected, binding wires and jumpers broken



- **Kallossie Street, Extension 4, Sedgfield:**
 - LV O/H Line
 - Tree fell on line, broke conductors, damaged service connections and streetlight feeder



- **Sedgfield Island:**
 - Trees fell and damaged streetlights



- **Karawater Feeder (just after East Sub):**
 - 11kV O/H Line
 - Tree on line, damaged insulators and jumpers
- **34 Lank Gewag, Smutsville:**
 - Roof came off, damaged service connection
- **Eagles Nest T-off:**
 - 11kV O/H Line
 - Tree fell on lines, broke all conductors, damaged insulators
- **Skoolgaatjie (LV feeder after transformer):**
 - Supply damaged due to bad weather
 - LV feeder burnt out

Knysna

- **Nobel & Progress Street:** RMU destroyed



- **Windheuwel:** 50kVA transformer lost
- **Simola Substation:** Flooded, 22kV panel explosion



- **Pezula – Martin Gale Street:** 2 × 315kVA transformers lost
- **Top Master Road:** 2 × 315kVA transformers lost
- **Brenton, Nkandla, Corcodia, Stoker, Middle Erf, Lifestyle Estate, Windheuwel:**
 - 20 poles knocked down
 - 2000m of cables damaged



- **Deurkop Street – Knysna High School:** 3 kiosks burnt down



- **Melhoput Street – Old Place:** 1 kiosk destroyed, 70 sq. meters LV cable (4-core, 700m length) damaged



- **Thysen Island:** 11kV switchgear destroyed
- **Paradise – Lorie Street:** 5-way RMU lost



- **Circular Drive:** 11kV MV switchgear lost as the results of flooding.

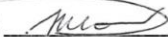


Conclusion

The flooding has inflicted severe and widespread damage on electrical infrastructure across Knysna and Surgefield. The destruction of substations, switchgear, transformers, kiosks, poles, and overhead lines has resulted in prolonged outages, heightened safety risks, and significant disruption to daily life and economic activity.

Restoration will require a phased and prioritized approach, beginning with critical substations and high-capacity transformers to stabilize supply, followed by systematic replacement of kiosks, poles, and service connections. The scale of the damage demands coordinated action between municipal authorities, utility providers, and emergency crews, supported by adequate funding and resource mobilization.

The estimated total cost of repairs is R12,000,000, underscoring the magnitude of resources required to restore services and safeguard the community. Beyond immediate recovery, this event highlights the importance of long-term resilience planning. Infrastructure upgrades, improved flood defences, and proactive maintenance strategies will be essential to reduce vulnerability to future extreme weather events. By addressing both urgent restoration needs and broader resilience challenges, the community can ensure a safer, more reliable electrical network for the future. Most of the damages have been temporarily repaired and can only be normalised once funding is available.

Signature: 

Date: 02/07/2026

5.8

C08/07/26 PUBLIC SAFETY MONTHLY REPORT MAY 2026-JUNE 2026

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 May '2026 & June 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 Safty, Vacant Chief Traffic Officer, 1 Senior Superintendent as well as 10 Traffic Officers. They are authorized to issue Section 56 and section 341 notices. Two (2) Roadsafety awareness project was done 1 in May and 1 for the month of June in Knysna in cooperation with the Roadsafety Office in George. Point Duty are done on a daily basis at various points.

The following operational functions were undertaken for the reporting period:

Boat Escorts	: two within the reporting period
VCP stop and check	: once a day across the GKMA
Roadblockbus	: 7 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
<u>Public Transport Operations:</u>	
Roadworthiness	: On a daily basis
Overloading	: On a daily basis
Operating License	: On a daily basis

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

Events held in May & June 2026:

31/05/26 AFM Koinonia (Child Safety Day)
27/06/26 Remembrance of the Fires of June 2017

27/06/26 Youth Day Event

Roadblocks at the Bakery, The Point & Sedgefield on the 15 May & 5,10,12,16,19 en 26 June 2026. The Total amount collected was: R81 050



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.

The following Operating Licenses Services are rendered on a monthly basis:

Function	May 2026	June 2026
Renewal Of Existing License(Local)	0	1
Application for Temporary License(special permit)	1	7
New Applications	12	1
Additional Authority	3	5
Late Renewal	0	5
Taxi Inspection(Act.5,2009) Compliance	6	9
Replacement of Vehicles and or Operating License	4	7
Replacement of Operating License	0	0
Duplicate Operating License	0	0
Capacity Increase or Decrease	0	0
Permit Transfer	0	5

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.

The below table indicates the complaints attended to by the section for the reporting period.

Focus Area/Function	May 2026	June 2026
Illegal Dumping	On a daiy basis	On a daily basis
CBD Monitoring	On a daily basis	On a daily basis
Visibility	On a daily basis	On a daily basis
Homeless persons	On a daily basis	On a daily basis
General complaints	On a daily basis	On a daily basis
Illegal Land invasions	If and when required	If and when required
Stray Animals	On a Daily basis	On a Daily basis
Disaster Relief(Gunplast)	691 Pieces	800 Pieces
Disaster Relief(Foodparcels	0	0
Disaster Relief Sandbags	3055	4000
Public Nuisance(Noise)	If and when required	If and when required

Law Enforcement also deal with other complaints, namely:
Drought and Floods during May and June
See attached pictures below:



COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026





RECOMMENDATIONS OF THE ACTING MUNICIPAL MANAGER

That the report on the Public Safety Monthly Report May 2026 -June 2026 from the Director Community Services be noted.

APPENDIX / ADDENDUM

None

Execution: Director: Community Services

5.9

C09/07/26 FUNDING REQUEST FOR VARIOUS LIBRARY PROJECTS
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9/1/2/5

REPORT FROM DIRECTOR: COMMUNITY SERVICES

PURPOSE OF THE REPORT

1. To table before Council various funding requests for noting and approval.
 - A: Fencing of the Kalenda street satellite library and staff toilet.
 - B: Procurement of an electronic control panel for the Knysna library's elevator.
 - C: Procurement of perimeter fence for the old gaol museum

A: ADDITIONAL FUNDING REQUEST FOR THE KALENDER STREET SATELITE LIBRARY

PREVIOUS COUNCIL RESOLUTION ON THE SATELITE LIBRARY

C08/06/24 HORNLEE KALENDER STREET: NEW SATELLITE LIBRARY

UNANIMOUSLY RESOLVED

[a] That the Hornlee Kalender Street new satellite Library report be noted;

[b] That an amount that is equivalent to a T6 scale (approximately R176,287.00 to R226,690.49) be added to the Conditional Grant Business Plan to cater for the appointment of a Senior Library Assistant for the Kalender Street satellite;

[c] That a new position of Senior Library Assistant for the Kalender Street satellite library be added to the municipal staff establishment and that provision be made on the budget to accommodate the position; and

[d] That funding be allocated in the 2024/25 Adjustment Budget for establishment of a satellite library in Hornlee.

File Number: 9/1/2/5

Execution: Director: Community Services

Manager: Libraries

BACKGROUND /DISCUSSION

A few years ago, SANParks established the Community Social Legacy programme whose aim is to support a broad spectrum of community social needs which include mobile libraries, food gardens etc. The funding of this programme is derived from 1% of tourism revenue from all their accommodation bookings.

The Community Services Directorate (Directorate) was alerted of the call for the submission of applications. The Directorate subsequently submitted a funding application for the funding of the Hornlee satellite library and was duly awarded an amount of R490,000.

It is anticipated that this new facility, in a very low-income area, will draw several unsavoury characters who will break into the facility with the hope of stealing something to satisfy their immediate needs. We are of the view that the spate of vandalism will abate over time; however, we do need to secure the building as a preventive measure.

The staff and patrons will also need access to ablution facilities which are not provided for in the funding allocation.

LEGAL IMPLICATIONS

1. Modular building purchase: SANParks has opted to procure the modular building through its own supply chain management process with input on the specifications from the library service.

FINANCIAL IMPLICATIONS

1. SANParks informed the department that they have started the process of procuring the modular building. It is the responsibility of the department to secure the building once received.
2. Additional funding request of R300,000.00 for the building of a perimeter fence and a staff toilet.

B: FUNDING REQUEST FOR THE OLD GAOL FENCE

1. BACKGROUND/MOTIVATION

Funding was allocated in the current financial year for the building of a perimeter fence at the old gaol. However, a bigger portion of the allocation was diverted to the municipality's pressing needs during the February adjustments processes. The fence could thus not be erected.

The building plans have been approved by Heritage Western Cape. It is anticipated that the local municipality will also approve the building plans.

2. FINANCIAL IMPLICATION

- i) It is estimated that an amount of R150,000.00 will be required for the procurement of the fence.
- ii) Council has already committed and paid R31,000, 00 with the appointment of an architect.

3. LEGAL IMPLICATIONS

- i) The validity of the building plans will lapse in twelve months if construction does not commence within that period.

C: FUNDING REQUEST FOR THE REPLACEMENT OF THE ELECTRONIC CONTROL PANEL OF THE KNYSNA LIBRARY LIFT

The Knysna library's elevator has been out of service for more than 2 years. This is depriving our most senior citizens access to books and quiet study spaces as all adult services are located on the 2nd and 3rd floors of the building.

The last service provider to repair the electrical panel declared it irreparable and suggested that we replace it with a new.

1. FINANCIAL IMPLICATION

- I) An amount of R110,000.00 will be required based on the lowest quotation received from service providers.

RECOMMENDATION

- i) That Council notes the report.
- ii) That Council allocates R350,000.00 for the building of a perimeter fence and a staff toilet at the Kalender street satellite.
- iii) That Council allocates R150,000.00 for the building of a perimeter fence at the old gaol.
- iv) That Council allocates R105,000.00 for the replacement of the Knysna library lift's electronic control panel.

File Number: 9/1/2/5

Execution: Director: Community Services

: Director: Financial Services

: Manager: Libraries

5.10

C10/07/26 SOLID WASTE MANAGEMENT UNIT REPORT - JULY 2026
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REPORT FROM THE DIRECTOR COMMUNITY SERVICES

REPORT FROM THE DIRECTOR: COMMUNITY SERVICES

PURPOSE OF THE REPORT

The purpose of this report is to present to Council an update on the operational performance, compliance status, challenges, and progress of the Solid Waste Management Section for the period February 2026 to July 2026, in line with Council-approved objectives and resolutions.

BACKGROUND

The Solid Waste Management Unit is responsible for the provision of integrated waste management services throughout the Greater Knysna Municipal area. These services include household refuse collection, operation and maintenance of waste management facilities, waste transportation, street cleansing, public cleansing, recycling initiatives, environmental compliance, and the implementation of strategic waste management projects in accordance with applicable legislation and Council-approved objectives.

During the reporting period of February 2026 to June 2026, the Municipality continued to implement measures aimed at improving service delivery, strengthening operational efficiency, and addressing long-standing infrastructure and fleet constraints. As part of these initiatives, Council approved the procurement of two additional refuse compactor trucks and one hook-lift vehicle to enhance the Municipality's refuse collection capacity and improve service reliability across all operational areas.

While the investment in additional fleet has significantly improved the Municipality's operational capability, it has also highlighted critical shortcomings within the current organisational structure. The existing approved staff establishment does not provide sufficient Driver and General Assistant (GA) posts to effectively operate the expanded fleet without negatively impacting frontline refuse collection services.

To maintain uninterrupted refuse collection, the Solid Waste Management Unit has been compelled to appoint General Assistants to act in Driver positions and remunerate them accordingly.

Although this arrangement provides a temporary operational solution, it simultaneously reduces the number of General Assistants available to perform refuse collection duties, placing additional pressure on operational teams and affecting overall service efficiency.

Recognising these operational constraints, a revised organisational structure has been developed and submitted for approval (Draft – Org Structure). The proposed structure seeks to align the Unit's human resource capacity with its operational requirements and the Municipality's continued investment in waste management infrastructure and fleet. However, the approval of the revised structure and the associated budget for the additional Driver and General Assistant posts remain outstanding.

The purpose of this report is therefore to provide Council with an update on the operational performance of the Solid Waste Management Unit, highlight the current staffing and operational challenges, report on progress made during the reporting period, and advocate for the urgent approval and funding of the additional human resources required to ensure sustainable, efficient, and compliant waste management service delivery.

DISCUSSIONS

A. Waste Management Facilities and Compliance:

1. WASTE TRANSFER STATION:

Transfer Station Belt and Conveyor have been repaired; purchased on x3 Open Top containers. Delivery time will be within 8 weeks.

Tenders for more Open Tops and Containerized bins will be advertised with the new financial year. This unit is also exploring the repairs of the containerized bins at the transfer station.

In addition, fencing of the Transfer Station is a high priority, and specifications are being developed. Investigating market-related prices for fencing materials and labour costs. A limited budget has been approved for the 2026/27 financial year.

Old Place Garden Disposal Site:

An audit conducted by DEADP, which noted that the official closure process was scheduled for June 2025. However, the development of a new disposal site requires suitable land, which the municipality has been unable to identify or acquire. Furthermore, the estimated costs associated with the closure of the existing site are detailed in the table below.

Closure cost for the old place garden refuse site:

LANDFILL SITE	2023/24	2024/25	2025/26
Old Place Garden Refuse site	R18 275 185.08	R19 014 426.49	R19 938 696.76

2. Fleet Report – 08 July 2026

Registration	Type	Area	Working / out of Commission	Due Date	Problem
CX 69905	Compactor	Knysna	Out of Commission	unsure	Starter problems, Short Nissan, must still fetch the truck at the depot. Date: 15 June 2026.
CX 71376	Compactor	Knysna	Work	n/a	
CX 22069	Compactor	Knysna	Work	n/a	
CX 69636	Compactor	Sedgefield	Work	Unsure	The vehicle remains operational; however, intermittent warning lights indicate a fault with the front and/or rear brake disc system. When the warning is activated, the driver is required to stop the vehicle until the warning clears before continuing operations. This poses a potential safety risk and requires further investigation and repair. The vehicle was inspected by Ramco. While the hydraulic compaction system remains functional, it is not operating at its optimal

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

					performance, and the compaction cycle is slower and less efficient than normal. The matter has been reported to Fleet Management for further assessment, diagnosis, and the necessary repairs to ensure the vehicle operates safely and efficiently.
CX 53081	Compactor	Sedgefield	Out of Commissions	Unsure	Busy with Hydraulics repairs. Date: 5 months
CX 41457	Compactor	Knysna	Work	Unsure	Problems with brakes, Denver informed
CX 72250	Compactor	Knysna	Work	Unsure	Need to be Services – Filter problems and need 6 tyres.
CX 69904	Compactor	Knysna	Work	n/a	
CX 16479	Compactor	Knysna	Out of Commissions	unsure	Short – hydraulics Date: 15 April 2026
CX 30994	Compactor	Knysna	Out of Commissions	unsure	Roadworthy (Waiting for promum system to open)
CX 44145	Compactor	Knysna	Out of Commissions	unsure	Ramcom – Busy with repairs on the compaction and back part of the compactor Date: 3 weeks

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

CX 44033	Compactor	Knysna	Work Sedgefield	- n/a	
CX 28385	Compactor	Knysna	Out of Commissions	unsure	Workshop – battery and Starter problems Date: 3 Months
CX 26454	Hook-lift	Knysna	Out of Commissions	unsure	Hook, waiting on short for report and new parts.

4. OYSTER FESTIVAL PLAN FOR WASTE (JULY 2026):

Street Cleaning Team:

This team will focus on the already hotspot areas within the CBD, but more so on the areas near and around the Knysna High School sports field, Main Road, Waterfront Drive, and walkways.

Public Toilet Team:

Repairs at Caty's Park and Green hole are in process, but challenges remain of homeless people vandalising and sleeping in our public toilets. This put a strain on our budget in terms of repairs and maintenance. But the teams are monitoring this situation; it's a challenge as this normally happens after hours and during the evenings.

Refuse Collection teams:

The foreman of the refuse collection team is in continuous communication with the coordinators regarding the collection of refuse at various approved refuse storage areas.

4. STAFFING ISSUES:

Staffing Challenges Arising from Fleet Expansion:

The procurement of two new refuse compactor trucks and one hook-lift vehicle has increased the operational capacity of the Solid Waste Unit. However, this has also highlighted a significant staffing challenge, particularly regarding the availability of qualified drivers.

To operate the additional vehicles, the Unit has had to appoint General Assistants (GAs) as acting drivers or compensate them through acting allowances. While this provides a short-term operational solution, it creates a secondary challenge by reducing the number of General Assistants available to perform core waste collection functions.

The Solid Waste Unit is already experiencing a shortage of General Assistants, and further drawing from this workforce places additional strain on daily service delivery. Reduced crew numbers on refuse collection vehicles negatively impact productivity, increase workloads on remaining staff, and may ultimately affect the Municipality's ability to maintain acceptable waste collection service levels.

The draft organisational structure has been submitted for consideration. However, the approval of the structure and the allocation of the necessary budget for the additional posts remain outstanding. The urgent approval and funding of additional Driver and General Assistant posts are critical to ensuring the effective utilisation of the new fleet, improving operational efficiency, and maintaining sustainable waste management service delivery across the Greater Knysna Municipal area.

RECOMMENDATION OF THE ACTING MUNICIPAL MANAGER

That the proposed organisational structure be expedited for approval and that the required budget be allocated to create and fill the additional Driver and General Assistant posts as a matter of urgency. This will enable the Municipality to maximise the benefits of its fleet investment while ensuring uninterrupted and efficient refuse collection services.

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

Ref.	Indicator	Status
1	Recycle 10% of the waste being transported to Mossel Bay per month during the 2024/2025 financial year	Figures included in the report below until the end of June 2026
2	Conduct an annual external audit of the landfill site by the end of August 2026 for the 2025/26 financial year	The external audit RFQ has been advertised, and the relevant reports. In addition, GRAP and airspace assessment reports will also be completed, especially for the Old Place Garden Disposal Site and all other Knysna Waste Facilities. The next external audit is scheduled to take place in July 2026.
3	Review of the Integrated Waste Management Plan (IWMP)	Garden Route District Municipality went out on tender to appoint a service provider. All B Municipality signed a service level agreement (SLA) with GRDM. AMM has signed off that Knysna Municipality will participate with the collective development of the IWMP. A budget of a maximum of R400 000.00 has been approved; this amount will be paid by all participating Municipalities within the GRDM. DCOG also requested a review of the IWMP and the assistance they wish to provide to the municipality.

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

4	Regional landfill site	• The Service Level Agreement (SLA) with the Garden Route District Municipality (GRDM) has not yet been signed. However, Council has recommended that the SLA be concluded, • The tariff has been changed from a wet rate to a flat rate for all participating Municipalities. • The 1st cell of the new Regional Landfill, as per the project timeline, will be finished by Mid-January 2027 to February 2027, which will mean the Participating Municipalities will start disposing of waste during February 2027 / beginning of March 2027. • In addition, PetroSA disposal fee has increased tremendously, however this unit made budget available, increase tariff will be payable from 1st July 2026.
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COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

The status in terms of household refuse and recycling is depicted as outlined in the figure below.

HOUSEHOLD REFUSE VS RECYCLING 2025-2026														
Month	Jul-25	Tariff adju (May, Jun, July)	Aug-25	Sept-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Sum
PetroSA Rand Value (incl VAT)	R292 154,06	R 291 415,36	R436 631,24	R400 659,79	R576 241,22	R465 278,20	R823 671,86	R506 739,48	R414 891,86	R557 456,44	R595 549,34	R 300 925,42	R 444 356,25	R 6 105 970,52
Waste Unit (Ton) - PetroSA	800		909	835	1201	971	1708	1046	863	1217	1228	623	951	12 351,71
DM Recycling - Rand Value	R169 050,00		R166 290,00	R158 700,00	R169 050,00	R172 500,00	R181 470,00	R188 370,00	R186 300,00	R188 370,00	R215 901,00	R 237 817,10	R 237 032,25	R 2 270 850,35
Recycling (TON) -DM Recycling	245		241	230	245	250	263	273	270	273	298	303	302	3 193,00
Masiqhame - Rand Value	R 37 252,35		R 49 178,77	R 42 171,06	R 47 477,35	R 41 721,60	R 29 644,01	R 41 505,28	R 42 393,95	R 37 557,85	resigned	resigned	resigned	R 368 902,22
Recycling (TON) -MASIQHAME	59		78	83	75	66	47	66	67	59				599,85
TOTAL TON RECYCLED (TON)	304		319	313	320	316	310	339	337	332	298	303	302	3 792,85
Percentage Recycled waste%	38%		35%	38%	27%	33%	18%	32%	39%	27%	24%	49%	32%	3,91

FINANCIAL IMPLICATIONS

N/A

RELEVANT LEGISLATION

- Local Government: Municipal Finance Management Act No. 56 of 2003
- National Water Act (Act 36 of 1998) in South Africa,
- National Environmental Management: Waste Act (Act 59 of 2008)
- Environment Conservation Act (No 73 of 1989)
- The Constitution of the Republic of South Africa (Act 108 of 1996).
- The Local government: Municipal System Act (No 32 of 2000).
- National Environmental Management Act (No. 107 of 1998)
- National Environmental Management Act: Air Quality Act, 2004 (Act 39 of 2004 as amended)

RECOMMENDATION OF THE ACTING MUNICIPAL MANAGER

That Council notes the report on the solid waste unit.

Delegated to the committee to resolve. (G.1.3)

APPENDIX / ADDENDUM

File Number: 9/1/2/5

Execution: Director: Community Services

5.11

C11/07/26 FIRE SERVICE MONTHLY REPORTS (APRIL 2026 – JUNE 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, April 2026, May 2026 and June 2026.

BACKGROUND

This report provides an overview of Fire Services operations and performance for April 2026 to June 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: April 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	12	32	12	32
SICK	3	7	1	2
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

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

TOTAL	15	39	13	34
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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	1	4
2. Fire extinguisher	5	1
3. Awareness	8	4
4. Evacuation Drill	3	0

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

Total	17	09
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TOTAL NUMBER OF CALLS FOR THE MONTH							
Fire Calls				Special Service Calls			
Category	Knysna	Sedgefield	Combined	Category	Knysna	Sedgefield	Combined
Residential Formal	3	1	4	Medical	3	0	3
Residential Informal	6	1	7	Trauma	0	0	0
Bush/Grass/Rubbish	22	1	23	MVA Trauma	15	1	16
Storage	0	0	0	Miscellaneous Snake Removals	27	18	45
Institutional	0	0	0	Hazmat	0	0	0
Public Assembly	0	0	0	Code Calls	0	0	0
Transport Private	1	0	1	False Alarms	0	0	0
Transport Commercial	0	0	0	Drowning	0	0	0
Industry	0	0	0	Other	7	0	7
Commercial	0	0	0				
Other	11	0	11				
False Alarms	1	4	5				
Total	44	7	51	Total	52	19	71

2. SDBIP INDICATOR

Indicator		Knysna	Sedgefield	Total
1	Fire Hydrant Maintenance (min 10 per month)	55	30	85
2	Community Visits to Fire Stations	2	0	2
3	Visits to community and schools (min 4 per month)	15	9	24
4	Fire safety risk inspections (min 10 per month)	Fire Safety Section		47
5	Fire safety non-compliance notices issued	Fire Safety Section		0
6	Flammable substance licence inspections	Fire Safety Section		8
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		8
10	Burn Permits Issued	0	0	0
11	Notifications on overgrown properties	2	1	3
12	Overgrown properties cleaned	1	2	3
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		46
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 – structural fire)	2	0	2

20	Fire Practice and training: Staff	1	1	2
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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.	Minimum of 1 Roadblock per month in conjunction with Municipal, Provincial Traffic Department or South African Police Services.	5	8

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

	(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.						
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			

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

	<table><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>	C	3	10	13	D	3	20	23	E	Within requirement of appropriate risk category					
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 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	85												
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	A minimum of 4 per month	04	26												

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

	SAPS, Community Based Projects and Non-Governmental Organizations. These sessions are carried out by the Operational Fire Staff.			
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	47
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 0	Internal 1 External 0

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

During the month of April 2026, a total of seven (7) informal structures were destroyed by fire incidents and four (4) formal structure partially damaged. The incidents listed 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 twenty-six (26) 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: May 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	36		
SICK	3	27	0	0
FAM. RESP.	1	1	0	0
IOD	0	0	0	0
LIGHT DUTY	0	0	0	0
MATERNITY	0	0	0	0
SPECIAL(STUDY)	1	8	0	0
UNPAID	0	0	0	0
TOIL	0	0	0	0
TOTAL	16	72		

PROMOTIONS		
Position	Knysna	Sedgefield
	0	0
Total	0	

APPOINTMENTS		
Position	Knysna	Sedgefield
	0	0
Total	0	

STAFF TRAINING INTERVENTIONS		
Course	Knysna	Sedgefield
None		0
Total	0	

COMMUNITY TRAINING INTERVENTIONS		
Course	Knysna	Sedgefield
Door to Door	3	1
Fire extinguisher	3	1
Awareness	8	2
Evacuation drills	1	0

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

Total	15	4

TOTAL NUMBER OF CALLS FOR THE MONTH							
Fire Calls				Special Service Calls			
Category	Knysna	Sedgefield	Combined	Category	Knysna	Sedgefield	Combined
Residential Formal	2	1	3	Medical	0	3	3
Residential Informal	5	0	5	Trauma	0	0	0
Bush/Grass/Rubbish	17	8	25	MVA Trauma	12	5	17
Storage	0	0	0	Miscellaneous Snake Removals	19	6	25
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			Drowning	0	0	0
Industry	0	0	0	Other	0	0	0
Commercial	0	0	0				
Other	13	1	14				
False Alarms	2	0	2				
Total	39	10	49	Total	31	14	45

2. SDBIP INDICATOR

Indicator		Knysna	Sedgefield	Total
1	Fire Hydrant Maintenance (min 10 per month)	80	25	105
2	Community Visits to Fire Stations	0	0	0
3	Visits to community and schools (min 4 per month)	15	4	19
4	Fire safety risk inspections (min 10 per month)	Fire Safety Section		65
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		2
8	Events approved	Fire Safety Section		2
9	Dangerous goods vehicle inspections (min 4 per month)	Fire Safety Section		10
10	Burn Permits Issued	0	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		34
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 vehicle mentioned in subsection (1), unless the operator is in possession of a valid	Minimum of 1 Roadblock per month in conjunction with Municipal, Provincial Traffic Department or South African Police Services.	5	10

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

	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	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%

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

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	105
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	19
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	65
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)	Internal: Listed in the SANS 10090 as continuation training, Conducted by senior staff members on station level at least one occasion per week, per platoon. External: 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
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Summary of formal and informal structural fire occurrences – May 2026.

During May 2026, a total of eight (8) structural fire incidents were recorded across various wards, resulting in five (5) informal structures being destroyed and three (3) formal structures partially damaged.

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: June 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	8	27	9	26
SICK	5	49	3	12
FAM. RESP.	0	0	0	0
IOD	1	4	0	0

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

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	14	80	12	38

PROMOTIONS		
Position	Knysna	Sedgefield
	0	0
Total	0	

APPOINTMENTS		
Position	Knysna	Sedgefield
	0	0
Total	0	

STAFF TRAINING INTERVENTIONS		
Course	Knysna	Sedgefield
Peace Officer Course	6	0
Total	6	

COMMUNITY TRAINING INTERVENTIONS		
Course	Knysna	Sedgefield
1. Door to Door	2	2
2. Fire extinguisher	1	0
3. Awareness	8	2
4. Evacuation drills	1	0

TOTAL NUMBER OF CALLS FOR THE MONTH

Fire Calls				Special Service Calls			
Category	Knysna	Sedgefield	Combined	Category	Knysna	Sedgefield	Combined
Residential Formal	4	0	4	Medical	0	6	6
Residential Informal	5	3	8	Trauma	0	1	1
Bush/Grass/Rubbish	9	6	15	MVA Trauma	12	3	15
Storage	0	0	0	Miscellaneous Snake Removals	4	2	6
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	12	5	17
Commercial	0	0	0				
Other	0	0	0				
False Alarms	1	2	3				
Total	19	11	30	Total	28	17	45

5. SDBIP INDICATOR

Indicator		Knysna	Sedgefield	Total
1	Fire Hydrant Maintenance (min 10 per month)	63	45	108
2	Community Visits to Fire Stations	1	0	1
3	Visits to community and schools (min 4 per month)	11	4	15
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		42
7	Events meetings attended	Fire Safety Section		3
8	Events approved	Fire Safety Section		1
9	Dangerous goods vehicle inspections (min 4 per month)	Fire Safety Section		9
10	Burn Permits Issued	0	2	2
11	Notifications on overgrown properties	0	0	0
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		19
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	Minimum of 1 Roadblock per month in conjunction with Municipal, Provincial Traffic Department or South African Police Services.	5	09

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

	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.						
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	100%	100%

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

	<table><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>	A	3	5	8	B	3	7	10	C	3	10	13	D	3	20	23	E	Within requirement of appropriate risk category			actual arrival time at incident.		
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 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	108																				
Enhancement of fire prevention through awareness and education	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	A minimum of 4 per month	04	16																				

COMMUNITY SERVICES COMMITTEE MEETING
AGENDA
21 JULY 2026

sessions and projects	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.			
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 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 6	Internal 1 External 0

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

During June 2026, a total of eight (8) informal structures were destroyed and four (4) formal structure was partially damaged. The incidents mentioned 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 sixteen (16 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 MUNICIPAL MANAGER

That the monthly Fire Service reports for the period April 2026, May 2026 and June 2026, be noted.

File Number: 9/1/2/5

Execution: Director: Community Services

5.12

C12/07/26 REPORT OF THE LIBRARIES APRIL TO JUNE 2026
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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.

Annexure A:

Performance report of the libraries for the period of APRIL TO JUNE 2026.

File Number: 9/1/2/5

Execution: Director: Community Services
 Manager: Libraries

SOCIAL SERVICES PORTFOLIO S80 MEETING
DIRECTORATE: COMMUNITY SERVICES

DEPARTMENTAL REPORT: LIBRARIES & MUSEUMS

MONTHLY REPORT: April – June

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	271 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	152 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	6445 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	78 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:
April – June 2026

EXTENSION SERVICES

	TOTAL	Town	H/le	Masi	L.Isi	Rhee	Sedg	Smut s	Karat	Kha S	R Balie	B/hill
Volume circulation Study material	8536	15	186	2402	0	86	45	0	21	3748	1973	60
No of computer users	6445	1745	310	700	20	123	415	392	137	2202	395	6
No of participants in outreach programs	10937	1988	620	3300	1056	180	395	450	517	630	1800	1
No suitcase libraries: Pre-schools & O/A homes	260	40	37	31	24	21	24	24	8	27	21	3
Library exhibitions held	79	15	6	11	9	9	6	3	6	3	8	3

NOTES:

1. An increase of 1.62% of new computer users was recorded during the quarter.
2. An increase of 10.57% in the number of suitcase libraries (block loan of books) delivered to pre-school & old age homes

CIRCULATION STATISTICS

	TOTAL	Town	H/le	Masi	L.Isi	Rhee	Sedg	Smuts	Karat	Kha S	R Balie	B/hill
Books circulated	43603	10889	5430	2402	3929	999	8847	976	4857	2837	1973	464
Browses	3736	52	380	1000	25	106	298	553	248	256	678	140
Audio-visual circulation	292	9	0	0	41	0	242	0	0	0	0	0
New members	311	116	29	18	12	49	0	2	7	33	42	3
Total Junior	14346	3358	2552	1390	80	1109	438	626	132	2599	1908	154
Total Adult	16131	5483	2576	675	464	613	2472	584	308	2333	452	171
Members dropped	0	0	0	0	0	0	0	0	0	0	0	0

Notes:

1. The total number of books circulated increased by 18.2% and new members by 1.03% which may be ascribed to the library week marketing activities.
2. 62% increase in the reading of books withing the library premises(browses) which suggest an increase in patrons that visit the library.

EDUCATION SUPPORT

	TOTAL	Town	H/lee	Masif	L.Isle	Rheen	Sedg	Smuts	Karat	Kha S	R Balie	FV	B/hill
Staff to Schools	167	60	16	28	0	12	12	3	6	20	9	0	1
Class visits to Libraries	143	40	9	32	0	0	6	6	6	20	21	0	3
Study topics prepared	575	23	54	45	0	62	16	3	1	333	38	0	0

PHOTOCOPIES

	TOTAL	Town	H/lee	Masif	L.Isle	Rheen	Sedg	Smuts	Karat	Kha S	R Balie	FV	B/hill
Study	10351	1701	2300	3991	0	12	12	3	6	20	2305	0	1
Library Official	2656	300	315	1200	0	0	6	6	6	20	800	0	3
Duds	737	63	49	350	0	62	16	3	1	33	160	0	0

USER ACTIVITIES & MARKETING

	TOTAL	Town	H/lee	Masif	L.Isle	Rheen	Sedg	Smut	Kar	Khay	R.Balie	FV	B/hill
Phone Transactions	1865	352	27	400	85	32	181	48	0	530	210	0	0
Reference searches	657	63	120	60	0	72	79	22	0	226	15	0	0
Display/Exhibitions	78	10	8	11	2	12	11	9	0	4	8	0	3

COLLECTION CONTROL

	TOTAL	Town	H/lee	Masif	L.Isle	Rheen	Sedg	Smuts	Karat	Kha S	R Balie	B/hill
Total Stock	144472	39570	10322	12549	7628	9393	21819	6106	6049	7537	6734	4216
Library material outstanding	726	148	69	110	168	20	82	0	28	19	82	0
Library material recovered	343	1	51	70	0	72	17	2	66	15	49	0
Active blacklist	840	318	98	25	168	20	44	113	36	0	18	0

COLLECTION CONTROL

	TOTAL	Town	H/lee	Masi	L.Isle	Rheen	Sedg	Smuts	Karat	Kha S	R Balie	B/hill
New books	2631	546	149	369	225	245	431	175	150	0	236	105
Weeding	737	0	225	100	0	52	10	0	0	0	50	300
Own stock accessioned	241	133	24	0	30	0	54	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 141.90	R2433.80	R620,00	R14,80	R115.00	R22.00	R2317.00	R47.20	R43.90	R239.00	R279.70	R9.50
Hall bookings	R3 045.00	R740.00	R0.00	R2305.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R0,00	R0.00
Photocopies	R19 109.20	R1650.90	R2300.00	R4789,20	R15.00	R44.00	R4657.50	R185.00	R820.00	R1440.00	R3102.60	R105.00
Printing from computer	R8 364.30	R1032.50	R0.00	R3268,80	R0.00	R0.00	R0.00	R185.00	R594.00	R550.00	R2734.00	R0.00
Lost books paid	R16 900.23	R212.00	R0.00	R10377,80	R194.13	R0.00	R0.00	R0.00	R0.00	R0.00	R6116.30	R0.00
Subscriptions	R294.50	R0.00	R0.00	R14,80	R0.00	R0.00	R0.00	R0.00	R0.00	R0.00	R279.70	R0.00
GRAND TOTAL	R53 855.13	R6069.62	R2920.00	R2305.00	R324.13	R66.00	R6974.50	R417.20	R1457.90	R501.90	R0,00	R114.50

LIBRARY HIGHLIGHTS

KNYSNA & LEISURE ISLAND



Knysna Library children's section staff including Yeboneers, visited the Millwood house and the Old Gaol museums in celebration of the Knysna history on the Freedom Day (27April 2026), with children from Trinity School (Grade 5 -8)

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



· **ACCES TO INFORMATION**



Libraries provide free and equitable access to reliable information in many formats, supporting informed decision making and lifelong learning. In addition, libraries promote lifelong learning by encouraging people to develop new skills, explore personal interests, and continue their education throughout their lives. They provide quiet spaces for studying, research, and as well as educational programs, workshops, and community events.

YOUTH MONTH



- Builds confidence by giving individuals a platform to showcase their talents.
- Promotes appreciation for different forms of art, music, and literature.

- Strengthens communication and public speaking skills, especially through spoken word performances.
- Increases community engagement by bringing people together in a positive environment

APRIL 2026

World Book Day – Masifunde Library



Afterschool Reading program



World Book Day – Rudolf balie Library



May 2026

Africa Day -Rudolf balie Library



Afterschool Reading program

May 2026Preschool Visits- Storytelling





June 2026

Vintage day





#Wednesdayweread



HORNLEE & BRACKENHILL

April

April month we celebrated the holy week of Easter. Easter hunts were held on the library grounds.

The children found this activity extremely exciting.

Children made Easter eggs out of scrap paper and we give them proper ester eggs afterwards.

Hornlee Library exhibits a beautiful display of Eater eggs, balloons and rabbits. This was well accepted by the library community.

School visits at Library: we emphasised personal Hygiene and self-care.

May

Our awareness on Health and Hygiene continued in May,

Mother's Day were celebrated in the library through a beautiful exhibition of Mother's Day

Children made Mother's Day cards for their mothers with beautiful quotes that the library staff provided.

June

We have a Holiday program from 10:00 till 12:00

Games were played: Dominoes, Cards and board games eg. Snakes and ladders and Checkers.

Colour-in for the kiddies and pavement art for the older children

Awareness of Youth day was highlighted through a display of Youth day in South Africa.

COMPILED BY: Xola Frans

Manager: Libraries & Museums

6. **CLOSURE**

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